



CITY OF MIRAMAR, FL

FY 2019 ADOPTED ANNUAL

# BUDGET

# City of Miramar Adopted Annual Budget Fiscal Year 2019

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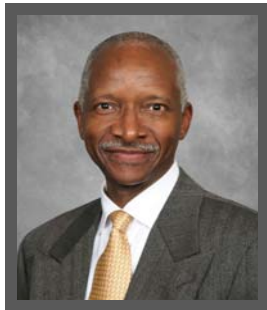
## Elected City Commission



**Mayor**  
Wayne M. Messam



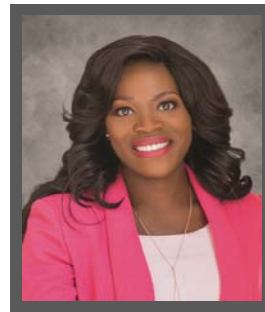
**Vice-Mayor**  
Yvette Colbourne



**Commissioner**  
Winston F. Barnes



**Commissioner**  
Maxwell B. Chambers



**Commissioner**  
Darline B. Riggs

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## Appointed City Officials

Vernon E. Hargray, City Manager  
Shaun Gayle, Chief of Staff  
Whittingham Gordon, Assistant City Manager  
J. Michael Moore, Assistant City Manager  
Susan A. Gooding-Liburd, Chief Financial Officer  
Alicia Ayum, Director of Procurement  
Bernard Buxton-Tetteh, Director of Public Works  
Camasha Cevieux, Director of Cultural Affairs  
Randy Cross, Director of Human Resources  
Katrina Davenport, Director of Social Services  
Denise A. Gibbs, City Clerk  
Clayton D. Jenkins, Director of Information Technology  
Jody Kirkman, Director of Utilities  
Norman Mason, Director of Management & Budget  
Robert Palmer, Fire-Rescue Chief  
Eric B. Silva, Director of Community & Economic Development  
Elizabeth Valera, Director of Parks & Recreation  
Dexter Williams, Police Chief





# Table of Contents

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## Introduction

City Manager’s Message .....	1
GFOA Budget Award .....	2
Average Property Owner Tax Bill.....	3
Citywide Organizational Structure .....	4
Miramar Location .....	5
Miramar At A Glance .....	6
City of Miramar: Past, Present, and Future .....	9

## Budget Overview

Strategic Plan .....	13
Business Plan.....	14
Financial Policies.....	18
Budget Process Overview .....	21
FY 2019 Budget Calendar .....	23
Fund Structure Overview.....	24
Revenues & Expenditures Estimated Methods.....	26
Long-Term Debt.....	28
Consolidated Budget Summary .....	32
Budget Summary .....	33
All Funds Revenue Summary.....	43
All Funds Expenditure Summary.....	44
All Funds Position Comparison Summary .....	50
All Funds Program Summary .....	52
Capital Improvement Program.....	55

## General Fund

General Fund Revenues and Expenditures Summary .....	63
Position Summary .....	66
General Fund Revenue Projections .....	67
General Fund Expenditure Projections.....	77
City Commission .....	83
Office of the City Manager .....	93
Human Resources .....	111
Legal .....	125
Office of the City Clerk.....	129
Financial Services.....	143
Procurement.....	161
Management & Budget .....	173
Police .....	189
Fire-Rescue .....	217
Community & Economic Development .....	243
Public Works.....	267
Construction & Facilities Management .....	295
Parks and Recreation .....	307
Social Services .....	341
Cultural Affairs .....	363
Non-Departmental .....	389
Capital Improvement .....	395

## Special Revenue Funds

Revenues and Expenditures Summary .....	397
Police Education Fund .....	398
Public Safety Outside Services Fund.....	400





# Table of Contents

---

Law Enforcement Trust Fund . . . . .	402
Federal Grants Fund . . . . .	404
State and County Grants Fund . . . . .	407
Neighborhood Stabilization Program Fund . . . . .	413
State Housing Initiatives Partnership . . . . .	415
Community Development Block Grant . . . . .	418

## *Debt Service Funds*

Revenues and Expenditures Summary . . . . .	421
---------------------------------------------	-----

## *Capital Projects Funds*

Revenues and Expenditures Summary . . . . .	431
Police CIP . . . . .	432
Fire & EMS CIP . . . . .	434
Street Construction and Maintenance . . . . .	438
Public Safety CIP . . . . .	441
Park Development . . . . .	443
CIP Bonds 2013 . . . . .	446
2017 CIP Loan . . . . .	451
Capital Projects . . . . .	455

## *Enterprise Funds*

### Utility Funds

Revenues and Expenditures Summary . . . . .	463
Utility Billing . . . . .	471
Construction and Facilities Management . . . . .	479
Utilities Department . . . . .	487
Utility Construction Revenue Bonds . . . . .	545
Contribution In Aid of Construction . . . . .	547
Stormwater Management . . . . .	551
Cultural Affairs Fund . . . . .	569
Early Childhood Fund . . . . .	573

## *Internal Service Funds*

Revenues and Expenditures Summary . . . . .	577
Health Insurance Fund . . . . .	579
Risk Management Fund . . . . .	585
Fleet Maintenance Fund . . . . .	597
Information Technology Fund . . . . .	609

## *Appendix*

Statistical Information . . . . .	629
Fund Balance Overview . . . . .	630
Assessed Values of Taxable Property . . . . .	633
Property Tax Levies and Collections . . . . .	634
Direct and Overlapping Governmental Debt . . . . .	636
Demographic and Economic Statistics . . . . .	637
Major Employers . . . . .	639
Comparison to Other Local Municipalities . . . . .	640
Comparison of Other Cities Taxable Value . . . . .	640
Glossary of Terms . . . . .	641
Abbreviations and Acronyms . . . . .	646
Millage Rate Ordinance . . . . .	647
Budget and CIP Ordinance . . . . .	651



# City Manager's Message

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## CITY OF MIRAMAR

An Equal Opportunity Employer

### Mayor

Wayne M. Messam

### Vice Mayor

Yvette Colbourne

### City Commission

Winston F. Barnes

Maxwell B. Chambers

Darline B. Riggs

### City Manager

Vernon E. Hargray

**"We're at the  
Center of Everything"**

**CITY MANAGER**  
c/o City of Miramar  
2300 Civic Center Place  
Miramar, Florida 33025

Phone (954) 602-3115  
FAX (954) 602-3672

Honorable Mayor, Vice Mayor and City Commissioners:

This is the presentation of the City of Miramar **Fiscal Year 2019 Adopted Budget**, which is a balanced budget that demonstrates our commitment to the continued growth and development of this great City. Through the efforts and dedication of staff, the budget shows a reduction in expenses, increase in revenue and proposed utilization that helps stabilize the City's finances and positions Miramar for future sustainability and needed growth. This growth contemplates the City's continuing obligations for debt service, pensions, public safety and infrastructure.

Some of the initiatives undertaken to balance this budget include: the overhauling of the vehicle replacement program; right-sizing of employee benefits to calibrate them with levels of responsibility; and, program realignment and restructuring to optimize City resources and leverage existing talent. These strategies are designed to better align the City's resources with service categories, position programs to enhance community benefit, and to arrange staffing levels in a manner that optimizes performance and the delivery of service to the community.

An important component of the budget philosophy is the enhancement of the quality of life for our residents and the desire to secure Miramar's appeal for future residential and commercial activity. As a result, this budget promotes fiscal solvency through responsible initiatives that address unfunded liabilities. In this environment of nationwide pension uncertainty, it is important for the City of Miramar to implement strategies that will address this liability for the past, current and future workforce, in addition to identifying funding for other post-employment benefits. This budget also seeks to continue the economic success of the City, through funding opportunities for small businesses and the creation and development of corporate relationships designed to retain existing businesses and attract new enterprises.

As we move forward, we must keep focus on the City's obligation to pensions, insurance, debt service and other post-employment benefits. We will continue to leverage available resources and engage the City Commission and citizenry on utilization and the need for additional funding through the avenue of strategic planning. This effort will include key City and community stakeholders, who will chart the course together for the future of the next generations that will live, work, play and do business in this City of Beauty and Progress.

Sincerely,

Vernon E. Hargray  
City Manager





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Miramar**

**Florida**

For the Fiscal Year Beginning

**October 1, 2017**

*Christopher P. Morill*

Executive Director

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Miramar, Florida**, for its Annual Budget for the fiscal year beginning **October 1, 2017**.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

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

# Average Property Owner Tax Bill

## Using the Home Amount from the Property Appraiser (All Residential)

	<u>Homesteaded</u>		
	Levied FY 2018	Adopted FY 2019	
Assessed Value	200,177	204,381	2.1%*
Homestead Exemption	(50,000)	(50,000)	
Taxable Value	150,177	154,381	
Millage Rate	6.7654	7.1172	
City Tax Bill	\$ 1,016.01	\$ 1,098.76	\$ 82.75
Fire Assessment	\$ 372.84	\$ 398.23	\$ 25.39
Total Change			\$ 108.14

	<u>Non-Homesteaded</u>		
	Levied FY 2018	Adopted FY 2019	
Assessed Value	229,605	254,865	11.0%
Homestead Exemption	-	-	
Taxable Value	229,605	254,865	
Millage Rate	6.7654	7.1172	
City Tax Bill	\$ 1,553.37	\$ 1,813.92	\$ 260.56
Fire Assessment	\$ 372.84	\$ 398.23	\$ 25.39
Total Change			\$ 285.95

## Using the Home Amount from the Property Appraiser (Single Family Home)

	<u>Homesteaded</u>		
	Levied FY 2018	Adopted FY 2019	
Assessed Value	208,985	213,373	2.1% *
Homestead Exemption	(50,000)	(50,000)	
Taxable Value	158,985	163,373	
Millage Rate	6.7654	7.1172	
City Tax Bill	\$ 1,075.60	\$ 1,162.76	\$ 87.17
Fire Assessment	\$ 372.84	\$ 398.23	\$ 25.39
Total Change			\$ 112.56

	<u>Non-Homesteaded</u>		
	Levied FY 2018	Adopted FY 2019	
Assessed Value	248,540	275,957	11.0%
Homestead Exemption	-	-	
Taxable Value	248,540	275,957	
Millage Rate	6.7654	7.1172	
City Tax Bill	\$ 1,681.47	\$ 1,964.04	\$ 282.57
Fire Assessment	\$ 372.84	\$ 398.23	\$ 25.39
Total Change			\$ 307.96

## Using the Commercial Amount from the Property Appraiser (Commercial)

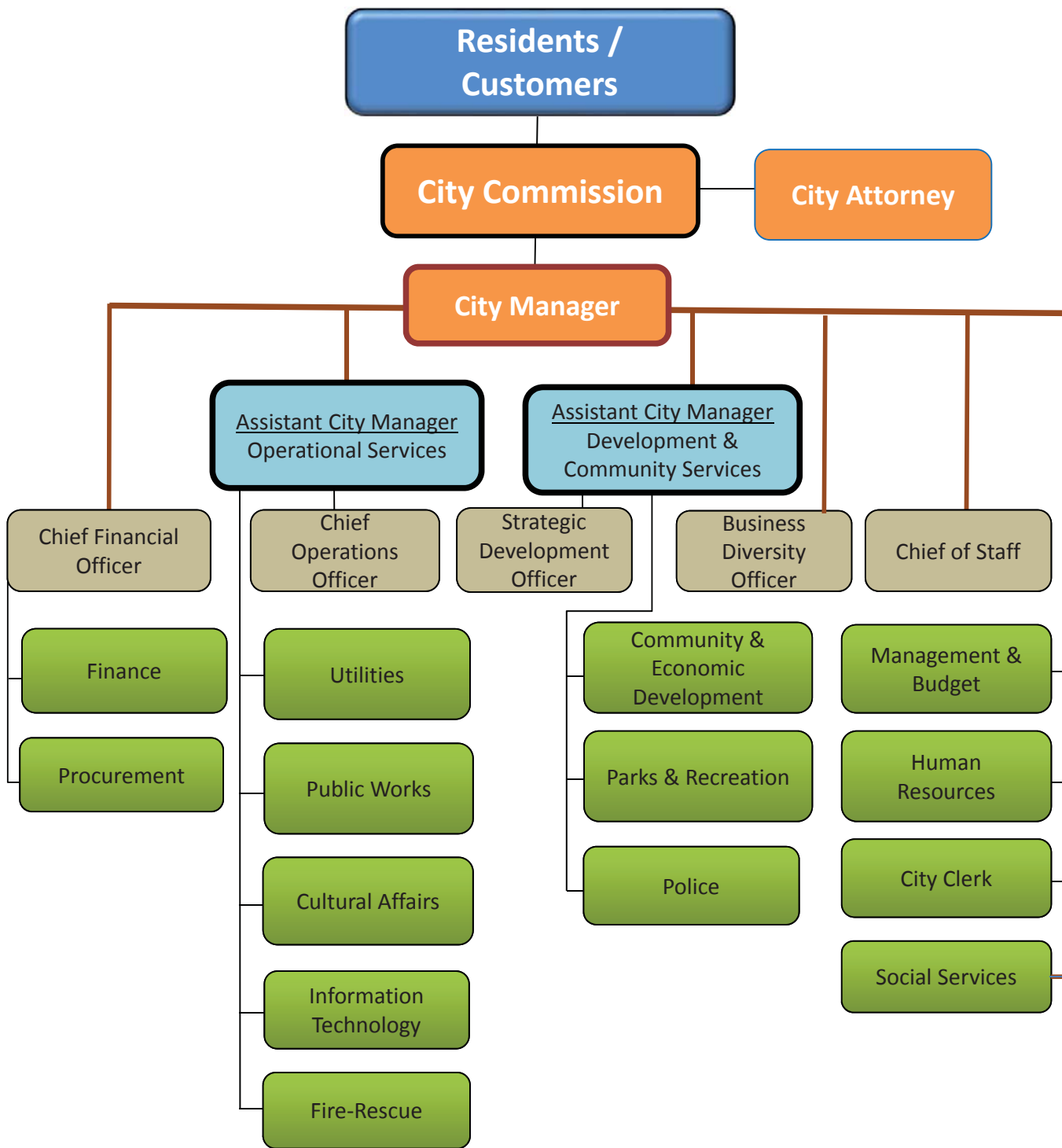
	Levied FY 2018	Adopted FY 2019	
Taxable Value	564,974	602,849	6.7%
Avg Size (Sq Ft)	14,611	14,611	0.0%
Millage Rate	6.7654	7.1172	
Fire Assessment	12,043.85	10,895.42	(1,148.42)
City Tax Bill	\$ 3,822.28	\$ 4,290.60	\$ 468.32
Total Change			\$ (680.10)

\* Save Our Homes (SOH) Cap





# Citywide Organizational Structure



# Miramar Location

## Location of Miramar on the State of Florida Map

The City of Miramar is located at the geographical center of South Florida. Miramar offers the very best of Broward and Miami-Dade counties to business and industry. Within the City, there is ready access to I-75, Florida's Turnpike, I-95 and major state roads.



# Miramar At A Glance

- Miramar was incorporated on May 26, 1955.
- The Commission/City Manager form of government was established by charter and adopted on March 13, 1991.
- The charter established a five member City Commission elected by the residents to serve for a four-year term.
- The City Manager is appointed by the City Commission.
- The City's motto is "**Beauty and Progress**".
- The City's boundaries are: South of Pembroke Rd, north of County Line Rd, west of U.S. 441 (SR 7), and east of US 27 (Everglades Conservation Area).

*Note: (Additional community information and comparison data with other municipalities are presented in the Appendix section of this document).*

## Demographics

### Population Estimates

Source: Bureau of Economic and Business Research (BEBR)

Calendar Year	Population
2009	115,605
2010	122,041
2011	122,982
2012	123,478
2013	126,619
2014	128,432
2015	132,096
2016	134,037
2017	136,246
2018	137,107
Median Age	35.9
Median Household Income	\$64,632
Number of Households	43,295
Single Family/Duplex	33,763
Multi-Family	8,097
Mobile Homes	1,435
Race Composition (%)	
Black/African American	46.0%
White	41.3%
Asian	5.8%
Other Race / Two or More Race	6.9%
Total	100.0%
Hispanic/Latino (of any race)	36.7%

Source: U.S. Census Bureau, 2017 American Community Survey

### Education (number of schools by category)

Public Schools	
Elementary Schools	10
Middle Schools	2
High Schools	2
Charter Schools	3
Community School	1
Special Needs School	1
Private Schools	3
Colleges	2
Universities	6

### Land Use

Land Area	31.3 sq.mi.
Acreage (Total City Property)	19,968

### Existing Land Use

Residential	70.85%
Commercial	2.94%
Industrial	2.40%
Recreational	1.80%
Schools	0.80%
Conservation, Institutional/Pub Facility, Rural	10.20%
Regional Activity (Mixed Use)	8.30%
Undeveloped	2.71%
Total Land Use	100.0%

Source: Community & Economic Development Land Data

### Economics

Office Space	3,364,924 sq. ft.
Commercial Space	3,240,868 sq. ft.
Industrial Space	9,318,609 sq. ft.
Taxable Assessed Value 2018 tax year	9,847,867,135
Real Property	9,417,874,970
Personal Property	429,992,165
Adjusted Taxable Value	9,771,003,945
Property Tax Millage Rate	7.1172

There is no voter approved debt

*(A mill represents \$1 in tax per \$1,000 in tax-assessed value. Taxable value is millage rate times the assessed value).*



# Miramar At A Glance

## Fiscal Year 2019 Budget

Adopted Budget	\$285,359,598
Adopted Net Budget	\$232,172,287
Adopted Capital Improvement Budget	\$9,342,909
General Fund Budget	\$168,783,609

## Fire Protection Special Assessment

Residential-single & multi-family	\$398.23
Mobile Homes	\$296.26
<i>Below rates are per square ft capped at 100,000 sq ft</i>	
Commercial	\$0.7457
Industrial/Warehouse	\$0.1191
Institutional/Governmental	\$0.6194

## Service Statistics

### Police

Full Time Employees	304
Sworn Police Officers	226
Service Calls (FY 2018)	85,930
Average emergency response time	4.20 mins

### Fire-Rescue/EMS

Fire Stations	5
Full Time Employees	165
Certified Firefighters	151
EMS Calls (FY 2018)	8,480
Fire Calls (FY 2018)	3,231
Average Fire Response Time	5.38 mins
Average EMS Response Time	7.04 mins

### Parks & Recreation

Number of Parks	42
Number of Acres	458
Facility   Pavilion   Shelter Rentals	1,286
Number of Rec. Programs   Patrons	38   52,350
Number of Athletic Programs   Patrons	37   106,200
Number of Aquatic Complexes   Patrons	2   102,979
Number of Special Events	25
Number of Sp. Events Participants	45,400

### Social Services

Senior Centers	2
Senior Participants (FY 2018)	900
Senior Transportation (FY 2018)	65,000
Counseling Hours (FY 2018)	1,100

Activities Offered at Centers	60
Childcare Facilities	4
Number of Pre-school Children	226
Number of Elementary/After School Children	172

## Cultural Affairs

Theater Size	45,029 sq. ft.
Capacity	776 seats
Kitchen	1,900 sq. ft.
Attendance:	
Theater	53,155
Art Gallery Visits	10,837
Gallery Exhibits	5
Banquet Hall Rental	19,570

## Public Works

Miles of street	422 miles
Street miles maintained	299 miles
Bike path / sidewalks maintained	127 miles
City street lights	823
Tons of curbside recycled material collected	5,041
City vehicles and equipment maintained	622

## Utilities

Estimated Population for water service	140,000
Customer accounts	33,900
Miles of Water Lines	443.9
Fire Hydrants	4,541
Number of wells	15
Average Daily Water Consumption	13.6 mgd
Daily water treatment capacity	17.45 mgd
Sewer lines / force mains	343.5 miles
Average daily sewer treatment	9.96 mgd
Number of Lift Stations	140

## Total City Employees/Full-Time Equivalent (FY 2019 FTEs)

Full-time employees	997.0
Part-time employees-155	80.5
Seasonal part-time-31	15.0
Temporary full time	1.0
Temporary part-time-12	6.0
Total Net FTE's	<u>1,099.5</u>





# Miramar At A Glance

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## Services Provided by Other Governmental Units

### Healthcare

- Memorial Hospital Miramar
- Memorial Primary Care Center
- Miami Children's Hospital Outpatient Center

### Library Services

- Broward County Library - Miramar Branch
- BCL-Pembroke Pines / Walter C Young Resource Center
- South Regional / Broward County Library

### Public Housing

- Community Development Block Grant-CDBG
- Florida Housing Finance Corporation-SHIP Prog.
- US Department of Housing & Urban Development Program

### Public Transportation

- Broward County Transit (BCT)
- I-95 Express
- Metro Bus - Metro Transit Agency
- Miramar Shuttle Bus Service

Source: CAFR, City Departments, Broward county, BCPA, and other websites



# City of Miramar: Past, Present, and Future

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Like most cities, Miramar had its beginnings when one person, Abraham Mailman, ventured out to “start anew” and develop a community. Mr. Mailman was a developer whose vision was to provide a “bedroom” community. In 1953, he purchased a 1,200 acre dairy farm from Henry D. Perry, Sr., and built 56 homes. The homes sold quickly, setting in motion the future City. Although geographically landlocked, Mr. Mailman named the city “Miramar”, after a town in Cuba which means “Look at the Sea”.

Miramar was incorporated on May 26, 1955. At that time, the population was less than 200 with an area of about 2.9 square miles. The original boundaries were SW 64th Avenue on the east, University Drive on the west, Dade County Line on the south and Pembroke Road on the north. The only major roads were US 441, Hallandale Beach Boulevard to 66th Terrace, and Pembroke Road to University Drive. The photo below is an aerial view of Miramar in its original state.



Because of his involvement in the City’s initial development, Mr. Henry D. Perry, Sr., is recognized as one of the foremost pioneers in the history of Miramar. His character and civic activities influenced not only the lives of early residents, but continue to impact the community to the present-day, evidenced by the schools and parks in the City that bear the family’s name. Many long-time residents fondly recall the community barbecues hosted by Mr. and Mrs. Perry; many grateful to Mr. Perry for conducting animal husbandry classes for the benefit of Miramar’s youth to enhance their knowledge about farm life.



As the City progressed, the Governor appointed and swore in the City’s first council and Robert Gordon was appointed the Mayor on June 20, 1955. The City’s official seal was inscribed with the motto “Bellitas et Progressum” meaning “Beauty and Progress.” In this same year, the Police Department was established which signified the formation of the City’s structure. In 1956, the Miramar Volunteer Fire Department and First Aid Squad were established. In 1958, Miramar Elementary School was the first school founded and the water tower at 7000 Miramar Parkway was also built.





# City of Miramar: Past, Present, and Future

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In 1959, the first municipal election was held, and Charles F. Knapp was elected as Mayor. In 1960, the Henry D. Perry Middle School was built on land donated by Annabel C. and Henry D. Perry, followed by Miramar High, built in 1970.

In 1975, Harry M. Rosen was elected Mayor. Mr. Rosen established the City's first Ad Valorem Property Tax Rate at 2.84 mils in Fiscal Year 1977 to provide better services and to balance the budget. In 2005, the annual Fire Protection Fee of \$119.00 was implemented to provide Capital Improvement for fire service.

Although explosive growth is common in new towns, the City of Miramar's early fathers advocated the philosophy of planned and controlled growth. This was demonstrated with the adoption of a Comprehensive Land Use Plan in 1972, even before it was mandated for cities and counties. This move made Miramar a leader in South Florida in the development of effective land use controls.

The Comprehensive Land Use Plan and subsequent update provided a framework for the orderly and the development of future growth. As a result, Miramar is one of the few cities in the State of Florida that has been recognized as having an exemplary and comprehensive plan, making it exempt from the State oversight.

Here in Miramar, "We are at the center of everything". Our convenient location in Southwest Broward makes us the ideal city for quality residential living and excellent commercial / business opportunities; bolstered by extensive air, rail, and land linkages to regional, national and international centers. Our unique location and incomparable climate continue to draw national and international transplants.

The City of Miramar's location makes it accessible to major thoroughfares such as I-75, Florida's Turnpike, I-95, Flamingo/Red Road, University Drive, State Road 7/ US 441, and US 27. It is also in close proximity to major airports, seaports, colleges, universities, shopping malls,

cultural centers, beaches and professional sports teams such as the Miami Marlins Baseball Team, The Florida Panthers Hockey Team, Miami Dolphins Football Team, and the Miami Heat Basketball Team. In order to support its infrastructure, Miramar has its own water systems, sewer and storm water service, two water treatment plants and one wastewater treatment plant; while providing other services necessary for the health, safety and welfare of the residents.

The services provided by the City of Miramar go beyond water and sewer. We strive to offer the best in public safety through our professionally trained Firefighters and Police Officers. In addition, the City offers 42 parks and two aquatic facilities enjoyed by residents and many visitors every year. The Miramar Regional Multi-Service Center, the Cultural Center/Arts Park and Library and Educational Facilities are also available to the public.

Since its inception, Miramar has been and continues to be a family-oriented community. The City's professional recreational staff plans year-round activities for everyone which include the highly acclaimed S.T.A.R.

(Supervised Time Afternoon Recreation) Program, and a variety of programs for Teachers' Planning Days, other out-of-school days and for the summer.

The strategically located senior centers offer a wide range of activities including health screenings, nutrition, counseling, and fitness. The Venetian Street senior center was moved to the Multi-Service Center at 6700 Miramar Parkway. This 38,000 square foot state-of-the-art building is a hub of activities and resources for all ages.

Over the years, Miramar has spread its wings, and now offers many educational opportunities including: three private schools, ten elementary schools, two middle schools, two high schools, three Charter schools, one community school, a special needs school, and eight colleges/universities/institutes.



*Florida International University and Broward College.*

# City of Miramar: Past, Present, and Future

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The Miramar Educational Center 1st floor houses one of Broward County's Community Libraries. Broward College's third satellite campus and Nova Southeastern University satellite facility are located in the center's second and third floors. In addition, there are eight major colleges and universities, and one trade and technical school within a few miles of the City's boundaries. In addition to our educational opportunities, Miramar is the proud home of an extension of the Memorial Healthcare System, Memorial Miramar, which opened its doors on March 17, 2005 and features a 138 bed full service acute-care facility and offers individualized care using advanced technology.



Memorial Miramar is a welcome addition to other major hospitals located within one to five miles of the City limits such as Memorial Pembroke, Memorial West, Memorial Regional Hospital, Dan Marino Children's Center, Joe DiMaggio Children's Hospital, and Hollywood Medical Center.

Miramar continues to work in association with Broward County, the State of Florida, Federal Agencies and various private sector sources to provide an array of resources that promote and encourage business opportunity and growth ranging from major corporate developments to small businesses. In addition to other state-of-the-art services, Miramar is located near two of Florida's first-class seaports: Port Everglades to the north, and the Port of Miami to the south, both within 22 minutes of the City limits. These ports are the nation's favorite departure ports for leisure cruising, as well as important cargo ports.

The Tri-County Commuter Rail is also within 20 minutes of Miramar and provides service between Miami, Ft. Lauderdale, West Palm Beach, and the Hollywood stations. Other personal transportation services are also available. Few areas of the country enjoy the convenience of two major international airports like the City of Miramar.

The Ft. Lauderdale/Hollywood International Airport is 11 miles to the north and the Miami International Airport is 14 miles to the south. Other public-use airports such as North Perry is four miles north, Opa-locka is six miles south and Opa-locka West is ten miles south of Miramar.

The City of Miramar operates in partnership with Broward County Transit (BCT) to provide community/public transportation which links Miramar to other areas of Broward County and, via I-95 Express, downtown Miami. Special transportation services are also provided to Miramar seniors and for special events. Over the years, the City has moved from a strong Mayor-City Council form of government, where the Mayor served as the Chief Administrative Officer and supervised the day-to-day activities of the City. Currently, it operates under the "City Manager-City Commission" form of government which was initiated in 1989. The suggestion was put to a referendum and approved by the electorate of Miramar on March 13, 1990. This transition took place at 12:01 a.m. on March 14, 1990. In March 2000, the City bought 54 acres of land from Cleghorn Shoe Corp., which was designed as a pedestrian oriented main street, and is home to the new "Miramar Town Center".





# City of Miramar: Past, Present, and Future

The Town Center is located in the center of the City, north of Miramar Parkway between Red Road, Hiatus Road and Miramar Boulevard.

The Town Center is also home for the new Police Headquarters Facility. This approximately 67,000 square foot building consolidates major police operations into a single facility that achieved the U.S. Green Building Council's LEED certification. The Town Center complex also houses City Hall and departments such as Development Services Department, which first opened in September 2004.

The Cultural Arts Center and Educational Complex opened to the public in 2008. The City partnered with the Rockefeller Group Development Corp/Kimco Realty (Rock-Kim Miramar) for the development of the retail, office and residential uses at the Town Center.

In the past 10 years, the City has experienced significant development activity resulting in a population growth and expansion of its economic base. Miramar's estimated population of 137,107 is the fourth largest among Broward County cities and its 12 million square feet of office and industrial space contain companies representing a variety of industry sectors, including aviation (Spirit Airlines), healthcare (Humana), media/communications (Clear Channel) and manufacturing (JL Audio).

To ensure its future economic sustainability, the City seeks to leverage its investment in public assets such as the Town Center and Cultural Arts Center, while maximizing redevelopment opportunities in the historic area, in order to achieve a sense of place as a cohesive community through placemaking, marketing and branding initiatives.

## Awards and Recognitions:

- Certificate of Achievement for Excellence in Financial Reporting
- CALEA (Commission on Accreditation for Law Enforcement Agencies) and CFA (Commission for Florida Law Enforcement Accreditation)
- Distinguished Budget Presentation Award
- Gold Seal Quality Care Accredited - Child Care
- Florida League of Cities City Spirit Award

The present Administration is dedicated to preserving the character of Miramar while enhancing the quality of life of its residents. To accomplish this, several initiatives are in place which will promote and attract development and enrich our community, without detracting from its culture and dedication to good family living. This positive meld between business and government and the mutual efforts for positive development and growth, makes Miramar one of the finest cities in South Florida.

*Source: Broward County Historical Commission; City of Miramar website and departments*



# Strategic Plan

## Mission

We value the dignity and worth of our citizens and to this end we pledge to continuously improve the quality of life and economic prosperity of our residents by assuring all of our citizens a clean, safe, economically viable and progressive city that is responsive to changing needs.

During the previous fiscal year, with direction from the City Commission to find efficiencies and ways of doing more with less, the City Manager's office has tasked staff with embarking on a Strategic Planning process in order to better guide the use of the available scarce resources where they may have the biggest impact. The purpose of strategic planning is to have a systematic way of listening to our citizen and business community, in order to better understand what their needs and wants are to be able to form a vision of the future and delineate a path or set of strategies that will help the City reach that vision.

The goal is to create a process for establishing priorities on what the organization is set to accomplish in the future. It also pulls the entire organization together around a single game plan for execution while providing a broad outline on where resources will be allocated.

The strength of any strategic planning process is a long term approach to planning and financial management, emphasizing emergent issues, listening to our customers and making sure that any and all decisions that are made have solid defensible data to back them up.

A good strategic plan should address critical performance issues, create a balance between what the City is capable of doing and what the City would like to do and cover a sufficient time period to close any identified performance gaps. It should be visionary by conveying a desired future state, be flexible by allowing and accommodating change, and guide the decision making at all levels of the organization. In order to ensure a successful implementation, and to mitigate any inherent risks in the process, City staff has researched best practices

and found a common theme as the keys to a successful strategic planning implementation:

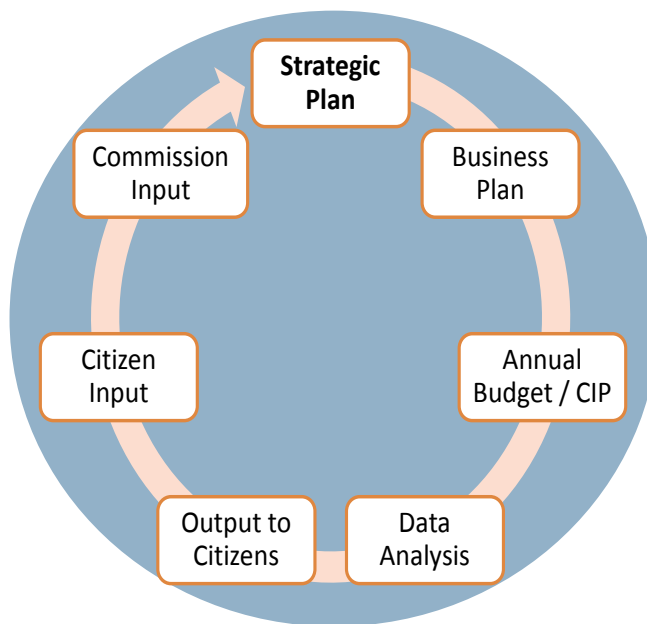
- First and foremost, the effort needs to be driven by the top executives of the City of Miramar.
- Buy in and commitment from department directors and upper management is key to success.
- Feedback from a broad spectrum of stakeholders will help to ensure buy in.
- The City needs to have a clear updated vision of the future as a foundation.
- The Strategic Plan has to work in tandem with the budget in order to drive the annual allocation prioritization.

- A Business Plan needs to be developed to tackle the challenges uncovered by the strategic planning process.
- The progress of strategic initiatives needs to be tracked by performance measures, staff meetings, financial reports, scorecards, Gantt charts, etc.
- Directional statements, issues, decisions, goals, objectives, directives, or imperatives are supported by statistical data, demographic information, survey results, or benchmark data.

The Strategic Plan plays an important role in the business cycle of any organization. It drives the creation of the

Business Plan and provides direction to prioritize new and ongoing initiatives that will be proposed by management for inclusion in the Plan. Each initiative is linked to the goals and objectives established in the Strategic Plan.

The Annual Budget and Capital Improvement Plan (CIP) include funding sources for the initiatives and projects presented in the Business Plan. Data is analyzed to make sure that all identified gaps are being closed and targets are being met in a timely manner. Citizen and Commission input is essential and gathered to identify any new and emergent issues that should be included in the Strategic Plan.



# Business Plan

## Business Plan Purpose and Process

The City's Business Plan, initiated in Fiscal Year 2003, includes revenue and expenditure projections as well as intended outcomes and the initiatives engaged to meet those outcomes in order to accomplish long-term financial stability for Miramar. The Plan serves as a guide to the financial and growth management strategies that will lead Miramar to maturity. Starting in FY 2019, the City has implemented the Comprehensive Assessment of Revenues and Expenses (C.A.R.E.) program in order to involve every employee in the formulation of ideas to improve revenues, reduce expenses, leverage volunteers from the community, improve the environment, maximize grants, and increase workplace efficiencies. The program is a multi-disciplinary approach to idea generation and implementation.

## Update of Business Plan

The Business Plan is continuously reviewed for improvement, including updated financial projections and examination of the Plan's intended outcomes and initiatives. Current intended outcomes and initiatives include:

- Encourage annual commercial, industrial and office development. In FY 2018, total commercial and industrial space increased by approximately 412,782 square feet.
- Maintain control of labor and other operating costs.
- Maintain control of pension costs – limit benefits/limit City contributions. Agreements were reached with the Police, Fire and GAME bargaining units.

Each of these intended outcomes is in progress. As an economic development strategy, the attraction of additional commercial, industrial and office space will further the balance of Miramar's anticipated 140,000 total residents with a vibrant business community, providing jobs and services to those residents and to the local, statewide and national markets as well.

Complementing the Business Plan, in November 2012, the City adopted its first Economic Development Strategic Plan (EDSP) that establishes its economic development strategic priorities and sets goals, objectives and strategies that the City intends to pursue during Fiscal Years 2013 through 2018.

Miramar's "6 Pillars" cover a range of inter-related activities intended to enhance the community and to be supportive of our businesses:

1. Quality of Life
2. Business Climate
3. Sports & Entertainment (Revenue Enhancement)
4. Infrastructure
5. Redevelopment/Infill Development
6. Marketing

The City continues to make progress on implementing these pillars, including recent corporate attraction, streetscape improvements for the historic Miramar gateway and revenue enhancement activities for the Cultural Arts Center.





# Business Plan

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## New Initiatives

The City's goal is to develop initiatives that will assist in achieving our strategic objectives and our Key Intended Outcomes.

City departments are tasked to survey the current socio-economic climate of the City, in order to identify current challenges facing the City and come up with creative ways to tackle them.

Following are the major departmental initiatives that are approved and included in the Fiscal Year 2019 budget:

### City Manager's Office

The addition of the Business Inclusion Diversity Program that will implement initiatives that are designed to place businesses in the best position to grow and develop. This program will enhance inclusion and diversity on City projects using the latest technology. The program is comprised of 5 FTEs.

### Management & Budget

The addition of one FTE that is tasked to research and coordinate the application of new grants opportunities for the City. The new position will work closely with the applicant departments to increase the City's grant receipts.

### Procurement

Additional funding for the procurement of fleet equipment to be used in the City's garage. This is funded by the increasing sale of surplus vehicles.

### Human Resources

Additional funding was added to this department for professional services.

## Public Safety

Funding was added for an additional two School Resource Officers and six police officer positions. These positions are necessary in order to keep up with a growing population that requires increased services, as well as to keep crime levels in the City at historic lows. The Fire Rescue department budget includes funds to replace aging bunker gear, replace all Automated External Defibrillators (AED) citywide, buy new fire helmets, replace the Diesel Exhaust Systems in two fire stations, and to fund the Self Contained Breathing Apparatus (SCBA) lease.





## Community & Economic Development

In order to keep up with increased demand for services, a net of 8 FTEs were added to the department in order to support the Building Division and the Planning & Zoning Division.

## Parks & Recreation

For FY 2019, the Office of Marketing and Public Relations has been moved from the Office of the City Manager into the Parks and Recreation department.

## Social Services

Lease an additional vehicle to aid in the transportation of goods and staff of the thriving Senior Care program.

## General Fund Non-Departmental

A new policy was put in place in order to mitigate the future impacts that the Unfunded Actuarial Accrued Liabilities (UAAL) that the city carries on the books as it relates to the three pension plans the City funds. The City will setup an irrevocable trust whose funds can only be used toward the payment of the UAAL. As a policy going forward, the city will contribute a modest amount to this trust every fiscal year.

## Utilities

Increased funds to purchase chemicals, repair and replace various equipment, meet contractual obligations and maintain growing list of buildings and infrastructure. In addition, two Water Operator Trainee, two Wastewater Operator Trainee, and two Apprentice positions were added to support the utilities operations.

## Information Technology

Funds are made available in FY 2019 to replace three different mission critical security appliances which keep the City's network safe and secure from malicious hackers, revamps the City's intranet using Microsoft's Sharepoint, upgrade our current internet connection to 1 gigabit/sec., install redundant fiber cables to support data and VOIP technology, add a redundant secondary internet connection, and provide City residents with the ability to reach customer service support via a chat portal through the City's website. Additionally, the IT department has created the Public Safety IT program whose sole purpose is to provide technical support for all of the City's Public Safety Operations.



# Business Plan

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## Long Range Financial Plans

The City updates annually the Five-year forecast which includes projected revenues, operating costs, additional personnel and future capital improvements. Building on the City's Business Plan, recognizing the financial reality of escalating public safety costs and incorporating key elements of the City Commission's established vision for the City of Miramar, this budget includes:

The ad valorem millage increases to 7.1172 mills, which is 11.7% greater than the rolled-back rate. Taking this into account, the amount of Ad Valorem Taxes proposed to be collected is approximately \$7,117,200 more than last year.



Maintain the Fire Protection Assessment rate so that it funds 100% of the cost for the provision of fire protection as to eliminate the general fund subsidy. A new rate study was conducted during FY 2018. Residential units increased to \$398.23 and mobile homes to \$296.26 per unit. Commercial units saw a decrease to \$0.7457 per square foot, industrial/warehouse units increased to \$0.1191 per square foot and institutional units decreased to \$0.6194 per square foot.

Tax Impact on Miramar Residents – Based on the 7.1172 millage rate and an average residential taxable value of approx. \$163,737, the average Miramar dwelling unit will be assessed \$1,163 on the Ad Valorem City portion of their tax bill. This represents a 8.1% increase from last fiscal year.

Outcome Program Performance Budget (OPPB) This year marks the fifth year of the transition to a Program Based Budget. Program Based budgeting enables the public to better understand government functions and fosters budgetary transparency. There are 83 different programs contained within the budget. In addition, many personnel are shared between programs, the number of which is indicated in each program. Statistics will continue to be developed which will demonstrate how each program is achieving its mission-driven outcomes.

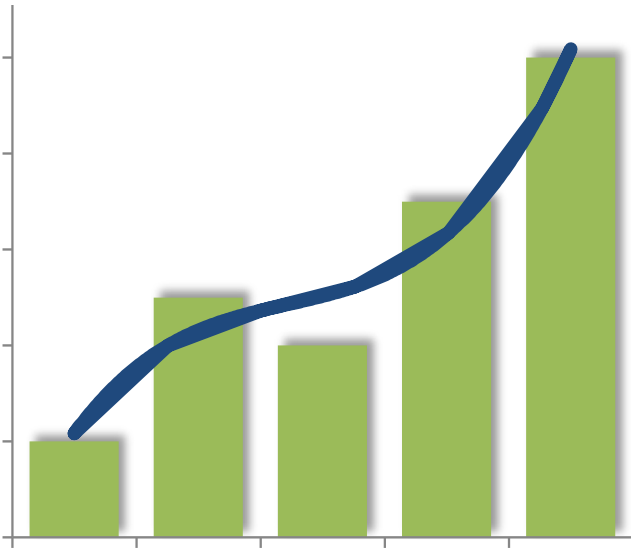


# Financial Policies

The City of Miramar financial policies set forth the basic framework for the overall fiscal management of the City. These policies represent a foundation and provide guidelines for evaluating both current activities and proposals for future programs, and also to assist the City Commission and the City Manager in making decisions.

## Budgetary Controls

The City maintains budgetary controls to ensure compliance with legal provisions embodied in the annual appropriated budget that the City Commission approved. The level of budgetary control is established at the department level. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control.



Administrative budget transfers may occur upon approval of the City Manager as long as the final fund appropriation does not increase. Budget Amendments are submitted as needed to the Commission for their consideration.

## Operating Budget Policies

### Basis of Budgeting

The basis of budgeting refers to the period when revenues and expenditures are recognized in the funds and reported on the financial statements.

Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP). Governmental and Fiduciary Funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the current fiscal year.

Proprietary Funds (Enterprise and Internal Service Funds) use the accrual basis of accounting which recognizes revenues when earned and expenses when incurred.

Annual operating budgets are adopted for all Governmental Funds except for the Capital Projects Fund in which effective budgetary control is achieved on a project-by-project basis when funding sources become available. All appropriations lapse at the end of the year and encumbrances related to the Capital Improvement Program (CIP) are generally re-appropriated into the following year's budget.

### Basis of Accounting

The basis of accounting refers to when revenues and expenditures are recognized in the accounting period in which they become available to finance expenditures of the fiscal period. The General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds are prepared on a modified accrual basis of accounting except that encumbrances are treated as the equivalent of expenditures, as opposed to a reservation of fund balance.

The differences between the basis of budget and the full accrual basis of accounting include:

- Budgeting the full amount of capital expenditures as expense rather than depreciating it.
- Presenting debt service expense net of restricted investment proceeds.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP), which is the same method the City's budget is prepared.

- Current revenues will support current expenditures.
- The budget process and format shall be programmed and focused on goals, objectives and performance measures.
- The budget will provide adequate funding for replacement of capital equipment and projects.
- The City shall establish and maintain a standard of accounting practices.



# Financial Policies

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## Financial Reserve Policies

The City established and will maintain a Fund Balance reserve in accordance with Governmental Accounting and Financial Standards Board (GASB) Statement No.54, Fund Balance Reporting and Governmental Fund Type Definitions. This policy shall only apply to the City's General Fund.

Fund balance is the difference between assets and liabilities reported in a governmental fund. Fund balance will be comprised of Non-spendable, Committed, Assigned, and Unassigned.

## Fund Balance Stabilization

The City Commission adopted a resolution to establish a committed fund balance policy designated as the Financial Stabilization Account equal to 12% of the General Fund budgeted expenditures.

## Capital Improvement Program (CIP)

The CIP is an official statement of public policy regarding long-range capital development for expenditures of \$100,000 or higher. Capital expenditure is for the acquisition of infrastructure, park development, building, construction or expansion and addition to fixed assets.

The City will develop a Five-Year CIP Budget with the development of the Business Plan and Operating Budget, as well as ensuring compliance with the Comprehensive Plan Capital Improvement Element. This will be updated annually to add new projects, reevaluate the program and project priorities, and to revise recommendations based on new requirements and new funding sources.

All projects costing over \$100,000 will be included in the Five-Year CIP Budget. The City shall adopt the annual capital budget as part of the budgetary process. All capital projects that are budgeted for the upcoming fiscal year will impact the City's annual operating budget.

## Capital Improvement Program Funding Policies

In order for a major capital project to become effective, it must not only include the cost and justifiable need, but also a financing plan for the entire life of the project. The financing plan must include an analysis of the available resources, which will be used to fund not only the Capital Improvement project, but also the associated operating expenses and debt service requirements of the City.

## Debt Management Policies

The City is limited to incurring indebtedness for general obligation bonds until and unless approved by a majority vote of the electors of the City in a referendum election. The City Commission shall approve by majority vote any financing mechanism other than general obligation bonds.

Currently, the City does not have any general obligation bonded debt or legal debt margin and does not have any outstanding property tax supported debt. Each of the proprietary debt issues are considered to be self-supporting, because the revenues derived from operations provide for the debt requirements on an annual basis.



## Revenue Policies

The City will make all efforts to attain additional major revenue sources as a way to ensure a balanced budget and reduce the tax burden on the taxpayers.

The City will strive to establish all user charges and fees at a level related to the full cost of providing the service. This will be reviewed annually and will be modified to include provisions that will allow charges to grow at a rate that keeps pace with the cost of providing the service.

# Financial Policies

## Cash Management Policies

The City administers a comprehensive cash management and investment policy. The primary goals are to maximize the amount of cash available to meet daily cash requirements and to obtain the highest possible yields consistent with Florida Statutes and City policies.

The City has adopted a written comprehensive investment policy to safeguard against the loss of its assets. This policy was adopted by ordinance by the City Commission, and Florida State Statute Chapter 218.415 (Local Government Investment Policies), which establishes investment plan guidelines for local governments in Florida.



The City's investment guidelines permit investment in U.S. Government Obligations, U.S. Government Sponsored Agency obligations, repurchase agreements, time deposits, certificates of deposits and prime commercial paper.

The City's pension plan investments are controlled by the pension boards who have hired professional money managers to manage these funds.

## Capital Assets Policies

Capital Assets which include property, plant, equipment, intangibles and certain infrastructure assets (e.g. roads, bridges, sidewalks and similar items) are reported in the applicable governmental or business-type activities in the financial statements and defined by the City as assets with an initial, individual cost of more than \$5,000 for all capital assets other than intangibles, which are \$15,000 for software and \$25,000 for easements and an estimated useful life in excess of one year.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset life are not capitalized. Major outlays for capital assets and improvements are capitalized as they are completed. Interest incurred during the construction phase of business-type activities of capital assets is included as part of the capitalized value of the asset constructed.

Capital assets are depreciated using the straight line method over the following estimated useful lives:

Asset	Est. Useful Life (years)
Buildings	50
Improvements other than buildings	20
Machinery & Equipment	3-20
Fleet	8
Intangibles	15-25
Infrastructure	16-70

# Budget Process Overview

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## Methodology

The City of Miramar maintains a program-performance based budgeting model. This format identifies the department's structure and its programs. Based on the priorities and function, resources are allocated to operate each program. Each department's budget is comprised of an organizational chart outlining the structure of the department, along with the following components:

**Organization Chart:** This chart outlines the program structure within the department.

**Mission Statement:** This statement must identify the purpose of the department.

**Department Overview:** A brief narrative to describe department's functions, programs, and services.

**Accomplishments:** Indicates department's accomplishments for the prior fiscal year.

**Prog. Revenues, Expenditures & Position Summary:** This is linked to each program dedicated revenue, expenditure by program and category.

**Position Detail:** A list off all authorized positions within the department. Each position is allocated by percentage of staff time dedicated to each program.

**Balanced Scorecard:** Tracking and managing tool to monitor proress on departmental goals and objectives. Information is broken down further by each program within the department into the following sections:

**Program Name | Description:** A brief description of the services and functions performed for this program.

**Dedicated Revenues:** List of revenues that are generated as a result of the operation of each program.

**Expenditures:** This is broken down into 3 Categories Personnel Services, Operating Expense and Departmental Capital Outlay. Personnel Services are calculated based on the percent of time each position is allocated to the program.

**Percent of Time by Position:** Indicates the % of time each staff spends on this program. Full time employee allocation must total 1, and part time allocation must total 0.5 across the programs.

## Budget Review Process

At the beginning of each calendar year, the Management & Budget Department provides forms and instructions to all departments on how to develop their budgets for the upcoming year. The budget package is placed in the City's Intranet for users to input their budget requests. Specific guidelines from the City Manager are sent out directly to Department Directors and Budget Liaisons. The budget package includes their respective operating budget as well as their five-year Capital Improvement Program Preparation Manual, department program budgets, Above Base request forms, CIP project request form, position justification form, and job description form. The budget manual sets forth the procedures, guidelines and timetables to be followed for preparing the upcoming fiscal year budget requests. Budget proposals are carefully reviewed and prioritized by City management to ensure initiatives and programs recommended for funding are in line with the City Commission's vision and comprehensive strategic goals.

The City's fiscal year begins on October 1st of each year and ends on September 30th of the following year, as mandated by Florida Statutes.

### Operating Expense

Guidelines for operating expenses are based on prior year's actual and projected expenditures. Justification for all expenditures are to be provided for operating expenses. The Management & Budget Department calculates all personnel services cost based on payroll data from the City's ERP system, except for overtime which the department provides. Allocated operating costs line items are formulated by certain departments as outlined in the budget preparation manual.

### Capital Budget

Departments are asked to evaluate all existing equipment, facilities and other capital items for the CIP. Management prioritizes their requests based on:

- The benefits to be derived.
- Necessity to health, safety, welfare and residents' needs.
- Adherence to City plans and policies.
- Available funding sources.

Capital expenditures are for projects or equipment costing \$100,000 or higher. Projects are proposed for inclusion in the CIP Budget following the same approval process as the Annual Operating Budget. Expenditures that are approved in the first year of the 5-Year CIP will impact the Annual Operating Budget.





# Budget Process Overview

## Budget Format

The budget document serves as a communication tool with elected officials and the citizens of Miramar. It describes in detail city services, allocation of resources, and the overall financial status of the City. The Management & Budget Department presents the annual operating and CIP budgets to the City Manager, who then submits the proposed document to the City Commission in July of each fiscal year for approval.

The Annual Budget document is formatted and organized in a way that is simple and easy-to-read by all readers. It is our goal to use non-technical terms to facilitate its understanding and navigation throughout the entire document.

The budget document serves as the City's primary fiscal year policy, linkage of services provided with funding, financial plan, operations guide, and communication device.



## Balanced Budget

The City receives the certified taxable real estate and tangible property values from the Broward County Property Appraiser on July 1st of each year. The preliminary millage rate is based on the certified taxable value. The appropriations contained in the proposed recommendation shall not exceed the funds derived from taxation and other revenue sources. The City shall prepare a line item budget for each fund and each program within the fund. The budget must be balanced with current revenues equal to current expenditures.

## Budget Adoption

In June of each year, the City Manager presents the proposed budget for the upcoming fiscal year to the City Commission. This includes proposed revenues and expenditures as well as funding sources for capital projects. Once received, the City Commission reviews the budget proposal and provides input. Two public hearings on the budget and the proposed millage rate are held in September per State Statutes. The City Commission must adopt the budget no later than September 30th of each fiscal year. Although the CIP is part of the annual budget review process, it is adopted separately. The City Commission reviews the proposed CIP document prior to the adoption of a Resolution which approves the CIP in principle. The public can review the approved budget in its entirety at the Office of the City Clerk or on the City's website: <http://miramarfl.gov/260/Management-Budget/>

## Budget Monitoring

Each department is responsible for monitoring their budgets throughout the year. Actual expenditures and operating transfers out may not exceed annual budget appropriations at the individual department level. Appropriations that are not expended, encumbered or specifically designated to be carried forward lapse at the end of the fiscal year.

## Budget Amendment

If during the fiscal year it is evident that a budget amendment is necessary, the City Manager submits an amended budget request to the City Commission. This request includes the reasons for the additional funds and the proposed financing sources. Any budget amendments that will change the budgeted amount of a fund must be executed in the same manner as the original budget. Departments are authorized to transfer budget amounts within their respective department/program line item. However, revisions that change the total expenditures of any department within a fund must be approved by the City Commission via a Budget Amendment.

## Year End Appropriations

Appropriations lapse at the end of the fiscal year except for:

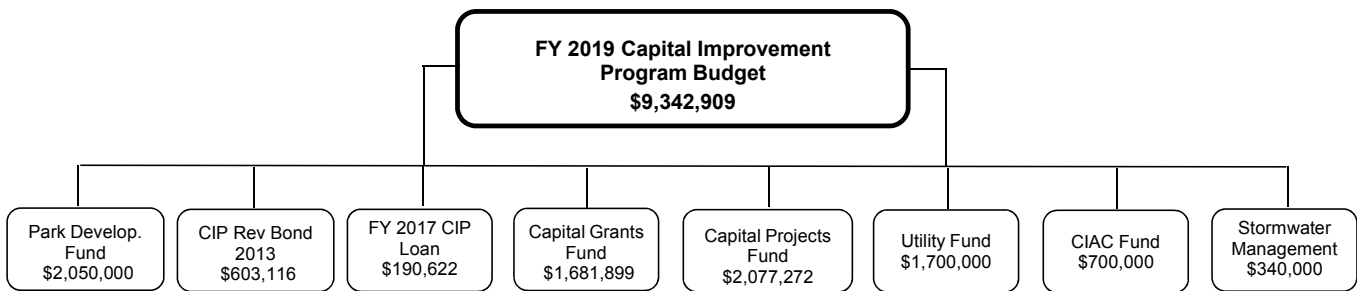
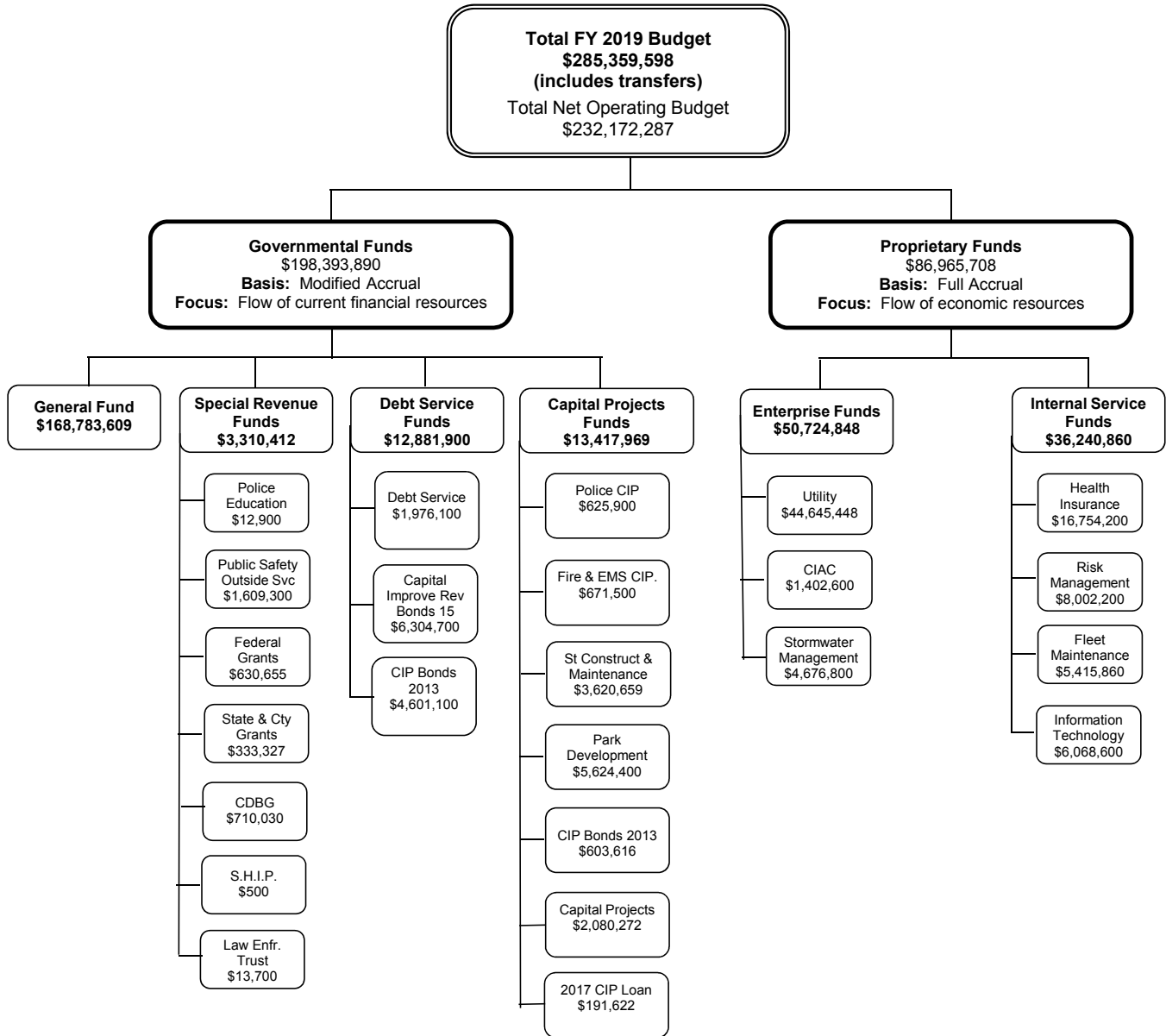
- Grants, encumbrances and available balances for active grant programs
- Departmental capital outlay encumbrances
- Capital improvement encumbrances
- Available balances for active capital projects

# FY 2019 Budget Calendar

<b>DATES</b>	<b>REQUIRED ACTIVITY</b>	<b>RESPONSIBILITY</b>
February 1, 2018	Budget Kickoff - budget packages distributed to departments which includes FY 2019 Guidelines and Procedures and the Budget Manual	Management & Budget Dept. (MBD)
February 8/12, 2018	Budget Training (Ongoing training as needed)	MBD
March 1, 2018	February Process Budget Submittals - all forms due, budget entry access ends	All Departments
March 5 - 29, 2018	MBD Budget review and analysis of budget submittals (February Proc)	MBD & All Depts
April 2 - 19, 2018	Executive Management Team (EMT) review of budget submittals (February Process)	EMT, MBD & All Departments
April 30, 2018 - May 3, 2018	May Process budget update - Munis and Budget Central re-opened to permit necessary updates by departments	All Departments
May 7-24, 2018	EMT Budget Meetings (May Process). Final budget adjustments. Balance Funds	EMT & MBD
By June 1, 2018	City receives Estimate of Taxable Property Values from Broward County Property Appraiser's Office	Property Appraiser's Office (BCPA)
May 28, 2018 - June 7, 2018	Proposed Budget Preparation (Distribute to Commission on June 11, 2018)	MBD
June 18, 2018	City Manager presents the FY 2019 Proposed Budget to the City Commission at the FY 2019 City Commission Budget Planning Workshop	City Commission
By July 1, 2018	City receives final Certification of Taxable Property Values from Broward County Property Appraiser's Office	BCPA
July 3, 2018	City Commission sets proposed Property Tax Millage Rate, Fire Protection and Stormwater Assessment Rates, and public hearing dates	City Commission
By August 4, 2018	Notify Property Appraiser of the proposed fire and stormwater fees, millage rate, rolled back millage rate and the date, time and place of public hearing to set proposed millage rates	MBD
August 19, 2018	Advertise Fire Protection and Stormwater Assessment notices in newspaper	MBD & Office of the City Clerk
By August 24, 2018	Property Appraiser sends out TRIM Notices to property owners	BCPA
September 6, 2018	Proposed Budget summer changes memorandum to City Commission	EMT & MBD
September 12, 2018	Public hearing on FY 2019 Tentative Budget and Millage Rate Adoption hearing on FY 2019 Fire Protection & Stormwater Assessments	City Commission
September 23, 2018	Budget Advertisement per TRIM requirements in the newspaper	MBD & Office of the City Clerk
September 26, 2018	Second and final public hearing on Millage Rate and Operating and Capital Improvement Program (CIP) Budgets	City Commission
Within 30 days of Adoption	Certify adopted Millage Rate and statute compliance Send TRIM package to the State	MBD
October 1, 2018	FY 2019 Adopted Budget becomes effective	MBD / Citywide



# Fund Structure Overview



# Fund Structure Overview

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The City's fund structure is organized and operated on the basis of funds and account groups. The main purpose of the Fund is fiscal control and to ensure that monies are spent for the authorized purpose. Each of the city funds has an annual appropriated budget and is grouped according to the type of activity to be performed.

The City uses Governmental, Proprietary and Fiduciary Fund types. The Fiduciary Funds are not included in the budget but are included in the audited financial statements.

## Governmental Funds

General, Special Revenue, Debt Service and Capital Projects Funds comprise the four governmental fund types.

### General Fund

The General Fund is the City's primary operating fund. It accounts for all of the financial resources of the general government, except those required to be accounted for in another fund.

### Special Revenue Funds

This type of fund accounts for revenues that are restricted or committed to expenditures for specific purposes, other than debt service or capital projects.

The City has the following seven Special Revenue Funds:

1. Police Education
2. Public Safety Outside Services
3. Law Enforcement Trust
4. Federal Grants
5. State and County Grants
6. State Housing Initiatives Partnership Program (SHIP)
7. Community Development Block Grant (CDBG)

### Debt Service Funds

Debt Service Funds account for servicing general long-term debt not being financed by proprietary funds. Currently, the City has the following three Debt Service Funds:

- Debt Service (CIP Refinance, 2003, BBT Transportation Revenue Note, 2012 and FY 2017 CIP Loan)
- Capital Improvement Refunding Revenue Bonds, 2015
- CIP Revenue Bond, 2013

## Capital Projects Funds

These funds are designated to track resources used for the acquisition of major items and/or construction of facilities that cost over \$100,000. Currently, the City has the following seven Capital Projects Funds:

1. Police CIP
2. Fire & EMS CIP
3. Street Construction and Maintenance
4. Park Development
5. CIP Revenue Bonds 2013
6. 2017 CIP Loan
7. Capital Projects

## Proprietary Funds

Enterprise and Internal Service Funds are the two types of proprietary funds.

### Enterprise Funds

This type was established to account for operations that are financed and operated similar to a commercial enterprise where a user fee is charged for goods or services provided to the public; such as, water and wastewater and cultural services. Currently, the City has the following three Enterprise Funds:

1. Utility
2. Contribution in Aid of Construction (CIAC)
3. Stormwater Management

### Internal Service Funds

This type of fund accounts for the financing of self-insurance activities, fleet maintenance services and management information system services provided to other funds of the City on a cost-reimbursement basis. Currently, the City has four Internal Service Funds:

1. Health Insurance
2. Risk Management
3. Fleet Maintenance
4. Information Technology (IT)

## Fiduciary Funds

The Fiduciary Funds are used to account for assets held in a trustee capacity. Example of this category of funds are the Pension Trust Fund and the Sanitation Agency Fund. These funds are not included in the Annual Budget; however, they are part of the City's Comprehensive Annual Financial Report (CAFR).





# Revenues & Expenditures Estimated Methods

The methods used to estimate revenues for the budget consist of financial budgetary trend analysis and projected data. Each revenue is described by source and collection history. Expenditures estimates are based on prior year's actual and departmental requests.

## REVENUES

### General Government Taxes

This category includes the following: Ad-Valorem, Utility, Communication, Local Business taxes, and Insurance Premium taxes.

#### *Significant Trend/Assumptions:*

As the housing market continues to recover from the recession, Ad Valorem taxes will continue to catch up to the levels that they were at in the past. Other taxes are dependent on population and business growth and the strength of the overall economy.

### Permits, Fees, Special Assessment

This category includes revenues for various permits, franchise fees and special assessments.



#### *Significant Trend/Assumptions:*

Building fees are related to new construction, while other revenues are dependent on population and business growth and the strength of the economy. The Fire Protection Special Assessment covers the full cost of providing fire protection services to the community. The Stormwater Special Assessment will remain at \$84 per E.R.U. per year.

### Intergovernmental Revenues

This category includes Federal, State and County Grants and other revenues from the State of Florida and Broward County.

#### *Significant Trend/Assumptions:*

Projected increases/decreases are based on various State and County revenue forecasts and anticipated grants.

### Charges for Services

This category includes the City's required charges for services as well as various administrative charges, development review fees, alarm permits, fire inspections, ambulance services, recreational services and rentals of City facilities.

#### *Significant Trend/Assumptions:*

Projected increases/decreases are based on anticipated residents usage, participation in different programs, and historical data.

### Fines and Forfeitures

This category is for traffic court fines and revenues resulting from county and violations to City codes.

#### *Significant Trend/Assumptions:*

Projected increases/decreases are based on historical data for traffic violations and city code violations.

### Miscellaneous Revenues

This category includes interest earnings, solid waste revenues, and other miscellaneous revenues.

#### *Significant Trend/Assumptions*

Revenues in this category relate to the amount of usage from various City services and facilities and the strength of the City's investments.

# Revenues & Expenditures Estimated Methods

## EXPENDITURES

### Personnel Services

This category includes salaries and benefits. Salaries include overtime, incentives and other pay. Benefits include FICA/MICA, life, disability, health and dental insurance, various pension contributions, and worker's compensation.

#### Significant Trend/Assumptions:

Due to the extensive and fruitful negotiations with Miramar's various employees' union and benefit providers, projected increases were able to be held to more manageable levels.

### Operating Expense

These expenditures are related to the operation of a governmental program. Operating expenses are divided into the following two categories:

**Operating Expense:** includes professional and contracted services, supplies, repairs, utilities and all other services and costs not personnel or capital related expenses.

**Departmental Capital Outlay:** includes capital expenditures for a single item costing over \$5,000 and less than \$100,000.

#### Significant Trend/Assumptions:

Operating expenditures have been streamlined over the last few years. Projected increases/decreases are based on departmental level decisions. Departments are given a target budget with some flexibility to allocate in the various line items. Departmental capital outlay expenditures are based on the estimated cost of each capital item. Funding for these expenditures are identified within the departmental target budgets.



### Capital Improvement Program (CIP)

This category is for expenditures for construction projects, vehicles and equipment and software costing over \$100,000. The cost can be allocated over a 5-year period. Unexpended balances are generally carried over into the next fiscal year.

#### Significant Trend/Assumptions:

Expenditures are estimated based on project schedule until completion. Purchases of vehicles and equipment are based on quotes.

# Long-Term Debt

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## Governmental Funds Activities

### Revenue Bonds

**CIP Special Obligation Refunding and Improvement Revenue Bond, Series 2013:** In September 2013, the City issued a bond in the amount of \$59,815,000 which was used to pay off outstanding \$10,000,000 Capital Improvement Revenue Note, Series 2008 and for various capital projects. Principal and interest are paid semi-annually on April 1 and October 1, through October 2038. This bond is secured by impact fees and the City's covenant to budget and appropriate legally available non-ad valorem revenues.

**CIP Revenue Bond, Series 2015:** In March 12, 2015, the City issued a bond in the amount of \$79,595,000 which was used to refund all of the City's outstanding Capital Improvement Revenue Bonds, Series 2005 and the Public Service Tax Refunding Revenue Bonds, Series 2003. Principal and interest are paid semi-annually on April 1 and October 1, through October 2035. These bonds are secured by the City's portion of the state-shared local government half-cent sales tax, the public service tax revenues derived from the sale of electricity, as well as the local communications services tax revenues.

### Revenue Notes Payable

**Transportation Improvement Revenue Note, Series 2012:** This note was issued in January 2012 for \$7,084,000. The proceeds were used for various transportation improvement projects. The note bears interest at 2.21% per annum. Principal and interest payments are due quarterly on January 1, April 1, July 1 and October 1. The note matures on October 1, 2021. The City's obligation to repay the note is secured by the 1 to 5 Cents Local Option Fuel Tax revenues.

**Special Obligation Revenue Note, Series 2017:** This note was issued in February 2017 for \$10,000,000. The proceeds were used for various capital improvement projects within the City. The note bears interest at 2.9125% per annum. Principal and interest payments are due quarterly on January 15, April 15, July 15 and October 15. The note matures on January 15, 2027. The City's obligation to repay the note is secured by a covenant to budget and appropriate legally available non-ad valorem revenues of the City.

### Capital Leases

**US Bank 2016:** This is a 7-year lease purchase for \$2,231,963 payable in quarterly installments of \$84,416.36 for new and replacement Fire public Safety vehicles. Lease is collateralized by equipment, vehicles and annual covenant to budget appropriations.

**Dell Lease 2017:** This is a 3-year lease purchase for \$123,946 payable in quarterly installments of \$10,977.90 for Dell Pure Storage equipment. Lease is collateralized by the Pure Storage equipment and annual covenant to budget appropriations.

**Motorola Lease 2017:** This is a 7-year lease purchase for \$225,504 payable in annual installments of \$37,905.42 for Motorola Backup Radio System Equipment. Lease is collateralized by the Radio Equipment and annual covenant to budget appropriations.

**Key Bank Lease 2017:** This is a 4-year lease purchase for \$1,468,788.14 payable in annual installments of \$293,757.63 for Cisco Phone System equipment. Lease is collateralized by the Phone System equipment and annual covenant to budget appropriations.

**Bank of America PCC Lease 2017:** This is a 7-year lease purchase for \$1,773,845.00 payable in quarterly installments of \$67,670.14 for the Motorola Mobile and Portable Radio System equipment. Lease is collateralized by the Mobile and Portable Radio equipment and annual covenant to budget appropriations.

**Dell Lease 2017:** This is a 3-year lease purchase for \$111,462.50 payable in quarterly installments of \$9,872.23 for Dell Pure Storage equipment. Lease is collateralized by the Pure Storage equipment and annual covenant to budget appropriations.



# Long-Term Debt

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## Enterprise Funds Activities

### Revenue Notes/Bonds Payable

**Utility System Refunding Revenue Bond, Series 2017:** In November 2017, the City issued revenue bonds in the amount of \$32,315,000 to fully refund the City's Utility System Revenue Bonds, Series 2007. The Bonds are payable solely from and secured by a lien upon the pledge of net revenues and connections fees. Principal and interest are due semi-annually on April 1 and October 1, through October 1, 2037.

**Utility System Revenue Bond, Series 2015:** In March 13, 2015, the City issued revenue bonds in the amount of \$11,485,000 to fully refund the City's Utility System Refunding and Improvement Revenue Bonds, Series 2004. The Bond is payable solely from and secured by a lien upon the pledge of net revenues from water, wastewater and stormwater utility system and connections fees. Principal and interest are due quarterly on January 1, April 1, July 1 and October 1, through October 1, 2034.

### Loans Payable

In 2005, the City participated in the Revolving Loan Fund Program administered by the State of Florida. The program allows local governments to enter loan agreements with the Department of Environmental Protection under the State Revolving Loan Fund for Stormwater and Wastewater management facilities construction. The repayment terms for the remaining loan is 20 years. Principal and interest payments are due semi-annually on January 15 and July 15 which commenced on July 15, 2007. The one outstanding State Revolving Loan from this original 3 loans is the following :

**Eastern Miramar Rehabilitation Infrastructure:** This is a portion of the Revolving Loan Fund Program in the amount of \$18,024,237 for rehabilitation of infrastructure. Principal and interest payments are due semi-annually starting July 15, 2007 for 20 years.

In 2014, the City entered into a loan agreement with the State of Florida Department of Environmental Protection's Clean Water State Revolving Fund Loan program to borrow up to \$546,664 to finance the planning and design of wastewater pollution control facility improvements. As of September 30, 2016, the City has borrowed \$382,665, and in addition to Capitalized Interest of \$9,103 owed, has an outstanding debt of \$391,768. The financing rate on the unpaid principal is 2.56% per annum. The loan is payable in semiannual payments upon completion of the project and is calculated based on the actual amount of principal drawn under the agreement, as well as the associated capitalized interest and a loan service fee.

In 2015, the City entered into a loan agreement with the State of Florida Department of Environmental Protection's Clean Water State Revolving Fund Loan program to borrow up to \$374,000 to finance the planning, design, and construction of stormwater drainage improvements. As of September 30, 2017, the City has an outstanding has an outstanding debt of \$291,070. The financing rate on the unpaid principal is 1.96% per annum. The loan is payable in semiannual payments upon completion of the project and is calculated based on the actual amount of principal drawn under the agreement, as well as the associated capitalized interest and a loan service fee.

*Source: City of Miramar CAFR and Financial Services Department*





# Long-Term Debt Obligations

## As of June 30, 2018

Governmental Activities	Purpose of Issue	Issued Date	Issued Amount	Maturity Date	Amount Outstanding
<b>Governmental Activities</b>					
Revenue Bonds:					
CIP Special Obligation Rev Bond 2013	Various Capital Projects	9/25/2013	59,815,000	Oct. 1, 2038	\$57,950,000
CIP Revenue Bonds 2015	Various Capital Projects	3/12/2015	79,595,000	Oct. 1, 2035	<u>73,000,000</u>
Sub-total					130,950,000
Revenue Notes Payable:					
Transp. Improvement Series 2012	Transportation Projects	1/1/2012	7,084,000	Oct. 1, 2021	2,718,000
Special Obligation Revenue Note 2017	Various Capital Projects	2/1/2017	10,000,000	Jan. 15, 2027	8,930,000
Capital Lease:					
7 Yr. Lease US Bancorp	Firefighter Equipment	3/30/2016	2,231,963	March 30, 2023	1,541,550
M&P Radio Lease	Mobile & Portable Radios	8/10/2017	1,773,845	Aug. 10, 2024	1,594,522
Motorola Radio Lease	Backup Radio System Equip.	3/1/2017	225,504	March 1, 2024	<u>197,161</u>
<b>Total Governmental Activities</b>					<b><u>145,931,233</u></b>
<b>Business-Type Activities</b>					
Revenue Notes/Bonds Payable:					
Utility System Revenue Bond 2015	Various infrastructure projects	3/13/2015	11,485,000	Oct. 1, 2034	10,030,000
Utility System Revenue Bond 2017	Various infrastructure projects	11/9/2017	32,315,000	Oct. 1, 2037	<u>32,315,000</u>
Sub-total					42,345,000
State Revolving Loans:					
Eastern Miramar Infrastructure	Infrastructure Rehabilitation	7/15/2007	18,024,237	Jan. 15, 2027	8,895,389
2014 Historic Miramar Improvement III	Wastewater Pollution Control	8/22/2014	402,314	Jan. 15, 2037	386,685
2015 Drainage Improvement	Stormwater Management	11/15/2016	297,883	Nov. 15, 2036	<u>278,682</u>
Sub-total					9,560,757
Capital Lease:					
Dell Pure Storage Lease 2017 #541	Computer Equipment	11/1/16	123,946	Aug. 1, 2019	53,080
Dell Pure Storage Lease 2017 #542	Computer Equipment	9/1/17	111,463	June 1, 2020	75,115
Keybank Lease 2017	Cisco Phone System & Equip.	6/1/17	1,468,788	Oct. 30, 2021	<u>1,175,031</u>
<b>Total Business Activities</b>					<b><u>51,958,837</u></b>
<b>Total Long-Term Debt</b>					<b><u>\$197,890,069</u></b>

## Summary of Annual Debt Service Requirements

Governmental Activities	Revenue Bonds		Revenue Notes Payable		Total
	Principal	Interest	Principal	Interest	
Year ended September 30:					
2018	4,645,000	5,864,869	1,627,900	336,098	12,473,867
2019	4,890,000	5,671,713	1,669,400	293,331	12,524,444
2020	5,165,000	5,451,350	1,721,300	248,505	12,586,155
2021	5,220,000	5,217,913	1,768,800	204,390	12,411,103
2022	5,330,000	4,974,237	1,196,200	161,408	11,661,845
2023-2027	29,580,000	20,891,853	4,880,000	344,367	55,696,220
2028-2032	35,255,000	13,981,929	-	-	49,236,929
2033-2037	37,400,000	6,050,925	-	-	43,450,925
2038-2042	<u>8,110,000</u>	<u>410,500</u>	<u>-</u>	<u>-</u>	<u>8,520,500</u>
Total	<u>\$ 135,595,000</u>	<u>\$ 68,515,289</u>	<u>\$ 12,863,600</u>	<u>\$ 1,588,099</u>	<u>\$ 218,561,988</u>
<b>Business-Type Activities</b>					
Business-Type Activities	Revenue Bonds		Loans Payable		Total
	Principal	Interest	Principal	Interest	
Year ended September 30:					
2018	1,680,000	2,062,794	927,018	206,230	4,876,042
2019	1,720,000	1,998,352	946,552	186,696	4,851,600
2020	1,810,000	1,932,935	966,499	166,748	4,876,182
2021	1,875,000	1,863,111	986,867	146,380	4,871,358
2022	1,930,000	1,789,099	1,007,664	125,583	4,852,346
2023-2027	10,900,000	7,731,117	4,821,270	300,274	23,752,661
2028-2032	13,280,000	5,311,756	185,769	33,537	18,811,062
2033-2037	14,165,000	2,280,505	186,435	10,939	16,642,879
2038-2042	<u>2,875,000</u>	<u>68,281</u>	<u>-</u>	<u>-</u>	<u>2,943,281</u>
Total	<u>\$ 50,235,000</u>	<u>\$ 25,037,950</u>	<u>\$ 10,028,074</u>	<u>\$ 1,176,387</u>	<u>\$ 86,477,411</u>

Note: The total difference between the Long Term Obligations and the summary is the capital lease. Only the principal amount should be compared with the outstanding debt.

# Long-Term Debt Obligations

## Principal and Interest by Fund

<b>Governmental Activities</b>	<b>Fund Number</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
<b>General Fund</b>	001			
Motorola Back-Up Radio System Equip. Lease 2017		29,545	8,360	37,905
Portable & Mobile Radios Lease 2017		244,095	26,586	270,681
<b>Total General Fund 001</b>		<b>273,640</b>	<b>34,946</b>	<b>308,586</b>
<b>Debt Service Fund</b>	201			
Transportation Improve Revenue Note 2012		759,400	60,450	819,850
Special Obligation Revenue Note 2017		910,000	243,667	1,153,667
<b>Total Debt Service Fund</b>		<b>1,669,400</b>	<b>304,117</b>	<b>1,973,517</b>
<b>Debt Service Fund</b>	203			
CIP Revenue Bond Refunding 2015		2,890,000	3,072,475	5,962,475
Firefighter Equipment Lease 2016		316,157	21,509	337,665
<b>Total Debt Service Fund</b>		<b>3,206,157</b>	<b>3,093,984</b>	<b>6,300,140</b>
<b>Debt Service Fund</b>	204			
CIP Revenue Bond 2013		2,000,000	2,599,238	4,599,238
<b>Total Debt Service Fund 204</b>		<b>2,000,000</b>	<b>2,599,238</b>	<b>4,599,238</b>
<b>Total Governmental Activities</b>		<b>7,149,197</b>	<b>6,032,285</b>	<b>13,181,481</b>
<b>Business-Type Activities</b>				
<b>Utility Fund</b>	410			
Utility System Refunding Revenue Bond 2017		950,000	1,587,250	2,537,250
Utility System Refunding Revenue Bond 2015		480,000	256,872	736,872
<b>Total Utility Fund</b>		<b>1,430,000</b>	<b>1,844,122</b>	<b>3,274,122</b>
<b>CIAC Fund</b>	414			
State Revolving Loan - Historic Miramar Improv - Phase III - WW		16,237	9,592	25,829
State Revolving Loan - East Miramar Infrastructure		421,767	78,914	500,682
<b>Total CIAC Fund</b>		<b>438,004</b>	<b>88,506</b>	<b>526,510</b>
<b>Stormwater Management Fund</b>	415			
State Revolving Loan - Historic Miramar Improv - Phase III - SW		12,632	5,401	18,033
State Revolving Loan - East Miramar Infrastructure		495,916	92,788	588,704
<b>Total Stormwater Fund</b>		<b>508,548</b>	<b>98,189</b>	<b>606,737</b>
<b>Information Technology Fund</b>	504			
Dell Pure Storage Lease 2017 #541		42,701	1,211	43,912
Dell Pure Storage Lease 2017 #542		37,129	2,360	39,489
Cisco Phone System Lease 2017		293,758	-	293,758
Wi-Fi Replacement Lease		36,103	7,520	43,623
<b>Total Information Technology Fund</b>		<b>409,690</b>	<b>11,091</b>	<b>420,781</b>
<b>Total Business-Type Activities</b>		<b>2,786,243</b>	<b>2,041,908</b>	<b>4,828,150</b>
<b>Total All Funds</b>		<b>9,935,439</b>	<b>8,074,192</b>	<b>18,009,632</b>



# Consolidated Budget Summary

REVENUES	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	UTILITY ENTERPRISE FUNDS	OTHER ENTERPRISE FUNDS	INTERNAL SERVICE	TOTAL ALL FUNDS
Taxes: Millage per \$1,000								
<b>Ad Valorem Taxes 7.1172</b>	68,676,300	-	-	-	-	-	-	68,676,300
Utility Taxes	11,020,790	-	-	2,519,059	-	-	-	13,539,849
Communications Service Tax	4,400,000	-	-	-	-	-	-	4,400,000
Local Business Tax	2,295,000	-	-	-	-	-	-	2,295,000
Insurance Premium Tax	2,000,000	-	-	-	-	-	-	2,000,000
Franchise Fees	9,472,400	-	-	-	-	-	-	9,472,400
Licenses and Permits	4,830,400	-	-	5,948,500	1,693,750	4,527,100	-	16,999,750
Special Assessment	22,250,000	-	-	-	-	-	-	22,250,000
Intergovernmental	14,939,100	1,674,012	-	1,093,200	-	-	70,000	17,776,312
Charges for Services	17,917,491	1,609,300	-	-	43,358,698	134,700	-	63,020,189
Fines and Forfeitures	1,054,000	12,000	-	-	-	-	-	1,066,000
Miscellaneous Revenue	6,418,646	14,600	9,600	91,200	465,200	15,000	-	7,014,246
Internal Service Charges	-	-	-	-	-	-	35,670,860	35,670,860
<b>TOTAL SOURCES</b>	<b>165,274,127</b>	<b>3,309,912</b>	<b>9,600</b>	<b>9,651,959</b>	<b>45,517,648</b>	<b>4,676,800</b>	<b>35,740,860</b>	<b>264,180,906</b>
Transfers in	3,509,482	-	11,472,300	1,434,269	530,400	-	-	16,946,451
Fund Bal./Reserves/Net Assets	-	500	1,400,000	2,331,741	-	-	500,000	4,232,241
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>	<b>\$168,783,609</b>	<b>\$3,310,412</b>	<b>\$12,881,900</b>	<b>\$13,417,969</b>	<b>\$46,048,048</b>	<b>\$4,676,800</b>	<b>\$36,240,860</b>	<b>\$285,359,598</b>

## EXPENDITURES

City Commission	1,411,100	-	-	-	-	-	-	1,411,100
Office of the City Manager	3,303,267	-	-	-	-	-	-	3,303,267
Human Resources	2,025,800	-	-	-	-	-	-	2,025,800
Legal	1,454,600	-	-	-	-	-	-	1,454,600
Office of the City Clerk	892,200	-	-	-	-	-	-	892,200
Financial Services	4,483,100	-	-	-	1,634,300	-	-	6,117,400
Procurement	1,301,100	-	-	-	-	-	-	1,301,100
Management & Budget	1,936,850	-	-	-	-	-	-	1,936,850
Police	50,396,263	1,422,650	-	-	-	-	-	51,818,913
Fire-Rescue	35,363,280	-	-	-	-	-	-	35,363,280
Comm. & Econ. Development	6,277,700	710,530	-	-	-	-	-	6,988,230
Public Works	10,306,680	-	-	-	-	-	-	10,306,680
Parks & Recreation	15,479,408	-	-	-	-	-	-	15,479,408
Social Services	6,950,500	-	-	-	-	-	-	6,950,500
Cultural Affairs	3,734,133	-	-	-	-	-	-	3,734,133
Utilities	-	-	-	-	25,353,500	-	-	25,353,500
Stormwater	-	-	-	-	-	2,971,860	-	2,971,860
Capital Improvement Program	-	-	-	4,921,010	2,400,000	340,000	-	7,661,010
Debt Service	308,700	-	12,879,100	-	3,802,900	606,900	421,000	18,018,600
Non-Departmental	7,787,120	13,250	2,800	1,325,359	12,156,048	758,040	25,458,858	47,501,475
Internal Services	-	-	-	-	-	-	10,281,002	10,281,002
<b>TOTAL EXPENDITURES</b>	<b>\$153,411,801</b>	<b>\$2,146,430</b>	<b>\$12,881,900</b>	<b>\$6,246,369</b>	<b>\$45,346,748</b>	<b>\$4,676,800</b>	<b>\$36,160,860</b>	<b>260,870,908</b>
Transfers Out	8,080,469	1,163,982	-	7,171,600	530,400	-	-	16,946,451
Fund Bal./Reserves/Net Assets	7,291,339	-	-	-	170,900	-	80,000	7,542,239
<b>EXPENDITURES, TRANSFERS, RESERVES &amp;</b>	<b>\$168,783,609</b>	<b>\$3,310,412</b>	<b>\$12,881,900</b>	<b>\$13,417,969</b>	<b>\$46,048,048</b>	<b>\$4,676,800</b>	<b>\$36,240,860</b>	<b>285,359,598</b>

# Budget Summary

The City of Miramar has a single budget document which includes all the budgeted funds and service programs. It is prepared to provide a comprehensive overview of the City's services and financial framework for the understanding of the public.

There are 25 budgeted funds presented in the annual budget in the following six categories: General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, and Internal Service Funds. This section of the budget document is comprised of a summary of each budgeted fund.

Fund Number	Fund Title
001	<i>General Fund</i>
	<i>Special Revenue Funds (7):</i>
110	Police Education
145	Public Safety Outside Service
160	Law Enforcement Trust
162	Federal Grants
163	State & County Grants
166	State Housing Initiative Partnership (SHIP) Program
167	Community Development Block Grant (CDBG)
	<i>Debt Service Funds (3):</i>
201	Debt Service
203	Capital Improvement Revenue Bonds-2015
204	CIP Bonds-2013
	<i>Capital Projects Funds (7):</i>
380	Police CIP
381	Fire & EMS CIP
385	Street Construction & Maintenance
387	Park Development
388	CIP Revenue Bonds-2013
389	2017 CIP Loan
395	Capital Projects
	<i>Enterprise Funds (3):</i>
410	Utility Fund
414	Contribution in Aid of Construction (CIAC)
415	Stormwater Management
	<i>Internal Service Funds (4):</i>
501	Health Insurance
502	Risk Management
503	Fleet Maintenance
504	Information Technology

*Other funds not included in the budget but listed in the audited financial statements are the Fiduciary Funds, in which the City holds assets in a trustee capacity.*





# Budget Summary

The FY 2019 total combined adopted budget for all funds is \$285,359,598. This represents an increase of \$22,817,235 or 8.7% compared to last year's adopted budget.

## Summary of All Funds

Fund	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change
General Fund	\$ 153,010,632	\$ 168,783,609	\$ 15,772,977	10.3%
Special Revenue Funds	2,934,324	3,310,412	376,088	12.8%
Debt Service Funds	12,819,600	12,881,900	62,300	0.5%
Capital Projects Funds	9,980,007	13,417,969	3,437,962	34.4%
Utility Funds	44,959,100	46,048,048	1,088,948	2.4%
Other Enterprise Funds	4,683,600	4,676,800	(6,800)	-0.1%
Internal Service Funds	34,155,100	36,240,860	2,085,760	6.1%
Sub-total	\$ 262,542,363	\$ 285,359,598	\$ 22,817,235	8.7%
Less Internal Svcs Funds & Transfers	(47,837,600)	(53,187,311)	(5,349,711)	11.2%
<b>Total All Funds</b>	<b>\$ 214,704,763</b>	<b>\$ 232,172,287</b>	<b>\$ 17,467,524</b>	<b>8.1%</b>

## Summary of Changes to All Budgetary Funds

The following summary indicates the expenditure increase or decrease for each fund compared to the FY 2018 adopted budget.

Fund	Total	Operating	Capital Improvement	Transfer/ Reserve	Debt Service
General Fund	\$ 15,772,977	\$ 7,678,169	\$ -	\$ 8,094,908	\$ (100)
Police Education	300	300	-	-	-
Public Safety Outside Svcs	364,500	164,500	-	200,000	-
State & County Grants	12,082	-	-	12,082	-
S.H.I.P. Program	(800)	(800)	-	-	-
CDBG Program	6	6	-	-	-
Debt Service	9,600	100	-	-	9,500
Capital Improvement Rev Bonds	(16,800)	1,200	-	-	(18,000)
CIP Bonds 2013	69,500	(200)	-	-	69,700
Police CIP	225,100	100	-	225,000	-
Fire & EMS CIP	259,600	100	-	259,500	-
Street Construction & Maint	119,059	300	-	118,759	-
Park Development	4,921,100	1,200	2,050,000	2,869,900	-
CIP Bonds 2013	566,116	(900)	603,116	(36,100)	-
2017 CIP Loan	(4,718,485)	1,000	(4,719,485)	-	-
Capital Projects	2,065,472	1,700	2,077,272	(13,500)	-
Utility	2,606,748	3,628,836	(3,500,000)	2,901,912	(424,000)
Utility Construction Revenue Bond	(11,700)	(600)	-	(11,100)	-
Contribution in Aid of Construction	(1,506,100)	2,400	(1,100,000)	(408,600)	100
Stormwater Management	(6,800)	295,860	-	(257,860)	(44,800)
Health Insurance	2,003,600	2,003,600	-	-	-
Risk Management	(641,700)	(641,700)	-	-	-
Fleet Maintenance	(228,540)	(308,440)	-	79,900	-
Information Technology	952,400	869,200	-	-	83,200
Totals Including Transfers	\$ 22,817,235	\$ 13,696,231	\$ (4,589,097)	\$ 14,034,501	\$ (324,400)
Less Transfers & Internal Svc Funds:					
General Fund	(803,569)	-	-	(803,569)	-
Capital Projects Funds	(2,244,500)	-	-	(2,244,500)	-
Utility Funds	(3,800)	-	-	(3,800)	-
Internal Service Funds	(2,085,760)	(2,002,560)	-	-	(83,200)
<b>Total</b>	<b>\$ 17,467,524</b>	<b>\$ 11,693,671</b>	<b>\$ (4,589,097)</b>	<b>\$ 10,770,550</b>	<b>\$ (407,600)</b>

# Budget Summary

## All Funds Revenues & Expenditures Comparison by Category

Sources	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Budget
General Gov't Taxes	\$ 82,671,600	\$ 90,911,149	\$ 8,239,549	10.0%	39.2%
Permits/Fees/Special Assess	42,149,600	48,722,150	6,572,550	15.6%	21.0%
Intergovernmental Revenues	16,896,624	17,706,312	809,688	4.8%	7.6%
Charges for Services	60,024,000	63,020,189	2,996,189	5.0%	27.1%
Fines & Forfeitures	910,800	1,066,000	155,200	17.0%	0.5%
Miscellaneous	3,442,332	7,014,246	3,571,914	103.8%	3.0%
Appropriation of Fund Balance	8,609,807	3,732,241	(4,877,566)	-56.7%	1.6%
<b>Total</b>	<b>\$ 214,704,763</b>	<b>\$ 232,172,287</b>	<b>\$ 17,467,524</b>	<b>8.1%</b>	<b>100.0%</b>

Uses	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Budget
Personnel Services	\$ 125,339,494	\$ 129,838,100	\$ 4,498,606	3.6%	55.9%
Operating Expenses	52,891,216	54,052,476	1,161,260	2.2%	23.3%
Departmental Capital Outlay	4,181,511	7,551,916	3,370,405	80.6%	3.3%
Grants & Aids	197,200	2,940,500	2,743,300	1391.1%	1.3%
Capital Improvement Program	12,250,107	7,661,010	(4,589,097)	-37.5%	3.3%
Debt Service	18,005,200	17,597,600	(407,600)	-2.3%	7.6%
Reserves	1,840,035	12,530,685	10,690,650	581.0%	5.4%
Other Uses	-	-	-	100.0%	0.0%
<b>Total</b>	<b>\$ 214,704,763</b>	<b>\$ 232,172,287</b>	<b>\$ 17,467,524</b>	<b>8.1%</b>	<b>100.0%</b>

## Department Expenditure Budget Variance

The following is a comparison of FY 2019 adopted departmental expenditures versus the FY 2018 adopted budget. This includes salaries and benefits, operating expenses, and departmental capital outlay. These figures don't include capital improvement projects or non-departmental projects.

Department	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Budget
City Commission	\$ 1,393,500	\$ 1,411,100	\$ 17,600	1.3%	0.8%
Office of the City Manager	4,099,983	3,303,267	(796,716)	-19.4%	1.8%
Human Resources	1,929,922	2,025,800	95,878	5.0%	1.1%
Legal	1,304,600	1,454,600	150,000	11.5%	0.8%
Office of the City Clerk	727,400	892,200	164,800	22.7%	0.5%
Financial Services	4,449,200	4,483,100	33,900	0.8%	2.4%
Procurement	1,390,700	1,301,100	(89,600)	-6.4%	0.7%
Management & Budget	1,656,300	1,936,850	280,550	16.9%	1.0%
Police	49,124,133	50,396,263	1,272,130	2.6%	27.2%
Fire-Rescue	32,553,306	35,363,280	2,809,974	8.6%	19.1%
Community & Economic Development	5,912,340	6,277,700	365,360	6.2%	3.4%
Public Works	10,187,304	10,306,680	119,376	1.2%	5.6%
Constr. & Fac. Mgmt.	2,452,600	0	(2,452,600)	-100.0%	0.0%
Parks & Recreation	14,327,275	15,479,408	1,152,133	8.0%	8.3%
Social Services	6,323,285	6,950,500	627,215	9.9%	3.7%
Cultural Affairs	3,757,133	3,734,133	(23,000)	-0.6%	2.0%
Fin Svcs-Utility Billing	1,591,500	1,634,300	42,800	2.7%	0.9%
Utilities	23,747,900	25,353,500	1,605,600	6.8%	13.7%
PW-Stormwater Management	2,676,000	2,971,860	295,860	11.1%	1.6%
HR-Risk Management	913,300	998,800	85,500	9.4%	0.5%
PW-Fleet Maintenance	4,037,700	3,634,602	(403,098)	-10.0%	2.0%
Information Technology	4,778,400	5,647,600	869,200	18.2%	3.0%
<b>Total</b>	<b>\$ 179,333,781</b>	<b>\$ 185,556,643</b>	<b>\$ 6,222,862</b>	<b>3.5%</b>	<b>100.0%</b>



# Budget Summary

## General Fund

The General Fund is the City's primary operating fund. It is used to account for financial resources and expenditures of the general government, except those required to be accounted for in another fund.

### Revenues

The revenues available for allocation, including inter-fund transfers, are \$169 Million. This represents an increase of \$15.8 Million, or 10.3%. This increase is primarily due to taxable value increase effect on Ad Valorem Property Tax, Fire Protection Assessment full cost adjustment, and various other revenue estimate increases.

### Intergovernmental Revenues

This category represents funds received from other governmental sources, State Revenue Sharing, and Half-cent Sales Tax. These are projected to increase by \$797,600.

### Fines and Forfeitures

This category represents fines and forfeitures related to Code violations, a portion of traffic court fines, and parking related fines. Total revenues projected to increase due to revised estimates for Local Ordinance Violations and City Code Violations.

## Revenue Comparison by Category

Sources	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of General Fund Budget
General Government Taxes	\$ 80,271,600	\$ 88,392,090	\$ 8,120,490	10.1%	52.4%
Permits, Fees, Spec. Assessment	33,740,700	36,552,800	2,812,100	8.3%	21.7%
Intergovernmental Revenue	14,141,500	14,939,100	797,600	5.6%	8.9%
Charges for Services	17,082,300	17,917,491	835,191	4.9%	10.6%
Fines & Forfeitures	898,800	1,054,000	155,200	17.3%	0.6%
Miscellaneous Revenues	2,756,732	6,418,646	3,661,914	132.8%	3.8%
Transfers	3,369,000	3,509,482	140,482	4.2%	2.1%
Appropriation of Fund Balance	750,000	-	(750,000)	-100.0%	0.0%
<b>Total</b>	<b>\$ 153,010,632</b>	<b>\$ 168,783,609</b>	<b>\$ 15,772,977</b>	<b>10.3%</b>	<b>100.0%</b>

### General Government Taxes

Ad valorem taxes represents a levy on the assessed value of real and personal property and is the largest component of General Government Taxes. The amount budgeted for ad valorem taxes is based on the July 1, 2018 Certified Taxable Value received from the Broward County Property Tax Appraiser. Property tax values increased from \$9.193 billion to \$9.848 billion, an increase of \$655 million or 7.1%. The ad valorem tax rate is 7.1172. The ad valorem tax levy for FY19 is estimated to be \$67.8 million, or a \$7.1 million increase from FY18.

### Permits, Fees, & Special Assessments

This category includes charges for development related permits, assessments, and franchise fees. The \$2.8 million increase in this category is due to projected increases in Building Permit and Franchise Fee related revenues. The Fire Protection Assessment rates that were developed from the latest completed study update are set at the full cost for the provision of fire protection service. Franchise fees are charged to service providers to operate within the municipal boundaries of the City. It is levied on a percentage of gross receipts basis.

### Charges for Services

This category represents charges for services rendered by General Fund operations. This category increased by \$835,191 primarily due to revenue projection increases for fire inspection, ambulance, parks, and social services related revenues. Additionally, there were adjustments to various administrative charges and Payment in Lieu of Taxes from the Utility Fund.

### Miscellaneous Revenues

This category represents revenues not categorized in other areas. Interest earnings and cost avoidance revenues are projected to increase in FY19.

### Transfers

This represents transfers in from Federal and State Grants and Street Maintenance and Construction funds.

### Appropriation of Fund Balance/Reserves

Fund balance is used to cover shortfall of revenues when compared to expenses.

# Budget Summary

## Expenditures

The FY19 General Fund expenditures total approximately \$161 Million. This represents an increase of \$8.5 Million or 5.5% compared to the FY18 adopted budget. This increase is primarily attributed to increases in salary and benefits due to health care premium increases, and rising pension costs. Other increases include additional transfers out to CIP funds as well as an increase in Capital Outlay of nearly \$3.5 Million.

## Grants and Aids

Grants and Aids increased by \$743,300.

## Capital Improvement

No Capital Improvement was budgeted directly in the General Fund this fiscal year.

## Debt Service

This includes principal and interest payments for capital lease/purchase financing for mobile and portable radios.

## Expenditure Comparison by Category

Expenditures	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of General Fund Budget
Personnel Services	\$ 109,513,600	\$ 111,205,100	\$ 1,691,500	1.5%	65.9%
Operating Expenses	32,531,421	34,323,385	1,791,964	5.5%	20.3%
Dept. Capital Outlay	3,192,711	6,644,116	3,451,405	108.1%	3.9%
Grants & Aids	187,200	930,500	743,300	397.1%	0.6%
Total Operating Expense	\$ 145,424,932	\$ 153,103,101	\$ 7,678,169	5.3%	90.7%
Capital Improvement	-	-	-	0.0%	0.0%
Debt Service	308,800	308,700	(100)	0.0%	0.2%
Transfers	7,276,900	8,080,469	803,569	11.0%	4.8%
Appropriated Fund Balance	0	7,291,339	7,291,339	0.0%	4.3%
<b>Total</b>	<b>\$ 153,010,632</b>	<b>\$ 168,783,609</b>	<b>\$ 15,772,977</b>	<b>10.3%</b>	<b>100.0%</b>

## Personnel Services

The General Fund includes a total of 886 FTEs. As reflected above, this category increased by \$1,691,500 over last year. The primary components of salaries & benefits increase are the anticipated increases in salaries for collective bargaining agreements and increased health insurance and pension costs.

## Operating Expenses

This expenditure category increased slightly by \$1,791,964. These expenses include operating supplies, professional/contractual services, Internal Service fund allocated charges, marketing and promotions, repairs and maintenance and election costs.

## Departmental Capital Outlay

The budget for FY19 is \$6,644,116, an increase of \$3,451,405. This category is for various capital outlay items including equipment replacement, maintenance and improvement projects, and the Vehicle Replacement Program.

## Transfers

Transfers out to other funds increased by \$803,569. These are transfers to various Debt Service funds to pay for debt service obligations for the General Fund. This also includes a transfer out to CIP Funds in order to fund CIP projects.





## Special Revenue Funds

These funds were established to account for restricted revenues that are committed to expenditures for a specific purpose other than debt service or capital projects. The City has the following eight Special Revenue Funds:

### Police Education

This fund is used to account for revenues and expenditures associated with the two dollars the City receives from each paid traffic citation, which by State Statute, must be used to further City's Police Officers' education. The amount budgeted has increased by \$300 to \$12,900. This will be used for various state approved training programs throughout the year.

### Public Safety Outside Services

This fund was established to account for revenues and expenditures associated with services provided by off duty Police Officers and Firefighters for private customer details to various businesses and homeowner associations. The amount budgeted increased from FY18 to \$1,609,300.

### Federal Grants

This fund is used to account for any Federal grants received by the City. The City is anticipating to receive \$630,655 from the Area Agency on Aging for senior programs and transportation.

### Law Enforcement Trust

This fund is used to account for the awards provided for by the State government and Federal agencies related to confiscated and forfeited contraband found during police operations.

Due to the unpredictable nature of funding sources/uses, other than \$13,700 budgeted for bank service charges, no additional funds will be budgeted for FY19. However, if the need arises for the use of funds, City Commission approval is required.

### State & County Grants

This fund was established to account for funds the City receives from the State or County for grant related projects. \$333,327 is anticipated to be received from the County for water safety programs, the Maximizing Out-Of-School Time (MOST), and the Local Service Program (LSP) related to the City of Miramar/South Central/Southeast Focal Point Senior Center.

### Neighborhood Stabilization Program (NSP)

This fund was created mid-year FY09 to account for funds received from the Federal Government related to the Housing & Economic Recovery Act. Congress created this act for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. Recipients of funds stabilize communities by purchasing, rehabilitating, and redeveloping abandoned homes and residential properties. No additional grant funds are anticipated for FY19.

### State Housing Initiatives Partnership Program (S.H.I.P.)

This is an ongoing program and funds not used in one year can be used in subsequent years. Amounts are only budgeted when the agreements are executed and approved by the City Commission.



Local artists offered their art pieces at the Maker's Market.

# Budget Summary

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## **Community Development Block Grant (CDBG)**

This fund was established to account for Federal Grants received from the United States Department of Housing and Urban Development (H.U.D). These funds are designated to provide financial assistance to the community to improve the overall quality of life. It includes a Micro Enterprise program and provides assistance to both homeowners and owners of commercial property. A Community Outreach Program is also included to assist qualified applicants with counseling and referrals to other agencies. This is a reimbursement grant and an ongoing program. Funds not used in one year are rolled over to the next year. The FY19 budget is at \$710,030.

## **Debt Service Funds**

These three funds were established to account for the servicing of general long-term debt not being financed in Proprietary Funds.

### **Debt Service**

This fund contains the Transportation Improvement Revenue Note, 2012. The Transportation Improvement Revenue Note, 2012 is for \$7.1 Million and was issued to fund various transportation improvements including the Pembroke Road Overpass. This fund also includes the \$10 million FY 2017 CIP Loan that was used to fund various CIP projects. The total debt service for FY 2019 is approximately \$2.0 million.

### **Capital Improvement Revenue Bonds-2015**

This fund is used to account for the debt service for the USBancorp Fire Truck Lease/Purchase and the Capital Improvement Refunding Revenue Bonds, Series 2015. This revenue bond replaced the \$93 Million CIP Revenue Bond, Series 2005. The annual debt service for the CIP Bonds, Series 2015 is budgeted at approximately \$6 million in FY19. The debt service for the five Fire-Rescue Vehicles Lease-purchase (7 year lease beginning June 2016) is budgeted at \$337,700 in FY19.

## **CIP Bonds-2013**

This was established to account for the debt service for the Capital Improvement Revenue Bonds, Series 2013. The interest was capitalized for the first years of this bond issue, therefore, the debt service will be paid out of bond proceeds during this period. The FY19 debt service amount is 4,601,100.



*Talented performers participated at the 2018 Black History event.*

# Budget Summary

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## Capital Projects Funds

These seven funds were established to centralize capital improvement projects appropriately.

### **Police CIP**

This fund was established to account for police impact fees derived from new development and restricted by ordinance for police related capital improvements. Funding will assist the City to provide police related capital improvements required by the growth of development.

### **Fire & EMS CIP**

This fund was established to account for fire and emergency medical services impact fees derived from new development and restricted by Ordinance for Fire and Emergency Medical Services Capital Improvements. Funding will assist the City to provide fire and emergency services capital improvements required by the growth of development.

### **Street Construction & Maintenance**

In accordance with the State Statute 336.59, this fund was established to account for the City's portion of state revenue sharing and local option gas tax. Funds are restricted for transportation facilities and for road and street improvement and maintenance within the City. Funds related to the payment of the debt service on the Transportation Improvement Revenue, Note 2012 will be transferred to the Debt Service Fund, while funds related to street maintenance and transit operations will be transferred to the General Fund. Based on this, \$963,100 will be transferred to the Debt Service Fund, \$259,600 will be transferred to the Capital Improvement Revenue Bonds 2015 fund, \$31,900 will be transferred to the CIP Revenue Bonds 2013 fund, and \$2,345,500 will be transferred to the General Fund; the remainder will be used for street related capital projects.

### **Park Development**

This fund was established to account for park and recreation impact fees which will be used for the acquisition and development of park and recreational facilities and sites. \$1,544,900 is budgeted for transfer to the CIP Revenue Bonds 2013 fund, \$78,500 to the Debt Service fund, and \$651,700 to the Capital Improvement Revenue Bonds 2015 fund.

### **CIP Revenue Bonds 2013**

This fund was established to account for the proceeds of the Special Obligation Refunding and Improvement Revenue Bonds, Series 2013 which are limited in use on construction of various capital projects within the City. Fiscal year 2019 budget includes funding for these projects: Amphitheater at Miramar Regional Park (MRP) concessions and walkways, Street Construction, and the Historic Miramar Public Safety Complex.

### **2017 CIP Loan**

This fund was established in Fiscal Year 2017 to account for loan proceeds and expenditures associated with the 2017 bank loan to be used for various capital improvement projects within the City. Fiscal year 2019 budget includes funding for the Historic Public Safety Complex project.

### **Capital Projects**

This fund was established to account for financial resources for the acquisition and/or construction of major capital assets within the City, except for those financed by proprietary funds. Various capital improvement projects are funded in FY19. See Capital Improvement Program section for details.



# Budget Summary

## Enterprise Funds

### Utility Fund

The Utility Fund as a self supporting fund, does not receive funding from property taxes. This fund is used to account for the income and expenses of operating the City's water, wastewater system, and capital improvements. The Utility Fund Budget for FY19 is \$44,645,448. This represents a \$2.6 million increase from last year.

### Revenues

Charges for services is the primary source of revenue for the Utility Fund. These charges are projected to increase by \$1.8 million or 4.3% due to the new rates coupled with anticipated increase in collections from new construction.

### Departmental Capital Outlay

The total for this category is \$600,600, a decrease of \$124,500 from last year, necessary for capital equipment replacement.

### Capital Improvement Program (CIP)

Capital expenditures total \$1,700,000 which is -\$3,500,000, or -67.3%, less than last year. Capital Improvements include the following projects: sewer line rehabilitation program, meter repair & replacement, west water treatment plant lab and office space, east water plant enhancements, reclaimed water system enhancements, west water plant improvements, and various other CIP projects.

## Revenue & Expenditure Comparison by Category

Sources	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Utility Fund Budget
Permits, Fees, Special Assessment	\$ 14,000	\$ 821,750	\$ 807,750	5769.6%	1.8%
Charges for Services	41,562,200	43,358,698	1,796,498	4.3%	97.1%
Miscellaneous Revenues	462,500	465,000	2,500	0.5%	1.0%
Appropriation of Fund Balance	-	-	0	0.0%	0.0%
<b>Total</b>	<b>\$ 42,038,700</b>	<b>\$ 44,645,448</b>	<b>\$ 2,606,748</b>	<b>6.2%</b>	<b>100.0%</b>

### Expenditures

Uses	FY 2018 Budget	FY 2019 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Utility Fund Budget
Personnel Services	\$ 13,303,100	\$ 15,807,200	\$ 2,504,100	18.8%	35.4%
Operating Expense	18,501,365	17,750,601	(750,764)	-4.1%	39.8%
Department Capital Outlay	725,100	600,600	(124,500)	-17.2%	1.3%
Grants & Aids	-	2,000,000	2,000,000	0.0%	-
Subtotal	\$ 32,529,565	\$ 36,158,401	\$ 3,628,836	11.2%	81.0%
Capital Improvement	5,200,000	1,700,000	(3,500,000)	-67.3%	3.8%
Debt Service	3,700,200	3,276,200	(424,000)	-11.5%	7.3%
Transfer Out	526,600	530,400	3,800	0.7%	1.2%
Other Uses/Reserves	82,335	2,980,447	2,898,112	3519.9%	6.7%
<b>Total</b>	<b>\$ 42,038,700</b>	<b>\$ 44,645,448</b>	<b>\$ 2,606,748</b>	<b>6.2%</b>	<b>100.0%</b>

### Personnel Services

FY19 Utility Fund Budget includes a total of 156.0 FTE (Full-time equivalent) authorized positions. This reflects a increase of 20.5 FTEs from the FY18 Budget. This total is comprised of 154 full-time and 4 (2 FTEs) part-time budgeted positions. Expenditures for FY19 budget totals \$15.8 million or 35.4% of the total Utility Fund Budget.

### Operating Expense

Operating Expenses constitutes 39.8% of the Utility Fund, which is the largest component. Operating Expenses decreased by -\$750,764 compared to last year. This is primarily due to a reduction in non-discretionary expenses.

### Debt Service

This is used to record the principal and interest due for the Wells Fargo Utility System Improvement Revenue Bonds, Series 2007, the Utility System Refunding Revenue Bonds, Series 2015 and the Utility System Series 2017 Bond.

### Transfers

This represents Utility Fund transfer of \$530,400 to CIAC Fund 414 for capital projects.





# Budget Summary

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## Utility Construction Revenue Bonds

This fund was established to account for the proceeds and expenditures associated with a proposed Utilities Revenue Bond to be issued for Capital Projects. This Fund was closed into the Utility Fund in FY18.

## Contribution in Aid of Construction (CIAC)

This fund was established to account for impact fees received from new development and restricted by Ordinance to be used for Capital Improvements for the City's water and wastewater infrastructure needs. The budgeted amount is \$1,402,600 compared to \$2,908,700 last year.

## Stormwater Management

This fund was established to account for Stormwater revenues and related activities. \$4,676,800 has been budgeted which is a slight decrease from last year's budget of \$4,683,600.



*Families enjoyed Halloween outside City Hall.*

## Internal Service Funds

These four funds were created to account for the financing of self insurance activities, fleet maintenance and information technology services provided to other City funds, on a cost reimbursement basis.

### Health Insurance

This fund was established to account for the City's health and dental plans and self-funded insurance program. Funds collected in this fund are comprised of charges to City departments and City employees for health care insurance premiums. The projected premium cost for Medical POS plan is \$2.9 million, for Medical HMO plan \$13 million, for Dental HMO plan \$107,400, and \$542,200 is allotted for the self-insured Dental PPO plan. This constitutes a total increase of \$2 Million or 13.6% over last year.

### Risk Management

This fund was established to account for the City's self-insured general liability, property and workers' compensation insurance coverage. All funds are billed for actual premium costs and estimated claims to maintain adequate reserves. The total budget for FY19 is \$8,002,200, which is a \$641,700 decrease from last year.

### Fleet Maintenance

This fund was established to account for revenues and expenses of the City's maintenance garage facility used to maintain the City's various vehicle fleets. Fleet maintenance provides services to other departments of the City on a cost-reimbursement basis.

The total budget for FY19 is \$5,415,860, which is a \$228,540 decrease from last year.

### Information Technology

This fund was established to account for the City's information resources and related information technology services which includes leased computers, land lines, Internet, computer support, telephone and data needs for all departments. FY19 Budget is \$6,068,600, which represents an increase of \$952,400, or 18.6% from last year.

# All Funds Revenue Summary

Fund #	Fund Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
001	General Fund	\$ 137,500,384	\$ 147,966,643	\$ 153,010,632	\$ 158,915,119	\$ 168,783,609	10.3%
002	General Donations Fund	367,884	533,297	-	-	-	0.0%
003	Amphitheater Fund	-	23,503	-	-	-	0.0%
	<i>Special Revenue Funds</i>						
110	Police Education	11,814	12,383	12,600	12,600	12,900	2.4%
145	Public Safety Outside Svcs	1,463,651	1,445,672	1,244,800	1,570,700	1,609,300	29.3%
160	Law Enforcement Trust	359,096	318,706	13,700	2,027,468	13,700	0.0%
162	Federal Grants	990,762	949,813	630,655	1,098,612	630,655	0.0%
163	State & County Grants	1,204,996	2,570,832	321,245	11,699,365	333,327	3.8%
164	Neighborhood Stabilization Prog.	429,796	164,887	-	875,433	-	0.0%
166	S.H.I.P. Program	577,745	440,691	1,300	1,623,941	500	-61.5%
167	CDBG/Outreach Program	820,875	553,346	710,024	1,721,299	710,030	0.0%
	<i>Debt Service Funds</i>						
201	Debt Service	821,140	1,753,599	1,966,500	1,971,000	1,976,100	0.5%
203	Capital Improvement Rev Bonds 15	4,934,506	6,352,763	6,321,500	6,321,500	6,304,700	-0.3%
204	CIP Bonds 2013	9,668	1,342,176	4,531,600	4,531,600	4,601,100	1.5%
	<i>Capital Improvements (CIP) Funds</i>						
380	Police CIP	1,236,163	193,196	400,800	1,067,485	625,900	56.2%
381	Fire & EMS CIP	1,562,214	232,348	411,900	547,117	671,500	63.0%
385	Street Construction & Maintenance	3,326,497	3,516,639	3,501,600	7,297,749	3,620,659	3.4%
386	Public Safety CIP	-	-	-	-	-	0.0%
387	Park Development	577,827	1,829,047	703,300	1,135,380	5,624,400	699.7%
388	CIP Bonds 2013	128,990	148,440	37,500	10,685,425	603,616	1509.6%
389	2017 CIP Loan	-	10,063,003	4,910,107	8,876,020	191,622	-96.1%
395	Capital Projects	4,032,954	62,436	14,800	3,115,016	2,080,272	13956%
	<i>Enterprise Funds</i>						
410	Utility	40,227,257	43,461,700	42,038,700	100,685,931	44,645,448	6.2%
413	Utility Construction Revenue Bonds	300,458	296,827	11,700	11,910,900	-	-100.0%
414	Contribution in Aid of Construction	1,487,167	2,878,929	2,908,700	4,762,266	1,402,600	-51.8%
415	Stormwater Management	3,320,609	4,714,408	4,683,600	14,313,863	4,676,800	-0.1%
425	Cultural Affairs	(18,031,450)	-	-	-	-	0.0%
435	Early Childhood	968,384	-	-	-	-	0.0%
	<i>Internal Service Funds</i>						
501	Health Insurance	11,202,624	12,740,727	14,750,600	14,750,600	16,754,200	13.6%
502	Risk Management	6,833,438	8,772,302	8,643,900	8,643,900	8,002,200	-7.4%
503	Fleet Maintenance	4,487,898	6,840,998	5,644,400	7,902,929	5,415,860	-4.0%
504	Information Technology	4,208,536	4,409,338	5,116,200	5,116,200	6,068,600	18.6%
	<b>Total Operating &amp; Capital Budget</b>	<b>\$ 215,361,882</b>	<b>\$ 264,588,647</b>	<b>\$ 262,542,363</b>	<b>\$ 393,179,418</b>	<b>\$ 285,359,598</b>	<b>8.7%</b>
	Less: Transfers between funds	(18,879,289)	(14,017,130)	(13,682,500)	(27,098,921)	(16,946,451)	23.9%
	Less: Internal Service Funds	(26,732,496)	(32,763,365)	(34,155,100)	(36,413,629)	(36,240,860)	6.1%
	<b>Net Operating &amp; Capital Budget</b>	<b>\$ 169,750,097</b>	<b>\$ 217,808,152</b>	<b>\$ 214,704,763</b>	<b>\$ 329,666,868</b>	<b>\$ 232,172,287</b>	<b>8.1%</b>



# All Funds Expenditure Summary

Fund #	Fund Name	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
001	General Fund	\$ 128,764,335	\$ 150,004,349	\$ 153,010,632	\$ 158,915,119	\$ 168,783,609	10.3%
002	General Donations Fund	287,001	421,713	-	-	-	0.0%
003	Amphitheater Fund	-	(37,676)	-	-	-	0.0%
	<i>Special Revenue Funds:</i>						
110	Police Education	11,197	5,642	12,600	12,600	12,900	2.4%
145	Public Safety Outside Svcs	1,440,527	1,505,652	1,244,800	1,570,700	1,609,300	29.3%
160	Law Enforcement Trust	396,905	134,884	13,700	2,027,468	13,700	0.0%
162	Federal Grants	990,762	949,813	630,655	1,098,612	630,655	0.0%
163	State & County Grants	1,204,996	2,570,832	321,245	11,699,365	333,327	3.8%
164	Neighborhood Stabilization Prog	429,796	164,887	-	875,433	-	0.0%
166	S.H.I.P. Program	577,035	439,264	1,300	1,623,941	500	-61.5%
167	CDBG/Outreach Program	820,875	553,346	710,024	1,721,299	710,030	0.0%
	<i>Debt Service Funds:</i>						
201	Debt Service	810,017	1,394,988	1,966,500	1,971,000	1,976,100	0.5%
203	Capital Improvement Rev Bonds 15	4,817,259	6,335,149	6,321,500	6,321,500	6,304,700	-0.3%
204	CIP Bonds 2013	2,695,433	2,695,193	4,531,600	4,531,600	4,601,100	1.5%
	<i>Capital Improvements (CIP) Funds</i>						
380	Police CIP	450,437	219,493	400,800	1,067,485	625,900	56.2%
381	Fire & EMS CIP	41,963	1,453,907	411,900	547,117	671,500	63.0%
385	Street Construction & Maintenance	3,773,457	4,052,857	3,501,600	7,297,749	3,620,659	3.4%
386	Public Safety CIP	2,609,955	-	-	-	-	0.0%
387	Park Development	372,369	2,094,422	703,300	1,135,380	5,624,400	699.7%
388	CIP Bonds 2013	15,236,512	6,188,233	37,500	10,685,425	603,616	1509.6%
389	2017 CIP Loan	-	986,646	4,910,107	8,876,020	191,622	-96.1%
395	Capital Projects	7,413,375	4,367,626	14,800	3,115,016	2,080,272	13955.9%
	<i>Enterprise Funds:</i>						
410	Utility	39,217,708	38,847,281	42,038,700	100,685,931	44,645,448	6.2%
413	Utility Construction Revenue Bonds	311,746	311,280	11,700	11,910,900	-	-100.0%
414	Contribution in Aid of Construction	167,115	365,684	2,908,700	4,762,266	1,402,600	-51.8%
415	Stormwater Management	2,192,797	2,367,551	4,683,600	14,313,863	4,676,800	-0.1%
425	Cultural Affairs	1,393,926	-	-	-	-	0.0%
435	Early Childhood	500,250	-	-	-	-	0.0%
	<i>Internal Service Funds:</i>						
501	Health Insurance	11,266,743	12,737,075	14,750,600	14,750,600	16,754,200	13.6%
502	Risk Management	6,940,735	7,485,816	8,643,900	8,643,900	8,002,200	-7.4%
503	Fleet Maintenance	2,483,537	3,278,330	5,644,400	7,902,929	5,415,860	-4.0%
504	Information Technology	4,189,840	4,458,160	5,116,200	5,116,200	6,068,600	18.6%
	<b>Total Operating &amp; Capital Budget</b>	<b>\$ 241,808,603</b>	<b>\$ 256,352,396</b>	<b>\$ 262,542,363</b>	<b>\$ 393,179,418</b>	<b>\$ 285,359,598</b>	<b>8.7%</b>
	Less: Transfers between funds	(16,357,313)	(14,724,130)	(13,682,500)	(27,098,921)	(16,946,451)	23.9%
	Less: Internal Service Funds	(24,880,854)	(27,959,381)	(34,155,100)	(36,413,629)	(36,240,860)	6.1%
	<b>Net Operating &amp; Capital Budget</b>	<b>\$ 200,570,435</b>	<b>\$ 213,668,884</b>	<b>\$ 214,704,763</b>	<b>\$ 329,666,868</b>	<b>\$ 232,172,287</b>	<b>8.1%</b>

# Consolidated Expenditure Summary

Fund	Expenditure	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
<b><u>Departmental (Operating)</u></b>							
001	City Commission	\$ 1,202,113	\$ 1,264,338	\$ 1,393,500	\$ 1,315,600	\$ 1,411,100	1.3%
001	Office of the City Manager	3,714,510	3,956,922	4,099,983	4,319,983	3,303,267	-19.4%
001	Human Resources	1,471,927	1,503,475	1,929,922	1,811,031	2,025,800	5.0%
001	Legal	1,203,503	1,565,261	1,304,600	1,304,600	1,454,600	11.5%
001	Office of the City Clerk	597,977	725,221	727,400	727,400	892,200	22.7%
001	Financial Services	3,728,922	3,814,363	4,449,200	4,360,000	4,483,100	0.8%
001	Procurement	1,101,037	1,286,512	1,390,700	1,390,700	1,301,100	-6.4%
001	Management & Budget	1,303,290	1,323,150	1,656,300	1,469,485	1,936,850	16.9%
001	Police	43,423,311	48,941,163	49,124,133	50,468,533	50,396,263	2.6%
001	Fire-Rescue	28,392,896	32,862,386	32,553,306	35,136,861	35,363,280	8.6%
001	Community & Economic Dev.	4,334,831	4,786,494	5,912,340	5,592,640	6,277,700	6.2%
001	Public Works	8,813,872	9,785,795	10,187,304	9,657,104	10,306,680	1.2%
001	Construction & Facilities Mgmt.	-	2,198,029	2,452,600	2,344,700	-	-100.0%
001	Parks & Recreation	11,345,416	13,453,831	14,327,275	14,137,962	15,479,408	8.0%
001	Social Services	5,150,777	5,695,835	6,323,285	6,107,785	6,950,500	9.9%
001	Cultural Affairs	3,124,200	3,171,953	3,757,133	3,432,533	3,734,133	-0.6%
002	General Donations	287,001	421,713	-	-	-	0.0%
003	Amphitheater	-	(37,676)	-	-	-	0.0%
110	Police Education	11,197	5,636	12,500	12,500	12,750	2.0%
145	Public Safety Outside Services	1,440,527	1,505,652	1,244,800	1,570,700	1,409,300	13.2%
160	Law Enforcement Trust	396,905	134,884	300	150,271	600	100.0%
162	Federal Grants	223,961	286,869	-	358,126	-	0.0%
163	State & County Grants	6,996	39,079	-	45,160	-	0.0%
164	NSP	427,728	164,405	-	821,165	-	0.0%
166	S.H.I.P. Program	577,035	439,264	1,300	1,623,941	500	-61.5%
167	CDBG/Outreach Program	820,875	508,346	710,024	1,721,299	710,030	0.0%
410	Financial Svcs-Utility Billing	1,064,908	1,400,735	1,591,500	1,591,500	1,634,300	2.7%
410	Construction & Facilities Mgmt.	2,458,172	-	-	-	-	0.0%
410	Utilities	18,482,977	19,990,228	23,747,900	23,793,275	25,353,500	6.8%
415	Stormwater Management	1,809,383	2,051,733	2,676,000	2,678,117	2,971,860	11.1%
502	Risk Management	532,686	633,213	913,300	913,300	998,800	9.4%
503	Fleet Maintenance	3,695,376	5,187,998	4,037,700	4,704,366	3,634,602	-10.0%
504	Information Technology	4,127,639	6,024,997	4,778,400	4,718,584	5,647,600	18.2%
	Sub-Total	\$ 155,271,952	\$ 175,091,803	\$ 181,302,705	\$ 188,279,220	\$ 187,689,823	3.5%





# Consolidated Expenditure Summary (continued)

Fund	Expenditure	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
<b><u>Non-Departmental</u></b>							
001	Non-Departmental	\$ 3,007,766	\$ 6,208,054	\$ 3,835,951	\$ 7,530,451	\$ 7,057,120	84.0%
110	Police Education	-	7	100	100	150	50.0%
201	Debt Service	962	363	400	400	500	25.0%
203	Capital Imprvmt Rev Bonds 05	1,896	1,058	800	800	2,000	150.0%
204	CIP Bonds 2013	583	343	500	500	300	-40.0%
380	Police CIP	437	453	400	400	500	25.0%
381	Fire & EMS CIP	499	402	400	400	500	25.0%
385	Street Construction & Maintenance	1,052	924	1,200	1,200	1,500	25.0%
387	Park Development	721	600	300	900	1,500	400.0%
388	CIP Bonds 2013	2,280	1,011	1,400	1,400	500	-64.3%
389	2017 CIP Loan	-	954	-	900	1,000	100.0%
395	Capital Projects	1,351	1,090	1,300	1,300	3,000	130.8%
410	Utility Fund	3,438,086	1,265,853	7,190,165	7,190,165	7,170,601	-0.3%
413	Utility Construction Rev Bond	720	254	600	600	-	-100.0%
414	Contribution in Aid of Construction	(697,055)	(1,749,573)	2,600	66,600	5,000	92.3%
415	Stormwater Management	(416,747)	(619,371)	-	-	-	0.0%
501	Health Insurance	11,266,743	12,737,075	14,750,600	14,750,600	16,754,200	13.6%
502	Risk Management	6,408,049	6,852,603	7,730,600	7,730,600	7,003,400	-9.4%
503	Fleet Maintenance	(1,708,520)	(2,771,414)	1,606,600	3,198,463	1,701,258	5.9%
504	Information Technology	756	(1,714,110)	-	-	-	0.0%
	Sub-Total	\$ 21,309,579	\$ 20,216,575	\$ 35,123,916	\$ 40,475,779	\$ 39,703,029	13.0%
<b><u>Debt Service</u></b>							
001	General Fund	\$ 165,890	\$ 124,417	\$ 308,800	\$ 308,800	\$ 308,700	0.0%
201-203	Debt Service Funds	8,319,268	10,423,565	12,817,900	12,822,400	12,879,100	0.5%
410	Utility Fund-Non Departmental	1,859,654	1,809,660	3,700,200	3,700,200	3,276,200	-11.5%
414	CIAC	104,028	109,433	526,600	526,600	526,700	0.0%
415	Stormwater Management	150,347	148,595	651,700	651,700	606,900	-6.9%
504	Information Technology	-	4,108	337,800	397,616	421,000	24.6%
	Sub-Total	\$ 10,599,187	\$ 12,619,778	\$ 18,343,000	\$ 18,407,316	\$ 18,018,600	-1.8%
<b><u>Capital Improvement</u></b>							
001	General Fund	\$ -	\$ 35,250	\$ -	\$ 40,052	\$ -	0.0%
160	Law Enforcement Trust	-	-	-	36,000	-	0.0%
163	State & County Grants	791,361	2,078,105	-	10,329,838	-	0.0%
167	CDBG/Outreach Program	-	45,000	-	-	-	0.0%
380	Police CIP	450,000	119,041	-	666,685	-	0.0%
381	Fire and EMS CIP	41,464	1,320,005	-	-	-	0.0%
385	Street Construction & Maintenance	622,577	762,912	-	3,766,149	-	0.0%
387	Park Development	371,648	1,779,522	-	431,480	2,050,000	100.0%
388	CIP Bonds 2013	15,234,232	6,187,222	-	10,033,142	603,116	100.0%
389	2017 CIP Loan	-	985,692	4,910,107	8,875,120	190,622	-96.1%
395	Capital Projects	7,412,024	2,909,536	-	2,950,216	2,077,272	100.0%
410	Utility Fund	2,570,971	5,001,359	5,200,000	51,902,656	1,700,000	-67.3%
414	CIAC	712,072	1,752,782	1,800,000	3,589,566	700,000	-61.1%
415	Stormwater Management	350,034	475,987	340,000	9,968,147	340,000	0.0%
503	Fleet Maintenance	90,602	42,065	-	-	-	0.0%
504	Information Technology	-	9,913	-	-	-	0.0%
	Sub-Total	\$ 28,646,986	\$ 23,504,390	\$ 12,250,107	\$ 102,589,050	\$ 7,661,010	-37.5%

# Consolidated Expenditure Summary (continued)

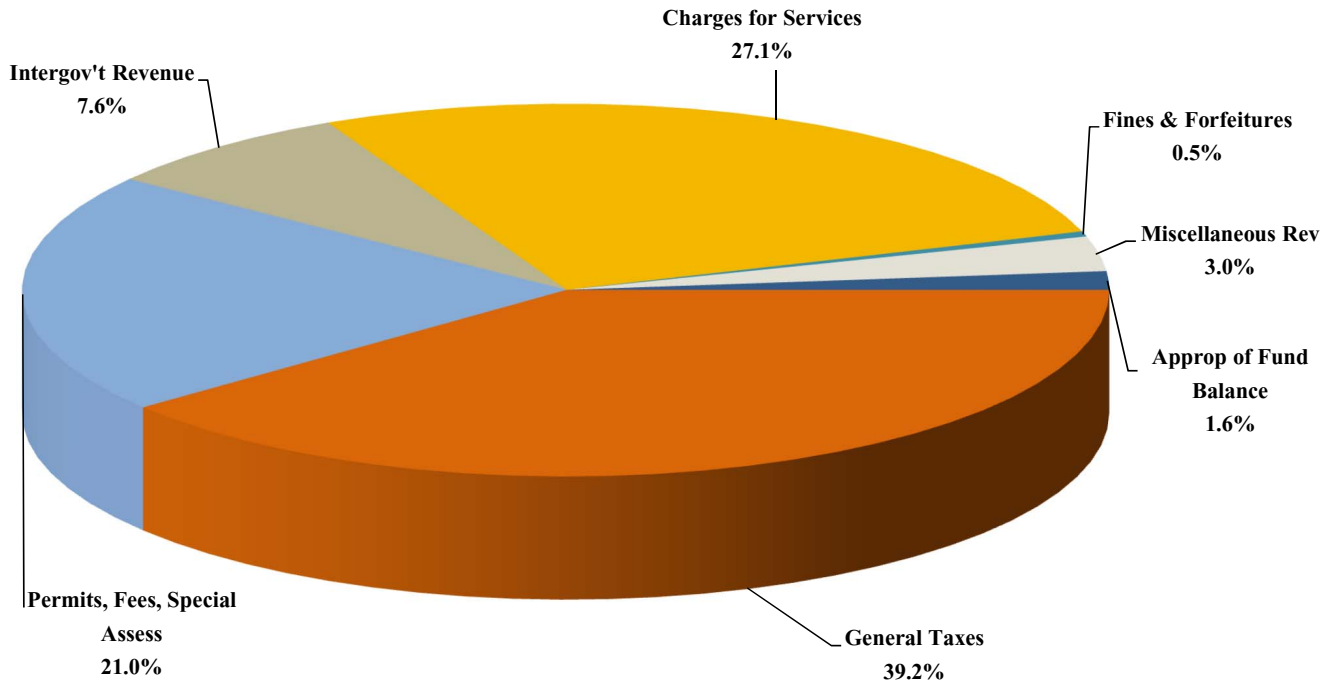
Fund	Expenditure	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
<b>Interfund Transfers</b>							
001	General Fund	\$ 6,682,096	\$ 7,301,900	\$ 7,276,900	\$ 7,446,900	\$ 8,080,469	11.0%
145	Public Safety Outside Svcs Fund	-	-	-	-	200,000	100.0%
162	Federal Grant	766,801	662,944	630,655	740,487	630,655	0.0%
163	State & County Grant	406,639	453,648	321,245	1,324,367	333,327	3.8%
164	Neighborhood Stabilization Program	2,068	482	-	54,268	-	0.0%
380	Police CIP	-	100,000	400,400	400,400	625,400	56.2%
381	Fire and EMS CIP	-	133,500	411,500	411,500	671,000	63.1%
385	Street Construction & Maintenance	3,149,828	3,289,020	3,412,200	3,442,200	3,600,100	5.5%
386	Public Safety CIP	2,609,955	-	-	-	-	0.0%
387	Park Development	-	314,300	703,000	703,000	2,275,100	223.6%
395	Capital Projects	-	1,457,000	-	150,000	-	0.0%
410	Utility Fund	842,919	808,430	526,600	526,600	530,400	0.7%
414	CIAC	2,832	202,905	-	-	-	0.0%
425	Cultural Affairs	1,393,926	-	-	-	-	0.0%
435	Early Childhood	500,250	-	-	-	-	0.0%
	<b>Sub-Total</b>	<b>\$ 16,357,313</b>	<b>\$ 14,724,130</b>	<b>\$ 13,682,500</b>	<b>\$ 27,098,921</b>	<b>\$ 16,946,451</b>	<b>23.9%</b>
<b>Other Uses</b>							
001	General Fund	\$ -	\$ -	\$ -	\$ 12,000	\$ 8,021,339	0.0%
160	Law Enforcement Trust	-	-	13,400	1,841,197	13,100	-2.2%
381	Fire & EMS CIP	-	-	-	135,217	-	0.0%
387	Park Development	-	-	-	-	1,297,800	100.0%
385	Street Construction & Maintenance	-	-	88,200	88,200	19,059	-78.4%
388	CIP Bonds 2013	-	-	36,100	650,883	-	-100.0%
395	Capital Projects	-	-	13,500	13,500	-	-100.0%
410	Utility Fund	-	-	82,335	11,981,535	4,980,447	5949.0%
413	Utility Construction Revenue	-	-	11,100	11,100	-	-100.0%
414	CIAC	-	-	579,500	579,500	170,900	-70.5%
415	Stormwater Management	-	-	1,015,900	1,015,900	758,040	-25.4%
503	Fleet Maintenance	-	-	100	100	80,000	79900.0%
	<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,840,135</b>	<b>\$ 16,329,132</b>	<b>\$ 15,340,685</b>	<b>733.7%</b>
<b>Depreciation</b>							
410	Utility Fund	\$ 8,500,020	\$ 8,571,017	\$ -	\$ -	\$ -	0.0%
413	Utility Construction Revenue	311,026	311,026	-	-	-	0.0%
414	CIAC	45,238	50,136	-	-	-	0.0%
415	Stormwater Management	299,779	310,607	-	-	-	0.0%
503	Fleet Maintenance	406,078	819,681	-	-	-	0.0%
504	Information Technology	61,444	133,252	-	-	-	0.0%
	<b>Sub-Total</b>	<b>\$ 9,623,586</b>	<b>\$ 10,195,719</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Total</b>		<b>\$ 241,808,603</b>	<b>\$ 256,352,396</b>	<b>\$ 262,542,363</b>	<b>\$ 393,179,418</b>	<b>\$ 285,359,598</b>	<b>8.7%</b>



# All Funds Revenues

Summary by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
General Taxes	\$ 72,435,514	\$ 77,534,608	\$ 82,671,600	\$ 82,701,600	\$ 90,911,149	10.0%
Permits, Fees, Special Assessment	35,769,191	42,878,335	42,149,600	41,744,300	48,722,150	15.6%
Intergovernmental Revenues	18,318,263	19,610,252	16,896,624	32,788,060	17,706,312	4.8%
Charges for Services	54,835,293	58,391,356	60,024,000	60,349,900	63,020,189	5.0%
Fines & Forfeitures	1,057,867	1,080,338	910,800	1,343,481	1,066,000	17.0%
Miscellaneous / Loan Proceeds	(12,666,031)	18,313,263	3,442,332	36,166,330	7,014,246	103.8%
Appropriation of Fund Balance	-	-	8,609,807	74,573,196	3,732,241	-56.7%
<b>Total Revenues</b>	<b>\$ 169,750,097</b>	<b>\$ 217,808,152</b>	<b>\$ 214,704,763</b>	<b>\$ 329,666,868</b>	<b>\$ 232,172,287</b>	<b>8.1%</b>

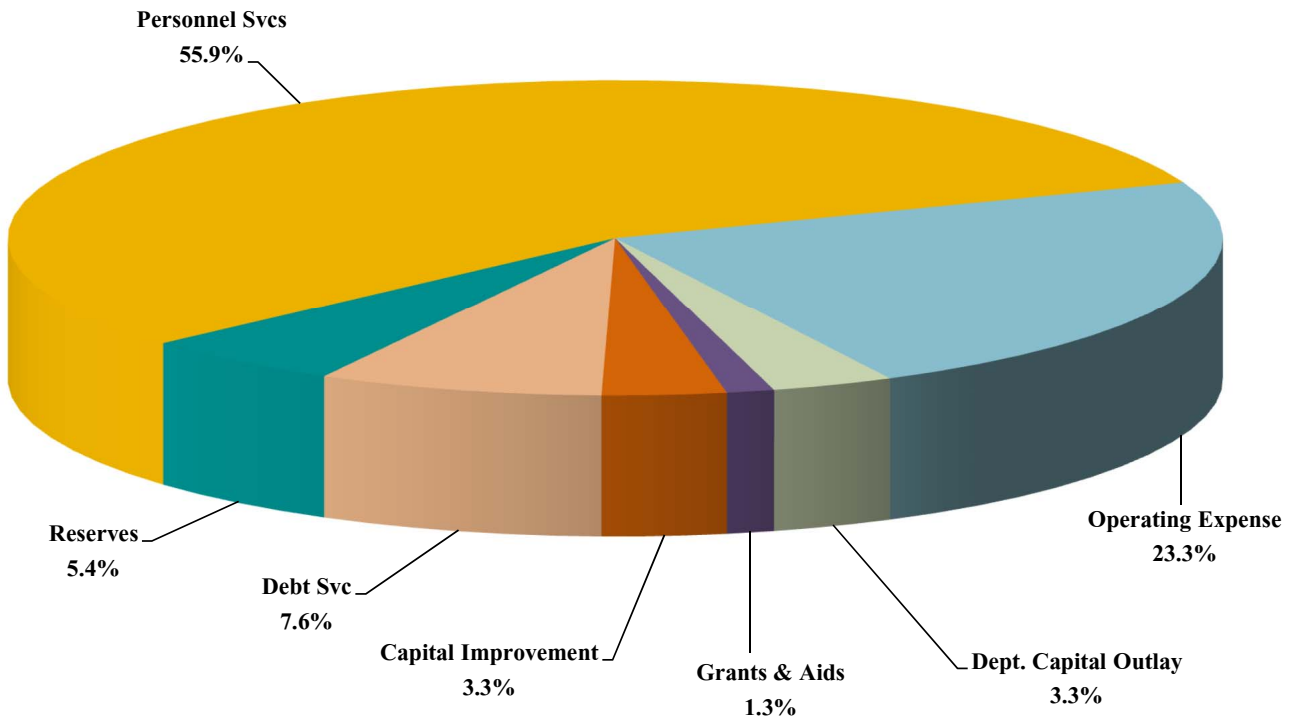
## FY19 All Funds Revenue Source and Percent of Total Revenues



# All Funds Expenditures

Summary by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change
Personnel Services	\$ 108,763,369	\$ 118,528,705	\$ 125,339,494	\$ 128,027,801	\$ 129,838,100	3.6%
Operating Expense	42,517,058	49,339,646	52,891,216	57,337,618	54,052,476	2.2%
Capital Outlay	4,058,004	7,743,870	4,181,511	7,087,895	7,551,916	80.6%
Grants & Aids	105,261	119,065	197,200	297,772	2,940,500	1391.1%
Total Operating Expenditure	<b>\$ 155,443,692</b>	<b>\$ 175,731,286</b>	<b>\$ 182,609,421</b>	<b>\$ 192,751,086</b>	<b>\$ 194,382,992</b>	6.4%
Capital Improvement Program	25,084,493	15,663,046	12,250,107	102,589,050	7,661,010	-37.5%
Depreciation	9,156,063	9,242,787	-	-	-	0.0%
Debt Service	10,599,187	12,615,670	18,005,200	18,009,700	17,597,600	-2.3%
Reserves	287,000	416,095	1,840,035	16,317,032	12,530,685	581.0%
Other uses	-	-	-	-	-	0.0%
<b>Total</b>	<b>\$ 200,570,435</b>	<b>\$ 213,668,884</b>	<b>\$ 214,704,763</b>	<b>\$ 329,666,868</b>	<b>\$ 232,172,287</b>	<b>8.1%</b>

## FY19 All Funds Expenditure Source and Percent of Total Expenditures



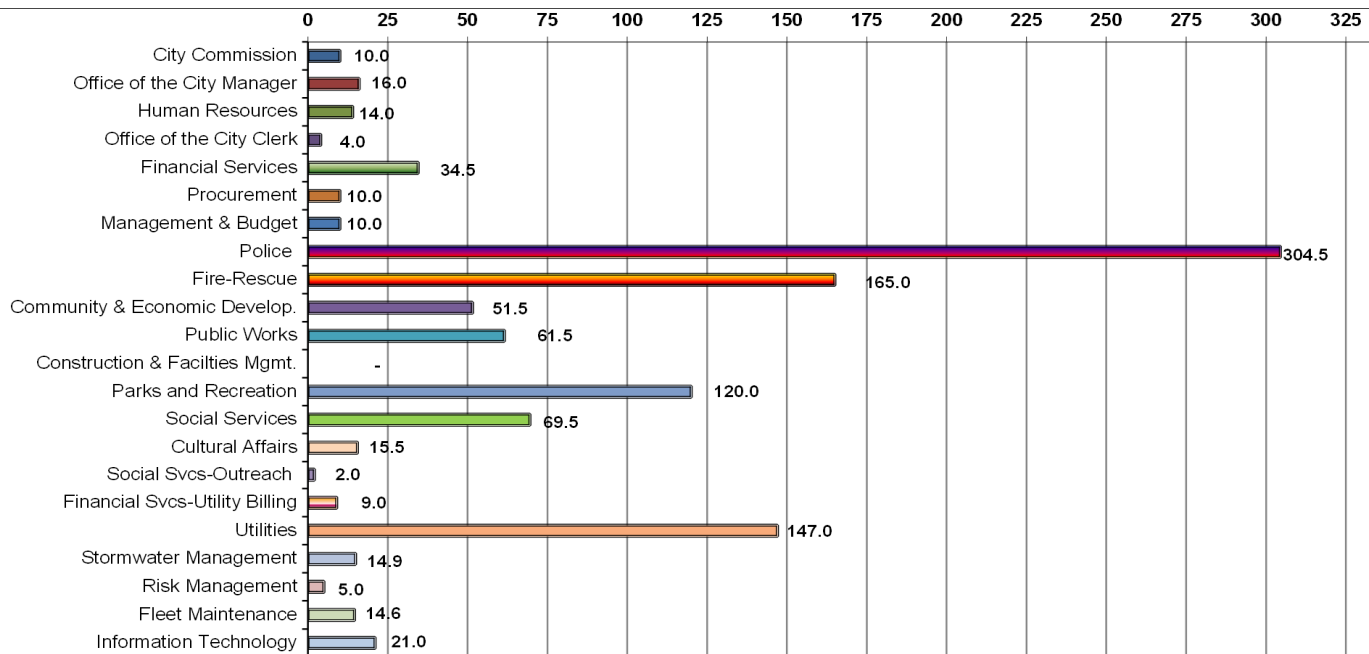


# All Funds Position Comparison Summary

As indicated below, the budget includes a total of 1,099.5 FTE (Full-time equivalent) authorized positions. This reflects an increase of 17.5 FTEs compared to the FY18 budget. The total of 1,099.5 is comprised of 997 full-time, 161 (80.5 FTEs) part-time, 30 (15 FTEs) seasonal part-time, 1 temporary full-time and 12 (6 FTEs) temporary part-time budgeted positions.

Fund/ Dept. #	Department	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	# FTE Change
001-01	City Commission	10.00	10.00	10.00	10.00	10.00	-
001-05	Office of the City Manager	18.00	20.00	19.00	20.00	16.00	(3.00)
001-06	Human Resources	13.00	14.00	14.00	14.00	14.00	-
001-08	Office of the City Clerk	5.00	4.00	4.00	4.00	4.00	-
001-10	Financial Services	37.00	36.00	35.00	35.50	34.50	(0.50)
001-11	Procurement	9.00	10.00	10.00	10.00	10.00	-
001-15	Management & Budget	8.00	9.00	9.00	9.00	10.00	1.00
001-20	Police	284.00	296.50	297.50	297.50	304.50	7.00
001-30	Fire-Rescue	151.00	166.00	166.00	166.00	165.00	(1.00)
001-41	Community & Economic Development	42.00	43.50	43.50	43.50	51.50	8.00
001-50	Public Works	68.20	66.60	65.10	65.10	61.50	(3.60)
001-53	Construction & Facilities Management	-	18.50	17.50	17.50	-	(17.50)
001-60	Parks and Recreation	121.00	121.00	121.00	121.50	120.00	(1.00)
001-63	Social Services	70.50	69.00	68.50	68.50	69.50	1.00
001-68	Cultural Affairs	15.00	15.00	15.00	15.00	15.50	0.50
160-20	Police-Law Enforcement Trust	1.00	-	-	-	-	-
162-30	Fire-Rescue-SAFER Grant	12.00	-	-	-	-	-
167-43	Social Services-CDBG-Outreach	2.00	2.00	2.00	2.00	2.00	-
410-10	Financial Services-Utility Billing	8.50	8.50	8.50	9.00	9.00	0.50
410-53	Construction & Facilities Management	20.50	-	-	-	-	-
410-55	Utilities	126.50	126.00	127.00	127.00	147.00	20.00
415-50	Stormwater Management	13.40	13.40	13.90	13.90	14.90	1.00
502-06	Risk Management	6.00	5.00	5.00	5.00	5.00	-
503-50	Fleet Maintenance	14.40	13.50	13.50	13.50	14.60	1.10
504-58	Information Technology	17.00	18.00	17.00	17.00	21.00	4.00
<b>Total Full &amp; Part-time Employees</b>		<b>1,073.00</b>	<b>1,085.50</b>	<b>1,082.00</b>	<b>1,084.50</b>	<b>1,099.50</b>	<b>17.50</b>

## FY19 Budgeted Positions by Department



# Adopted Authorized Position Summary

Fund/Department	Fiscal Year 2018 Adopted					Fiscal Year 2019 Adopted						
	Regular Full-Time	Regular Part-Time	Seasonal Part-Time	Temporary Positions	Total FTE	Regular Full-Time	Regular Part-Time	Seasonal Part-Time	Temporary Positions	Total FTE	New Position	Total Net FTE
City Commission	10.00	-	-	-	10.00	10.00	-	-	-	10.00	-	-
Office of the City Manager	19.00	-	-	-	19.00	16.00	-	-	-	16.00	4.00	(3.00)
Human Resources	14.00	-	-	-	14.00	13.00	1.00	-	-	14.00	-	-
Office of the City Clerk	4.00	-	-	-	4.00	4.00	-	-	-	4.00	-	-
Financial Services	34.00	0.50	-	0.50	35.00	34.00	-	-	0.50	34.50	-	(0.50)
Procurement	10.00	-	-	-	10.00	10.00	-	-	-	10.00	-	-
Management and Budget	9.00	-	-	-	9.00	9.00	-	-	1.00	10.00	1.00	1.00
Police	297.00	0.50	-	-	297.50	304.00	0.50	-	-	304.50	9.00	7.00
Fire-Rescue	166.00	-	-	-	166.00	165.00	-	-	-	165.00	-	(1.00)
Community & Economic Development	41.00	2.50	-	-	43.50	48.00	3.50	-	-	51.50	5.00	8.00
Public Works	53.10	8.50	-	3.50	65.10	49.50	8.00	-	4.00	61.50	-	(3.60)
Construction & Facilities Management	17.00	-	-	0.50	17.50	-	-	-	-	-	-	(17.50)
Parks & Recreation	65.00	33.00	13.50	9.50	121.00	73.00	32.00	13.50	1.50	120.00	-	(1.00)
Social Services	38.00	30.50	-	-	68.50	39.00	30.50	-	-	69.50	-	1.00
Cultural Affairs	13.00	-	2.00	-	15.00	12.00	2.00	1.50	-	15.50	0.50	0.50
<b>General Fund Total</b>	<b>790.10</b>	<b>75.50</b>	<b>15.50</b>	<b>14.00</b>	<b>895.10</b>	<b>786.50</b>	<b>77.50</b>	<b>15.00</b>	<b>7.00</b>	<b>886.00</b>	<b>19.50</b>	<b>(9.10)</b>
<b>Community Dev Block Grant Fund:</b>												
CDBG - Outreach	2.00	-	-	-	2.00	2.00	-	-	-	2.00	-	-
<b>Comm Dev Block Grant Fund Total</b>	<b>2.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	<b>-</b>
<b>Utility Fund:</b>												
Financial Services - Utility Billing	8.00	0.50	-	-	8.50	9.00	-	-	-	9.00	-	0.50
Utilities	126.00	1.00	-	-	127.00	145.00	2.00	-	-	147.00	5.00	20.00
<b>Utility Fund Total</b>	<b>134.00</b>	<b>1.50</b>	<b>-</b>	<b>-</b>	<b>135.50</b>	<b>154.00</b>	<b>2.00</b>	<b>-</b>	<b>-</b>	<b>156.00</b>	<b>5.00</b>	<b>20.50</b>
<b>Stormwater Management Fund:</b>												
Stormwater Management	13.90	-	-	-	13.90	14.90	-	-	-	14.90	-	1.00
<b>Stormwater Mgmt Fund Total</b>	<b>13.90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13.90</b>	<b>14.90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14.90</b>	<b>-</b>	<b>1.00</b>
<b>Risk Management Fund:</b>												
Risk Management	5.00	-	-	-	5.00	5.00	-	-	-	5.00	-	-
<b>Risk Management Fund Total</b>	<b>5.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>-</b>
<b>Fleet Maintenance Fund:</b>												
Fleet Maintenance	13.00	0.50	-	-	13.50	13.60	1.00	-	-	14.60	0.50	1.10
<b>Fleet Maintenance Fund Total</b>	<b>13.00</b>	<b>0.50</b>	<b>-</b>	<b>-</b>	<b>13.50</b>	<b>13.60</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>14.60</b>	<b>0.50</b>	<b>1.10</b>
<b>Information Technology Fund:</b>												
Information Technology	17.00	-	-	-	17.00	21.00	-	-	-	21.00	1.00	4.00
<b>IT Fund Total</b>	<b>17.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17.00</b>	<b>21.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21.00</b>	<b>1.00</b>	<b>4.00</b>
<b>ALL FUNDS TOTALS</b>	<b>975.00</b>	<b>77.50</b>	<b>15.50</b>	<b>14.00</b>	<b>1,082.00</b>	<b>997.00</b>	<b>80.50</b>	<b>15.00</b>	<b>7.00</b>	<b>1,099.50</b>	<b>26.00</b>	<b>17.50</b>



# All Funds Program Summary

The budget document is prepared to provide a comprehensive overview of all City services and a financial framework for the public, elected officials and city employees. It is developed to serve as the City's primary fiscal policy document, financial plan, operations guide and communication device.

This section is comprised of the programs for the Outcome Focused Budget (OFB) which links the allocation of resources to the production of outcomes. The OFB is developed by defining the desired outcomes or results of a program, establishing a unit of service or set of services necessary to achieve those outcomes, and determining how many units of the desired outcome can be achieved with the budgeted funding. Resources are then allocated on the basis of expected performance. Performance is then tracked and analyzed to determine progress toward meeting the key intended outcome of the program.

There are 83 programs in this budget of which 59 are for General Fund, 1 for Special Revenue Fund, 14 for Enterprise Funds and 9 for Internal Service Funds. The following is a summary of all funds FY19 Dedicated Revenues, Expenditures, net cost and number of employees (FTE) to operate each budgeted program.

Fund	Department	Program	Dedicated Revenues	Direct Program Expenditures	Net Cost	FTE
<b>General Fund:</b>						
	<b>City Commission</b>	City Commission	-	1,411,100	1,411,100	10.00
					-	
	<b>Office of the City Manager</b>	City Management	-	2,574,767	2,574,767	11.00
		Business Inclusion Diversity	-	728,500	728,500	5.00
		Sub-Total	-	3,303,267	3,303,267	16.00
	<b>Human Resources</b>	Administration	-	786,600	786,600	3.00
		Human Resource Operations	-	1,239,200	1,239,200	11.00
		Sub-Total		2,025,800	2,025,800	14.00
	<b>Legal</b>	Legal	-	1,454,600	1,454,600	-
	<b>Office of the City Clerk</b>	Administration	-	513,710	513,710	2.75
		Passport Services	114,100	140,200	26,100	0.75
		Municipal Election	-	238,290	238,290	0.50
		Sub-Total	114,100	892,200	778,100	4.00
	<b>Financial Services</b>	Administration	-	703,600	703,600	3.00
		Accounting & Revenue Enhancement	2,505,000	3,363,400	858,400	28.00
		Reporting and Training	-	117,000	117,000	1.00
		Grants Administration	-	299,100	299,100	2.50
		Sub-Total	2,505,000	4,483,100	1,978,100	34.50
	<b>Procurement</b>	Procurement Operations	270,000	1,082,700	812,700	8.00
		Mailroom Operations	-	218,400	218,400	2.00
		Sub-Total	270,000	1,301,100	1,031,100	10.00
	<b>Management &amp; Budget</b>	Budget & Capital Project Management	-	1,074,250	1,074,250	5.65
		Strategic Planning & Performance Mgmt	-	417,500	417,500	1.55
		Fiscal & Structural Innovation	-	445,100	445,100	2.80
		Sub-Total	-	1,936,850	1,936,850	10.00
	<b>Police</b>	Office of the Chief	-	3,379,600	3,379,600	17.50
		Community Oriented Policing	506,500	25,369,150	24,862,650	151.00
		Specialized Support	9,000	6,589,317	6,580,317	39.00
		Code Compliance	723,000	1,814,833	1,091,833	15.00
		Criminal Investigations	-	5,039,133	5,039,133	30.00
		Property & Evidence	-	822,067	822,067	8.00
		Strategic Investigations	-	3,529,280	3,529,280	18.00
		Police Support Services	-	3,852,883	3,852,883	26.00
		Sub-Total	1,238,500	50,396,263	49,157,763	304.50



# All Funds Program Summary

Fund	Department	Program	Dedicated Revenues	Direct Program Expenditures	Net Cost	FTE
	<b>Fire-Rescue</b>	Administration	300	1,927,334	1,927,034	9.00
		Logistics	-	1,099,103	1,099,103	6.00
		Life Safety	1,830,000	1,782,340	(47,660)	7.00
		Fire Protection *	22,318,000	17,047,021	(5,270,979)	70.50
		Fire-Rescue Training	3,800	866,414	862,614	3.00
		Emergency Management	-	686,767	686,767	4.00
		Emergency Medical Services	1,932,000	11,954,301	10,022,301	65.50
		Sub-Total	26,084,100	35,363,280	9,279,180	165.00
	<b>Community &amp; Economic Development</b>	Administration	-	1,273,900	1,273,900	7.00
		Planning & Redevelopment	261,600	1,659,900	1,398,300	13.00
		Building Permits & Inspections	4,835,400	3,343,900	(1,491,500)	31.50
		Sub-Total	5,097,000	6,277,700	1,180,700	51.50
	<b>Public Works</b>	Administration	-	599,800	599,800	1.95
		Building Maintenance	-	3,160,813	3,160,813	18.50
		Streets Maintenance	1,047,900	2,061,100	1,013,200	9.25
		Transit Operations	1,879,694	1,922,300	42,606	16.40
		Solid Waste Management	2,393,788	748,267	(1,645,521)	5.15
		Landscape Maintenance	-	1,814,400	1,814,400	10.25
		Sub-Total	5,321,382	10,306,680	4,985,298	61.50
	<b>Parks &amp; Recreation</b>	Administration	-	1,926,550	1,926,550	8.00
		Miramar Youth Enrichment Control	88,474	867,952	779,478	12.00
		Sunset Lakes	230,800	808,490	577,690	11.00
		Miramar Regional Park	979,600	2,758,170	1,778,570	16.50
		Special Events	23,000	2,190,950	2,167,950	10.50
		Aquatics	476,000	1,993,516	1,517,516	27.50
		Ansin Sports Complex	127,000	915,200	788,200	9.00
		Park Maintenance	31,000	3,412,730	3,381,730	20.00
		Vizcaya Park	97,900	605,850	507,950	5.50
		Sub-Total	2,053,774	15,479,408	13,425,634	120.00
	<b>Social Services</b>	Administration		1,092,800	692,800	7.00
		Senior Services	310,761	2,005,000	1,694,239	17.00
		Adult Daycare Center	244,750	512,600	267,850	6.50
		Childcare	1,720,343	3,340,100	1,619,757	39.00
		Sub-Total	2,275,854	6,950,500	4,274,646	69.50
	<b>Cultural Affairs</b>	Administration	400,000	821,600	421,600	3.50
		Education & Gallery Services	154,850	660,400	505,550	5.50
		Food & Beverage Services	662,250	536,600	(125,650)	2.00
		Theater Production	753,850	1,715,533	961,683	4.50
		Sub-Total	1,970,950	3,734,133	1,763,183	15.50
	<b>Total General Fund</b>		46,930,660	145,315,981	97,985,321	886.00





# All Funds Program Summary

Fund	Department	Program	Dedicated Revenues	Direct Program Expenditures	Net Cost	FTE
<b>Special Revenue Fund:</b>						
Community Development Block Grant (CDBG)	<b>Social Services</b>	CDBG-Outreach	107,700	107,700	-	2.00
<b>Total Special Revenue Fund</b>			<b>107,700</b>	<b>107,700</b>	<b>-</b>	<b>2.00</b>
<b>Enterprise Funds:</b>						
Utility	<b>Financial Services</b>	Utility Billing	1,949,300	1,634,300	(315,000)	9.00
<b>Sub-Total</b>			<b>1,949,300</b>	<b>1,634,300</b>	<b>(315,000)</b>	<b>9.00</b>
<b>Utilities</b>						
		Administration	-	2,687,900	2,687,900	15.00
		Office of Operational Services	-	1,519,300	1,519,300	13.00
		Electrical Instrument & Controls	-	983,200	983,200	5.00
		Water Treatment & Supply	-	5,618,000	5,618,000	25.00
		Wastewater Treatment & Disposal	-	4,086,400	4,086,400	16.00
		Plant Maintenance	-	892,200	892,200	7.00
		Maintenance	-	1,531,700	1,531,700	10.00
		Water Accountability	-	1,064,300	1,064,300	8.00
		Wastewater Collection Maintenance	-	3,752,800	3,752,800	25.00
		Water & Wastewater Quality Ctrl	-	1,074,900	1,074,900	7.00
		General Service Administration	-	1,142,300	1,142,300	7.50
		Engineering Services	803,750	1,000,500	196,750	8.50
<b>Sub-Total</b>			<b>803,750</b>	<b>25,353,500</b>	<b>24,549,750</b>	<b>147.00</b>
<b>Total Utilities Fund</b>			<b>2,753,050</b>	<b>26,987,800</b>	<b>24,234,750</b>	<b>156.00</b>
Stormwater Management	<b>Public Works</b>	Stormwater Management	4,661,800	2,971,860	(1,689,940)	14.90
<b>Total Stormwater Management Fund</b>			<b>4,661,800</b>	<b>2,971,860</b>	<b>(1,689,940)</b>	<b>14.90</b>
<b>Internal Service Funds:</b>						
Risk Management	<b>Human Resources</b>	Risk Management	412,200	412,200	-	2.50
		Benefits Administration	586,600	586,600	-	2.50
<b>Sub-Total</b>			<b>998,800</b>	<b>998,800</b>	<b>-</b>	<b>5.00</b>
Fleet Maintenance	<b>Public Works</b>	Fleet Maintenance	2,842,500	3,634,602	792,102	14.60
<b>Sub-Total</b>			<b>2,842,500</b>	<b>3,634,602</b>	<b>792,102</b>	<b>14.60</b>
Information Technology	<b>IT</b>	Administration	544,300	544,300	-	3.00
		Data Services	1,445,900	1,445,900	-	4.00
		Network Services	1,840,900	1,840,900	-	3.00
		Helpdesk	982,050	982,050	-	4.00
		Cyber Security	773,750	773,750	-	3.00
		Public Safety IT	481,700	481,700	-	4.00
<b>Sub-Total</b>			<b>6,068,600</b>	<b>6,068,600</b>	<b>-</b>	<b>21.00</b>
<b>Total Internal Service Fund</b>			<b>9,909,900</b>	<b>10,702,002</b>	<b>792,102</b>	<b>40.60</b>
<b>Total</b>		<b>83 Programs</b>	<b>\$ 64,363,110</b>	<b>\$ 186,085,343</b>	<b>\$ 121,322,233</b>	<b>1,099.50</b>

\* Dedicated revenue covers full cost of fire protection expenses and allowable expenditures in other programs and CIP.

## Overview of Recommended Capital Projects

The Capital Improvement Program (CIP) five year plan expenditure projection for FY 2019 - FY 2023 is \$142,086,664. This includes 69 projects of which 25 will impact the FY 2019 Annual Budget.

The CIP program is broken down by the following four functional categories:

- Park Facilities
- Infrastructure Redevelopments and Improvements
- Public Buildings
- Capital Equipment, Vehicles and Software

FY 2019 - FY 2023, five year estimated cost for each category is as follows:

Park Facilities: The total five year estimated cost for this category is \$26,689,940. This cost is for 17 projects of which 6 are budgeted in FY 2019 for \$2,354,070.

Infrastructure Redevelopments and Improvements: The total five year estimated cost for this category is \$105,699,400. This cost is for 36 projects of which 13 are budgeted in FY 2019 for \$3,374,938.

Public Buildings: The total five year estimated cost for this category is \$6,345,816. This cost is for 9 projects of which 5 are budgeted in FY 2019 for \$3,195,216.

Capital Equipment, Vehicles and Software: The total five year estimated cost for this category is \$3,351,508. This cost is for 7 projects of which 1 is budgeted in FY 2019 for \$418,685.

The proposed funding plan involves a commitment to annual appropriations established in the FY 2019 annual budget and long-term financing for these projects.

The total capital expenditure that will impact FY 2019 budget is \$9,342,909. The funding sources are allocated as follows:

<b>Fund/Source</b>	<b>Amount</b>
Park Development Fund	\$2,050,000
CIP Revenue Bond 2013 Fund	603,116
2017 CIP Loan Fund	190,622
Capital Grants Fund	1,681,899
Capital Projects Fund	2,077,272
Utility Fund	1,700,000
CIAC Fund	700,000
Stormwater Management Fund	340,000
<b>Total</b>	<b>\$9,342,909</b>



FY 2019 - FY 2023 by funding source and department are allocated as follows:

Fund/Source	Amount
General Fund	\$2,156,017
Park Development Fund	5,930,000
CIP Revenue Bond 2013 Fund	603,116
2017 CIP Loan Fund	190,622
Capital Grants Fund	2,978,874
Capital Projects Fund	2,077,272
Utility Fund	11,078,454
CIAC Fund	4,600,000
Stormwater Management Fund	1,721,184
State Revolving Fund Loan	19,637,342
Developer Contributions	144,530
To Be Determined	90,969,253
<b>Total</b>	<b>\$142,086,664</b>

Department	Amount
Fire-Rescue	\$1,270,000
Community & Economic Dev.	197,940
Public Works	32,167,853
Parks & Recreation	2,198,000
Utilities	105,613,488
Information Technology	639,383
<b>Total</b>	<b>\$142,086,664</b>



*Halloween is another popular event offered at City facilities.*

## Section I: List of 5 Year Capital Projects that will have a fiscal impact on the FY19 budget

Project Number	Project Title	5-Year Schedule FY 2019 - FY 2023	Department	FY 2019 Budget	FY 2020 - FY 2023	5-Year Total Cost
<b>Park Facilities</b>						
51001	Vizcaya Park	FY 20	Utilities	\$ -	\$ 320,000	\$ 320,000
51003	Park Improvements-Variou	GF-Capital Projects Fund 395	Parks & Recreation	283,000	-	283,000
51005	Ansin Sports Complex - Phase II/III	Park Development Fund 387	Utilities	773,158	-	773,158
51006	Amphitheater at Miramar Regional Park	Park Development Fund 387	Utilities	126,842	-	126,842
51016	Park Field Renovations & Irrigation Improvements	FY 20	Parks & Recreation	-	150,000	150,000
51017	Parks Restroom Facilities	GF-Capital Projects Fund 395	Parks & Recreation	150,000	-	150,000
51018	Amphitheater at Miramar Regional Park - Concessions & Walkways	Park Development Fund 387, CIP Revenue Bond 2013 Fund	Utilities	621,070	-	621,070
51020	Forcina Park Renovations	Park Development Fund 387	Utilities	400,000	-	400,000
Future	Miramar Athletic Park Renovations	FY 20 - FY 22	Utilities	-	1,275,000	1,275,000
Future	Country Lakes West Park	FY 20 - FY 22	Utilities	-	3,880,000	3,880,000
Future	Country Lakes East Park	FY 20 - FY 22	Utilities	-	2,725,000	2,725,000
Future	Perry Wellman Field Renovations	FY 20 - FY 21	Utilities	-	1,359,000	1,359,000
Future	Miramar Regional Park Conference Center	FY 20 - FY 21	Utilities	-	7,045,544	7,045,544
Future	Miramar Regional Overflow Parking Improvements	FY 20 - FY 21	Utilities	-	5,355,000	5,355,000
Future	Linear Park Lighting Improvements	FY 20 - FY 21	Utilities	-	366,000	366,000
Future	Miramar Aquatics Equipment Replacement	FY 20	Utilities	-	245,326	245,326
Future	Ansin Sports Complex Stadium Improvements	FY 20	Parks & Recreation	-	1,615,000	1,615,000
<b>Total PF Projects</b>				<b>\$ 2,354,070</b>	<b>\$ 24,335,870</b>	<b>\$ 26,689,940</b>
<b>Infrastructure Redevelopment &amp; Improvement</b>						
52004	Sewer Line Rehabilitation	Utility Fund 410	Utilities	\$ 500,000	\$ 2,000,000	\$ 2,500,000
52009	Public Informational Signs	Park Development Fund 387	Utilities	150,000	300,000	450,000
52016	Meter Repair & Replacement	Utility Fund 410	Utilities	200,000	950,000	1,150,000
52021	Historic Miramar Canal Improvements	Stormwater Mgmt Fund 415	Public Works	340,000	1,360,000	1,700,000
52022	Street Construction & Resurfacing-Variou	CIP Revenue Bond 2013 Fund 388	Public Works	172,138	4,000,000	4,172,138
52024	Bass Creek Rd-SW 148 Ave to approx. 3,270 Feet East	FY 22 - FY 23	Utilities	-	3,680,000	3,680,000
52036	Landscaping & Beautification-Miramar Parkway, Miramar Blvd, Red Road Gateway & University Drive	FY 20 - FY 21	Utilities	-	900,000	900,000
52038	West WTP Laboratory & Office Space Modification	Utility Fund 410	Utilities	150,000	-	150,000
52047	Reclaimed Water System Exp/Piping-I-75 Crossing	CIAC Fund 414	Utilities	700,000	2,400,000	3,100,000
52060	Air Conditioning Systems Replacement Program	FY 20 - FY 23	Public Works	-	630,000	630,000
52061	Pembroke Road-SW 184 Ave to US 27/Mir Pkwy Ext.	FY 20 - FY 23	Utilities	-	18,300,000	18,300,000
52062	Left-Turn Lane from Red Road to Miramar Town Center	FY 20	Utilities	-	365,000	365,000
52063	Repair/Replacement of Existing Sidewalks	GF-Capital Projects Fund 395	Public Works	200,000	600,000	800,000
52065	Raw Water Main - Huntington Wellfield	FY 20	Utilities	-	1,800,000	1,800,000
52066	Historic Miramar Drainage Improvements - Phase IV	FY 20	Public Works	-	11,176,610	11,176,610
52067	Additional South Bound Left Turn Lane-SW 145 Ave	FY 20	Utilities	-	144,530	144,530
52069	Citywide Streetlights Upgrade with LED Lighting	FY 20 - FY 22	Public Works	-	983,000	983,000
52071	Wastewater Reclamation Facility Digester Cleaning & Refurbishment	Utility Fund 410	Utilities	350,000	-	350,000
52072	Water Main Replacement Program	FY 20	Utilities	-	2,100,000	2,100,000
52073	Monument Signs for Social Services Facilities	GF-Capital Projects Fund 395	Utilities	112,159	-	112,159
52074	ADA Evaluation and Corrective Action	GF-Capital Projects Fund 395	Utilities	100,000	350,000	450,000
52075	IT Office Remodel	GF-Capital Projects Fund 395	Utilities	100,641	-	100,641
52076	Country Club Ranches Water Main Improvements - Phase	Utility Fund 410	Utilities	300,000	-	300,000
52077	Buffer Wall along Pembroke Road adjacent to University Park Plat	FY 20	Utilities	-	515,000	515,000
Future	Fleet Maintenance Vehicle Parking Lot	FY 20 - FY 21	Public Works	-	372,590	372,590
Future	West WTP Nano-Membrane Skid	FY 20 - FY 21	Utilities	-	1,500,000	1,500,000
Future	Historic Miramar Drainage Improvements - Phase V	FY 21 - FY 22	Public Works	-	6,030,241	6,030,241
Future	Historic Miramar Drainage Improvements - Phase VI	FY 23	Public Works	-	2,430,491	2,430,491
Future	SW 148 Ave Widening-Miramar Pkwy to Bass Creek Rd	FY 21 - FY 22	Utilities	-	10,420,000	10,420,000
Future	Miramar Blvd Widening-Palm Ave to Douglas Rd	FY 20 - FY 21	Utilities	-	11,420,000	11,420,000
Future	Honey Hill Road Widening-Red Rd to Flamingo Rd	FY 21 - FY 22	Utilities	-	10,420,000	10,420,000
Future	Installation of Guardrail along Utopia Drive	FY 20	Public Works	-	210,000	210,000





## Section I: List of 5 Year Capital Projects that will have a fiscal impact on the FY19 budget (cont'd)

Project Number	Project Title	5-Year Schedule FY 2019 - FY 2023	Department	FY 2019 Budget	FY 2020 - FY 2023	5-Year Total Cost
<b>Infrastructure Redevelopment &amp; Improvement (cont'd)</b>						
Future	Child Care Playgrounds Soft Surface Covering	FY 20	Utilities	-	206,000	206,000
Future	Pembroke Road Expansion-Dykes Rd to SW 184 Ave	FY 20 - FY 21	Utilities	-	4,150,000	4,150,000
Future	2 Million Gallon Storage & Repump Station Refurbishment	FY 20 - FY 21	Utilities	-	1,400,000	1,400,000
Future	Bus Facilities Infrastructure Improvement Program	FY 20	Public Works	-	1,211,000	1,211,000
<b>Total IRI Projects</b>				<b>\$ 3,374,938</b>	<b>\$ 102,324,462</b>	<b>\$ 105,699,400</b>
<b>Public Buildings</b>						
53016	Facilities Capital Improvement	FY 20 - FY 22	Utilities	\$ -	\$ 1,100,000	\$ 1,100,000
53018	Historic Miramar Public Safety Complex	CIP Revenue Bond 2013 Fund 388, 2017 CIP Loan Fund 389, GF-Capital Projects Fund 395	Utilities	1,244,533	1,150,000	2,394,533
53020	Replace Bay Doors & Install Transfer Switch - Fire Station 19	Capital Grants Fund 393, GF-Capital Projects Fund 395	Public Works	443,360	-	443,360
53021	Replace Bay Doors & Install Transfer Switch - Fire Station 70	Capital Grants Fund 393, GF-Capital Projects Fund 395	Public Works	530,361	-	530,361
53022	Replace Bay Doors & Install Transfer Switch - Fire Station 84	Capital Grants Fund 393, GF-Capital Projects Fund 395	Public Works	565,871	-	565,871
53023	Replace Bay Doors & Install Transfer Switch - Fire Station 100	Capital Grants Fund 393, GF-Capital Projects Fund 395	Public Works	411,091	-	411,091
Future	Fleet Maintenance Facility Canopy	FY 20 - FY 21	Public Works	-	125,600	125,600
Future	West Water Treatment Plant Office Renovation	FY 20	Utilities	-	600,000	600,000
Future	City Commission Conference Room Expansion	FY 20	Utilities	-	175,000	175,000
<b>Total PB Projects</b>				<b>\$ 3,195,216</b>	<b>\$ 3,150,600</b>	<b>\$ 6,345,816</b>
<b>Capital Equipment, Vehicles and Software</b>						
54011	Building Plans Digital Conversion	FY 20 - FY 21	Comm & Econ Dev	\$ -	\$ 197,940	\$ 197,940
54015	Standby Generators for Lift Stations	Capital Grants Fund 393, Utility Fund 410	Utilities	418,685	200,000	618,685
Future	Air & Light Support Unit	FY 20	Fire-Rescue	-	350,000	350,000
Future	Special Operations Vehicle (SOV)	FY 23	Fire-Rescue	-	920,000	920,000
Future	WWRF Switchgear PLC System Upgrade	FY 20	Utilities	-	250,000	250,000
Future	EnerGov Implementation	FY 20	Information Tech	-	639,383	639,383
Future	Buses Improvement Program	FY 20	Public Works	-	375,500	375,500
<b>Total CE Projects</b>				<b>\$ 418,685</b>	<b>\$ 2,932,823</b>	<b>\$ 3,351,508</b>
<b>Total FY 2019-FY 2023 CIP 5 Year Projects</b>				<b>\$ 9,342,909</b>	<b>\$ 132,743,755</b>	<b>\$ 142,086,664</b>

## Section II: Requested changes to Capital Projects that will have no fiscal impact on the FY19 budget

Funds will be transferred between the following CIP projects:

				FY 2019 - FY 2023 Requested Funding	5-Year Total Cost
51009	Shirley Branca Park Community Band Shell & Renovations	GF-Capital Projects Fund 395	Utilities	\$ (49,133)	\$ -
51010	Corporate Pavilion Renovations/Administration Building at Miramar Regional Park	CIP Revenue Bond 2013 Fund 388, GF-Capital Projects Fund 395	Utilities	(44,254)	-
51011	Forzano Park Improvements	CIP Revenue Bond 2013 Fund 388, GF-Capital Projects Fund 395	Utilities	(37,483)	-
51015	Police Benevolent Association/Civic Center Park Expansion	GF-Capital Projects Fund 395	Utilities	(18,060)	-
53001	Police Headquarters Facility	GF-Capital Projects Fund 395	Utilities	(130,000)	-
51018	Amphitheater at Miramar Regional Park - Concessions & Walkways	CIP Revenue Bond 2013 Fund 388, GF-Capital Projects Fund 395	Utilities	278,930	621,070

**Section II: Requested changes to Capital Projects that will have no fiscal impact on the FY19 budget (cont'd)**

Funds will be transferred between the following CIP projects:

				<b>FY 2019 Transfer</b>	<b>FY 2019 - FY 2023 Requested Funding</b>	<b>5-Year Total Cost</b>
51005	Ansin Sports Complex - Phase II/III	CIP Revenue Bond 2013 Fund 388	Utilities	(177,862)	-	(177,862)
52035	Drainage Improvements - Phase III	2012 Bank Loan Fund 385	Public Works	(244,602)	-	(244,602)
52022	Street Construction & Resurfacing-Variou Locations	2012 Bank Loan Fund 385, CIP Revenue Bond 2013 Fund 388	Public Works	422,464	4,172,138	4,594,602
53012	Fire Station 107	GF-Capital Projects Fund 395	Utilities	(255,773)	-	(255,773)
51019	Bark Park	GF-Capital Projects Fund 395	Parks & Recreation	100,000	-	100,000
51020	Forcina Park Renovations	GF-Capital Projects Fund 395	Utilities	100,773	400,000	500,773
52077	Buffer Wall along Pembroke Road adjacent to University Park Plat	GF-Capital Projects Fund 395	Utilities	55,000	515,000	570,000
52041	East Water Plant Process Enhancement	Utility Fund 410	Utilities	(1,250,000)	-	(1,250,000)
52064	West Water Plant Process Improvements	Utility Fund 410	Utilities	1,250,000	-	1,250,000

**Section III: Projects to be programmed once funding source is identified**

<b>Project Number</b>	<b>Project Title</b>	<b>5-Year Schedule FY 2019 - FY 2023</b>	<b>Department</b>	<b>FY 2019 Budget</b>	<b>FY 2020 - FY 2023</b>	<b>Total Unfunded</b>
<b>Park Facilities</b>						
Future	Parks & Recreation Field Operations Center at Country Club Ranches	Unfunded	Utilities	\$ -	\$ -	\$ 852,700
<b>Total PF Projects</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ 852,700</b>
<b>Infrastructure Redevelopment &amp; Improvement</b>						
Future	Town Center Courtyard Brick Paver & Grass Replace.	Unfunded	Public Works	\$ -	\$ -	\$ 175,000
Future	WWRF Fuel Depot Renovations	Unfunded	Public Works	-	-	230,700
Future	SW 148 Ave Improvements-Miramar Pkwy to SW 27 St	Unfunded	Utilities	-	-	1,020,000
<b>Total IRI Projects</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,425,700</b>
<b>Public Buildings</b>						
53019	Renovations & Additions to Fire Station 84 and Fire Rescue Headquarters	Unfunded	Utilities	\$ -	\$ -	\$ 8,505,000
Future	Vicki Coceano Childcare Facility Replacement	Unfunded	Utilities	-	-	2,795,000
Future	Vehicle Wash Facility	Unfunded	Public Works	-	-	497,800
<b>Total PB Projects</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,797,800</b>
<b>Capital Equipment, Vehicles and Software</b>						
Future	Fleet Maintenance Facility Equipment Upgrade	Unfunded	Public Works	\$ -	\$ -	\$ 119,000
<b>Total CE Projects</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,000</b>
<b>Total To Be Programmed CIP Projects</b>				<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,195,200</b>

Note: Project numbers are only assigned to existing and FY 2019 projects  
Justifications for FY 2019 capital projects are available within each budgeted fund



Project Number	Description	FY 2019 Cost	Funding Source	Impact on FY 2019 Operating Budget
<b>Park Facilities</b>				
51003	<i>Park Improvements - Various</i> This project will include improvements to various parks throughout the City.	\$283,000	GF-Capital Projects Fund 395	No Impact
51005	<i>Ansin Sports Complex - Phase II/III</i> This project is to install shade coverage for the seating area, which was part of the original master plan.	\$773,158	Park Development Fund 387	No Impact
51006	<i>Amphitheater at Miramar Regional Park</i> This project is to enclose the 100' x 40' partially open perimeter walls surrounding the Amphitheater to provide protection from the elements, and to construct a Back-of-House to provide dressing rooms, green room, restrooms for performers, office and storage areas. The additional funding in FY19 will assist with the installation of Wi-Fi infrastructure, which will provide wireless internet access coverage that is not connected to the City's infrastructure.	\$126,842	Park Development Fund 387	No Impact
51017	<i>Parks Restroom Facilities</i> This project includes restroom renovations at various parks throughout the City.	\$150,000	GF-Capital Projects Fund 395	No Impact
51018	<i>Amphitheater at Miramar Regional Park - Concessions &amp; Walkways</i> This project will provide two permanent concession buildings at the Amphitheater at Miramar Regional Park to serve the patrons as well as covered walkways to both the concession areas and public restroom buildings.	\$621,070	Park Development Fund 387, CIP Revenue Bond 2013 Fund 388	No Impact
51020	<i>Forcina Park Renovations</i> This project encompasses constructing an open play field, basketball courts, pre fabricated bathroom building, lighting improvements, associated parking, drainage improvements, landscaping and new fencing. It will also include the removal of the existing baseball field for the construction of the new facilities.	\$400,000	Park Development Fund 387	No Impact
<b>Total Park Facilities</b>		<b>\$2,354,070</b>		
<b>Infrastructure Redevelopment &amp; Improvement</b>				
52004	<i>Sewer Line Rehabilitation</i> This project will address priority areas which have the most infiltration and inflows as determined through visual observations and televising the collection system.	\$500,000	Utility Fund 410	No Impact
52009	<i>Public Informational Signs</i> This project will start with the construction of Public Informational Signs at the site of the Cultural Arts Center, Regional Park and Shirley Branca Park. These signs will announce the upcoming events to drivers passing by.	\$150,000	Park Development Fund 387	No Impact
52016	<i>Meter Repair &amp; Replacement</i> This project endeavors to maintain all meters and components through timely replacements to ensure continued accuracy in readings and billings.	\$200,000	Utility Fund 410	No Impact
52021	<i>Historic Miramar Canal Improvements</i> This project is to stabilize the canal embankments to prevent further loss of land to the affected properties which are a valuable asset, and improve the water quality of the City's lakes and canals.	\$340,000	Stormwater Mgmt Fund 415	No Impact



Project Number	Description	FY 2019 Cost	Funding Source	Impact on FY 2019 Operating Budget
52022	<i>Street Construction &amp; Resurfacing - Various Locations</i> This project includes asphalt overlay (and milling if necessary); pavement installation, re-construction, patching, asphalt crack sealing and surface seal treatments. This includes replacement of surface safety stripping and MOT (maintenance of traffic) throughout the project's construction phase.	\$172,138	CIP Revenue Bond 2013 Fund 388	No Impact
52038	<i>West WTP Laboratory &amp; Office Space Modification</i> This project includes expansion necessary to address space needs for proper water quality laboratory operations and administration.	\$150,000	Utility Fund 410	No Impact
52047	<i>Reclaimed Water System Expansion/Piping-I-75 Crossing</i> This project incorporates additional system infrastructure to the west of I-75, including crossing under the I-75 corridor and within the City's existing reclaimed water service area, providing up to two additional MGD reclaimed water for irrigation.	\$700,000	CIAC Fund 414	No Impact
52063	<i>Repair/Replacement of Existing Sidewalks</i> This project will repair the existing sidewalks to increase pedestrian mobility, reduce tripping hazards and enhance the City's efforts at satisfying the Americans with Disabilities Act (ADA) requirements.	\$200,000	GF-Capital Projects Fund 395	No Impact
52071	<i>Wastewater Reclamation Facility Digester Cleaning &amp; Refurbishment</i> This project includes the cleaning and refurbishment of the City's Wastewater Reclamation Facility digester system to ensure the required level of service is maintained.	\$350,000	Utility Fund 410	No Impact
52073	<i>Monument Signs for Social Services Facilities</i> This project will erect a monument sign at the Adult Day Care Center site as well as at each of the four Child Care Facility locations.	\$112,159	GF-Capital Projects Fund 395	No Impact
52074	<i>ADA Evaluation and Corrective Action</i> This project will evaluate and implement corrective actions for all of the facilities, roadways and parks that were identified in the ADA Transition Plan so that the City is in compliance with the American with Disabilities Act (ADA).	\$100,000	GF-Capital Projects Fund 395	No Impact
52075	<i>IT Office Remodel</i> This project includes the remodeling of open space in the server room to create four additional cubicles to accommodate for needed work and office spaces for all Information Technology (IT) staff.	\$100,641	GF-Capital Projects Fund 395	No Impact
52076	<i>Country Club Ranches Water Main Improvements - Phase I</i> This project will ultimately provide potable water service to properties located in the public right-of-ways within the subdivisions of Country Club Estates, Country Club Ranches Section II, Miramar West and Lago at Miramar.	\$300,000	Utility Fund 410	No Impact
<b>Total Infrastructure</b>		<b>\$3,374,938</b>		





Project Number	Description	FY 2019 Cost	Funding Source	Impact on FY 2019 Operating Budget
<b>Public Buildings</b>				
53018	<i>Historic Miramar Public Safety Complex</i> This project will include a new 24,000 sq. ft. building complex in Historic Miramar to accommodate the Historic District Police Substation, Crime Lab and Evidence Storage, and Logistics at one central location.	\$1,244,533	CIP Revenue Bond 2013 Fund 388, 2017 CIP Loan Fund 389, GF-Capital Projects Fund 395	No Impact
53020	<i>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 19</i> This project will include the replacement of bay doors and installation of a manual generator transfer switch at Fire Station 19.	\$443,360	Capital Grants Fund 393, GF-Capital Projects Fund 395	No Impact
53021	<i>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 70</i> This project will include the replacement of bay doors and installation of a manual generator transfer switch at Fire Station 70.	\$530,361	Capital Grants Fund 393, GF-Capital Projects Fund 395	No Impact
53022	<i>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 84</i> This project will include the replacement of bay doors, installation of a manual generator transfer switch, replacement of hurricane proof windows, replace existing propane generator and re-stuccoing and re-sealing building façade to water proof the building at Fire Station 84.	\$565,871	Capital Grants Fund 393, GF-Capital Projects Fund 395	No Impact
53023	<i>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 100</i> This project will include the replacement of bay doors and installation of a manual generator transfer switch at Fire Station 100.	\$411,091	Capital Grants Fund 393, GF-Capital Projects Fund 395	No Impact
<b>Total Public Buildings</b>		<b>\$3,195,216</b>		
<b>Capital Equipment, Vehicles &amp; Software</b>				
54015	<i>Standby Generators for Lift Stations</i> This project will provide stand-alone generators as a secondary source of power to support the City's Wastewater Collection System lift stations to ensure continuous operation in the event of an emergency.	\$418,685	Capital Grants Fund 393, Utility Fund 410	No Impact
<b>Total Capital Equipment, Vehicles &amp; Software</b>		<b>\$418,685</b>		
<b>TOTAL FY 2019 CIP</b>		<b>\$9,342,909</b>		

# General Fund Revenues and Expenditures Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change from 2018
<b>Beginning Fund Balance</b>	<b>\$ 29,241,348</b>	<b>\$ 38,014,683</b>	<b>\$ 36,068,857</b>	<b>\$ 36,068,857</b>	<b>\$ 30,011,591</b>	-
<b>Revenues:</b>						
Current Revenues	\$ 132,094,473	\$ 144,368,848	\$ 148,891,632	\$ 148,891,632	\$ 165,274,127	11.0%
Transfer In	5,405,911	3,597,795	3,369,000	3,966,221	3,509,482	4.2%
Approp. of Fund Balance/Carryover	-	-	750,000	6,057,266	-	-100.0%
<b>Total Revenues</b>	<b>\$ 137,500,384</b>	<b>\$ 147,966,643</b>	<b>\$ 153,010,632</b>	<b>\$ 158,915,119</b>	<b>\$ 168,783,609</b>	<b>10.3%</b>
<b>Expenditures:</b>						
<b>Departmental:</b>						
City Commission	\$ 1,202,113	\$ 1,264,338	\$ 1,393,500	\$ 1,315,600	\$ 1,411,100	1.3%
Office of the City Manager	3,714,510	3,956,922	4,099,983	4,319,983	3,303,267	-19.4%
Human Resources	1,471,927	1,503,475	1,929,922	1,811,031	2,025,800	5.0%
Legal	1,203,503	1,565,261	1,304,600	1,304,600	1,454,600	11.5%
Office of the City Clerk	597,977	725,221	727,400	727,400	892,200	22.7%
Financial Services	3,728,922	3,814,363	4,449,200	4,360,000	4,483,100	0.8%
Procurement	1,101,037	1,286,512	1,390,700	1,390,700	1,301,100	-6.4%
Management & Budget	1,303,290	1,323,150	1,656,300	1,469,485	1,936,850	16.9%
Police	43,423,311	48,941,163	49,124,133	50,468,533	50,396,263	2.6%
Fire-Rescue	28,392,896	32,862,386	32,553,306	35,136,861	35,363,280	8.6%
Community & Economic Development	4,334,831	4,786,494	5,912,340	5,592,640	6,277,700	6.2%
Public Works	8,813,872	9,785,795	10,187,304	9,657,104	10,306,680	1.2%
Construction & Facilities Management	-	2,198,029	2,452,600	2,344,700	-	-100.0%
Parks & Recreation	11,345,416	13,453,831	14,327,275	14,137,962	15,479,408	8.0%
Social Services	5,150,777	5,695,835	6,323,285	6,107,785	6,950,500	9.9%
Cultural Affairs	3,124,200	3,171,953	3,757,133	3,432,533	3,734,133	-0.6%
<b>Sub-Total</b>	<b>\$ 118,908,583</b>	<b>\$ 136,334,728</b>	<b>\$ 141,588,981</b>	<b>\$ 143,576,916</b>	<b>\$ 145,315,981</b>	<b>2.6%</b>
<b>Non-Departmental</b>						
Non-Departmental	\$ 3,007,766	\$ 6,208,054	\$ 3,835,951	\$ 7,542,451	\$ 7,787,120	103.0%
Debt Service	165,890	124,417	308,800	308,800	308,700	0.0%
Transfer Out	6,682,096	7,301,900	7,276,900	7,446,900	8,080,469	11.0%
Appropriated Fund Balance	-	-	-	-	7,291,339	100.0%
<b>Sub-Total</b>	<b>\$ 9,855,752</b>	<b>\$ 13,634,371</b>	<b>\$ 11,421,651</b>	<b>\$ 15,298,151</b>	<b>\$ 23,467,628</b>	<b>105.5%</b>
<b>Capital Improvement</b>						
Non-Departmental	\$ -	\$ 35,250	\$ -	\$ 40,052	\$ -	0.0%
<b>Sub-Total</b>	<b>\$ -</b>	<b>\$ 35,250</b>	<b>\$ -</b>	<b>\$ 40,052</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Total Expenditures</b>	<b>\$ 128,764,335</b>	<b>\$ 150,004,349</b>	<b>\$ 153,010,632</b>	<b>\$ 158,915,119</b>	<b>\$ 168,783,609</b>	<b>10.3%</b>
<b>Excess/Deficiency</b>	<b>\$ 8,736,049</b>	<b>\$ (2,037,706)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,291,339</b>	
Appropriation of Fund Balance	-	-	(750,000)	(6,057,266)	-	
Fund 002 Adjustments	37,286	30,701	-	-	-	
Fund 003 Adjustments	-	61,179	-	-	-	
<b>Ending Fund Balance</b>	<b>\$ 38,014,683</b>	<b>\$ 36,068,857</b>	<b>\$ 35,318,857</b>	<b>\$ 30,011,591</b>	<b>\$ 37,302,930</b>	<b>5.6%</b>
<b>Fund Balance Components</b>						
Non Spendable	\$ 153,320	\$ 122,785	\$ 122,785	\$ 122,785	\$ 122,785	
Committed	16,308,544	18,339,940	18,339,940	18,339,940	19,069,814	
Assigned						
Emergency Preparedness	4,800,000	5,878,186	5,878,186	5,878,186	6,112,120	
Pension Trust Fund	-	-	-	-	1,589,151	
OPEB Trust Fund	-	-	-	-	500,000	
Subsequent Years Budget	4,475,794	750,000	-	-	3,000,000	
Other	170,293	294,275	294,275	294,275	294,275	
Unassigned	12,106,732	10,683,671	10,683,671	5,376,405	6,614,785	
<b>Ending Fund Balance</b>	<b>\$ 38,014,683</b>	<b>\$ 36,068,857</b>	<b>\$ 35,318,857</b>	<b>\$ 30,011,591</b>	<b>\$ 37,302,930</b>	

Note: Fund balance components subject to change based on final year-end audited balances

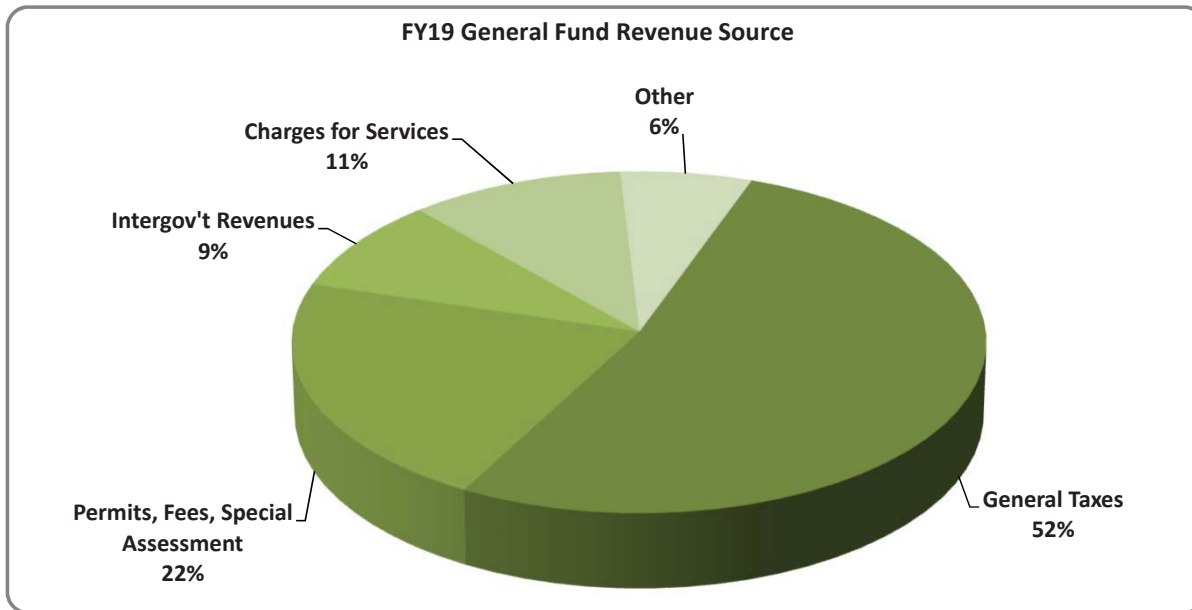


# General Fund Revenue Summary by Category

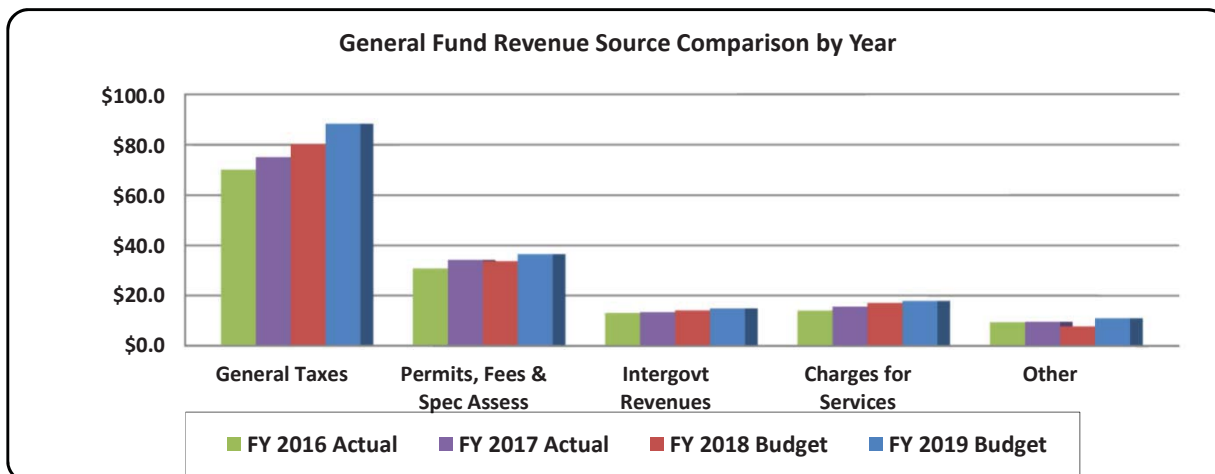
## Revenues

Summary by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change from 2018
General Taxes	\$ 70,103,751	\$ 75,086,385	\$ 80,271,600	\$ 80,271,600	\$ 88,392,090	10.1%
Permits, Fees, Special Assessment	30,860,130	34,218,515	33,740,700	33,740,700	36,552,800	8.3%
Intergovernmental Revenues	13,038,190	13,429,056	14,141,500	14,141,500	14,939,100	5.6%
Charges for Services	14,033,300	15,650,398	17,082,300	17,082,300	17,917,491	4.9%
Fines & Forfeitures	693,859	762,249	898,800	898,800	1,054,000	17.3%
Miscellaneous Revenues	3,365,242	5,222,246	2,756,732	2,756,732	6,418,646	132.8%
Transfers In	5,405,911	3,597,795	3,369,000	3,966,221	3,509,482	4.2%
Appropriation of Fund Balance	-	-	750,000	6,057,266	-	-100.0%
<b>Total</b>	<b>\$137,500,384</b>	<b>\$147,966,643</b>	<b>\$153,010,632</b>	<b>\$158,915,119</b>	<b>\$ 168,783,609</b>	<b>10.3%</b>

This chart is a summary of FY19 General Fund Revenue by Source.



This chart shows the comparison of General Fund Revenues for FY16 to FY19 by Category

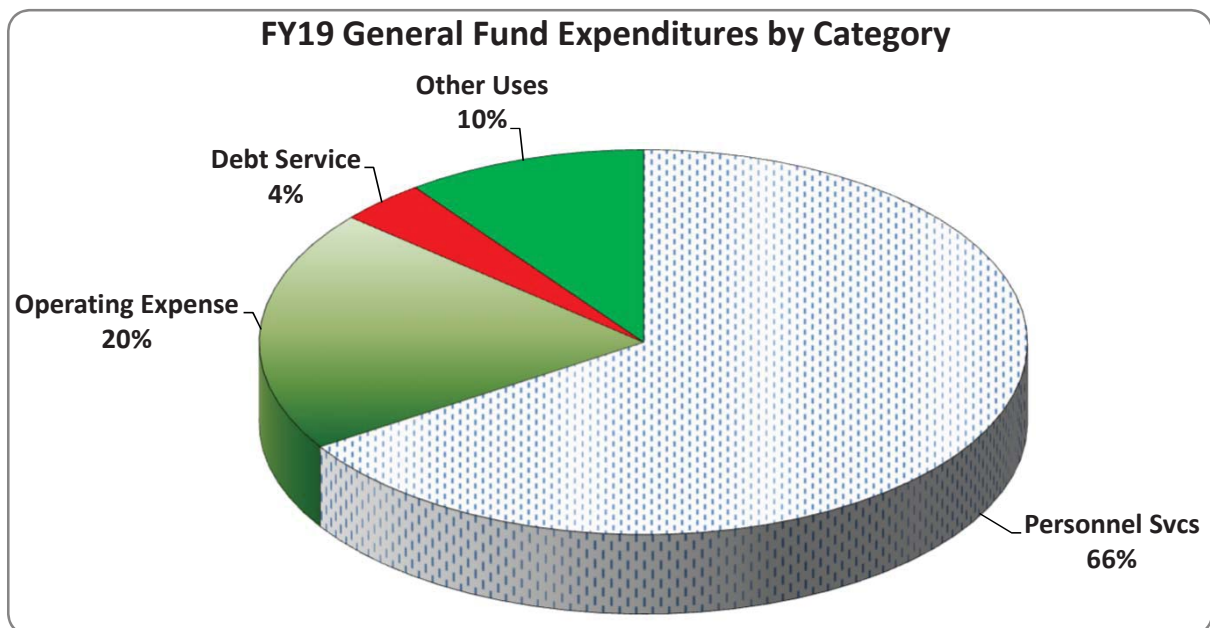


# General Fund Expenditure Summary by Category

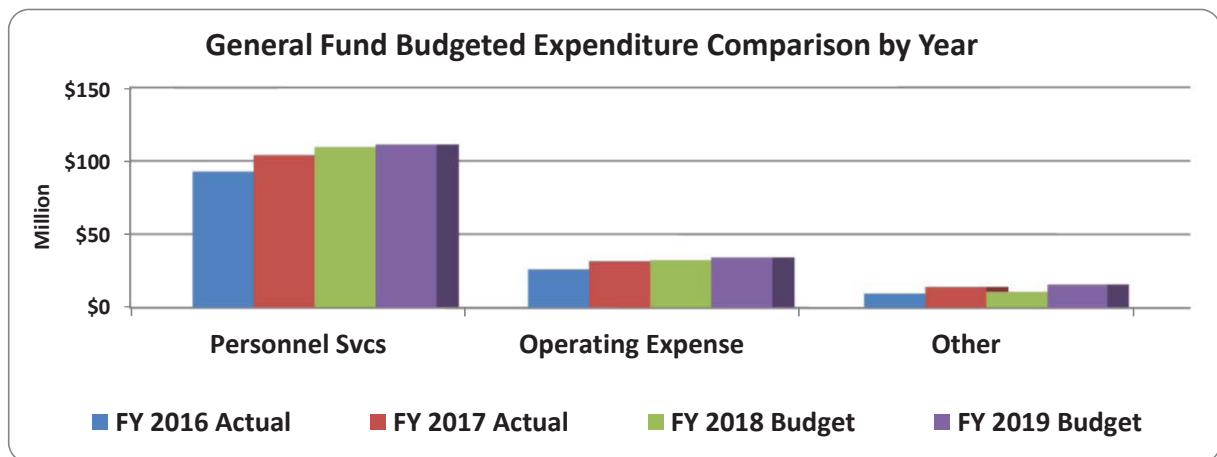
## Expenditures

Summary by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	% Change from 2018
Personnel Services	\$ 92,713,888	\$103,998,586	\$109,513,600	\$111,864,830	\$ 111,205,100	1.5%
Operating Expense	26,243,134	31,738,686	32,531,421	33,371,866	34,323,385	5.5%
Capital Outlay	2,896,708	6,738,444	3,192,711	5,705,619	6,644,116	108.1%
Grants & Aids	62,619	67,065	187,200	177,052	930,500	397.1%
Total Operating Expenditures	121,916,349	142,542,781	145,424,932	151,119,367	153,103,101	5.3%
Capital Improvement Program	-	35,250	-	40,052	-	0.0%
Debt Service	165,890	124,417	308,800	308,800	308,700	0.0%
Transfer	6,682,096	7,301,900	7,276,900	7,446,900	8,080,469	11.0%
Appropriated Fund Balance	-	-	-	-	7,291,339	100.0%
<b>Total</b>	<b>\$128,764,335</b>	<b>\$150,004,348</b>	<b>\$153,010,632</b>	<b>\$158,915,119</b>	<b>\$ 168,783,609</b>	<b>10.3%</b>

The following chart is a summary of FY19 General Fund expenditures by category



The following chart shows the comparison of General Fund Expenditures for FY16 to FY19 by Category





# General Fund

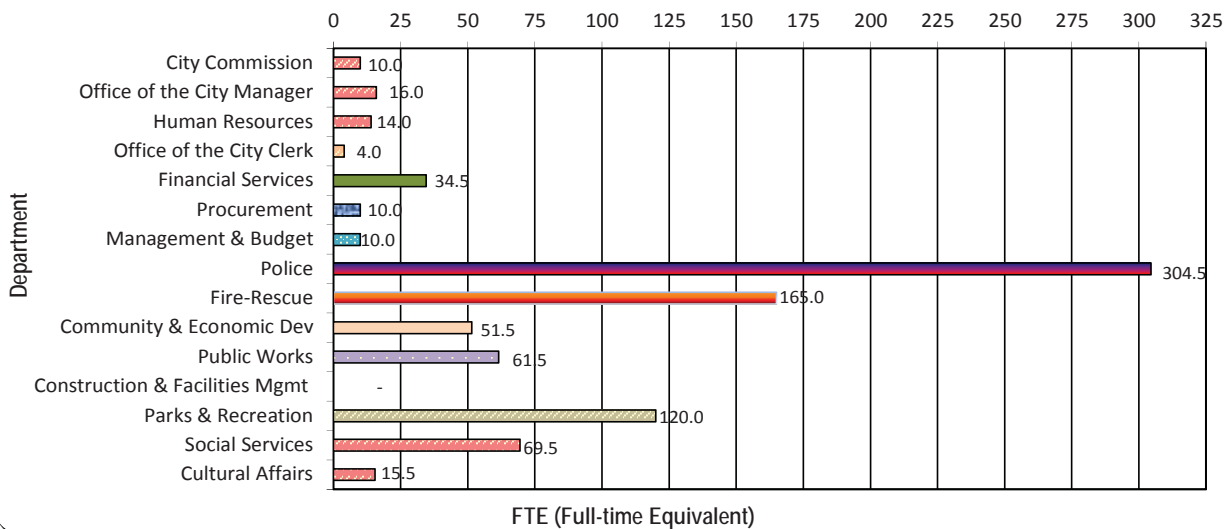
## Position Comparison Summary

As indicated, the FY 2019 General Fund budget includes a total of 886 FTE (Full-time equivalent) authorized positions. This is a decrease of 9.1 FTEs from the FY18 Budget. This total is comprised of 786.5 full-time, 155 (77.5 FTEs) part-time, 30 (15 FTEs) seasonal part-time, 1 temporary full-time and 12 (6 FTEs) temporary part-time budgeted positions.

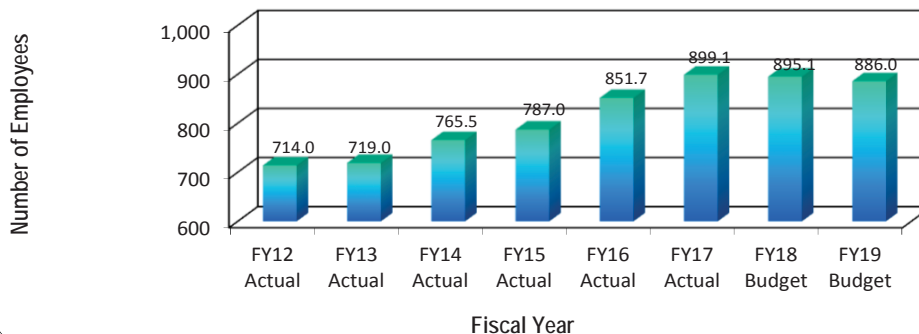
Department	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	# FTE Change
City Commission	10.00	10.00	10.00	10.00	10.00	-
Office of the City Manager	18.00	20.00	19.00	20.00	16.00	(3.00)
Human Resources	13.00	14.00	14.00	14.00	14.00	-
Office of the City Clerk	5.00	4.00	4.00	4.00	4.00	-
Financial Services	37.00	36.00	35.00	35.50	34.50	(0.50)
Procurement	9.00	10.00	10.00	10.00	10.00	-
Management & Budget	8.00	9.00	9.00	9.00	10.00	1.00
Police	284.00	296.50	297.50	297.50	304.50	7.00
Fire-Rescue	151.00	166.00	166.00	166.00	165.00	(1.00)
Community & Economic Development	42.00	43.50	43.50	43.50	51.50	8.00
Public Works	68.20	66.60	65.10	65.10	61.50	(3.60)
Construction & Facilities Management*	-	18.50	17.50	17.50	-	(17.50)
Parks & Recreation	121.00	121.00	121.00	121.50	120.00	(1.00)
Social Services	70.50	69.00	68.50	68.50	69.50	1.00
Cultural Affairs	15.00	15.00	15.00	15.00	15.50	0.50
<b>Total Full &amp; Part-time positions</b>	<b>851.70</b>	<b>899.10</b>	<b>895.10</b>	<b>897.10</b>	<b>886.00</b>	<b>(9.10)</b>

\* FY19 Construction & Facilities Management will be relocated back to the Utility Fund from the General Fund

FY 2019 Total Positions by Department



Number of Positions by Year



# General Fund Revenue Projections

Object/Loc#	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>General Taxes</u></b>						
311100	Ad Valorem Taxes-Current	\$ 50,747,984	\$ 55,258,000	\$ 60,659,100	\$ 60,659,100	\$ 67,776,300
311101	Ad Valorem Taxes-Delinquent	999,220	978,452	75,000	75,000	900,000
312510	Ins Premium Tax-Fire	990,464	966,694	1,000,000	1,000,000	1,000,000
312520	Ins Premium Tax-Police	962,925	1,032,724	1,000,000	1,000,000	1,000,000
314100	Utility Tax-Electricity	8,289,639	8,494,521	8,817,500	8,817,500	9,013,290
314300	Utility Tax-Water	1,661,284	1,743,700	1,750,000	1,750,000	1,837,500
314400	Utility Tax-Gas	128,719	158,441	170,000	170,000	170,000
315100	Communication Svcs Taxes	4,535,331	4,381,159	4,700,000	4,700,000	4,400,000
316000	Local Business Tax	1,788,184	2,072,694	2,100,000	2,100,000	2,295,000
	Sub-Total	\$ 70,103,751	\$ 75,086,385	\$ 80,271,600	\$ 80,271,600	\$ 88,392,090
<b><u>Permits, Fees, Special Assessment</u></b>						
322100	Building Permits	\$ 2,560,386	\$ 3,515,846	\$ 3,000,000	\$ 3,000,000	\$ 3,994,000
322101	Open Permit Search	253,755	254,650	265,000	265,000	398,400
322110	7% Surcharge	210,700	280,482	195,000	195,000	400,000
322111	Building 10% Admin Fee	11,340	12,109	20,000	20,000	10,000
322112	OT Inspection Fee	3,980	15,026	13,000	13,000	25,000
323100	Fran Fee-Electricity	6,396,005	6,602,283	6,908,200	6,908,200	7,232,000
323400	Fran Fee-Gas	90,819	78,036	70,000	70,000	70,000
323700	Fran Fee Solid Waste-Res	853,372	856,348	752,400	752,400	854,000
323701	Fran Fee Solid Waste-Comm	668,094	733,646	690,500	690,500	710,000
323702	Fran Fee Solid Waste-Roll Off	304,959	370,654	283,600	283,600	340,000
323703	Fran Fee-Solid Waste Res Dmst	161,701	164,150	160,000	160,000	161,400
323900	Fran Fee-Towing	105,000	105,000	105,000	105,000	105,000
325200	Fire Protection-Current	18,818,925	20,250,319	20,900,000	20,900,000	22,000,000
325201	Fire Protection-Delinquent	331,611	327,226	25,000	25,000	250,000
329100	Engineering Permits	-	649,389	350,000	350,000	-
329101	Garage Sale Permits	2,910	3,220	3,000	3,000	3,000
329104	Haz Mat Fire Permit	86,572	130	-	-	-
	Sub-Total	\$ 30,860,130	\$ 34,218,515	\$ 33,740,700	\$ 33,740,700	\$ 36,552,800
<b><u>Intergovernmental Revenues</u></b>						
335120	State Revenue Sharing-Proceeds	\$ 3,036,595	\$ 3,344,977	\$ 3,500,000	\$ 3,500,000	\$ 3,700,000
335140	Mobile License Tax	22,611	16,290	19,000	19,000	19,000
335150	Alcohol Beverage License Tax	18,438	20,787	19,000	19,000	20,000
335180	Local Gov't Half-Cent Sales Tx	8,444,665	8,724,774	9,271,700	9,271,700	9,600,000
335210	Firefighter Supplemental Comp	61,929	63,770	65,000	65,000	68,000
335492	Fuel Tax Refund	71,313	55,351	60,000	60,000	60,000
337400	Loc Grant-Brow Cty Shuttle Bus	179,801	174,252	181,100	181,100	181,100
337602	Loc Grant-Child Svcs Council	17,250	18,489	17,000	17,000	17,000
338200	County Business Tax Receipts	143,795	130,329	130,000	130,000	130,000
338350	School Resource Officers	1,041,793	880,036	878,700	878,700	1,144,000
	Sub-Total	\$ 13,038,190	\$ 13,429,056	\$ 14,141,500	\$ 14,141,500	\$ 14,939,100
<b><u>Charges for Services</u></b>						
341297	Pmt in Lieu of Taxes-Util Fund	\$ 1,144,200	\$ 1,877,000	\$ 2,127,000	\$ 2,127,000	\$ 2,255,000
341302	Admin Fee-Sanitation Roll Off	15,912	27,572	14,200	14,200	15,300
341303	Admin Fee-Solid Waste Com	54,540	63,396	54,000	54,000	56,800
341304	Admin Chg to Utility Fund	3,600,000	4,153,200	4,368,200	4,368,200	3,949,201
341307	Admin Fee-SW Res Curb	72,939	73,285	72,400	72,400	71,800
341308	Admin Fee-SW Res Dmst	11,235	11,442	10,600	10,600	11,300
341309	Admin Chg to Stormwater	700,900	740,500	780,500	780,500	822,700



# General Fund Revenue Projections

Object/Loc#	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Charges for Services</b>						
341900	Election Qualifying Fees	-	1,813	-	-	-
342120	Police Admin Fees	33,326	32,137	34,000	34,000	34,000
342130	Alarm Registration Fees	67,906	60,170	69,500	69,500	69,500
342160	Notary Services/Copies/Records	63	2,735	2,000	2,000	4,000
342510	Fire Inspection Fees	1,177,363	1,597,275	1,500,000	1,500,000	1,830,000
342511	Reinspection Fees	10,845	-	-	-	-
342600	Ambulance Fees	1,435,603	1,444,704	1,521,700	1,521,700	1,932,000
343410	Solid Waste Disp-Res (Rev Sh)	108,204	129,804	96,900	96,900	110,900
343411	Solid Waste Disp-Res Dmpstr	3,879	4,653	4,100	4,100	4,000
343412	Solid Waste Disp-Comm (Rev Sh)	28,442	34,120	24,900	24,900	29,200
343413	Bulk Solid Waste-Res (Rev Sh)	7,183	7,154	5,500	5,500	5,500
343414	C&D Disp-Industrial (Rev Shar)	11,495	8,382	11,900	11,900	9,900
343900	Development Review Fees	240,275	169,590	195,800	195,800	261,600
346910	Child Care Fees	1,774,971	1,651,356	1,682,200	1,682,200	1,593,640
346912	Adult Day Care Fees	71,360	35,665	96,600	96,600	40,200
346913	Adult Day Care-Long Term Care	550	27,900	62,750	62,750	63,000
347210-000	Summer ProgramUnassigned	-	-	25,000	25,000	-
347210-010	Summer ProgramMiramar Youth Enrichme	20,726	3,828	3,000	3,000	4,400
347210-061	Summer ProgramAquatics-West	60,131	86,631	50,000	50,000	55,000
347210-070	Summer ProgramSunset Lakes	74,295	73,988	77,000	77,000	72,000
347210-090	Summer ProgramAnsin Sports Complex	54,249	59,544	56,300	56,300	57,000
347210-170	Summer ProgramMiramar Cultural Center	48,271	53,518	70,000	70,000	73,600
347260-000	Contracted ProgramsUnassigned	52,185	33,458	36,000	36,000	1,000
347260-010	Contracted ProgramsMiramar Youth Enrich	5,043	1,461	3,400	3,400	12,000
347260-061	Contracted ProgramsAquatics-West	11,613	17,035	9,000	9,000	10,000
347260-070	Contracted ProgramsSunset Lakes	12,092	5,060	4,800	4,800	21,000
347260-080	Contracted ProgramsMiramar Regional Pa	4,093	4,591	6,000	6,000	12,100
347260-090	Contracted ProgramsAnsin Sports Comple	4,757	7,200	4,500	4,500	4,500
347260-100	Contracted ProgramsVizcaya Park	2,081	3,244	2,400	2,400	3,500
347260-180	Contracted ProgramsMulti Service Center	1,404	2,200	1,500	1,500	1,500
347270-080	Admission FeesMiramar Regional Park	99,485	48,297	75,000	75,000	50,000
347270-090	Admission FeesAnsin Sports Complex	6,619	2,773	6,000	6,000	7,400
347271-060	Aquatic FeesAquatics-East	54,799	58,465	50,000	50,000	51,000
347271-061	Aquatic FeesAquatics-West	319,569	307,941	313,000	313,000	330,000
347280-010	Recreation ActivitiesMiramar Youth Enrich	12,332	11,605	11,000	11,000	26,000
347280-070	Recreation ActivitiesSunset Lakes	14,602	17,442	25,500	25,500	45,000
347280-090	Recreation ActivitiesAnsin Sports Complex	18,825	13,998	12,000	12,000	20,000
347280-100	Recreation ActivitiesVizcaya Park	672	175	800	800	8,400
347284	Rec Activities-Track Meet	3,995	1,375	5,000	5,000	5,000
347285	Rec Activities-Parking Fees	3,027	34,346	2,000	2,000	2,000
347296-000	Athletic ProgramsUnassigned	51,548	35,866	50,000	50,000	-
347296-100	Athletic ProgramsVizcaya Park	4,358	6,008	5,600	5,600	6,000
347299-010	Holiday CampsMiramar Youth Enrichment	-	1,087	1,000	1,000	1,500
347299-070	Holiday CampsSunset Lakes	-	2,352	-	-	4,000
347299-090	Holiday CampsAnsin Sports Complex	25	2,184	2,000	2,000	2,000
347299-100	Holiday CampsVizcaya Park	-	875	1,000	1,000	2,000
347304	Banquet Hall Service Fee	-	41,241	70,200	70,200	45,000
347308	Registration Fees-EDU Programs	-	-	-	-	10,500
347309-080	General ConcessionsMiramar Regional Pa	6,100	1,261	-	-	-
347309-090	General ConcessionsAnsin Sports Comple	4,902	4,200	5,000	5,000	5,100
347310-170	Concession-FoodMiramar Cultural Center	13,954	17,435	20,000	20,000	15,000
347311-170	Concession-BeverageMiramar Cultural Cer	10,175	14,238	13,000	13,000	9,750
347312-170	Concession-AlcoholMiramar Cultural Cente	40,052	75,403	56,000	56,000	75,000
347313-170	Catering-FoodMiramar Cultural Center	158,433	84,035	67,200	67,200	33,600
347314	Catering-Beverage	15,421	9,678	6,000	6,000	6,000
347315	Catering-Alcohol	67,773	10,025	20,000	20,000	65,000



# General Fund Revenue Projections

Object/Loc#	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Charges for Services</u></b>						
347320	Food & Beverage Svcs	24,113	13,853	15,000	15,000	27,500
347330	Food & Bev Staff- Reimbursable	69,411	29,532	45,000	45,000	22,500
347338	Group Sales Convenience Fee	39	67	-	-	-
347339	Ticket Sales	145,575	143,189	180,700	180,700	321,900
347340	Box Office Svcs Fee	25,909	34,069	32,000	32,000	20,000
347341	Ticket Printing Fee-For Profit	7,004	13,785	14,000	14,000	-
347342	Ticket Printing Fee-Non-Profit	1,741	-	-	-	-
347343	Facility Consignmnt Ticket Fee	10,616	-	-	-	-
347344	Facility Complmnrty Ticket Fee	5,510	-	-	-	-
347345	Credit Card Fee	61,645	56,100	70,000	70,000	65,000
347346	Facility Ticket Fee	46,936	83,901	68,000	68,000	75,000
347347	Internet Convenience Fee	28,606	62,250	65,000	65,000	-
347348	Telephone Convenience Fee	8,914	-	-	-	-
347349	Walk-Up Fee	7,154	-	-	-	-
347350	Souvenirs	50	-	600	600	750
347360	Marketing	4,552	5,935	8,000	8,000	4,000
347371	Production Staff Reimbursable	104,619	94,927	100,000	100,000	140,000
347372	Production Equipment Rental	35,501	36,606	33,000	33,000	40,000
347373	Production Outside Equip Renta	4,998	1,588	-	-	-
347374	Production Svcs Fee	6,099	8,914	6,000	6,000	-
347375	Production Svcs Incidental	3,006	4,130	3,000	3,000	-
347380	Theater Svcs Package	40,787	52,399	70,000	70,000	52,000
347381	Theater Svcs Package Half	1,501	-	-	-	-
347382	Theater Addtl Svc Frnt of Hou	-	-	2,300	2,300	-
347385	Theater Addtl Svc Fire Marsha	250	-	-	-	-
347386	Theater Insurance	1,600	6,800	3,200	3,200	3,200
347405	Special Events Fees	(87)	2,952	2,500	2,500	1,000
347409	Special Events-Concessions	-	2,887	-	-	2,500
347410	Vendor Registration & Sponsors	10,312	16,548	13,000	13,000	18,500
349000	Lien Research	196,970	167,303	200,000	200,000	213,000
349001	Passport Svcs	91,929	78,877	74,000	74,000	114,100
349003	Other Charges & Svcs	2,218	2,741	5,300	5,300	8,300
349004	Garage Condo Fees	95,337	82,690	56,000	56,000	56,000
349010	Vending Svcs	12,798	10,306	14,000	14,000	11,000
362100-010	Rental RevenueMiramar Youth Enrichment	1,135	10,877	500	500	7,500
362100-070	Rental RevenueSunset Lakes	86,242	83,335	85,000	85,000	88,800
362100-080	Rental RevenueMiramar Regional Park	140,183	119,947	100,000	100,000	75,000
362100-090	Rental RevenueAnsin Sports Complex	16,024	13,698	4,000	4,000	-
362100-091	Rental RevenueAnsin Stadium	29,590	26,397	20,000	20,000	24,000
362100-100	Rental RevenueVizcaya Park	56,180	70,396	54,650	54,650	58,000
362100-180	Rental RevenueMulti Service Center	74,686	70,540	75,000	75,000	78,600
362102	Rental-Police Range Master	7,286	7,657	1,500	1,500	9,000
362200	Rental-Park Fields	13,304	15,340	32,400	32,400	36,400
362204	Rental-Amphitheater	-	-	750,000	750,000	842,500
362205	Rental-Theater	59,396	-	-	-	108,000
362206	Rental-Rooms	-	66,753	60,000	60,000	10,750
362209	Rental-In House Equip-Banquet	1,075	626	1,000	1,000	1,000
362215-170	Rental-Banquet HallMiramar Cultural Cente	70,486	62,842	66,000	66,000	192,000
362216-170	Rental-KitchenMiramar Cultural Center	283	-	-	-	59,500
362217-170	Rental-Small WaresMiramar Cultural Cente	9,147	4,514	8,000	8,000	10,400
362301	Bldg Rental-General	8,525	9,349	18,800	18,800	15,000
362302	Bldg Rental-NSU	112,390	121,756	112,400	112,400	112,400
362400	Telecom Tower Rentals	462,958	480,026	480,500	480,500	550,000
	Sub-Total	\$ 14,033,300	\$ 15,650,398	\$ 17,082,300	\$ 17,082,300	\$ 17,917,491





# General Fund Revenue Projections

Object/Loc#	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Fines and Forfeitures</u></b>						
351500	Traffic Court Fines-General	\$ 295,549	\$ 287,707	\$ 362,800	\$ 362,800	\$ 400,000
351502	Civil Penalty Surcharge	-	-	-	-	18,000
351503	Administrative Hearing	-	-	-	-	90,000
354100	Local Ordinance Violations	284,846	309,626	400,000	400,000	400,000
354101	Broward County Parking Fines	23,407	24,760	28,500	28,500	28,500
354102	City Code Violations	72,658	138,755	107,500	107,500	107,500
354103	Building Code Violations	17,400	1,400	-	-	10,000
	Sub-Total	\$ 693,859	\$ 762,249	\$ 898,800	\$ 898,800	\$ 1,054,000
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	\$ 287,610	\$ 561,606	\$ 550,000	\$ 550,000	\$ 800,000
361109	Int-Other	9,020	21,807	7,500	7,500	7,500
361300	Net Inc/Dec in FMV of Invest	(14,775)	(627)	-	-	-
364100	Disp of Fixed Assets-Gov't	139,886	110,690	60,000	60,000	125,000
366210	Prog Support-MCC Presents	-	-	-	-	400,000
366212	Prog Support-Education	-	-	-	-	10,000
366430	Waste Reduct Ed Contr-Roll Off	26,211	17,365	19,900	19,900	24,800
366431	Solid Waste Contract Mgmt Cont	122,500	126,000	126,000	126,000	126,000
366432	Waste Reduction-Comm	107,593	117,035	108,500	108,500	111,500
366433	Waste Reduction-Res Curb	102,021	102,504	102,800	102,800	101,900
366434	Waste Reduction-Res Dmst	25,566	25,900	24,100	24,100	25,500
366436	Public Education Waste Pro	-	35,000	35,000	35,000	35,000
369900	Miscellaneous Revenue	559,467	165,854	138,132	138,132	140,000
369905	Over/Short	(142)	9,391	-	-	-
369910	Reimbursed Expenses-General	105,594	76,611	78,000	78,000	78,000
369911	Reimbursed Expenses-Fire	4,440	3,015	4,500	4,500	3,800
369915	P-Card Rebates	24,336	27,315	20,000	20,000	29,000
369921	Cost Avoidance Collection-Res	1,058,674	827,133	819,300	819,300	956,188
369923	Cost Avoidance Coll-Commercial	608,693	560,943	500,800	500,800	555,300
369925	Cost Avoidance Coll-Res Dmpstr	138,587	123,113	118,900	118,900	120,000
369930	SW and Recy Liquidated Damages	-	75,000	2,500	2,500	2,500
369941	Recycle-City of Miramar (Direc	59,960	52,240	40,800	40,800	20,400
383100	Capital Lease Proceeds	-	1,999,349	-	-	746,258
384200	Other Financing Sources	-	-	-	-	2,000,000
388100	Oth Fin Source-Sale Cap Assets	-	185,000	-	-	-
	Sub-Total	\$ 3,365,242	\$ 5,222,246	\$ 2,756,732	\$ 2,756,732	\$ 6,418,646
<b><u>Other Sources</u></b>						
381145	Trfr Fr Pol Outside Svcs Fund	\$ -	\$ -	\$ -	\$ -	\$ 200,000
381162	Trfr Fr Fed Grant Fund	766,801	662,944	630,655	740,487	630,655
381163	Trfr Fr State & Cty Grant Fund	406,639	453,648	321,245	574,367	333,327
381164	Trfr Fr NSP	2,068	482	-	54,268	-
381385	Trfr Fr Street Constr&Maint Fd	2,336,228	2,480,720	2,417,100	2,447,100	2,345,500
381395	Trfr Fr Capital Projects Fund	-	-	-	150,000	-
381425	Trfr Fr Cultural Affairs	1,393,926	-	-	-	-
381435	Transfer from Early Childhood	500,250	-	-	-	-
399900	CIP Carryover	-	-	-	510,487	-
399999	Appropriation Of Fund Balance	-	-	750,000	5,546,779	-
	Sub-Total	\$ 5,405,911	\$ 3,597,795	\$ 4,119,000	\$ 10,023,487	\$ 3,509,482
<b>Total</b>		<b>\$ 137,500,384</b>	<b>\$ 147,966,643</b>	<b>\$ 153,010,632</b>	<b>\$ 158,915,119</b>	<b>\$ 168,783,609</b>



# General Fund Budget Justification

Object #	Account Description	Justification
<b>Revenue</b>		
311100	Ad Valorem Taxes-Current	The major components that determine the amount of revenue projected in this category are: 1) the taxable value of new construction appearing on the tax rolls for the first time and 2) the taxable values (net of exemptions) of current real and personal property within the City. The FY19 adopted amount is based on the growth rate of 7.13% (Certified Taxable Value of \$9,847,867,135) at a millage rate of 7.1172. The City budgets 96.7% of the gross receipts to account for early payment discounts.
311101	Ad Valorem Taxes-Delinquent	This revenue source is derived by those taxpayers who do not pay their taxes by March 31, of any given year. Total revenue received in this category is minimal when compared to the total ad valorem taxes collected.
312510	Ins Premium Tax-Fire	These are revenues provided by the State to help fund Fire Pensions per F.S. 175. The revenues are generated based on a tax on property and casualty insurance policies.
312520	Ins Premium Tax-Police	These are revenues provided by the State to help fund Police Pensions per F.S. 185. The revenues are generated based on a tax on property and casualty insurance policies.
314100	Utility Tax-Electricity	This revenue line item is derived from a 10% tax levied on each customer's electric bill within the corporate limits of the City and is pledged against the 2015 CIP Refunding Revenue bonds.
314300	Utility Tax-Water	This revenue line item is derived from a 10% tax levied on each customer's water bill that receives service within the corporate limits of the City.
314400	Utility Tax-Gas	This revenue line item is derived from a 10% tax levied on each customer's gas bill that receives service within the corporate limits of the city.
315100	Communication Svcs Taxes	This is the combined revenues of what was formerly the Franchise Fees Telephone, Franchise Fee Cable, and Utility Tax Telecommunications. The taxes are now collected by the State of Florida and remitted to the City on a monthly basis. The State of Florida releases projections for this revenue account late June/ early July of each year. This revenue is pledged against the 2015 CIP Refunding Revenue bonds.
316000	Local Business Tax	This revenue source is derived from all businesses that operate within the City. The fees for the various types of businesses are set by ordinance. A 5% increase was approved for FY17 and FY19. Per Florida Statutes, Local Business Tax Fees can be increased every other year by no more than 5%.
322100	Building Permits	Permits must be issued to any individual or business that does construction work within the corporate limits of the City. These permits are issued for construction, such as electrical, plumbing, structural, mechanical, etc.
322101	Open Permit Search	This fee was implemented to help cover the costs of research and analysis on whether open permits exist for a house undergoing a transfer of ownership. This fee, per address, is usually paid by the title company involved in the transfer. Fee includes expedited lien search.
322110	7% Surcharge	This surcharge pertains to permit fees. If permit is building related revenue will go to Building Program, and if it is Planning and Zoning related it will go to the Planning Program. Funds are for technology upgrades that will enhance building development related customer service.
322111	Building 10% Admin Fee	This is a 10% surcharge for building permits to reimburse for the cost of administrative activities related to development and zoning permits.
322112	OT Inspection Fee	This revenue is derived from developers who requests inspections after the City's regular work hours.
323100	Fran Fee-Electricity	This revenue line item is derived from a 6% charge on each customer's electric bill within the corporate limits of the City.
323400	Fran Fee-Gas	This revenue line item is derived from a 6% charge on each customer's gas bill within the corporate limits of the City.
323700	Fran Fee Solid Waste-Res	Fees charged per the solid waste agreement with the City's franchise waste hauler for residential single-family curbside service.
323701	Fran Fee Solid Waste-Comm	Fees charged per the solid waste agreement with the City's franchise waste hauler for commercial solid waste services.
323702	Fran Fee Solid Waste-Roll Off	Fees charged per the solid waste agreement with the City's franchise waste hauler for roll-off solid waste services.
323703	Fran Fee-Solid Waste Res Dmst	Fees charged per the solid waste agreement with the City's franchise waste hauler for multi-family residential container (dumpster) service.
323900	Fran Fee-Towing	Revenues generated from the City's Towing Franchise agreement for towing within the city limits.
325200	Fire Protection-Current	This revenue source was implemented in FY 05. The latest rate study was completed in June 2018. The adopted rates are set at full cost for the provision of fire protection service. The annual amount is derived from property owners by the following categories: Residential-single and multi-family \$398.23 per household, Mobile Homes \$296.26 per unit, Commercial \$0.7457 per sq. ft., Industrial/Warehouse \$0.1191 per sq. ft. and Institutional \$0.6194 per sq. ft., capped at 100,000 sq. ft. The amount budgeted is based on data provided by the Broward County Property Appraiser's Office.



# General Fund Budget Justification

Object #	Account Description	Justification
325201	Fire Protection-Delinquent	This revenue source is derived by those taxpayers who do not pay their taxes by March 31 for any given year. Total revenue received in this category is minimal when compared to the total Fire Protection Assessment collected.
329101	Garage Sale Permits	This revenue is generated from permit required in order to have a garage sale within the City.
335120	State Revenue Sharing-Proceeds	State of Florida distributes revenues collected to local governments per the 1972 Florida Revenue Sharing Act. 76.94% of the revenues received are from sales and use tax collections and are included in the General Fund and 23.06% are from the fuel tax on motor fuel and are included in the Street Maintenance Fund. More information about this revenue source can be found in the Local Government Information Handbook published by the Florida Office of Economic & Demographic Research.
335140	Mobile License Tax	This revenue source is derived from the annual license tax that is levied on park trailers and mobile homes. This tax ranges from \$20 to \$80 each which the County remits to the State and then remitted back to the local government based on a predetermined formula.
335150	Alcohol Beverage License Tax	This tax is levied on the sale of various alcoholic beverages in the City which is remitted to the State and refunded to the City based on a predetermined formula.
335180	Local Gov't Half-Cent Sales Tx	Authorized in 1982, this program generates the largest amount of revenue for local governments state-shared revenue sources. This revenue source is represented by one half of the revenue generated by the additional 1% sales tax which is distributed to counties and cities based on a population formula. More information about this revenue source can be found in the Local Government Information Handbook published by the Florida Office of Economic & Demographic Research. This revenue is pledged against the 2015 CIP Refunding Revenue bonds.
335210	Firefighter Supplemental Comp	This is derived from state revenue sharing and is reimbursed to the City on an as available basis for educational costs associated with firefighters.
335492	Fuel Tax Refund	The City is required to pay State taxes on its original fuel purchases. Since the City is a tax exempt organization, reimbursement is submitted on a monthly basis for the State taxes.
337400	Loc Grant-Brow Cty Shuttle Bus	The City has an existing Interlocal Agreement with Broward County Transportation Services (Community Bus Service) that helps fund the City's local routes. The bus service has a total of three routes which operates five days per week, 12 hours per day and connects with the Broward County Mass Transit System.
337602	Loc Grant-Child Svcs Council	Fees collected from participants for registration and the fee amount determined for the program using the Children's Services Council Sliding Fee Schedule.
338200	County Business Tax Receipts	All businesses in the City of Miramar must also pay the County Business Tax in order to operate a business within Broward County.
338350	School Resource Officers	This revenue is derived from services of police officers assigned to a specific schools per an Interlocal Agreement between the Broward County School Board and the City. In addition, the City expanded this program to include one School Resource Officer to serve the City's charter schools, which provides the same match as the public schools.
341297	Pmt in Lieu of Taxes-Util Fund	This represents a portion of the approximate equivalent in property taxes generated from utility fund's property assets.
341302	Admin Fee-Sanitation Roll Off	This revenue source is derived from fees paid by the Franchise hauler to the City for administration, monitoring, billing, and collection services associated with the Franchise Agreement.
341303	Admin Fee-Solid Waste Com	This revenue source is derived from fees paid by the Franchise hauler to the City for administration, monitoring, billing, and collection services associated with the Franchise Agreement.
341304	Admin Chg to Utility Fund	These are fees charged to the Utility Funds to reimburse the costs for services provided by the General Fund activities.
341307	Admin Fee-SW Res Curb	This revenue source is derived from fees paid by the Franchise hauler to the City for administration, monitoring, billing, and collection services associated with the Franchise Agreement.
341308	Admin Fee-SW Res Dmst	This revenue source is derived from fees paid by the Franchise hauler to the City for administration, monitoring, billing, and collection services associated with the Franchise Agreement.
341309	Admin Chg to Stormwater	These are fees charged to the Enterprise Fund, Stormwater Management, to reimburse for costs of services provided by General Fund activities.
342120	Police Admin Fees	This represents fees that the City charges for the reproduction of police reports and other like items. Revenue is forecast based on prior years and anticipated actual amounts.
342130	Alarm Registration Fees	This represents fees that the City charges to residential and commercial establishments that have burglar alarms within the City Limits.
342160	Notary Services/Copies/Records	Notary services provided by City staff.



# General Fund Budget Justification

Object #	Account Description	Justification
342510	Fire Inspection Fees	This revenue source is to cover the costs for annual fire inspections at residential and commercial establishments within the corporate limits of the City. In the event the business does not pass the inspection, they are required to do a reinspection with an additional fee. This revenue source is also assessed for necessary and reasonable costs incurred by the City in connection with responding to, investigating, mitigating, abating, cleaning, and removing the release of a hazardous substance.
342600	Ambulance Fees	These fees are charged for Fire-Rescue's Emergency Medical Services ( EMS) to transport patients to the hospital.
343410	Solid Waste Disp-Res (Rev Sh)	This is derived from a fixed revenue rebate based on tonnage of Residential waste delivered to Solid Waste Disposal Facility from curbside collection services.
343411	Solid Waste Disp-Res Dmpstr	This is derived from a revenue rebate share based on tonnage of solid waste from multi-family customers that utilize container services (dumpster or industrial type) delivered to Solid Waste Disposal Facility.
343412	Solid Waste Disp-Comm (Rev Sh)	This is derived from fixed revenue rebate based on tonnage of commercial solid waste delivered to Solid Waste Disposal Facility.
343413	Bulk Solid Waste-Res (Rev Sh)	This is derived from fixed revenue rebate based on tonnage of bulk waste delivered to Solid Waste Disposal Facility from residential curbside collection services.
343414	C&D Disp-Industrial (Rev Shar)	This is derived from fixed revenue rebate based on cubic yard of Construction & Demolition (C&D) material delivered to Solid Waste Disposal Facility.
343900	Development Review Fees	These are fees charged to developers for costs associated with the interdepartmental review of new development proposals such as site plans and plats.
346910	Child Care Fees	This revenue source is from registration and fees collected to cover the cost for providing child care services.
346912	Adult Day Care Fees	Revenues associated with providing Adult Day Care services.
346913	Adult Day Care-Long Term Care	This represents the revenue collected from Long-Term Care Insurance agreements.
347210	Summer Program	Summer camp registration fees collected at Miramar Youth Enrichment Center (Loc 10), Aquatics West (Loc 061), Sunset Lakes (Loc 70), and Ansin (Loc 90).
347260	Contracted Programs	City's revenue collected from contractual classes and programs at Miramar Youth Enrichment Center, Sunset Lakes, Miramar Regional Park, Aquatics-West, Ansin, Athletics, and Vizcaya Park.
347270	Admission Fees	Admission fees for weekends and holidays at Regional Park and Ansin Sports Complex.
347271	Aquatic Fees	Fees for swimming-class registrations and pool admission as well as Funbrella rentals at Miramar Regional Aquatic Complex and Miramar Aquatic Center.
347280	Recreation Activities	Yearly membership fees to utilize facility amenities such as game room, weight room and computer labs at the Miramar Youth Enrichment Center, Sunset Lakes, Ansin and Vizcaya Park.
347284	Rec Activities-Track Meet	Athlete registrations for track meets at Ansin Sports Complex.
347285	Rec Activities-Parking Fees	Fees collected from events through Rentals, Special Events, and Agreements at Miramar Regional Park and Ansin Sports Complex.
347296	Athletic Programs	Registration fees for athletic programs run by the City at various facilities and Vizcaya Park.
347299	Holiday Camps	Winter and Spring Camp registration fees at the Miramar Youth Enrichment Center, Ansin Sports Complex and Vizcaya Park.
347304	Banquet Hall Service Fee	This revenue account records revenues resulting from a service charge on all Banquet Hall Service items.
347308	Registration Fees-EDU Programs	These fees are collected from participants in educational programs.
347309	General Concessions	Concession vendor registration fees collected for events at Ansin Sports Complex and Regional Park.
347310	Concession-Food	This revenue account is used to record revenues from concession sales of food.
347311	Concession-Beverage	This revenue account is used to record revenues from concession sales of non-alcoholic beverages.
347312	Concession-Alcohol	This revenue account records revenues from concession sales of alcoholic beverages.
347313	Catering-Food	This revenue account records revenues from sales of food at events which are priced for the client as "a la carte" and not as a package price.
347314	Catering-Beverage	This revenue account records revenues from sales of non-alcoholic beverages at events which are priced for the client as "a la carte" and not as a package price.
347315	Catering-Alcohol	This revenue account records revenues from sales of alcoholic beverages at events which are priced for the client as "a la carte" and not as a package price.
347316	Reception Package	To account for revenue related to package sales (weddings, breakfast, etc.).



# General Fund Budget Justification

Object #	Account Description	Justification
347320	Food & Beverage Svcs	This revenue account records revenues from rentals of linen and décor in Food and Beverage Services.
347330	Food & Bev Staff-Reimbursable	This revenue account records revenues received from rental clients to pay for reimbursable labor for rental events such as servers and bartenders in Food and Beverage Services.
347339	Ticket Sales	This revenue account records revenues from ticket sales of educational shows and from the summer camp production.
347340	Box Office Svcs Fee	This revenue account serves to record revenues received from box office services fees charged as per Commission approved Price List and embedded in rental contracts.
347345	Credit Card Fee	Credit card fee of 2% to help recover credit card fees charged by our electronic vendors for all credit/debit card transactions. Fee is consistent with fees charged by other municipalities.
347346	Facility Ticket Fee	This revenue account serves to record revenues received from Facility Fee charged per ticket for all ticket types (except lap tickets and administrative comps) as embedded in contracts.
347350	Souvenirs	This revenue source is for souvenirs such as summer camp DVDs.
347360	Marketing	Revenues are generated for banner services at MCC, Regional Park Amphitheater and Shirley Branca Amphitheater.
347371	Production Staff Reimbursable	This revenue account serves to record revenues received to reimburse for as-needed production staff charges for rental productions. As-needed production staff charges are embedded in contracts and are only hired if payments made to them are reimbursed by the production.
347372	Production Equipment Rental	This revenue account serves to record revenues received from Production Equipment rented by MCC to renters at their option at rates embedded in contracts.
347380	Theater Svcs Package	This revenue account records revenues received from rental clients for theater service package for rehearsal and performance days as specified in rental contracts.
347386	Theater Insurance	This revenue account records revenues from rental clients who purchase the required event insurance through MCC.
347405	Special Events Fees	Vendor registration and application fees for private-promoter events.
347409	Special Events-Concessions	Revenue generated from the City having a concession area (i.e. alcohol, t-shirts, etc.). These fees may vary in cost depending on the event type.
347410	Vendor Registration & Sponsors	Vendor registration fees and sponsorships for City special events.
349000	Lien Research	This revenue is charged by the Financial Services Department to cover the costs for lien research which is primarily done when property changes ownership.
349001	Passport Svcs	This revenue is derived from fees collected for the processing of US passport applications.
349003	Other Charges & Svcs	These revenues are related to charges for services that have not been categorized elsewhere.
349004	Garage Condo Fees	This revenue is derived from fees related to Miramar Town Center parking garage for NSU and Broward College.
349010	Vending Svcs	Fees generated from the City's contracts with various food and drink service vendors.
351500	Traffic Court Fines-General	This revenue source is a reimbursement from Broward County for the traffic violations issued by Miramar Police Department.
351502	Civil Penalty Surcharge	Revenues collected will be used for technological enhancements utilized by code enforcement.
351503	Administrative Hearing	This revenue is associated with the investigation of uniform civil violation notice and enforcement of the City's code of ordinances through the administrative hearing process.
354100	Local Ordinance Violations	This revenues source is generated when a property or vehicle owner violates Miramar City code.
354101	Broward County Parking Fines	This represents the City's portion of parking fines collected from Broward County.
354102	City Code Violations	This represents assessments of City Code violations.
354103	Building Code Violations	This revenue is generated from City/Building Code Violations; These funds may be used to demolish future unsafe structures.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.





# General Fund Budget Justification

Object #	Account Description	Justification
361109	Int-Other	Investments are maintained to allow 100% of available funds to be invested at all times. The factors that determine forecasting revenue for this line item are the anticipated interest rate and Pooled dollars available for investment.
362100	Rental Revenue	Rental revenue received from private rentals at the Miramar Youth Enrichment Center, Sunset Lakes, Ansin, Vizcaya Park, and Regional Park (pavilions and Fields) and Multi-Service Center and for Miramar Regional Park Amphitheater rentals.
362102	Rental-Police Range Master	This revenue source is generated from Range Rental fees and reimbursement from Federal Government for rental cars.
362200	Rental-Park Fields	This revenue is derived from rental fees for using the City park fields for sports events such as cricket, etc.
362204	Rental-Amphitheater	This represents all revenues generated from the use of the Amphitheater at Miramar Regional Park.
362205	Rental-Theater	For rental of the theatre at the Cultural Arts Center.
362206	Rental-Rooms	This revenue account serves to record revenues received from renters for renting the theatre.
362209	Rental-In House Equip-Banquet	This revenue account is used to record revenues from rental of in-house equipment to banquet hall rental clients.
362215	Rental-Banquet Hall	This revenue account is used to record revenues from banquet hall rental fees.
362216	Rental-Kitchen	For rental of the kitchen area in the Cultural Arts Center.
362217	Rental-Small Wares	This revenue account is used to record revenues from rental of plates, china, silverware, glassware, serving pieces, and similar portable small items to banquet hall rental clients.
362301	Bldg Rental-General	Revenue received from pavilion and field rentals at various City Parks (excludes the Miramar Regional Park).
362302	Bldg Rental-NSU	This revenue is for the City's rental agreement with Nova Southeastern University (NSU).
362400	Telecom Tower Rentals	This represents revenue received from telecommunications companies for the rental of space on City communications equipment or the rental of land with their own telecommunications equipment.
364100	Disp of Fixed Assets-Gov't	Revenues generated from on-line and live auctions of vehicles, equipment and items declared a surplus.
366210	Prog Support-MCC Presents	This revenue is generated from billboard usage fees.
366212	Prog Support-Education	Revenues received from the Miramar Cultural Trust.
366430	Waste Reduct Ed Contr-Roll Off	This represents revenues to fund city events to promote education on waste reduction and enhance recycling.
366431	Solid Waste Contract Mgmt Cont	Per the franchise agreement with Wastepro, this represents funds from Wastepro to fund the City's Solid Waste Program in the Public Works Department.
366432	Waste Reduction-Comm	This represents revenues to fund city events to promote education on waste reduction and enhance recycling.
366433	Waste Reduction-Res Curb	This represents revenues to fund city events to promote education on waste reduction and enhance recycling.
366434	Waste Reduction-Res Dmst	This represents revenues to fund city events to promote education on waste reduction and enhance recycling.
366436	Public Education Waste Pro	This revenue source is derived from contributions from the City's franchise hauler to fund Citywide educational services related to solid waste and recycling.
369900	Miscellaneous Revenue	This is for revenues that cannot be classified in another revenue line item.
369910	Reimbursed Expenses-General	Reimbursement for overtime worked on Task Force operations.
369911	Reimbursed Expenses-Fire	Reimbursement for overtime worked on Task Force operations.
369915	P-Card Rebates	Revenues generated from rebates from purchases made by utilizing the City's Purchase Card program.
369921	Cost Avoidance Collection-Res	This revenue source is derived from reductions in the disposal cost for residential single-family curbside service.
369923	Cost Avoidance Coll-Commercial	This revenue source is derived from reductions in the disposal cost for commercial solid waste services.
369925	Cost Avoidance Coll-Res Dmpstr	This revenue source is derived from reductions in the disposal cost for multi-family dumpster solid waste services.
369930	SW and Recy Liquidated Damages	This revenue source is derived from penalties imposed for non-performance of contractual terms.
369941	Recycle-City of Miramar (Direc	This is derived from revenue received from the recycling processing contractor based on tonnage of residential recyclable material delivered to the processing facility.



# General Fund Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
381145	Trfr Fr Pol Outside Svcs Fund	Transfer from Police Outside Services fund for the administrative fee charged and collected from each detail worked.
381162	Trfr Fr Fed Grant Fund	Dedicated grant revenue for PW, senior transportation services through the Older Americans Act Grant, program year 2017.
381163	Trfr Fr State & Cty Grant Fund	This transfer relates to funds designated by Area Agency on Aging for the Local Services Program (LSP), Children Services Council of Broward County, and Broward County Swim Central Grant program.
381385	Trfr Fr Street Constr&Maint Fd	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
383100	Capital Lease Proceeds	This line item is for the lease/purchase of Self-Contained Breathing Apparatus (SCBA) replacement.
384200	Other Financing Sources	Internal loan from the Utility Fund for land purchases in Historic Miramar for the purposes of economic development.

# General Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Personnel Services</b>						
601100	Elected Officials Salaries	208,811	208,811	193,000	193,000	219,700
601200	Employee Salaries	53,913,411	58,827,075	62,924,900	62,352,730	63,525,500
601201	Salary Attrition	-	-	(2,105,000)	(1,105,000)	(1,425,000)
601205	Lump Sum Payout - Accrued Time	1,488,330	1,477,476	1,833,700	2,455,100	1,558,200
601210	Non-Pensionable Earnings	-	-	-	-	593,400
601215	Communication Stipend	106,845	110,893	119,200	121,000	120,200
601220	Longevity Pay	367,502	388,789	388,500	388,500	451,600
601230	TempStaffAN	5,472	-	-	-	-
601310	Special Duty Pay	1,742	3,920	-	-	-
601390	Overtime-Court Time Pay	136,803	152,989	120,000	120,000	120,000
601400	Overtime-General	2,759,695	2,398,650	1,733,300	2,633,800	1,941,300
601402	Overtime-Special Events	65,531	101,210	129,400	122,400	129,400
601405	Overtime-SWAT	52,142	57,344	25,200	25,200	25,200
601410	Overtime-Holiday	982,292	1,071,591	855,400	855,400	687,800
601411	Overtime-Reimbursable	415,641	312,013	360,900	360,900	360,900
601412	Overtime-Emergency	-	1,867,924	-	-	-
601510	Incentive Pay	5,714	-	-	-	-
601560	VEBA Accrued Time Payout	1,270,802	1,194,551	1,365,400	1,365,400	1,365,400
602100	FICA & MICA	4,397,332	4,864,345	4,863,200	4,844,700	4,967,500
602210	Pension-General	2,339,806	2,453,782	2,881,200	2,881,200	2,944,600
602220	Pension-Police	7,191,828	7,638,789	8,823,400	8,823,400	8,811,000
602230	Pension-Fire	4,944,586	5,871,432	6,436,200	6,849,800	6,942,200
602235	Pension-Senior Mgmt	1,484,889	1,994,397	2,372,000	2,372,000	2,186,300
602240	Pension-FRS	101,572	73,874	81,300	81,300	87,900
602245	Pension-Retiree	103,807	156,558	107,500	107,500	107,500
602250	Pension-Other	(455)	-	-	-	-
602260	Pension-401	217,327	186,054	199,500	199,500	137,300
602265	Pension-457	615,059	639,637	778,700	778,700	789,300
602300	Pmt In Lieu Of Insurance	318,325	431,864	529,700	529,700	479,300
602304	Health Insurance-PPO	1,267,137	1,416,278	1,804,400	1,790,100	1,727,500
602305	Health Insurance-HMO	4,915,072	5,727,272	7,758,100	7,721,000	7,500,100
602306	Dental Insurance-PPO	289,162	297,592	308,200	308,200	321,500
602307	Dental Insurance-HMO	39,775	42,145	70,400	70,400	61,900
602308	Long-Term Care Insurance	10,200	2,338	11,000	11,000	11,000
602309	Basic Life Insurance	122,717	136,231	137,100	137,100	138,300
602311	Long-Term Disability Ins	59,760	61,600	89,500	89,500	90,400
602315	GAME Retiree Health & Dental	79,831	106,915	120,000	120,000	120,000
602318	NonRep Retiree Health & Dental	279,897	368,969	400,000	380,000	400,000
602320	PBA Retiree Stipend	204,170	230,960	280,000	280,000	280,000
602321	GAME Retiree Stipend	24,210	32,210	40,000	40,000	40,000
602322	Non-Rep Retiree Stipend	38,828	85,711	58,000	141,000	58,000
602400	Workers' Compensation	1,888,320	3,006,400	3,420,300	3,420,300	3,329,900
	Sub-Total	92,713,888	103,998,586	109,513,600	111,864,830	111,205,100
<b>Operating Expense</b>						
603101	Legal Svcs-City Commission	87,363	89,164	96,400	96,400	96,400
603102	Legal Svcs-Ofc of the City Mgr	173,411	233,670	204,200	204,200	204,200
603103	Legal Svcs-Procurement	22,237	112,800	112,800	112,800	112,800
603104	Legal Svcs-Comm Dev	107,391	122,964	69,800	69,800	69,800
603105	Legal Svcs-Parks & Recreation	59,414	83,186	76,000	76,000	76,000
603106	Legal Svcs-Public Works	43,796	115,263	94,100	94,100	94,100
603107	Legal Svcs-Police	168,558	183,065	153,600	153,600	153,600
603110	Engineering Svcs	600	790	24,000	24,000	-
603121	City Attorney Svcs	289,343	399,042	277,700	277,700	377,700
603127	Legal Svcs-Litigation	395	-	-	-	-
603128	Legal Svcs-Labor Related	251,594	226,107	220,000	220,000	270,000
603133	Medical Director Fees	35,667	36,000	37,400	37,400	37,400



# General Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
603134	Prof Svcs-Marketing	-	-	-	-	3,900
603140	New Hire Screening	16,661	16,566	33,500	33,500	46,500
603141	Existing Employee Screening	28,475	15,299	14,400	66,869	71,000
603150	Information Technology Svcs	13,449	16,426	14,000	16,500	16,900
603183	Accreditation Fees	7,391	11,200	12,600	13,600	15,700
603184	Employee Assistance Prog	500	-	-	-	-
603185	Counseling Svcs	5,500	275	6,500	3,000	5,000
603190	Prof Svcs-Other	413,211	1,262,432	1,517,500	1,388,210	1,727,940
603192	Consulting Svcs	120,419	178,817	190,000	153,411	241,200
603200	Audit Fees	75,360	70,920	94,200	67,200	60,000
603301	Court Appear & Trans Fee	22,545	23,138	36,000	33,200	25,000
603400	Contract Svcs-Other	1,246,060	1,118,802	1,206,400	1,321,450	1,291,300
603401	Janitorial Svcs	433,724	462,763	564,100	479,885	532,600
603404	Air Condition Svcs	89,613	112,795	111,200	101,800	110,000
603407	Board up Svcs	750	2,000	7,300	9,050	7,000
603415	Debris Removal	-	2,108,080	-	2,064,260	-
603420	EMS Billings & Collections	33,452	88,913	65,000	107,000	110,000
603425	Software License & Maint	332,078	502,138	592,400	544,936	770,200
603455	Security Svcs	141,637	123,704	138,000	128,000	113,000
603459	Crossing Guards	400,000	303,374	400,000	400,000	400,000
603460	Landscape Svcs	1,519,852	1,788,744	1,907,100	1,828,565	1,912,900
603470	Temporary Help	47,204	32,019	17,300	79,648	13,500
603480	Artist Contract	-	40,016	75,000	33,000	40,000
603501	Travel-Investigations	2,292	2,974	2,000	2,800	2,500
603503	Arson Investigation	482	173	500	500	500
603601	Firefighters' Pension Benefits	990,464	966,694	1,175,000	1,175,000	1,175,000
603602	Police Officers' Pension Benef	962,925	1,032,724	914,000	914,000	914,000
604001	Travel & Training	181,881	227,090	243,450	342,901	351,550
604100	Communication Svcs	328,341	381,172	439,500	507,142	462,530
604105	Internet-Computer Lab	9,439	7,486	10,000	10,000	9,600
604200	Postage	35,243	104,099	109,200	93,562	89,850
604300	Water/Wastewater Svcs	363,654	393,915	479,100	465,700	513,300
604301	Electricity Svcs	1,217,315	1,305,763	1,421,600	1,377,000	1,371,500
604302	Gas-Propane	17,497	16,746	23,600	23,600	23,500
604311	Street Lights	798,209	883,110	853,000	769,600	896,400
604400	Leased Equipment	28,283	27,852	72,080	34,363	71,700
604401	Rental Vehicles	-	-	84,500	84,500	84,500
604402	Leased Vehicles	184,286	211,232	111,100	115,800	33,400
604403	Leased Building	315,125	151,238	118,900	89,412	90,700
604405	Leased Motorcycles	68,775	90,000	90,000	90,000	90,000
604440	Leased Copiers	139,905	138,270	243,451	190,251	238,400
604500	Risk Internal Svcs Charge	3,219,000	3,715,900	3,446,200	3,446,200	2,836,300
604610	Fleet Internal Svcs Charge	1,576,890	2,028,808	1,945,600	1,945,600	2,253,800
604611	Vehicle Rehab & Enhance	269,224	48,194	57,000	57,000	57,000
604612	Vehicle Ancillary	14,636	14,059	17,500	17,500	17,500
604613	Vehicle Detail	6,655	3,119	9,200	8,100	9,400
604614	R&M Motorcycle	7,467	-	5,000	5,000	5,000
604620	R&M Buildings	73,692	77,977	155,750	96,100	49,300
604621	Painting	9,748	3,632	10,000	10,000	10,000
604624	Solid Waste Container Maint	4,311	55	-	-	-
604625	R&M Equipment	20,870	20,001	36,500	30,740	39,700
604630	R&M Electric	53,728	64,686	73,000	73,000	71,300
604640	R&M Machinery	80,775	71,869	97,100	70,726	83,700
604645	R&M Radios	73,610	68,620	75,500	66,900	127,300
604650	R&M Office Equip	2,586	2,740	7,400	5,400	5,800
604665	R&M Air Conditioning	64,871	52,699	55,300	45,600	55,300
604666	R&M Street Lights	1,176	7,497	10,000	10,000	10,000



# General Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
604667	R&M Streets	29,817	23,676	44,500	25,463	45,100
604668	R&M Aquatics	18,431	10,015	11,000	6,700	20,000
604669	Landscape & Irrigation	155,958	178,326	179,100	164,383	182,900
604671	Park Maintenance	261,153	223,977	224,000	277,409	224,000
604672	Street Row & Median Maint	4,097	12,075	16,000	16,000	16,000
604673	Landfill & Trash	-	-	700	700	550
604681	Commercial Rehab	-	-	350,000	130,000	-
604700	Printing & Binding Svcs	115,850	107,513	159,510	122,223	118,850
604740	Ordinance Codification	8,419	13,397	16,000	16,000	16,000
604820	Safety Education	55	1,422	1,500	1,500	1,500
604825	Crime Prevention	3,741	4,839	4,900	4,900	4,900
604850	Explorer & Recruitment	17,154	16,936	18,000	8,400	18,000
604851	Holiday Lighting Event	89,347	59,532	111,100	68,924	15,000
604852	Miramar Day	88,265	29,383	55,550	64,651	-
604853	Independence Day-4th of July	39,580	43,661	42,700	39,349	35,000
604855	Caribbean Amer. Heritage Celeb	29,069	8,887	31,310	29,851	30,000
604856	Hispanic Heritage	28,877	24,176	31,310	36,310	30,000
604857	Ansin Sporting Events	46,072	46,879	64,300	37,700	64,300
604858	Spec Events-Black History Cele	29,030	34,889	35,010	36,899	-
604860	Economic Developmnt Activities	11,364	58	30,000	7,500	30,000
604864	Aviation Day	-	-	-	-	15,000
604865	Community Garden	-	-	25,000	25,000	25,000
604866	5K Run	-	-	-	-	5,000
604867	Shirley Branca Fall Festival	-	-	-	-	8,500
604868	Panamanian Independence	-	-	-	-	15,000
604869	Senior Prom Gala	-	-	-	-	9,000
604870	Public Education	10,942	14,212	35,000	15,000	42,000
604871	Rotary Club	-	150	4,800	1,322	-
604872	Game Night Extravaganza	-	-	-	-	30,000
604873	Puppy Palooza	-	-	-	-	5,000
604874	Poetry Slam	-	-	-	-	4,000
604875	Citizenship Drive	-	-	-	-	10,000
604876	Turkey Giveaway & Health Fair	-	-	-	-	10,000
604877	Back to School Giveaway	-	-	-	-	8,500
604878	Haitian Flag Day	-	-	-	-	30,000
604879	Burger & Brew	-	-	-	-	3,500
604880	Chamber of Commerce Events	41,547	48,357	55,000	43,600	55,000
604881	Breakfast with Santa	-	8,474	10,000	8,281	6,000
604882	Martin Luther King Parade&Even	29,987	28,163	31,310	30,471	50,000
604883	Veteran's Day	1,789	2,762	3,000	3,222	2,500
604884	Halloween	-	10,424	11,310	10,801	30,000
604886	Jamaican Independence Day	-	27,305	30,000	25,073	30,000
604887	Haitian Candelight Vigil	-	28,019	30,000	29,139	30,000
604888	Spec Events-Transportation	11,093	18,383	16,000	212	13,400
604889	Marketing & Promotions	100,028	199,467	119,500	172,200	211,500
604890	Special Events-Other	26,392	87,409	91,200	117,925	42,400
604891	Theatre Productions	228,254	167,808	220,000	185,000	750,000
604892	Art Gallery	-	4,505	20,000	20,000	15,000
604893	Movie Night Quarterly	-	-	-	-	12,000
604901	Credit Card Svcs Fees	44,241	16,669	45,200	45,200	35,000
604905	Bank Svcs Charges	6,682	7,430	12,000	5,200	5,000
604908	Legislative Expense	178	306	2,000	1,125	2,000
604909	Election Costs	-	110,107	-	-	120,000
604910	Advertising Costs	259,907	312,058	308,400	214,100	107,110
604913	Reimburse Internal Event Costs	-	(9,832)	-	(17,500)	-
604916	Administrative Expense	30,365	36,515	50,000	39,971	49,300
604918	Commission Initiatives	43,770	53,579	100,000	97,802	100,000





# General Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
604920	License & Permit Fees	68,179	75,068	67,700	77,299	86,250
604925	Parking Garage Condo Fees	216,355	212,730	190,000	190,000	190,000
604930	Record Storage Charges	19,804	21,744	30,000	30,000	30,000
604931	Recording Fees	1,432	4,570	5,500	9,000	6,200
604950	Employee Awards	18,571	14,526	18,600	19,250	18,100
604965	Special Magistrate	13,800	12,900	13,800	15,300	13,800
604970	Prisoner Care	-	13,898	16,000	12,000	16,000
604971	Building Demolition	-	-	-	300	-
604989	IT Internal Svcs Charge	3,587,299	3,757,413	4,465,600	4,465,600	5,068,300
604990	Pre-School Activities	38,830	35,240	41,200	40,850	38,800
604991	Summer Programs	149,516	123,181	95,700	97,180	102,700
604992	Recreation Activities	35,448	46,466	56,200	53,200	81,000
604993	Field Trips	10,070	13,094	65,500	39,870	79,400
604994	Athletic Activities	34,213	41,705	57,800	54,213	6,000
604995	Special Assessment Expense	18,746	18,766	20,000	18,800	20,000
604997	Other Operating Expenses	41,289	36,556	35,500	36,723	38,800
604998	Contingency	63,412	39,717	241,500	48,177	657,220
605100	Office Supplies	95,093	101,268	120,100	131,963	116,950
605120	Computer Operating Expenses	35,897	103,660	65,300	75,383	61,300
605220	Vehicle Fuel-On-Site	784,421	854,181	850,600	816,400	1,033,700
605221	Vehicle Fuel-Off-Site	69,807	87,639	65,900	114,400	115,000
605225	Equip Gas Oil & Lube	-	-	10,000	10,000	10,600
605230	Program Supplies	102,747	118,112	120,400	106,207	148,800
605235	General Food & Beverage	101,751	99,270	127,500	135,100	89,200
605240	Uniforms Cost	264,271	281,128	302,475	270,351	297,675
605242	Protective Clothing and Shoes	60,260	28,997	32,180	64,180	74,550
605243	Bunker Gear	40,989	108,391	78,200	79,830	150,385
605244	Personal Prop Reimburse	788	171	800	1,050	800
605246	Safety Equipment Supplies	19,493	16,001	22,050	21,800	22,250
605247	Janitorial Supplies	94,178	105,437	133,100	122,747	131,800
605249	Solid Waste Containers	37,942	35,334	18,000	16,000	11,000
605250	Noncap Furn (Item less 5000)	52,495	42,585	78,800	105,422	84,100
605251	Noncap Equip (Item less 5000)	142,780	227,687	277,445	283,699	329,915
605252	Small Tools	46,663	52,202	53,500	53,317	62,000
605261	Canine Expenses	14,939	25,498	18,400	27,400	18,400
605263	Automotive Supplies	4,262	5,223	6,500	6,500	6,500
605265	Medical Supplies	136,702	132,753	131,500	124,902	131,500
605266	Photography	4,399	4,380	4,500	4,500	4,500
605267	Oxygen	2,539	3,178	5,000	5,950	5,000
605268	Pharmaceuticals	11,415	15,028	12,000	18,598	43,600
605270	Ammunition Expense	110,911	113,949	117,700	117,700	117,700
605280	Chemicals	112,562	131,741	193,300	141,635	186,200
605285	Lab Supplies	365	389	400	443	400
605290	Other Operating Supplies	65,395	130,385	152,800	155,175	124,480
605292	Aquatic Supplies	1,823	6,482	6,500	15,961	8,200
605295	Hurricane Supplies	1,559	77,958	25,000	56,940	25,000
605410	Subscriptions & Memberships	117,259	131,789	166,550	158,671	182,850
605500	Training-General	159,371	153,364	325,280	240,799	302,380
605510	Tuition Reimbursement	110,635	64,162	182,300	99,997	179,300
	Sub-Total	26,243,134	31,738,686	32,531,421	33,371,866	34,323,385
	<b>Capital Improvement Program</b>					
606502	CIP-Plan/Design/Eng	-	-	-	40,000	-
606510	CIP-Construction	-	35,250	-	52	-
	Sub-Total	-	35,250	-	40,052	-
	<b>Dept Capital Outlay</b>					
606100	Land Acquisition	-	590,000	-	1,500,000	2,800,000
606200	Buildings/Structures	-	-	-	25,000	-



# General Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
606210	Building Renovation	-	6,708	-	38,792	95,000
606211	Minor Building Repairs	-	114,300	-	166,000	12,913
606319	Park Improvement	-	-	39,000	157,115	-
606322	Roadway Repairs	12,358	-	-	-	-
606400	Machinery & Equipment	490,082	326,917	95,000	232,389	791,258
606405	Furniture & Fixtures	25,648	53,507	-	14,926	-
606440	Vehicles Purchase	-	-	-	82,800	-
606441	Vehicle Replacement Program	2,300,855	3,436,400	3,057,711	3,057,711	2,814,445
606450	Radio Equipment	-	2,072,637	-	42,000	58,500
606470	Computer Equipment	47,576	62,362	1,000	6,200	72,000
606471	Software	20,189	75,614	-	382,685	-
	Sub-Total	2,896,708	6,738,444	3,192,711	5,705,619	6,644,116
	<b>Grants &amp; Aides</b>					
608210	Area Agency on Aging	49,089	58,877	49,100	49,452	49,100
608250	Economic Incentive	5,250	975	129,100	106,600	821,400
608301	MASH Grt Energy Assistance	8,280	7,213	9,000	9,000	30,000
608306	Grants to others	-	-	-	12,000	30,000
	Sub-Total	62,619	67,065	187,200	177,052	930,500
	<b>Debt Service</b>					
607181	Prin-12 BB&T Lease Fire Truck	162,266	123,422	-	-	-
607183	Prin-2017 Motorola Lse-Radio	-	-	28,400	28,400	29,600
607184	Prin-2017 BOA M&P Radio Lse	-	-	239,700	239,700	244,100
607281	Int-12 BB&T Fire Truck Lease	3,623	995	-	-	-
607283	Int-2017 Motorola Lse-Radio Eq	-	-	9,600	9,600	8,400
607284	Int-2017 BOA M&P Radio Lse	-	-	31,100	31,100	26,600
	Sub-Total	165,890	124,417	308,800	308,800	308,700
	<b>Other</b>					
609990	Appropriated Fund Balance	-	-	-	-	7,291,339
	Sub-Total	-	-	-	-	7,291,339
	<b>Transfers</b>					
691201	Trfr To Debt Svcs	-	175,000	-	-	306,500
691203	Trfr To CIP Rev Bond	4,920,900	6,333,300	4,265,200	4,265,200	4,098,100
691204	Trfr To Debt Svcs	-	793,600	3,011,700	3,011,700	2,241,600
691395	Trfr To Capital Projects	1,761,196	-	-	170,000	1,434,269
	Sub-Total	6,682,096	7,301,900	7,276,900	7,446,900	8,080,469
	<b>Total</b>	<b>\$128,764,335</b>	<b>\$150,004,349</b>	<b>\$153,010,632</b>	<b>\$158,915,119</b>	<b>\$168,783,609</b>





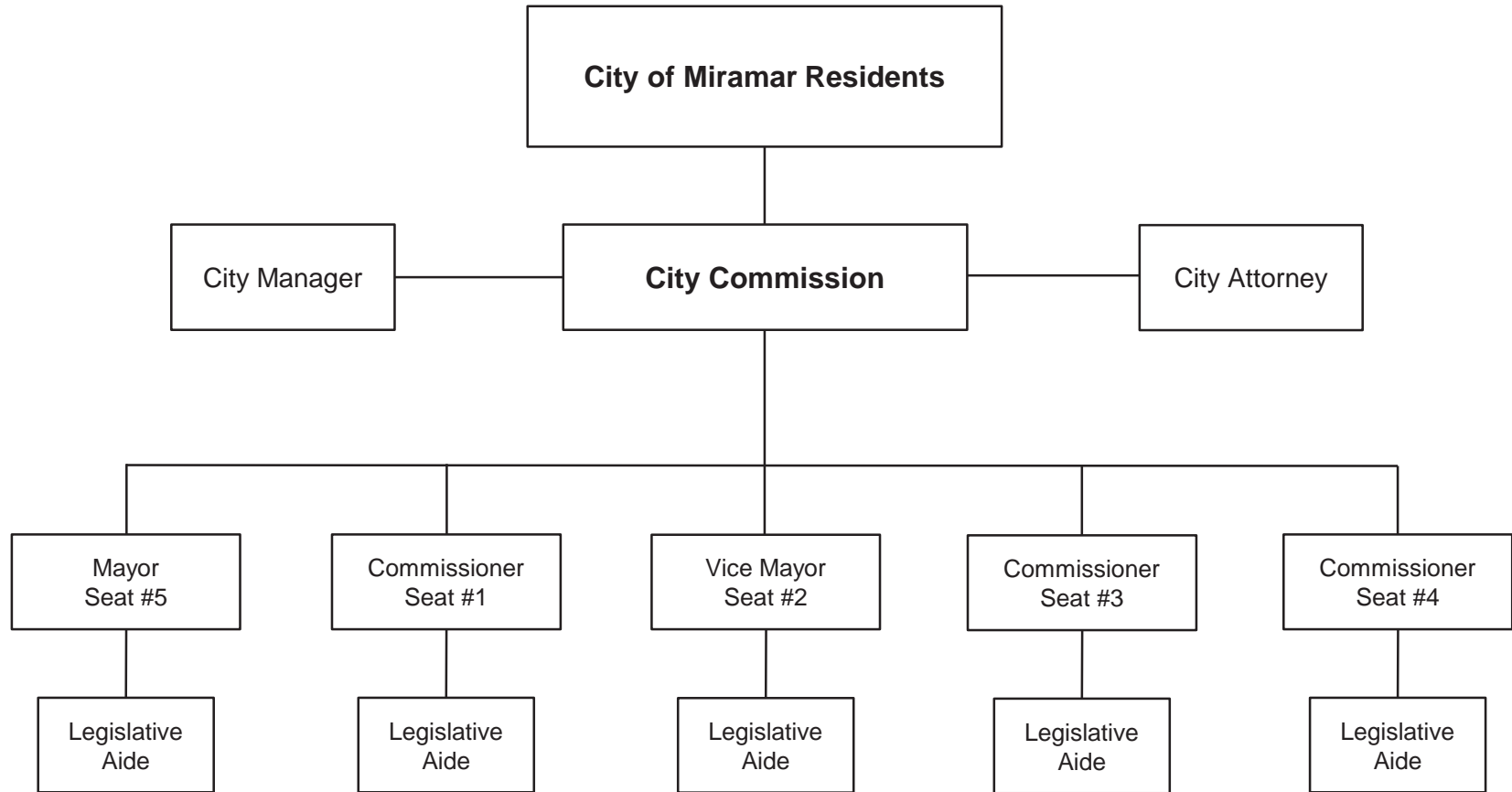
# City Commission

## Mission

*We value the dignity and worth of our citizens and to this end we pledge to continuously improve the quality of life and economic prosperity of our residents by assuring all of our citizens a clean, safe, economically viable and progressive City that is responsive to changing needs.*



# City Commission Organizational Chart





## Department Overview

The City Commission is responsible for adopting the City's policies, ordinances, resolutions and the annual operating and capital improvement budgets. The City Manager is appointed by the City Commission to serve as the administrative head of the municipal government and provides recommendations to the Commission on policy issues.

The City Commission consists of five elected officials, one of whom will be the Mayor and four commissioners duly elected by the qualified voters of the City as provided by the City Charter. Once a year, one of the commissioners is chosen to be Vice-Mayor. The commissioners are designated seats 1, 2, 3 and 4. All elected persons serve for a four-year term. Elections are held on the first Tuesday of March every two years.

Commission meetings generally are held on the first and third Wednesday of the month. The public can address general concerns during the second meeting of the month. However, individuals wishing to speak on matters that appear on the agenda need only raise their hand to be recognized. Workshop meetings are scheduled when deemed necessary.

As indicated in the Position Detail, this department is comprised of ten full-time budgeted positions.

## FY 2018 Accomplishments

- Approved Collective Bargaining agreements for Fire, Police and GAME employees.
- Approved Fiscal Year 2018 Annual Operating and Capital Improvement Budget.
- Approved the 5-year Capital Improvement Plan.
- Commission Initiatives:
  - \* Aviation Expo and Camp with more than 3,000 attendees.
  - \* 5th Annual Mayor's 3k Run, Walk, Health and Yoga Fair with more than 800 attendees.
  - \* 3rd Annual Faith Leaders' Brunch with more than 100 attendees.
  - \* 3rd Annual Bookbag Giveaways and 3rd Annual Turkey Giveaways to over 1,000 families.
  - \* Launched the loveDROP program for Miramar families in need.
  - \* Hosted 2nd Annual Legal Forum and 2nd Annual Harvest Drive.
  - \* National Partner in Building Healthy Military Communities.
  - \* 3rd Annual Halloween Event at River Run Park with over 2,000 attendees.
  - \* National Night Out at River Run Park with over 200 attendees.
- Approved the following projects:
  - \* Comprehensive Annual Performance Evaluation Report (CAPER).
  - \* Comprehensive Annual Financial Report (CAFR).

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
None	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditures by Program</b>					
City Commission	1,202,113	1,264,338	1,393,500	1,315,600	1,411,100
<b>Total</b>	<b>\$ 1,202,113</b>	<b>\$ 1,264,338</b>	<b>\$ 1,393,500</b>	<b>\$ 1,315,600</b>	<b>\$ 1,411,100</b>



# City Commission

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<b>Expenditures by Category</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Personnel Services	939,001	968,392	1,044,200	966,940	1,053,000
Operating Expenditures	263,113	295,946	349,300	348,660	358,100
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 1,202,113</b>	<b>\$ 1,264,338</b>	<b>\$ 1,393,500</b>	<b>\$ 1,315,600</b>	<b>\$ 1,411,100</b>

<b>Positions by Program</b>					
City Commission	10.00	10.00	10.00	10.00	10.00
<b>Total</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

<b>Position Detail</b>					
Mayor	1.00	1.00	1.00	1.00	1.00
Vice Mayor	1.00	1.00	1.00	1.00	1.00
Commissioner	3.00	3.00	3.00	3.00	3.00
Legislative Aide	5.00	5.00	5.00	5.00	5.00
<b>Total FTE's</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

# City Commission F.T.E's by Program

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## City Commission

Adopts the City's policies, ordinances, resolutions and annual operating and capital budgets.

FY 18  
10.00

FY 19  
10.00



# City Commission Expenditures by Object Code

## Commission - General

001-01-010-511-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601100	Elected Officials Salaries	208,811	208,811	193,000	193,000	-
601200	Employee Salaries	333,427	364,826	441,500	368,740	-
601205	Lump Sum Payout - Accrued Time	18,990	27,207	37,200	32,700	-
601220	Longevity Pay	260	690	700	700	700
601400	Overtime-General	571	-	-	-	-
602100	FICA & MICA	47,734	51,320	51,400	51,400	-
602235	Pension-Senior Mgmt	67,410	68,672	38,900	38,900	70,300
602240	Pension-FRS	101,572	73,874	81,300	81,300	87,900
602260	Pension-401	13,147	9,652	9,100	9,100	-
602265	Pension-457	40,167	39,695	48,100	48,100	42,500
602300	Pmt In Lieu Of Insurance	5,654	5,611	6,200	6,200	-
602304	Health Insurance-PPO	14,189	19,981	21,400	21,400	14,500
602305	Health Insurance-HMO	62,104	62,686	79,800	79,800	84,100
602306	Dental Insurance-PPO	3,450	3,164	3,300	3,300	3,100
602307	Dental Insurance-HMO	820	842	900	900	900
602309	Basic Life Insurance	1,121	1,115	1,400	1,400	1,400
602311	Long-Term Disability Ins	373	344	900	900	900
602400	Workers' Compensation	19,200	29,900	29,100	29,100	36,300
	Sub-Total	939,001	968,392	1,044,200	966,940	342,600
<b><u>Operating Expense</u></b>						
603470	Temporary Help	-	-	-	36	-
604001	Travel & Training	225	685	-	-	-
604100	Communication Svcs	30	30	-	15	-
604200	Postage	-	663	800	3,082	-
604301	Electricity Svcs	10,550	11,603	11,400	11,400	11,800
604440	Leased Copiers	4,771	4,823	-	-	-
604500	Risk Internal Svcs Charge	32,100	34,400	31,000	31,000	25,900
604610	Fleet Internal Svcs Charge	4,200	-	-	-	-
604700	Printing & Binding Svcs	-	4,360	-	-	-
604916	Administrative Expense	7,325	7,229	11,500	6,687	11,500
604918	Commission Initiatives	5	1,551	-	-	-
604989	IT Internal Svcs Charge	48,700	51,000	59,100	59,100	52,200
604997	Other Operating Expenses	7	817	-	-	-
605100	Office Supplies	182	911	1,000	516	1,000
605220	Vehicle Fuel-On-Site	-	564	-	-	-
605290	Other Operating Supplies	(125)	(143)	-	-	-
605410	Subscriptions & Memberships	44,028	54,445	56,100	52,800	56,100
605510	Tuition Reimbursement	-	-	20,000	-	-
	Sub-Total	151,997	172,939	190,900	164,636	158,500
	<b>Total</b>	<b>\$ 1,090,998</b>	<b>\$ 1,141,331</b>	<b>\$ 1,235,100</b>	<b>\$ 1,131,576</b>	<b>\$ 501,100</b>



# City Commission Expenditures by Object Code

Commissioner Barnes

001-01-010-511-xxxxxx-00003

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601100	Elected Officials Salaries	-	-	-	-	42,100
601200	Employee Salaries	-	-	-	-	83,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	5,000
602100	FICA & MICA	-	-	-	-	10,000
	Sub-Total	-	-	-	-	140,100
<b><u>Operating Expense</u></b>						
604001	Travel & Training	2,419	6,999	3,400	3,800	6,600
604100	Communication Svcs	1,459	1,302	1,580	2,030	2,380
604200	Postage	90	-	160	160	320
604700	Printing & Binding Svcs	688	915	240	240	240
604889	Marketing & Promotions	-	-	-	300	100
604908	Legislative Expense	-	-	400	400	400
604918	Commission Initiatives	5,980	1,650	20,000	3,700	20,000
604997	Other Operating Expenses	-	239	1,000	1,100	1,000
605100	Office Supplies	214	15	600	600	600
605221	Vehicle Fuel-Off-Site	26	-	-	-	-
605290	Other Operating Supplies	2,332	3,679	1,100	650	1,100
605510	Tuition Reimbursement	-	-	-	-	4,000
	Sub-Total	13,209	14,798	28,480	12,980	36,740
<b>Total</b>		<b>\$ 13,209</b>	<b>\$ 14,798</b>	<b>\$ 28,480</b>	<b>\$ 12,980</b>	<b>\$ 176,840</b>

Commissioner Chambers

001-01-010-511-xxxxxx-00006

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601100	Elected Officials Salaries	-	-	-	-	42,100
601200	Employee Salaries	-	-	-	-	83,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	5,000
602100	FICA & MICA	-	-	-	-	10,000
	Sub-Total	-	-	-	-	140,100
<b><u>Operating Expense</u></b>						
603470	Temporary Help	-	-	-	3,350	-
604001	Travel & Training	10,484	4,181	3,400	3,575	6,600
604100	Communication Svcs	1,355	1,672	1,580	1,580	2,380
604200	Postage	90	-	160	160	320
604700	Printing & Binding Svcs	240	80	240	192	240
604889	Marketing & Promotions	-	-	-	300	300
604908	Legislative Expense	-	-	400	325	400
604918	Commission Initiatives	8,763	15,386	20,000	22,716	20,000
604997	Other Operating Expenses	190	338	1,000	1,100	900
605100	Office Supplies	784	960	600	600	600
605290	Other Operating Supplies	-	-	1,100	1,100	1,000
605510	Tuition Reimbursement	-	-	-	1,097	4,000
	Sub-Total	21,907	22,617	28,480	36,094	36,740
<b>Total</b>		<b>\$ 21,907</b>	<b>\$ 22,617</b>	<b>\$ 28,480</b>	<b>\$ 36,094</b>	<b>\$ 176,840</b>





# City Commission Expenditures by Object Code

## Vice Mayor Colbourne

001-01-010-511-xxxxxx-00002

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601100	Elected Officials Salaries	-	-	-	-	42,100
601200	Employee Salaries	-	-	-	-	83,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	5,000
602100	FICA & MICA	-	-	-	-	10,000
	Sub-Total	-	-	-	-	140,100
<b><u>Operating Expense</u></b>						
603470	Temporary Help	-	-	-	7,615	-
604001	Travel & Training	8,865	3,418	3,400	7,212	6,600
604100	Communication Svcs	1,677	1,466	1,580	1,580	2,380
604200	Postage	90	753	160	160	320
604700	Printing & Binding Svcs	685	100	240	-	240
604889	Marketing & Promotions	-	-	-	5,300	300
604908	Legislative Expense	103	306	400	-	400
604918	Commission Initiatives	10,000	11,345	20,000	24,123	20,000
604997	Other Operating Expenses	1,826	2,267	1,000	4,121	900
605100	Office Supplies	-	555	600	440	600
605290	Other Operating Supplies	-	2,445	1,100	2,339	1,000
605510	Tuition Reimbursement	-	-	-	-	4,000
	Sub-Total	23,246	22,654	28,480	52,890	36,740
<b>Total</b>		<b>\$ 23,246</b>	<b>\$ 22,654</b>	<b>\$ 28,480</b>	<b>\$ 52,890</b>	<b>\$ 176,840</b>

## Mayor Messam

001-01-010-511-xxxxxx-00004

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601100	Elected Officials Salaries	-	-	-	-	51,300
601200	Employee Salaries	-	-	-	-	83,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	5,000
602100	FICA & MICA	-	-	-	-	10,700
	Sub-Total	-	-	-	-	150,000
<b><u>Operating Expense</u></b>						
604001	Travel & Training	16,332	21,078	14,400	18,716	17,600
604100	Communication Svcs	1,350	3,404	1,580	2,380	2,380
604200	Postage	156	187	160	640	320
604700	Printing & Binding Svcs	1,757	3,563	4,240	2,917	4,240
604889	Marketing & Promotions	-	-	-	300	1,000
604908	Legislative Expense	75	-	400	-	400
604918	Commission Initiatives	9,298	9,284	20,000	24,000	20,000
604997	Other Operating Expenses	2,726	2,275	2,000	2,742	1,000
605100	Office Supplies	372	574	600	584	600
605290	Other Operating Supplies	963	400	1,100	-	1,100
605510	Tuition Reimbursement	-	-	-	-	4,000
	Sub-Total	33,029	40,765	44,480	52,280	52,640
<b>Total</b>		<b>\$ 33,029</b>	<b>\$ 40,765</b>	<b>\$ 44,480</b>	<b>\$ 52,280</b>	<b>\$ 202,640</b>



# City Commission Expenditures by Object Code

Commissioner Riggs

001-01-010-511-xxxxxx-00007

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601100	Elected Officials Salaries	-	-	-	-	42,100
601200	Employee Salaries	-	-	-	-	83,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	5,000
602100	FICA & MICA	-	-	-	-	10,000
	Sub-Total	-	-	-	-	140,100
<b><u>Operating Expense</u></b>						
604001	Travel & Training	2,770	3,407	3,400	-	6,600
604100	Communication Svcs	1,470	1,252	1,580	1,580	2,380
604200	Postage	102	6	160	160	320
604700	Printing & Binding Svcs	1,135	-	240	240	240
604889	Marketing & Promotions	-	-	-	300	300
604908	Legislative Expense	-	-	400	400	400
604918	Commission Initiatives	9,724	14,363	20,000	23,263	20,000
604997	Other Operating Expenses	3,852	1,081	1,000	1,597	900
605100	Office Supplies	-	-	600	1,140	600
605290	Other Operating Supplies	672	2,062	1,100	1,100	1,000
605510	Tuition Reimbursement	-	-	-	-	4,000
	Sub-Total	19,725	22,172	28,480	29,780	36,740
<b>Total</b>		<b>\$ 19,725</b>	<b>\$ 22,172</b>	<b>\$ 28,480</b>	<b>\$ 29,780</b>	<b>\$ 176,840</b>



# City Commission Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
604001	Travel & Training	This account is for out-of-town travel and accommodations associated with specialized training and conferences, which includes registration, airline travel, meals, etc., such as: Florida League of Cities Board meetings, Broward, Florida & National League of Cities, National Forum for Black Public Administrators, Sister Cities Trade Mission, Broward Days in Tallahassee, Florida League of Cities Southern Municipal Conference, US Conference of Mayors, etc.
604100	Communication Svcs	This account represents charges for cell phones and related communication services.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604700	Printing & Binding Svcs	This line item is for the purchase of different printed materials such as business cards and other documents/books, etc.
604889	Marketing & Promotions	This represents costs associated with marketing through Facebook ads, Constantcontact and other promotions for Commission events.
604908	Legislative Expense	This account provides funding for governmental consulting services.
604916	Administrative Expense	This account provides for miscellaneous expenses for ceremonies, events and awards and Commission events.
604918	Commission Initiatives	These are costs associated with City Commission initiatives that foster and/or support community based programming and services.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604997	Other Operating Expenses	This account is for unanticipated one time expenses that cannot be charged to any other budgeted line item.
605100	Office Supplies	This account is an estimated amount required for office supplies.
605290	Other Operating Supplies	This account provides funding for awards and miscellaneous supplies required for special events and meetings.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships include: National League of Cities, Broward League of Cities, Florida League of Cities, Florida League of Mayors, African American Mayors Association, etc.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.



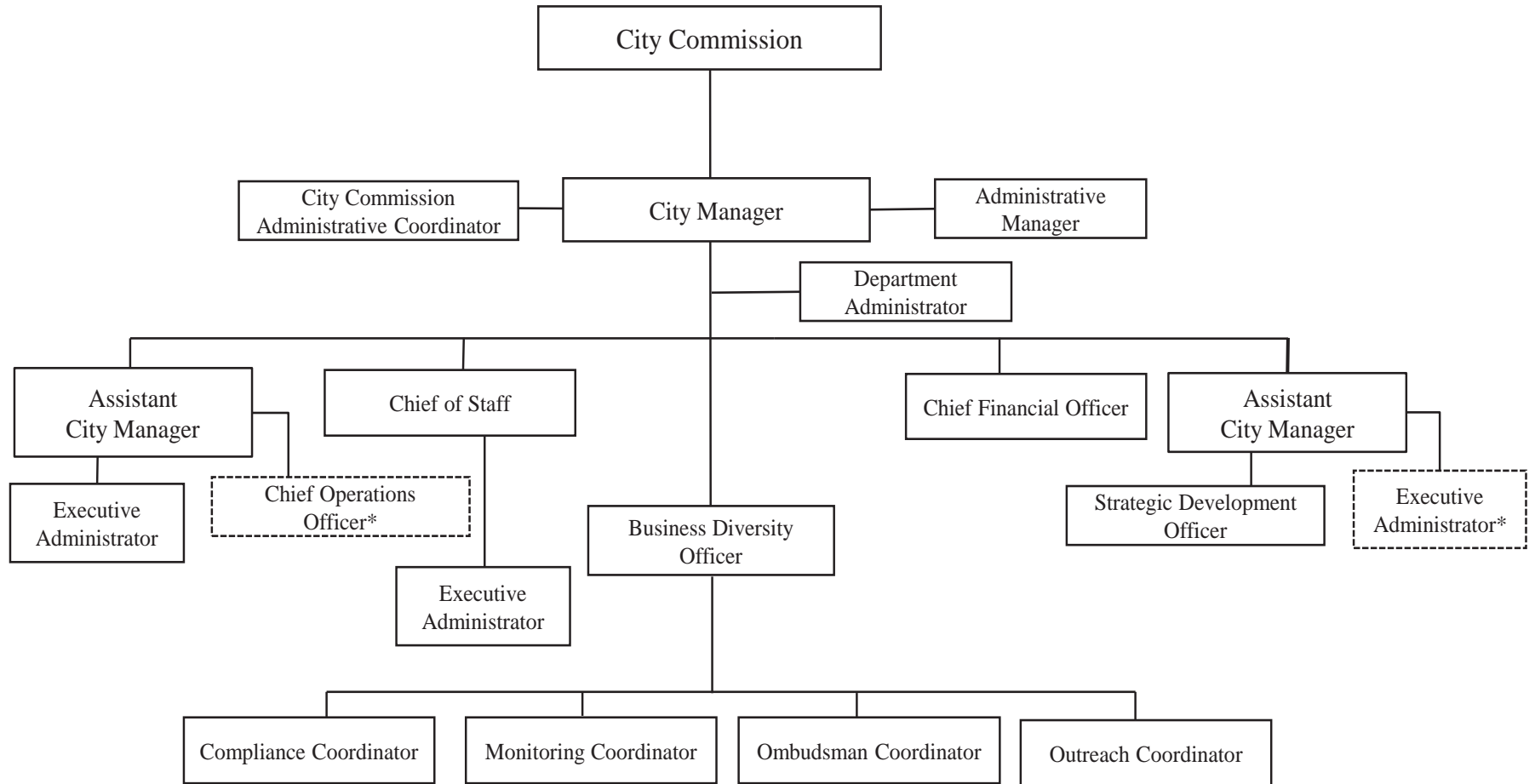
# Office of the City Manager

## Mission

*Dedicated to promoting the most effective professional management and operation of the City through the implementation of best practices, in order to provide the highest level of service to the City Commission, residents, businesses and visitors.*



# Office of the City Manager Organizational Chart



\*Positions budgeted in Utility Fund





## Department Overview

The Office of the City Manager is responsible for the effective and efficient delivery of services including recommending and carrying out the policies and ordinances approved by the City Commission. It is the responsibility of this office to advise the Commission on the City's financial status and to submit the Annual Operating and Capital Improvement Program budgets to them. This office provides effective communication between the City Commission, employees, residents and the general public and oversees the management of all City departments. The department is committed to the ongoing implementation of best practices in all City operations.

As indicated in the Position Detail, this department is comprised of 16 full-time budgeted positions.

## FY 2018 Accomplishments

- Entered into a Comprehensive Agreement and Ground Lease with the American Tennis & Education Foundation (ATEF) for the development of a state-of-the-art Tennis Center at Miramar Regional Park, an office and administration facility slated to become the headquarters of the American Tennis Association (ATA), a museum/hall-of-fame facility and a hotel.
- Repurchased the 3.74-acre Miramar Town Center Block 2 property with the intent to pursue a qualified builder/developer to complete its construction.
- Implemented a Departmental Highlights section in the Quarterly Report to identify on-going departmental accomplishments.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Marketing and Public Relations	\$ 3,292	\$ 850	\$ 1,000	\$ 1,000	\$ -
<b>Expenditures by Program</b>					
City Management	2,342,748	2,386,955	2,580,983	2,800,983	2,574,767
Business Inclusion Diversity	-	-	-	-	728,500
Marketing and Public Relations	1,371,762	1,569,966	1,519,000	1,519,000	-
<b>Total</b>	<b>\$ 3,714,510</b>	<b>\$ 3,956,922</b>	<b>\$ 4,099,983</b>	<b>\$ 4,319,983</b>	<b>\$ 3,303,267</b>
<b>Expenditures by Category</b>					
Personnel Services	3,153,697	3,289,989	3,305,600	3,525,600	2,987,000
Operating Expenses	560,813	651,660	758,100	758,100	297,200
Capital Outlay	-	15,273	36,283	36,283	19,067
<b>Total</b>	<b>\$ 3,714,510</b>	<b>\$ 3,956,922</b>	<b>\$ 4,099,983</b>	<b>\$ 4,319,983</b>	<b>\$ 3,303,267</b>



# Office of the City Manager

<b>Positions by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
City Management	10.00	10.00	10.00	12.00	11.00
Business Inclusion Diversity	-	-	-	-	5.00
Marketing and Public Relations	8.00	10.00	9.00	8.00	-
<b>Total</b>	<b>18.00</b>	<b>20.00</b>	<b>19.00</b>	<b>20.00</b>	<b>16.00</b>

## Position Detail

Administrative Manager	-	-	-	1.00	1.00
Administrative Supervisor	-	-	-	1.00	-
Assistant City Manager	3.00	3.00	3.00	2.00	2.00
Business Diversity Officer	-	-	-	1.00	1.00
Chief Financial Officer	-	-	-	1.00	1.00
Chief of Marketing and Public Relations	1.00	1.00	-	-	-
Chief of Staff	-	-	-	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
City Commission Administrative Coordinator	-	-	1.00	1.00	1.00
Community Relations and Program Administrator	1.00	1.00	1.00	1.00	-
Compliance Coordinator	-	-	-	-	1.00
Creative Arts and Graphics Designer	2.00	2.00	2.00	2.00	-
Department Administrator	-	-	-	-	1.00
Deputy City Manager	1.00	1.00	-	-	-
Events & Venue Promotions Manager	-	-	-	1.00	-
Executive Administrator	3.00	3.00	3.00	2.00	2.00
Executive Assistant to Chief of Mrktg. & Pub. Rel.	-	1.00	1.00	-	-
Marketing & Public Relations Administrator	-	-	-	1.00	-
Marketing Coordinator	1.00	2.00	2.00	2.00	-
Monitoring Coordinator	-	-	-	-	1.00
Multimedia and Broadcast Manager	1.00	1.00	1.00	1.00	-
Ombudsman Coordinator	-	-	-	-	1.00
Outreach Coordinator	-	-	-	-	1.00
Program Producer	1.00	1.00	1.00	-	-
Senior Marketing and Public Relations Manager	-	1.00	1.00	-	-
Social Media Manager	1.00	-	-	-	-
Strategic Administration Officer	1.00	1.00	1.00	-	-
Strategic Development Officer	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>18.00</b>	<b>20.00</b>	<b>19.00</b>	<b>20.00</b>	<b>16.00</b>

# Office of the City Manager FTE's by Program

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## City Management

Responsible for the effective and efficient delivery of services including recommending and carrying out the resolutions and ordinances of the City Commission. It also provides advice to the Commission on the City's financial status and submits the annual operating and capital improvement program budgets to them.

<u>FY 18</u>	<u>FY 19</u>
10.00	11.00

## Business Inclusion Diversity (BID)

Responsible for the implementation of initiatives designed to place businesses in the best position to grow and develop. Through strategic outreach, monitoring and compliance objectives, BID enhances inclusion and diversity on City projects using the latest technological advancements. It targets and aggressively recruits new businesses that can help support the creation of new value-added art, workforce, and entertainment opportunities to help meet local community market demands.

<u>FY 18</u>	<u>FY 19</u>
0.00	5.00

## Marketing & Public Relations\*




Responsible for the dissemination of official information and promoting the City's public image.

<u>FY 18</u>	<u>FY 19</u>
9.00	0.00













\* *The Marketing & Public Relations Program was transferred out to Parks & Recreation in FY19.*



# Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Log inquiries/complaints from Commission and residents into tracking system	 Track and Respond to City Commission and Resident Inquiries/Complaints	Actual	
		YTD Actual	
		EOY Target	800.00
		% Target	
		% Goal	100.00%
 Closeout of inquiry/complaint (%)	 Track and Respond to City Commission and Resident Inquiries/Complaints	Actual	
		YTD Actual	
		EOY Target	100.00%
		% Target	
		% Goal	100.00%
 OMPR—Exceed 3CMA standard of 10% of population following city's official Social Media Accounts (based on current population of 138,449)	 OMPR - Expand Social Media	Actual	1.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 OMPR—Produce quality videos in support of city services (i.e. How To Guides, Youth Camps, etc.) and assets (i.e. The Miramar Amp, Shirley Branca Memorial Park Band Shell, Rental Facilities, etc.)	 OMPR - Multimedia and Broadcasting	Actual	4.00
		YTD Actual	8.00
		EOY Target	8.00
		% Target	100.00%
		% Goal	100.00%
 Review revenue and expenditure actuals on a quarterly basis	 Manage the City in Compliance with the Adopted Budget	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Review Capital Improvement Plan project status	 Manage the City in Compliance with the Adopted Budget	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%

# Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 OMPR - Apply for applicable awards and recognitions	 OMPR - Apply for City Awards and Recognitions	Actual	4.00
		YTD Actual	12.00
		EOY Target	11.00
		% Target	109.09%
		% Goal	100.00%
 OMPR - Research international, national, regional and local awards and recognitions	 OMPR - Apply for City Awards and Recognitions	Actual	4.00
		YTD Actual	25.00
		EOY Target	22.00
		% Target	113.64%
		% Goal	100.00%
 Hold Budget Workshop to determine goals and priorities	 Provide a FY2018 Budget that Supports the City's Mission	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 Adopt a balanced budget by September 30, 2018	 Provide a FY2018 Budget that Supports the City's Mission	Actual	1.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 OMPR—Implement Educational Programming for Miramar TV (repurpose content for Social Media Accounts)	 OMPR - Multimedia and Broadcasting	Actual	3.00
		YTD Actual	5.00
		EOY Target	4.00
		% Target	125.00%
		% Goal	100.00%
 Maintain 12% committed fund balance as required by policy	 Maintain a Healthy Fund Balance Reserve	Actual	12.00%
		YTD Actual	12.00%
		EOY Target	12.00%
		% Target	100.00%
		% Goal	100.00%















# Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Meets budget target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 1,173,498.94
		YTD Actual	\$ 4,292,373.19
		EOY Target	\$ 4,099,983.00
		% Target	104.69%
		% Goal	100.00%
<span style="color: orange;">■</span> Meets projected target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 1,173,498.94
		YTD Actual	\$ 4,292,373.19
		EOY Projection	\$ 3,900,275.00
		% Target	110.05%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets budget target - Revenues	<span style="color: gray;">■</span> Finances	Actual	\$ 4,399.79
		YTD Actual	\$ 4,399.79
		EOY Target	\$ 1,000.00
		% Target	439.98%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Revenues	<span style="color: gray;">■</span> Finances	Actual	\$ 4,399.79
		YTD Actual	\$ 4,399.79
		EOY Projection	\$ 1,000.00
		% Target	439.98%
		% Goal	100.00%
<span style="color: green;">↑</span> Hold Bi-weekly EMT Meetings	<span style="color: gray;">■</span> Assist Departments in Defining and Achieving their Collective Goals	Actual	4.00
		YTD Actual	23.00
		EOY Target	24.00
		% Target	95.83%
		% Goal	100.00%
<span style="color: orange;">■</span> Provide Quarterly Reports	<span style="color: gray;">■</span> Inform the Commission About the Overall Health of the City	Actual	1.00
		YTD Actual	3.00
		EOY Target	4.00
		% Target	75.00%
		% Goal	100.00%









# Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 OMPR - Hold annual Strategic Planning retreat to prepare for upcoming calendar/marketing year	 OMPR - Strategic Planning Retreat	Actual	1.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 Hold Executive Management Team Strategic Retreat	 Executive Management Staff Training and Team Building	Actual	0.00
		YTD Actual	0.00
		EOY Target	1.00
		% Target	0%
		% Goal	100.00%
 Ensure City Attorney conducts ethics training (hours)	 Ensure City Commission Complies with Broward County Ethics Training Requirements	Actual	0.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 OMPR - Maintain budgeted Training/Development Opportunities for all staff members	 OMPR - On-going Training/Development	Actual	3.00
		YTD Actual	10.00
		EOY Target	8.00
		% Target	125.00%
		% Goal	100.00%
 OMPR - Create and implement strategic plans with department support to promote city services (Social Services, Community and Economic Development, Utilities, Police, Fire)		Actual	2.00
		YTD Actual	6.00
		EOY Target	6.00
		% Target	100.00%
		% Goal	100.00%
 OMPR—Create and implement strategic plans with department support to promote city assets/rental facilities (Miramar Amphitheater, Miramar Cultural Center-ArtsPark, Shirley Branca Bandshell, Miramar Aquatic Complexes, Vernon E. Hargray Youth Enrichment Center, Rental Facilities/Venues)		Actual	2.00
		YTD Actual	5.00
		EOY Target	6.00
		% Target	83.33%
		% Goal	100.00%



# Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Log inquiries/complaints from Commission and residents into tracking system	 Track and Respond to City Commission and Resident Inquiries/Complaints	Actual	
		YTD Actual	
		EOY Target	800.00
		% Target	
		% Goal	100.00%
 Closeout of inquiry/complaint (%)	 Track and Respond to City Commission and Resident Inquiries/Complaints	Actual	
		YTD Actual	
		EOY Target	100.00%
		% Target	
		% Goal	100.00%
 OMPR—Exceed 3CMA standard of 10% of population following city's official Social Media Accounts (based on current population of 138,449)	 OMPR - Expand Social Media	Actual	1.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%

# Office of the City Manager Budget Summary by Program

## City Management—Program 050

### Description

This program is designed to recommend and carry out the resolutions and ordinances of the City Commission. Additionally, the City Manager advises the Commission on the City's financial status and is responsible for submitting the annual and capital improvement program budgets to the City Commission and to oversee the day-to-day operations of the City.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	2,179,332	2,223,541	2,343,500	2,563,500	2,384,600
Operating Expense	163,416	158,814	208,300	208,300	171,100
Capital Outlay	-	4,600	29,183	29,183	19,067
<b>Total</b>	<b>\$ 2,342,748</b>	<b>\$ 2,386,955</b>	<b>\$ 2,580,983</b>	<b>\$ 2,800,983</b>	<b>\$ 2,574,767</b>

### Percent of Time by Position

Administrative Manager	-	-	-	1.00	1.00
Administrative Supervisor	-	-	-	1.00	-
Assistant City Manager	3.00	3.00	3.00	2.00	2.00
Business Diversity Officer	-	-	-	1.00	-
Chief Financial Officer	-	-	-	1.00	1.00
Chief of Staff	-	-	-	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
City Commission Administrative Coordinator	-	-	1.00	1.00	1.00
Department Administrator	-	-	-	-	1.00
Deputy City Manager	1.00	1.00	-	-	-
Executive Administrator	3.00	3.00	3.00	2.00	2.00
Strategic Administration Officer	1.00	1.00	1.00	-	-
Strategic Development Officer	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>12.00</b>	<b>11.00</b>



# Office of the City Manager Budget Summary by Program

## Business Inclusion Diversity (BID)—Program 052

### Description

This program implements initiatives that are designed to place businesses in the best position to grow and develop. Through strategic outreach, monitoring and compliance objectives, BID enhances inclusion and diversity on City projects using the latest technological advancements. The program also targets and aggressively recruits new businesses that can help support the creation of new value-added art, workforce, and entertainment opportunities to the City to help meet local community market demands.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	-	-	-	-	-	602,400
Operating Expense	-	-	-	-	-	126,100
Capital Outlay	-	-	-	-	-	-
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 728,500</b>

### Percent of Time by Position

Business Diversity Officer	-	-	-	-	1.00
Compliance Coordinator	-	-	-	-	1.00
Monitoring Coordinator	-	-	-	-	1.00
Ombudsman Coordinator	-	-	-	-	1.00
Outreach Coordinator	-	-	-	-	1.00
<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>5.00</b>





# Office of the City Manager Budget Summary by Program

## Marketing and Public Relations—Program 051

This program was transferred out to Parks & Recreation in FY19.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Marketing	347360	\$ 3,292	\$ 850	\$ 1,000	\$ 1,000	\$ -

### Expenditures by Category

Personnel Services	974,365	1,066,447	962,100	962,100	-
Operating Expense	397,397	492,846	549,800	549,800	-
Capital Outlay	-	10,673	7,100	7,100	-
<b>Total</b>	<b>\$ 1,371,762</b>	<b>\$ 1,569,966</b>	<b>\$ 1,519,000</b>	<b>\$ 1,519,000</b>	<b>\$ -</b>

### Percent of Time by Position

Chief of Marketing and Public Relations Community Relations and Program Administrator	1.00	1.00	-	-	-
Creative Arts and Graphics Designer	2.00	2.00	2.00	2.00	-
Events & Venue Promotions Manager	-	-	-	1.00	-
Executive Assistant to Chief of Mrktg. & Pub. Rel.	-	1.00	1.00	-	-
Marketing & Public Relations Administrator	-	-	-	1.00	-
Marketing Coordinator	1.00	2.00	2.00	2.00	-
Multimedia and Broadcast Manager	1.00	1.00	1.00	1.00	-
Program Producer	1.00	1.00	1.00	-	-
Sr. Marketing and Public Relations Manager	-	1.00	1.00	-	-
Social Media Manager	1.00	-	-	-	-
<b>Total</b>	<b>8.00</b>	<b>10.00</b>	<b>9.00</b>	<b>8.00</b>	<b>-</b>



# Office of the City Manager Expenditures by Object Code

## City Management—001-05-050-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,465,502	1,469,557	1,521,200	1,741,200	1,510,200
601201	Salary Attrition	-	-	(65,000)	(65,000)	-
601205	Lump Sum Payout - Accrued Time	137,297	121,964	146,000	146,000	194,600
601215	Communication Stipend	7,890	8,383	8,500	8,500	4,600
601220	Longevity Pay	1,509	1,552	1,600	1,600	10,000
602100	FICA & MICA	91,041	93,077	88,900	88,900	101,800
602210	Pension-General	-	-	-	-	20,100
602235	Pension-Senior Mgmt	265,773	296,111	382,700	382,700	266,100
602250	Pension-Other	(455)	-	-	-	-
602265	Pension-457	107,456	104,041	108,600	108,600	111,300
602300	Pmt In Lieu Of Insurance	7,057	4,165	-	-	6,200
602304	Health Insurance-PPO	25,471	17,526	15,000	15,000	14,500
602305	Health Insurance-HMO	50,403	71,739	100,700	100,700	106,800
602306	Dental Insurance-PPO	2,735	3,496	3,300	3,300	4,300
602307	Dental Insurance-HMO	1,088	913	1,000	1,000	1,300
602309	Basic Life Insurance	5,340	5,289	3,000	3,000	3,300
602311	Long-Term Disability Ins	1,026	1,029	2,000	2,000	2,100
602400	Workers' Compensation	10,200	24,700	26,000	26,000	27,400
	Sub-Total	2,179,332	2,223,541	2,343,500	2,563,500	2,384,600
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	-	10,000	10,000	10,000
604001	Travel & Training	9,892	12,260	14,800	28,100	14,800
604100	Communication Svcs	6,207	3,957	8,000	8,000	8,000
604200	Postage	121	361	1,000	1,000	1,000
604301	Electricity Svcs	13,608	14,966	14,700	14,700	15,200
604402	Leased Vehicles	13,110	10,707	5,800	7,000	-
604440	Leased Copiers	4,969	4,535	-	-	-
604500	Risk Internal Svcs Charge	26,300	37,700	38,000	38,000	14,600
604610	Fleet Internal Svcs Charge	5,958	4,300	3,900	3,900	5,900
604700	Printing & Binding Svcs	2,699	-	1,200	1,200	1,200
604916	Administrative Expense	4,240	805	4,500	1,200	4,500
604920	License & Permit Fees	291	-	800	800	800
604989	IT Internal Svcs Charge	46,300	48,400	56,100	56,100	57,500
604997	Other Operating Expenses	912	1,336	1,000	1,000	1,000
604998	Contingency	4,040	1,847	2,300	2,300	2,300
605100	Office Supplies	2,703	2,870	3,000	5,000	3,000
605120	Computer Operating Expenses	902	42	2,500	2,500	2,500
605220	Vehicle Fuel-On-Site	2,601	1,844	5,900	5,900	-
605221	Vehicle Fuel-Off-Site	150	-	1,100	1,100	-
605251	Noncap Equip (Item less 5000)	-	-	4,900	1,700	-
605290	Other Operating Supplies	991	440	1,000	1,000	1,000
605410	Subscriptions & Memberships	5,227	6,989	10,800	10,800	10,800
605500	Training-General	276	1,542	3,000	3,000	3,000
605510	Tuition Reimbursement	11,920	3,910	14,000	4,000	14,000
	Sub-Total	163,416	158,814	208,300	208,300	171,100
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	-	4,600	29,183	29,183	19,067
	Sub-Total	-	4,600	29,183	29,183	19,067
	<b>Total</b>	<b>\$ 2,342,748</b>	<b>\$ 2,386,955</b>	<b>\$ 2,580,983</b>	<b>\$ 2,800,983</b>	<b>\$ 2,574,767</b>

# Office of the City Manager Expenditures by Object Code

## Business Inclusion Diversity—001-05-052-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	-	-	-	379,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	50,000
601215	Communication Stipend	-	-	-	-	2,000
602100	FICA & MICA	-	-	-	-	29,600
602235	Pension-Senior Mgmt	-	-	-	-	80,300
602265	Pension-457	-	-	-	-	21,800
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602305	Health Insurance-HMO	-	-	-	-	30,600
602306	Dental Insurance-PPO	-	-	-	-	1,600
602309	Basic Life Insurance	-	-	-	-	800
602311	Long-Term Disability Ins	-	-	-	-	500
	Sub-Total	-	-	-	-	602,400
<b><u>Operating Expense</u></b>						
603425	Software License & Maint	-	-	-	-	70,000
604001	Travel & Training	-	-	-	-	15,000
604989	IT Internal Svcs Charge	-	-	-	-	26,100
605410	Subscriptions & Memberships	-	-	-	-	15,000
	Sub-Total	-	-	-	-	126,100
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>728,500</b>



# Office of the City Manager Expenditures by Object Code

## Marketing and Public Relations—001-05-051-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	653,762	687,631	560,400	560,400	-
601201	Salary Attrition	-	-	(30,000)	(30,000)	-
601205	Lump Sum Payout - Accrued Time	38,340	51,271	66,900	66,900	-
601215	Communication Stipend	718	208	-	-	-
601220	Longevity Pay	1,725	2,072	1,800	1,800	-
601400	Overtime-General	-	6	1,000	1,000	-
601412	Overtime-Emergency	-	1,158	-	-	-
602100	FICA & MICA	47,503	51,975	47,000	47,000	-
602210	Pension-General	17,786	16,997	41,500	41,500	-
602235	Pension-Senior Mgmt	104,652	128,835	132,600	132,600	-
602265	Pension-457	23,670	22,182	15,700	15,700	-
602300	Pmt In Lieu Of Insurance	-	4,467	18,700	18,700	-
602304	Health Insurance-PPO	25,234	29,128	30,900	30,900	-
602305	Health Insurance-HMO	46,037	44,569	49,800	49,800	-
602306	Dental Insurance-PPO	4,314	4,100	3,600	3,600	-
602307	Dental Insurance-HMO	133	253	400	400	-
602309	Basic Life Insurance	2,115	2,331	1,300	1,300	-
602311	Long-Term Disability Ins	678	664	800	800	-
602400	Workers' Compensation	7,700	18,600	19,700	19,700	-
	Sub-Total	974,365	1,066,447	962,100	962,100	-
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	52,890	66,238	58,200	58,200	-
603400	Contract Svcs-Other	1,100	300	11,750	11,750	-
603425	Software License & Maint	3,432	13,261	11,100	16,600	-
604001	Travel & Training	6,379	27,544	24,800	33,800	-
604100	Communication Svcs	4,750	3,847	7,900	7,900	-
604200	Postage	2,724	34,774	10,000	14,000	-
604402	Leased Vehicles	5,539	5,530	5,600	5,600	-
604440	Leased Copiers	1,418	2,023	-	-	-
604610	Fleet Internal Svcs Charge	44	247	3,300	3,300	-
604700	Printing & Binding Svcs	13,368	6,973	40,000	24,999	-
604851	Holiday Lighting Event	11,100	3,458	11,100	11,100	-
604852	Miramar Day	10,434	4,832	5,550	5,550	-
604853	Independence Day-4th of July	3,670	9,286	2,700	2,700	-
604855	Caribbean Amer. Heritage Celeb	3,670	3,398	5,010	5,010	-
604856	Hispanic Heritage	2,577	3,673	5,010	5,010	-
604858	Spec Events-Black History Cele	3,020	8,409	5,010	5,010	-
604871	Rotary Club	-	-	700	700	-
604881	Breakfast with Santa	-	789	1,500	1,500	-
604882	Martin Luther King Parade&Even	3,687	3,415	5,010	5,011	-
604883	Veteran's Day	446	500	500	500	-
604884	Halloween	-	1,496	2,810	2,810	-
604886	Jamaican Independence Day	-	3,124	3,700	3,700	-
604887	Haitian Candelight Vigil	-	3,700	3,700	3,700	-
604889	Marketing & Promotions	100,028	112,743	119,500	142,500	-
604891	Theatre Productions	-	336	-	-	-
604910	Advertising Costs	72,084	78,784	65,000	65,000	-
604916	Administrative Expense	898	1,464	1,500	1,500	-
604920	License & Permit Fees	6,532	-	7,600	4,100	-
604989	IT Internal Svcs Charge	46,400	48,500	56,200	56,200	-
604997	Other Operating Expenses	1,952	1,956	2,000	2,000	-
604998	Contingency	990	-	1,500	1,500	-



# Office of the City Manager Budget Justification

## Marketing and Public Relations—001-05-051-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
605100	Office Supplies	2,724	2,967	3,000	4,500	-
605120	Computer Operating Expenses	36	-	500	500	-
605220	Vehicle Fuel-On-Site	-	953	4,500	4,500	-
605221	Vehicle Fuel-Off-Site	-	-	1,100	1,100	-
605230	Program Supplies	4,390	16,586	27,500	4,400	-
605250	Noncap Furn (Item less 5000)	6,663	4,972	6,000	4,600	-
605251	Noncap Equip (Item less 5000)	13,800	6,675	8,350	8,350	-
605266	Photography	4,219	4,194	4,500	4,500	-
605410	Subscriptions & Memberships	5,058	5,305	5,900	5,900	-
605500	Training-General	1,376	592	3,200	3,200	-
605510	Tuition Reimbursement	-	-	7,000	7,000	-
	Sub-Total	397,397	492,846	549,800	549,800	-
	<b><u>Dept Capital Outlay</u></b>					
606441	Vehicle Replacement Program	-	-	6,100	6,100	-
606470	Computer Equipment	-	10,673	1,000	1,000	-
	Sub-Total	-	10,673	7,100	7,100	-
	<b>Total</b>	<b>\$ 1,371,762</b>	<b>\$ 1,569,966</b>	<b>\$ 1,519,000</b>	<b>\$ 1,519,000</b>	<b>\$ -</b>





# Office of the City Manager Budget Justification

<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
<b><u>Expense</u></b>		
603190	Prof Svcs-Other	Professional Services Contracts related to RFP for Municipal Marketing Broker Services and as needed.
603425	Software License & Maint	This account is for software license and maintenance costs associated with the Business Inclusion Diversity Program, such as Hidden Finances (Tax Debt Collection Software) and B2GNow (Compliance Software).
604001	Travel & Training	This represents costs associated with travel and accommodations for specialized training and certification courses or conferences including: FPPTA (Florida Public Pension Trustees Association); ICMA Certification/Annual Conference; FPPTA (Florida Public Pension Trustees Association); NFBPA (National Forum for Black Public Administrators); FL League of Cities Conf; FCCMA (Florida City and County Management Association); AWWA/WEFTEC/WASTEWATER; MIS Conference; AICP Training (CEUs).
604100	Communication Svcs	This represents charges for cell phones and related communication services. This also covers website design and upgrade fees, as well as additional training fees for website upgrades and maintenance.
604200	Postage	This account represents allocated costs for mailings and delivery services for USPS, UPS and Federal Express.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This account represents allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles as provided by PW-Fleet Maintenance.
604700	Printing & Binding Svcs	This account represents the cost for printing letterhead, envelopes, business cards, general correspondence and miscellaneous notices.
604916	Administrative Expense	This account provides funding for various administrative expenses incurred.
604920	License & Permit Fees	This represents costs associated with software licenses needed for Executive Administration.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604997	Other Operating Expenses	This account is for unanticipated one time expenses that cannot be charged to any other budgeted line item.
604998	Contingency	This account represents contingency funds for unexpected occurrences.
605100	Office Supplies	This is an estimated amount required for office supplies.
605120	Computer Operating Expenses	This account represents costs for the Print Management Service Agreement and computer related items.
605290	Other Operating Supplies	This cost is for supplies not specified in other line items.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications.
605500	Training-General	This expenditure represents funds needed to attend various seminars and trainings.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This \$19,067 budgeted amount is for escrow for future vehicle replacements

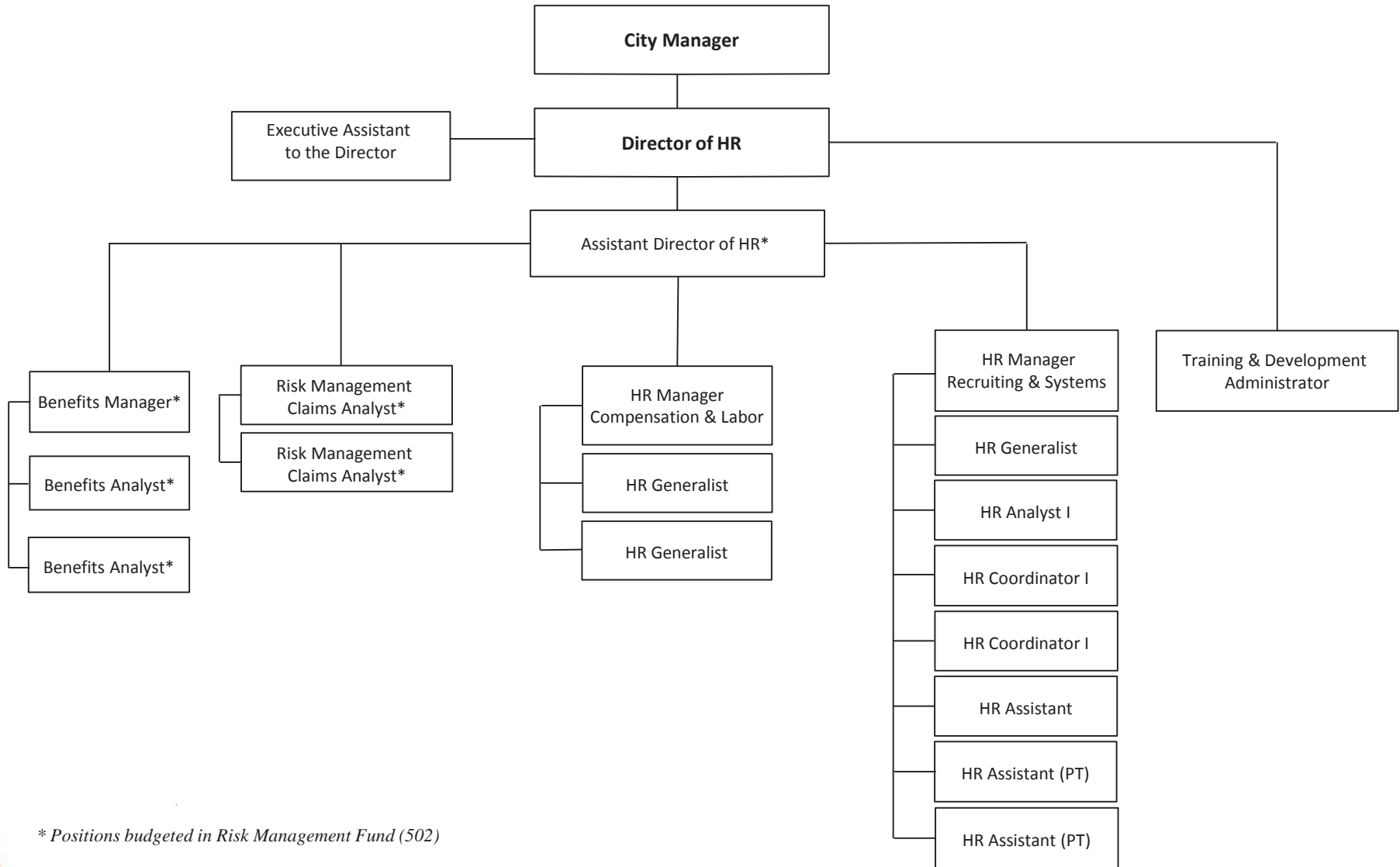
# Human Resources

## Mission

*To provide excellent, consistent, fair and sound Human Resources and Risk Management services that reflect a strong commitment to our core values and fiscal realities facing the City.*



# Human Resources Organizational Chart



\* Positions budgeted in Risk Management Fund (502)



## Department Overview

The Human Resources Department manages and provides strategic human resources services for the City of Miramar on all workforce development issues. It identifies the tools to enable staff to get the best from the most important resource, its people.

The department is a key strategic partner and provides centralized employee services including recruitment, benefits, compensation, labor management, risk management and training. In addition, this department oversees the two Risk Management programs which are funded by the Internal Service Fund.

This department is comprised of 19 budgeted positions. As indicated in the Position Detail, 13 full-time and two part-time employees are general-funded; and five employees are budgeted in the Risk Management, Internal Service Fund 502. The two major programs provided are:

1. Administration
2. Human Resources Operations

## FY 2018 Accomplishments

### *Human Resources*

- Successfully completed negotiations for successor collective bargaining agreements for the Police Benevolent association (PBA) and International Association of Fire Fighters (IAFF) employees.
- Restructured the department to better align departmental activities with City administration's priorities.
- Successfully delivered customer service and harassment training to all City employees.
- Partnered with Florida International University (FIU) to launch an effective Supervisory training program to impart knowledge and understanding of policies, procedures, laws and best business practices to improve employees' overall performance, morale and productivity.
- Initiated a comprehensive Training Needs Assessment which will identify gaps and facilitate planning and prioritizing City-wide training and development opportunities. This initiative aligns with the City's goal to develop current employees for future promotional opportunities and dovetails with succession planning.

## *Risk Management*

- The Risk Management section working with our Third Party Administrator closed 208.3% of workers' compensation claims opened in 2017, consequently significantly reducing the City's total number of opened workers' compensation claims carried forward to 2018.
- Launched "Wellness Wednesdays" with various monthly activities to improve employee wellness engagement and awareness.



# Human Resources

## Program Revenue, Expenditures and Positions Summary

Dedicated Revenues	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Program

Administration	970,754	620,921	639,022	668,922	786,600
Human Resources Operations	501,173	882,554	1,290,900	1,142,109	1,239,200
Retirement Administration	-	-	-	-	-
<b>Total</b>	<b>\$ 1,471,927</b>	<b>\$ 1,503,475</b>	<b>\$ 1,929,922</b>	<b>\$ 1,811,031</b>	<b>\$ 2,025,800</b>

### Expenditures by Category

Personnel Services	1,137,658	1,234,216	1,515,100	1,382,100	1,592,700
Operating Expense	296,868	237,387	411,100	414,600	420,100
Capital Outlay	37,400	31,872	3,722	14,331	13,000
<b>Total</b>	<b>\$ 1,471,927</b>	<b>\$ 1,503,475</b>	<b>\$ 1,929,922</b>	<b>\$ 1,811,031</b>	<b>\$ 2,025,800</b>

### Positions by Program

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Administration	3.50	3.50	2.50	2.00	3.00
HR Operations	9.50	10.50	11.50	12.00	11.00
Retirement Administration	-	-	-	-	-
<b>Total</b>	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

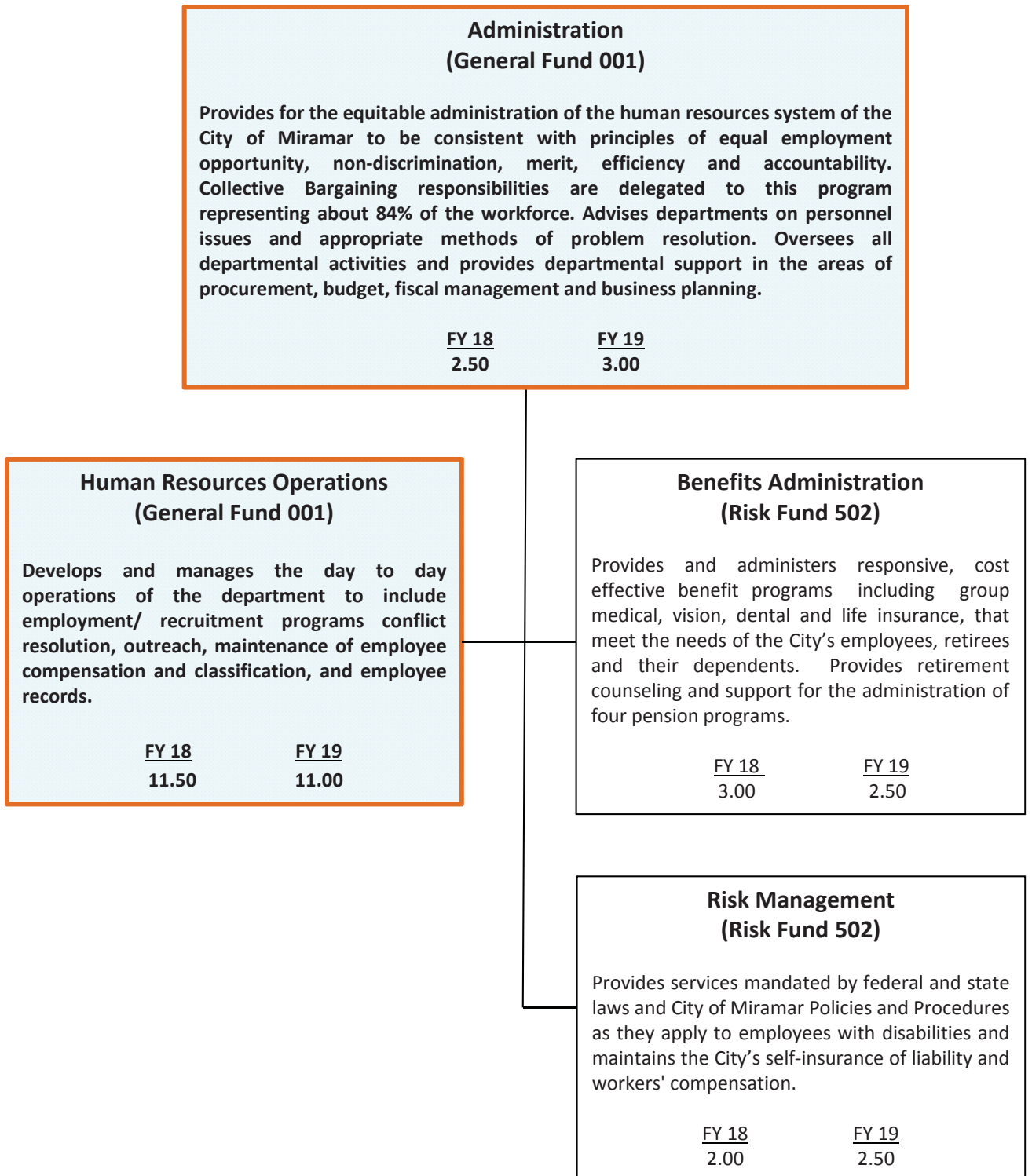
### Position Detail

Assistant Director of Human Resources	1.00	1.00	1.00	1.00	1.00
Benefits Analyst	1.00	-	-	-	-
Director of Human Resources	1.00	1.00	1.00	-	-
Executive Assistant to Director	1.00	1.00	1.00	1.00	1.00
Human Resources Analyst I*	-	-	-	1.00	1.00
Human Resources Assistant	-	1.00	1.00	1.00	1.00
Human Resources Assistant - Part-time (2)	-	-	-	1.00	1.00
Human Resources Coordinator I*	3.00	3.00	3.00	2.00	2.00
Human Resources Generalist*	1.00	3.00	3.00	3.00	3.00
Human Resources Manager	2.00	2.00	2.00	2.00	1.00
Interim Director of Human Resources	-	-	-	-	1.00
Office Specialist	1.00	1.00	1.00	-	-
Risk & Labor Relations Manager	-	-	-	1.00	-
Senior Human Resources Manager	1.00	-	-	-	-
Training and Development Administrator	-	-	-	1.00	1.00
Training and Development Coordinator	1.00	1.00	1.00	-	1.00
<b>Total FTE's</b>	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>









# Human Resources FTE's by Program







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# Human Resources Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Average number of days from job posting to pre-on-boarding	 Provide departments with qualified personnel within a reasonable timeframe	Actual	67.00
		YTD Actual	70.25
		EOY Target	75.00
		% Target	93.67%
		% Goal	100.00%
 Average cost per hire	 Provide departments with qualified personnel within a reasonable timeframe	Actual	\$ 946.00
		YTD Actual	\$ 702.00
		EOY Target	\$ 700.00
		% Target	100.29%
		% Goal	100.00%
 Number of visits to HR's job website	 Expand/ Improve the availability and useability of online services for departments, employees and job-seekers	Actual	58,522.00
		YTD Actual	149,232.00
		EOY Target	210,000.00
		% Target	71.06%
		% Goal	100.00%

# Human Resources Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of HR Work Orders Received	 Expand/ Improve the availability and useability of online services for departments, employees and job-seekers	Actual	599.00
		YTD Actual	2,452.00
		EOY Target	2,000.00
		% Target	122.60%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 559,604.12
		YTD Actual	\$ 1,791,544.41
		EOY Target	\$ 1,944,030.52
		% Target	92.16%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 559,604.12
		YTD Actual	\$ 1,791,544.41
		EOY Projection	\$ 1,815,022.00
		% Target	98.71%
		% Goal	100.00%



# Human Resources Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: red;">↓</span> Number of existing HR APDPs that have been revised	<span style="color: gray;">■</span> Develop and revise HR policies to ensure consistency with civil service rules, collective bargaining agreements and employment laws	Actual	1.00
		YTD Actual	7.00
		EOY Target	10.00
		% Target	70.00
		% Goal	100.00%
<span style="color: green;">↑</span> Number of safety training sessions	<span style="color: gray;">■</span> Implement safety programs to reduce workers compensation claims and lost work days	Actual	0.00
		YTD Actual	5.00
		EOY Target	4.00
		% Target	125.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Workers' Compensation Claims -YTD Closed % Total	<span style="color: gray;">■</span> Implement safety programs to reduce workers compensation claims and lost work days	Actual	146.00%
		YTD Actual	87.50%
		EOY Target	75.00%
		% Target	116.67%
		% Goal	100.00%
<span style="color: green;">↑</span> Total number of employees actively participating in training programs	<span style="color: gray;">■</span> Improve the overall skills of the workforce to adequately support the City's priorities	Actual	50.00
		YTD Actual	1,275.00
		EOY Target	800.00
		% Target	159.38%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of wellness events held per year	<span style="color: gray;">■</span> Improve health and well-being of employees by increasing wellness participation and initiatives	Actual	5.00
		YTD Actual	17.00
		EOY Target	15.00
		% Target	113.33%
		% Goal	100.00%

# Human Resources Budget Summary by Program

## Administration—Program 100

### Description

The Human Resources Administration program provides for the equitable administration of the human resources system of the City of Miramar to be consistent with principles of equal employment opportunity, non-discrimination, efficiency and accountability. Under Florida Law, collective bargaining responsibilities are delegated to this program. The City has three unions which represent approximately 84% of the workforce. Not only does work associated with the unions manifest during formal negotiations, but also unexpectedly during the management of day-to-day operations. These issues require quick, effective, and legally defensible resolution to ensure an “affirmative defense” on behalf of the City.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	802,443	483,837	419,700	419,700	572,400
Operating Expense	168,311	137,084	215,600	245,500	201,200
Capital Outlay	-	-	3,722	3,722	13,000
<b>Total</b>	<b>\$ 970,754</b>	<b>\$ 620,921</b>	<b>\$ 639,022</b>	<b>\$ 668,922</b>	<b>\$ 786,600</b>

### Percent of Time by Position

Assistant Director of Human Resources	0.50	0.50	0.50	0.50	1.00
Director of Human Resources	1.00	1.00	1.00	-	-
Executive Assistant to Director	1.00	1.00	1.00	1.00	1.00
Interim Director of HR	-	-	-	-	1.00
Office Specialist I	1.00	1.00	-	-	-
Risk & Labor Relations Manager	-	-	-	0.50	-
<b>Total</b>	<b>3.50</b>	<b>3.50</b>	<b>2.50</b>	<b>2.00</b>	<b>3.00</b>



# Human Resources Budget Summary by Program

## Human Resources Operations—Program 060

### Description

The Human Resources Operations program develops and manages employment/recruitment programs aimed at attracting and retaining the most qualified candidates to serve the citizens and visitors of the City of Miramar from applicant pools which are representative of relevant job markets. This also encompasses the timely processing of personnel action requests (PARs), background screening, employee relations, disciplinary actions, and ID access control levels.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	335,216	750,379	1,095,400	962,400	1,020,300
Operating Expense	128,557	100,303	195,500	169,100	218,900
Capital Outlay	37,400	31,872	-	10,609	-
<b>Total</b>	<b>\$ 501,173</b>	<b>\$ 882,554</b>	<b>\$ 1,290,900</b>	<b>\$ 1,142,109</b>	<b>\$ 1,239,200</b>

### Percent of Time by Position

Assistant Director of Human Resources	0.50	0.50	0.50	0.50	-
Benefits Analyst	1.00	-	-	-	-
Human Resources Analyst I	-	-	-	1.00	1.00
Human Resources Assistant	-	1.00	1.00	1.00	1.00
Human Resources Assistant - Part Time (2)	-	-	-	1.00	1.00
Human Resources Coordinator	3.00	3.00	3.00	2.00	2.00
Human Resources Generalist	1.00	3.00	3.00	3.00	3.00
Human Resources Manager	2.00	2.00	2.00	2.00	1.00
Office Specialist	-	-	1.00	-	-
Risk & Labor Relations Manager	-	-	-	0.50	-
Senior Human Resources Manager	1.00	-	-	-	-
Training and Development Administrator	-	-	-	1.00	1.00
Training and Development Coordinator	1.00	1.00	1.00	-	1.00
<b>Total</b>	<b>9.50</b>	<b>10.50</b>	<b>11.50</b>	<b>12.00</b>	<b>11.00</b>





# Human Resources Expenditures by Object Code

## Administration—001-06-100-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	558,335	293,153	275,400	275,400	380,200
601201	Salary Attrition	-	-	(10,000)	(10,000)	(21,000)
601205	Lump Sum Payout - Accrued Time	21,981	13,236	7,300	7,300	32,600
601215	Communication Stipend	2,513	-	-	-	2,000
601220	Longevity Pay	-	-	-	-	1,600
601400	Overtime-General	490	25	500	500	500
601410	Overtime-Holiday	38	-	-	-	-
601412	Overtime-Emergency	-	207	-	-	-
602100	FICA & MICA	42,449	21,324	18,700	18,700	25,100
602210	Pension-General	-	8,699	9,400	9,400	10,300
602235	Pension-Senior Mgmt	56,470	78,883	53,900	53,900	70,300
602260	Pension-401	18,333	-	-	-	-
602265	Pension-457	23,301	14,389	18,100	18,100	21,300
602300	Pmt In Lieu Of Insurance	6,042	-	-	-	6,200
602305	Health Insurance-HMO	58,019	41,575	34,400	34,400	28,700
602306	Dental Insurance-PPO	2,628	1,246	900	900	1,700
602307	Dental Insurance-HMO	769	530	400	400	300
602309	Basic Life Insurance	2,609	1,403	600	600	800
602311	Long-Term Disability Ins	667	268	400	400	500
602400	Workers' Compensation	7,800	8,900	9,700	9,700	11,300
	Sub-Total	802,443	483,837	419,700	419,700	572,400
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	41,804	18,077	75,000	111,300	100,000
603470	Temporary Help	13,375	3,817	3,100	11,200	4,500
604100	Communication Svcs	2,876	2,086	3,000	3,000	3,000
604200	Postage	-	1,653	2,800	2,800	2,800
604301	Electricity Svcs	9,898	10,886	10,800	10,800	11,100
604402	Leased Vehicles	5,116	9,900	4,100	5,100	4,500
604440	Leased Copiers	1,471	275	-	-	-
604500	Risk Internal Svcs Charge	36,400	37,000	35,800	35,800	28,200
604610	Fleet Internal Svcs Charge	63	1,100	500	500	2,500
604700	Printing & Binding Svcs	-	-	-	300	-
604950	Employee Awards	3,823	2,029	5,100	5,100	4,600
604989	IT Internal Svcs Charge	40,000	41,900	48,600	48,600	15,700
604998	Contingency	75	-	300	300	300
605100	Office Supplies	1,344	1,437	4,600	2,600	4,500
605120	Computer Operating Expenses	311	-	900	900	900
605220	Vehicle Fuel-On-Site	552	-	3,300	3,300	1,200
605221	Vehicle Fuel-Off-Site	-	26	-	-	-
605250	Noncap Furn (Item less 5000)	-	-	500	500	500
605251	Noncap Equip (Item less 5000)	-	1,551	1,000	-	1,000
605290	Other Operating Supplies	1,762	913	2,700	1,100	2,500
605410	Subscriptions & Memberships	1,950	3,400	1,500	2,300	1,400
605500	Training-General	7,491	1,033	12,000	-	12,000
	Sub-Total	168,311	137,084	215,600	245,500	201,200
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	-	-	3,722	3,722	13,000
	Sub-Total	-	-	3,722	3,722	13,000
<b>Total</b>		<b>\$ 970,754</b>	<b>\$ 620,921</b>	<b>\$ 639,022</b>	<b>\$ 668,922</b>	<b>\$ 786,600</b>



# Human Resources Expenditures by Object Code

## Human Resources Operations—001-06-060-513

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	194,283	500,597	745,900	612,900	695,000
601201	Salary Attrition	-	-	(60,000)	(60,000)	(55,000)
601205	Lump Sum Payout - Accrued Time	18,931	22,181	29,300	29,300	25,900
601215	Communication Stipend	788	-	-	-	-
601400	Overtime-General	-	21	2,500	2,500	2,500
601410	Overtime-Holiday	-	(0)	-	-	-
601412	Overtime-Emergency	-	775	-	-	-
602100	FICA & MICA	16,243	38,970	59,200	59,200	56,800
602210	Pension-General	-	-	25,300	25,300	28,700
602235	Pension-Senior Mgmt	56,028	61,865	87,700	87,700	87,000
602260	Pension-401	2,647	21,291	27,500	27,500	6,400
602265	Pension-457	7,682	10,939	22,400	22,400	19,700
602305	Health Insurance-HMO	17,670	66,309	124,900	124,900	118,800
602306	Dental Insurance-PPO	1,061	3,061	3,400	3,400	3,700
602307	Dental Insurance-HMO	86	582	1,400	1,400	1,300
602309	Basic Life Insurance	885	2,013	1,600	1,600	1,500
602311	Long-Term Disability Ins	213	477	1,100	1,100	1,000
602400	Workers' Compensation	18,700	21,300	23,200	23,200	27,000
	Sub-Total	335,216	750,379	1,095,400	962,400	1,020,300
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	6,978	3,282	25,000	25,000	20,000
603141	Existing Employee Screening	5,830	909	6,500	10,100	6,500
603425	Software License & Maint	11,049	2,427	2,000	2,000	2,000
604001	Travel & Training	8,648	12,601	18,000	18,000	17,000
604200	Postage	46	62	-	-	-
604440	Leased Copiers	3,632	4,543	-	-	-
604610	Fleet Internal Svcs Charge	2,367	3,000	900	900	1,000
604700	Printing & Binding Svcs	2,973	4,051	11,000	3,300	14,000
604890	Special Events-Other	6,995	5,607	3,100	-	4,000
604910	Advertising Costs	1,533	1,199	3,700	-	1,700
604920	License & Permit Fees	11,098	13,457	12,500	30,500	15,500
604950	Employee Awards	61	-	-	-	-
604989	IT Internal Svcs Charge	20,600	21,500	24,900	24,900	52,200
604997	Other Operating Expenses	-	432	-	200	-
605100	Office Supplies	3,512	6,241	7,100	7,100	6,700
605120	Computer Operating Expenses	688	-	5,700	5,700	5,700
605220	Vehicle Fuel-On-Site	2,375	2,105	-	-	-
605250	Noncap Furn (Item less 5000)	-	-	4,000	-	4,000
605251	Noncap Equip (Item less 5000)	-	2,274	2,200	100	2,200
605290	Other Operating Supplies	1,285	4,034	3,900	300	3,900
605500	Training-General	37,591	11,384	47,000	41,000	45,500
605510	Tuition Reimbursement	1,298	1,194	18,000	-	17,000
	Sub-Total	128,557	100,303	195,500	169,100	218,900
<b><u>Dept Capital Outlay</u></b>						
606210	Building Renovation	-	6,708	-	8,792	-
606405	Furniture & Fixtures	-	20,606	-	1,816	-
606441	Vehicle Replacement Program	37,400	3,500	-	-	-
606470	Computer Equipment	-	1,059	-	-	-
	Sub-Total	37,400	31,872	-	10,609	-
<b>Total</b>		<b>\$ 501,173</b>	<b>\$ 882,554</b>	<b>\$ 1,290,900</b>	<b>\$ 1,142,109</b>	<b>\$ 1,239,200</b>

# Human Resources Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	Overtime is necessary due to unforeseen administrative needs.
603140	New Hire Screening	This cost is associated with hiring requirements to include criminal, workers' comp, social security and driver's license and background checks, educational verifications and drug screening for new hires and existing employees city-wide.
603141	Existing Employee Screening	This account is for legally required random screening for drivers of City vehicles, including fire and police.
603190	Prof Svcs-Other	This is for outside consultants, professionals or specialists who assist with extraordinary situations that require specialized skills or credentials. Included in this amount is the City's on-site Employee Assistance Program (EAP) for catastrophic events for an individual or group. Situations may involve employees who require an evaluation by a medical or psychiatric doctor.
603425	Software License & Maint	Software needed for staff development, performance management, organizational and program training.
603470	Temporary Help	Data conversion from FORTIS into Tyler Content Management (TCM) requires additional coding and data entry that budgeted staff cannot absorb, requiring additional personnel services from temporary agencies. This will also account for the overload at peak times.
604001	Travel & Training	This account is for out-of-town travel and accommodations for specialized training and certification courses or conferences, which includes registration, airline travel, meals, etc.
604100	Communication Svcs	This account represents charges for cell phones and related communication services.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604402	Leased Vehicles	This account represents the cost for city leased vehicles.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	City Policy prevents employees from using personal vehicles to conduct City business. Daily operations of department requires personnel to travel to various City Departments to interview, train, plan and meet with other Department administrative staff. This amount is transferred to the Fleet Fund as a reimbursement for covering the cost of repair and maintenance of vehicles, as provided by PW-Fleet Maintenance.
604700	Printing & Binding Svcs	Printing needed to establish a formal on-boarding process for all new hires of the City. Funding will ensure that all new employees to the City are properly on-boarded. Printing of new union contracts. Printing of materials needed for roll-out of new training programs and other communication information for employees.
604890	Special Events-Other	Continued funding for various HR events during the fiscal year to include the Career Fair and other HR related events.
604910	Advertising Costs	Funds are used to recruit quality employers and "Job Seekers" for the City's annual Career Fair. This requires several advertisement campaigns via newspaper and various other media outlets.
604920	License & Permit Fees	This represents new/renewal licenses of vehicles, professional licenses and various other renewals; permitting & plans.
604950	Employee Awards	Supplies and awards and shipping costs for employee recognition program.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604998	Contingency	Funds for unexpected occurrences and costs not funded elsewhere.
605100	Office Supplies	This is an estimated amount required for office supplies.
605120	Computer Operating Expenses	This cost is associated with purchase of computer related hardware, display screens, keyboards, etc., to support the necessary functions of the department.
605220	Vehicle Fuel-On-Site	This account covers the cost for gas, oil and lube used for City vehicles as provided by PW-Fleet Maintenance.
605250	Noncap Furn (Item less 5000)	To purchase office chairs and other furnishings under \$5,000.
605251	Noncap Equip (Item less 5000)	Calculators, shredders, additional phones for employees; 5-drawer lateral cabinets.



# Human Resources Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
605290	Other Operating Supplies	This line item is for various supplies that are not budgeted in any other line item and are unexpected expenditures.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: Worker's Compensation Claims Professional (WCCP), NASP (National Association of Safety Professional), Safety Council, IASP/NASP, etc.
605500	Training-General	This cost will be used to fund city-wide initiatives relating to training and development needs for all employees.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This \$13,000 budgeted amount consists of \$8,800 for replacement of vehicles and equipment and \$4,200 for escrow for future replacements

# Legal

## Mission

*To provide high quality, efficient, cost effective and timely legal services for the City.*







## Department Overview

This department provides legal support and advice to the City Commission, City Manager, Department Directors and various advisory boards on all legal issues affecting or involving the City. The current City Attorney is Weiss, Serota, Helfman, Cole & Bierman, P.L.

There are no City personnel in this department.

## FY 2018 Accomplishments

- Represented the City at all City Commission meetings, workshops and other required meetings.
- Successfully defended the City in key litigation matters.
- Successfully represented the City in labor grievances and arbitration.
- Completed review and necessary revisions to contracts in a timely manner.
- Completed review and necessary revisions of all City Commission agenda items.
- Provided responses and follow up to inquiries from the City Commission in a timely manner.
- Participated in Blasting activities on behalf of the City.
- Assisted in major rewriting of Land Development Code to ensure language is updated.
- Assisted in development of tennis program with American Tennis Association, including preparation of comprehensive lease agreement.
- Held ethics training and updated City Commission on changes in the Sunshine and Public Records law.
- Created a coalition of cities, including Miramar, to challenge the onerous penalties for violation of the firearms preemption.

## Program Revenue, Expenditures and Positions Summary

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Program

Legal	\$ 1,203,503	\$ 1,565,261	\$ 1,304,600	\$ 1,304,600	\$ 1,454,600
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### Expenditures by Category

Personnel Services	-	-	-	-	-
Operating Expense	1,203,503	1,565,261	1,304,600	1,304,600	1,454,600
Capital Outlay	-	-	-	-	-
Total	\$ 1,203,503	\$ 1,565,261	\$ 1,304,600	\$ 1,304,600	\$ 1,454,600

### Position Detail

None



# Legal Expenditures by Object Code

## Legal—001-07-070-514-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense</u></b>						
603101	Legal Svcs-City Commission	87,363	89,164	96,400	96,400	96,400
603102	Legal Svcs-Ofc of the City Mgr	173,411	233,670	204,200	204,200	204,200
603103	Legal Svcs-Procurement	22,237	112,800	112,800	112,800	112,800
603104	Legal Svcs-Comm Dev	107,391	122,964	69,800	69,800	69,800
603105	Legal Svcs-Parks & Recreation	59,414	83,186	76,000	76,000	76,000
603106	Legal Svcs-Public Works	43,796	115,263	94,100	94,100	94,100
603107	Legal Svcs-Police	168,558	183,065	153,600	153,600	153,600
603121	City Attorney Svcs	289,343	399,042	277,700	277,700	377,700
603127	Legal Svcs-Litigation	395	-	-	-	-
603128	Legal Svcs-Labor Related	251,594	226,107	220,000	220,000	270,000
	Sub-Total	1,203,503	1,565,261	1,304,600	1,304,600	1,454,600
	<b>Total</b>	<b>\$ 1,203,503</b>	<b>\$ 1,565,261</b>	<b>\$ 1,304,600</b>	<b>\$ 1,304,600</b>	<b>\$ 1,454,600</b>

## Legal Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
603101	Legal Svcs-City Commission	This account is for cost related to the City Commission.
603102	Legal Svcs-Ofc of the City Mgr	This account is for cost related to Office of the City Manager.
603103	Legal Svcs-Procurement	This account is for cost related to Procurement.
603104	Legal Svcs-Comm Dev	This account is for cost related to Community & Economic Development.
603105	Legal Svcs-Parks & Recreation	This account is for cost related to Parks & Recreation.
603106	Legal Svcs-Public Works	This account is for cost related to Public Works.
603107	Legal Svcs-Police	This account is for cost related to Police.
603121	City Attorney Svcs	This cost is for general matters, labor related matters and miscellaneous issues.
603128	Legal Svcs-Labor Related	This account is for cost related to Labor issues.

# Office of the City Clerk

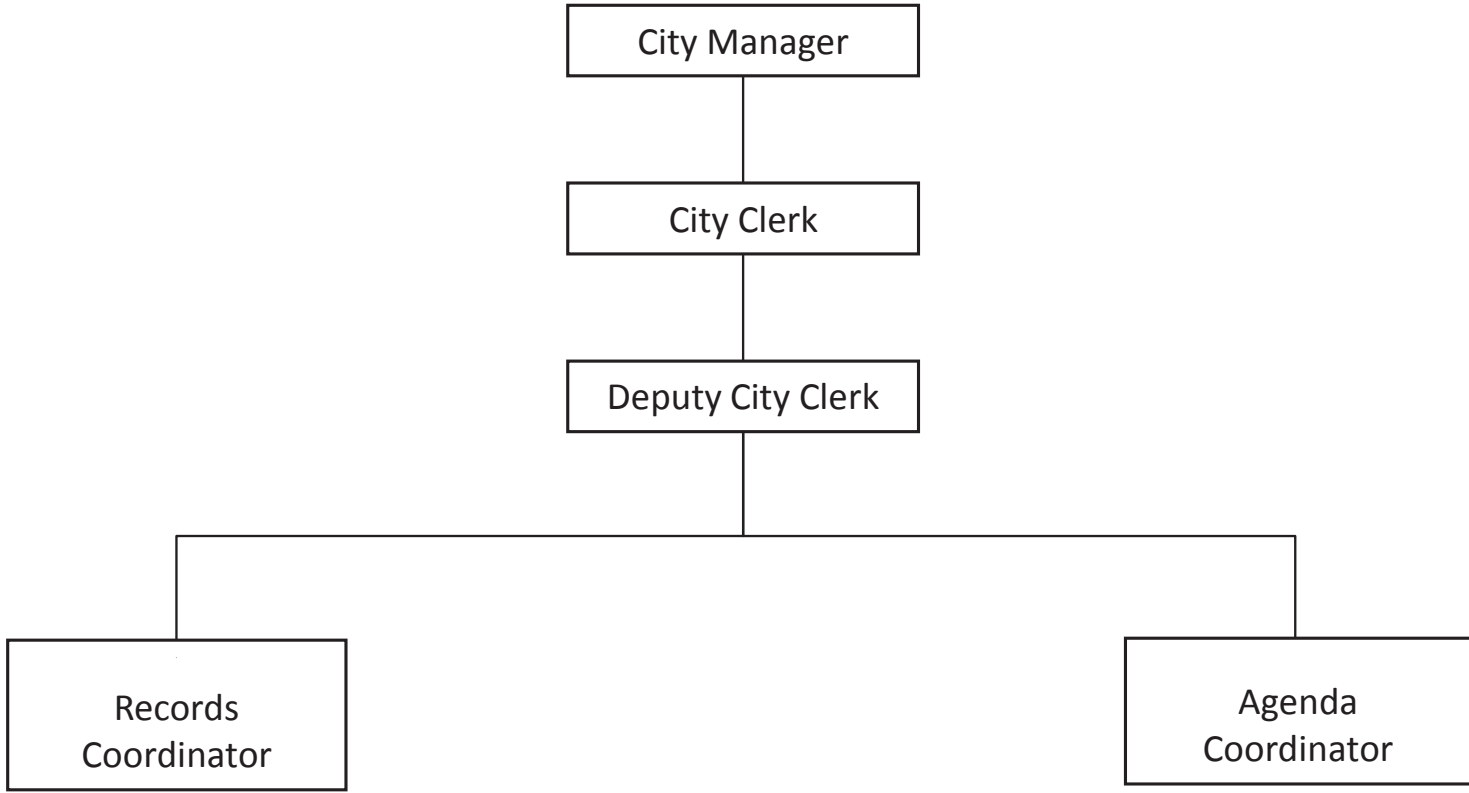
## Mission

*Dedicated to providing exceptional service by building partnerships with the community, elected officials and other governmental agencies while maintaining neutrality and impartiality.*



# Office of the City Clerk Organizational Chart

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## Department Overview

The Office of the City Clerk is versatile in its areas of responsibilities. It is comprised of three core functions: administration, election and passport services. Responsibilities include the maintenance of the City's legislative history, City Charter, Municipal Code and Land Development Code, making the Office of the City Clerk a central hub for information. The department administers special and general municipal elections, coordinates all activities of the City Commission Meetings, administers and oversees the Records Management Program, the Commission Agenda process and the City Commission Advisory Boards' appointment process. The Office of the City Clerk is also the custodian of the City's seal.

As indicated in the Position Detail, there are four full-time budgeted positions in this department. The three major programs provided are:

1. Administration
2. Passport Services
3. Municipal Election

## FY 2018 Accomplishments

- Completed 77% of the records received within ten business days from 10/1/17 to 03/30/18.
- Increased the number of U.S. passport applications processed by 200 over Fiscal Year 2017.
- Reduced the number of printed Commission Agenda Books.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Passport Services	91,929	78,877	74,000	74,000	114,100
Municipal Election	-	1,813	-	-	-
<b>Total</b>	<b>\$ 91,929</b>	<b>\$ 80,689</b>	<b>\$ 74,000</b>	<b>\$ 74,000</b>	<b>\$ 114,100</b>
<b>Expenditures by Program</b>					
Administration	348,683	347,877	461,600	463,047	513,710
Passport Services	158,098	170,705	172,100	171,653	140,200
Municipal Election	91,196	206,639	93,700	92,700	238,290
<b>Total</b>	<b>\$ 597,977</b>	<b>\$ 725,221</b>	<b>\$ 727,400</b>	<b>\$ 727,400</b>	<b>\$ 892,200</b>
<b>Expenditures by Category</b>					
Personnel Services	446,782	458,992	517,200	509,900	548,900
Operating Expense	131,007	266,229	210,200	217,500	343,300
Capital Outlay	20,189	-	-	-	-
<b>Total</b>	<b>\$ 597,977</b>	<b>\$ 725,221</b>	<b>\$ 727,400</b>	<b>\$ 727,400</b>	<b>\$ 892,200</b>



# Office of the City Clerk

## Positions by Program

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Administration	3.15	2.20	2.20	2.20	2.75
Passport Services	1.35	1.30	1.30	1.30	0.75
Municipal Election	0.50	0.50	0.50	0.50	0.50
<b>Total</b>	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## Position Detail













Administrative Clerk I	1.00	-	-	-	-
Agenda Coordinator	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Records Coordinator	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>



*Spectators watching a soccer game at City parks.*








# Office of the City Clerk Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Percentage of passport applications processed accurately	 Increase the percentage of passports issued timely.	Actual	100.00%
		YTD Actual	99.38%
		EOY Target	100.00%
		% Target	99.38%
		% Goal	100.00%
 Percentage of records requests processed within 10 business days	 Increase the percentage of records requests processed in a reasonable time	Actual	64.00%
		YTD Actual	76.50%
	 Allow for compliance with the State of Florida Sunshine Law	EOY Target	90.00%
		% Target	85.00%
		% Goal	100.00%
 Percentage of public records requests acknowledged within 1 business day	 Allow for compliance with the State of Florida Sunshine Law	Actual	95.00%
		YTD Actual	95.00%
		EOY Target	100.00%
		% Target	95.00%
		% Goal	100.00%
 Agendas for regularly City Commission meetings posted and available to the public at least 72 hours prior to the meeting	 Increase transparency to the public	Actual	6.00
		YTD Actual	23.00
		EOY Target	22.00
		% Target	104.55%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 165,239.61
		YTD Actual	\$ 722,551.79
		EOY Target	\$ 727,400.00
		% Target	99.33%
		% Goal	100.00%
 Meets budget target - Revenues		Actual	\$ 19,608.50
		YTD Actual	\$ 98,692.54
		EOY Target	\$ 74,000.00
		% Target	133.37%
		% Goal	100.00%

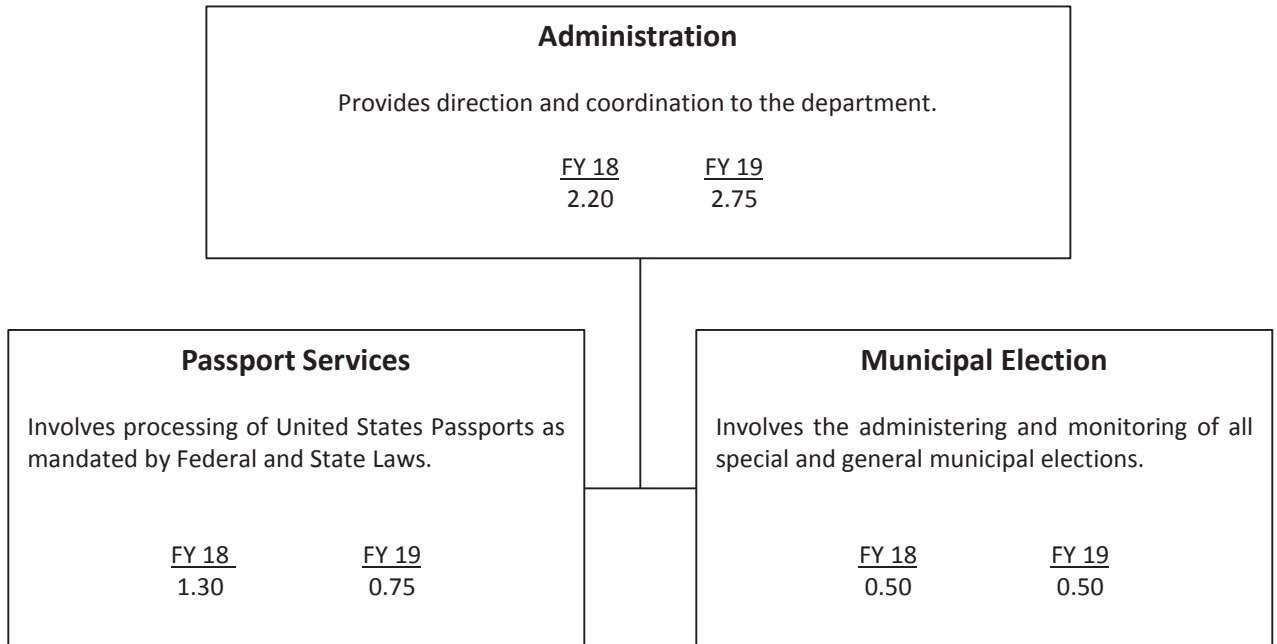


# Office of the City Clerk Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets projected target - Expenses	 Finances	Actual	\$ 165,239.61
		YTD Actual	\$ 722,551.79
		EOY Projection	\$ 727,398.00
		% Target	99.33%
		% Goal	100.00%
 Meets projected target - Revenues		Actual	\$ 19,608.50
		YTD Actual	\$ 98,373.15
		EOY Projection	\$ 85,400.00
		% Target	115.19%
		% Goal	100.00%
 Number of course hours/cross training completed by staff	 Develop and increase skill levels of staff	Actual	62.00
		YTD Actual	111.00
		EOY Target	40.00
		% Target	277.50%
		% Goal	100.00%

# Office of the City Clerk FTE's by Program

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# Office of the City Clerk Budget Summary by Program

## Administration—Program 100

### Description

This program provides for the overall direction, leadership and support of the Office of the City Clerk through efficient and effective management of all of its programs and related services. These services include: the City's records management program and the paperless Commission agenda process. This program is responsible for ensuring that the department consistently meets and exceeds the goals of the City and that all duties are performed in accordance and in compliance with the City's Charter, Sunshine Laws and Florida Statutes.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	237,517	222,282	273,000	265,700	325,400
Operating Expense	90,977	125,595	188,600	197,347	188,310
Capital Outlay	20,189	-	-	-	-
<b>Total</b>	<b>\$ 348,683</b>	<b>\$ 347,877</b>	<b>\$ 461,600</b>	<b>\$ 463,047</b>	<b>\$ 513,710</b>

### Percent of Time by Position

Administrative Clerk I	1.00	-	-	-	-
Agenda Coordinator	0.75	0.45	0.45	0.45	1.00
City Clerk	0.50	0.25	0.25	0.25	0.25
Deputy City Clerk	0.40	0.50	0.50	0.50	0.50
Records Coordinator	0.50	1.00	1.00	1.00	1.00
<b>Total</b>	<b>3.15</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.75</b>

# Office of the City Clerk Budget Summary by Program

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## Passport Services—Program 082

### Description

This program involves processing of United States Passports as mandated by Federal and State laws. The City provides passport processing as a service to the community.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Passport Services	349001	\$ 91,929	\$ 78,877	\$ 74,000	\$ 74,000	\$ 114,100

### Expenditures by Category

Personnel Services	122,729	148,256	153,100	153,100	120,200
Operating Expense	35,369	22,449	19,000	18,553	20,000
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 158,098</b>	<b>\$ 170,705</b>	<b>\$ 172,100</b>	<b>\$ 171,653</b>	<b>\$ 140,200</b>

### Percent of Time by Position

Agenda Coordinator	0.25	0.55	0.55	0.55	-
City Clerk	0.10	0.25	0.25	0.25	0.25
Deputy City Clerk	0.50	0.50	0.50	0.50	0.50
Records Coordinator	0.50	-	-	-	-
<b>Total</b>	<b>1.35</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>0.75</b>



# Office of the City Clerk Budget Summary by Program

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## Municipal Election—Program 083

### Description

This program ensures the democratic process in representing the public's interest by conducting municipal elections in compliance with State Law and the City Charter. There were no elections in FY 2016.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	341900	\$ -	\$ 1,813	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	86,535	88,453	91,100	91,100	103,300
Operating Expense	4,661	118,186	2,600	1,600	134,990
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 91,196</b>	<b>\$ 206,639</b>	<b>\$ 93,700</b>	<b>\$ 92,700</b>	<b>\$ 238,290</b>

### Percent of Time by Position

City Clerk	0.40	0.50	0.50	0.50	0.50
Deputy City Clerk	0.10	-	-	-	-
<b>Total</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>



# Office of the City Clerk Expenditures by Object Code

## Administration—001-08-100-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	150,639	142,951	165,500	165,500	196,100
601205	Lump Sum Payout - Accrued Time	7,068	3,804	7,900	7,900	9,300
601220	Longevity Pay	195	334	200	200	700
601400	Overtime-General	1,188	7,425	21,550	14,250	21,550
601410	Overtime-Holiday	-	10	50	50	50
601412	Overtime-Emergency	-	179	-	-	-
602100	FICA & MICA	11,586	11,713	11,800	11,800	15,600
602210	Pension-General	33,574	18,297	24,900	24,900	35,100
602235	Pension-Senior Mgmt	-	5,005	6,100	6,100	6,600
602265	Pension-457	5,060	3,353	3,400	3,400	4,000
602305	Health Insurance-HMO	18,981	17,384	20,500	20,500	23,600
602306	Dental Insurance-PPO	1,132	1,138	1,200	1,200	1,400
602307	Dental Insurance-HMO	120	55	-	-	-
602309	Basic Life Insurance	494	463	300	300	400
602311	Long-Term Disability Ins	180	171	200	200	300
602400	Workers' Compensation	7,300	10,000	9,400	9,400	10,700
	Sub-Total	237,517	222,282	273,000	265,700	325,400
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	8,486	14,029	22,000	22,000	25,300
603425	Software License & Maint	8,122	20,210	71,500	71,500	71,500
603470	Temporary Help	6,000	-	1,000	2,247	1,000
604001	Travel & Training	4,428	5,874	5,200	5,200	5,200
604100	Communication Svcs	1,692	1,751	2,000	2,000	2,000
604200	Postage	1,993	1,849	2,300	3,300	2,300
604301	Electricity Svcs	5,790	6,369	6,300	6,300	6,500
604440	Leased Copiers	3,956	1,043	-	-	-
604500	Risk Internal Svcs Charge	7,000	7,000	5,200	5,200	5,600
604625	R&M Equipment	980	1,483	1,100	1,100	1,500
604740	Ordinance Codification	8,419	13,397	16,000	16,000	16,000
604910	Advertising Costs	10,926	14,600	12,000	15,000	12,410
604916	Administrative Expense	903	1,144	2,000	2,000	2,000
604931	Recording Fees	962	1,895	1,000	5,500	2,000
604989	IT Internal Svcs Charge	11,900	23,200	26,900	26,900	20,900
605100	Office Supplies	5,171	4,468	6,000	6,000	6,000
605120	Computer Operating Expenses	880	1,426	1,000	1,000	1,000
605290	Other Operating Supplies	265	903	1,000	1,000	1,000
605410	Subscriptions & Memberships	2,470	2,467	2,600	2,600	2,600
605500	Training-General	634	2,489	2,500	2,500	2,500
605510	Tuition Reimbursement	-	-	1,000	-	1,000
	Sub-Total	90,977	125,595	188,600	197,347	188,310
<b><u>Dept Capital Outlay</u></b>						
606471	Software	20,189	-	-	-	-
	Sub-Total	20,189	-	-	-	-
<b>Total</b>		<b>\$ 348,683</b>	<b>\$ 347,877</b>	<b>\$ 461,600</b>	<b>\$ 463,047</b>	<b>\$ 513,710</b>



# Office of the City Clerk Expenditures by Object Code

## Passport Services—001-08-082-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	75,523	91,861	93,500	93,500	71,300
601205	Lump Sum Payout - Accrued Time	6,439	6,644	6,700	6,700	6,000
601220	Longevity Pay	39	315	200	200	700
601400	Overtime-General	530	351	650	650	650
601410	Overtime-Holiday	44	9	50	50	50
601412	Overtime-Emergency	-	219	-	-	-
602100	FICA & MICA	6,210	7,649	7,700	7,700	5,800
602210	Pension-General	15,488	14,298	14,000	14,000	8,500
602235	Pension-Senior Mgmt	-	5,005	6,100	6,100	6,600
602265	Pension-457	1,800	3,190	3,400	3,400	4,000
602305	Health Insurance-HMO	10,389	10,407	13,000	13,000	8,100
602306	Dental Insurance-PPO	610	849	900	900	700
602307	Dental Insurance-HMO	120	6	-	-	-
602309	Basic Life Insurance	337	348	200	200	200
602311	Long-Term Disability Ins	99	104	100	100	100
602400	Workers' Compensation	5,100	7,000	6,600	6,600	7,500
	Sub-Total	122,729	148,256	153,100	153,100	120,200
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	3,200	-	-	-	-
604200	Postage	900	2,990	3,000	3,000	3,000
604440	Leased Copiers	1,248	-	-	-	-
604500	Risk Internal Svcs Charge	16,800	17,000	12,500	12,500	13,500
604625	R&M Equipment	160	80	500	500	500
604916	Administrative Expense	500	211	500	500	500
604989	IT Internal Svcs Charge	10,200	-	-	-	-
605100	Office Supplies	1,794	1,579	2,000	1,553	2,000
605120	Computer Operating Expenses	567	590	500	500	500
	Sub-Total	35,369	22,449	19,000	18,553	20,000
	<b>Total</b>	<b>\$ 158,098</b>	<b>\$ 170,705</b>	<b>\$ 172,100</b>	<b>\$ 171,653</b>	<b>\$ 140,200</b>

# Office of the City Clerk Expenditures by Object Code

## Municipal Election—001-08-083-512-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	54,937	52,786	52,400	52,400	62,600
601205	Lump Sum Payout - Accrued Time	4,258	5,069	5,400	5,400	4,900
601220	Longevity Pay	156	497	500	500	600
601400	Overtime-General	56	-	-	-	-
602100	FICA & MICA	4,568	4,544	4,500	4,500	5,000
602210	Pension-General	9,293	1,400	-	-	-
602235	Pension-Senior Mgmt	-	10,011	12,300	12,300	13,300
602265	Pension-457	3,635	4,536	4,700	4,700	5,600
602305	Health Insurance-HMO	7,487	7,101	8,900	8,900	8,600
602306	Dental Insurance-PPO	462	435	400	400	400
602307	Dental Insurance-HMO	35	-	-	-	-
602309	Basic Life Insurance	186	122	100	100	100
602311	Long-Term Disability Ins	62	52	100	100	100
602400	Workers' Compensation	1,400	1,900	1,800	1,800	2,100
	Sub-Total	86,535	88,453	91,100	91,100	103,300
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	3,500	-	-	-	3,840
603425	Software License & Maint	936	936	1,000	1,000	1,000
604200	Postage	100	-	-	-	-
604625	R&M Equipment	-	-	1,000	-	1,000
604909	Election Costs	-	110,107	-	-	120,000
604910	Advertising Costs	-	7,100	-	-	8,000
604916	Administrative Expense	100	8	100	100	100
605100	Office Supplies	25	-	500	500	550
605120	Computer Operating Expenses	-	35	-	-	-
605290	Other Operating Supplies	-	-	-	-	500
	Sub-Total	4,661	118,186	2,600	1,600	134,990
	<b>Total</b>	<b>\$ 91,196</b>	<b>\$ 206,639</b>	<b>\$ 93,700</b>	<b>\$ 92,700</b>	<b>\$ 238,290</b>



# Office of the City Clerk Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	This account represents costs for overtime that is necessary due to unforeseen administrative needs. Includes additional overtime related to Commission meetings.
601410	Overtime-Holiday	This expenditure is for regular and overtime hours worked on contractual holidays per the individual collective bargaining agreements.
603190	Prof Svcs-Other	This account represents costs associated with the transcription of various minutes and Closed Captioning services at Commission meetings.
603425	Software License & Maint	This account represents costs associated with the maintenance of municipal candidates' financing software. This account also represents costs associated with maintenance services for the following software programs: Ilesgistrate (Granicus update in Chambers), Legistar (paperless agenda), JustFoia (records request software), C-Finance (Election Software), BIS (audio recording in Chambers) and Earth Channel (broadcasting of Commission Meetings).
603470	Temporary Help	This account represents costs associated with providing additional professional staff for clerical support to maintain work flow during extended employee absences.
604001	Travel & Training	This account represents costs associated with out-of-town travel and accommodations for specialized training and certification courses/conferences relating to BCMCA, FACC, IIMC, ARMA & FRAMA.
604100	Communication Svcs	This account represents allocated costs for cellular expenses for the City Clerk and Deputy City Clerk.
604200	Postage	This represents allocated costs for department mailings as well as delivery services such as U.P.S. and Federal Express. Also includes mailing of notices and legislation to the public and other public entities, master files for ordinances, resolutions, deeds and other vital records.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This account is restricted and represents allocated property and liability insurance premiums as provided by HR-Risk Management.
604625	R&M Equipment	This account represents costs associated with the maintenance and repair of the following equipment: Copy Corp - Scanner Automated Business System - Date Stamp Clock Commercial Business Machines -Typewriter
604740	Ordinance Codification	This account represents costs associated with codification services and supplements for the City Code and Land Development Code.
604909	Election Costs	This account represents costs associated with having a municipal election as required by the City's Charter and Florida Statutes.
604910	Advertising Costs	This account represents costs associated with advertising requirements to satisfy the Florida Statutes, City's Charter, City Code, legal and public hearings.
604916	Administrative Expense	This account represents costs associated with miscellaneous expenses incurred by the department.
604931	Recording Fees	This account represents costs associated with Broward County recording services.
604989	IT Internal Svcs Charge	This account represents allocated costs associated with technology such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
605100	Office Supplies	This account represents costs associated with the purchase of office supplies. Also included are items related to certificates, proclamations and other recognition relating to presentations and standard operating supplies to support the office function.
605120	Computer Operating Expenses	This account represents costs associated with print management service and computer related items.
605290	Other Operating Supplies	This account represents costs for supplies not specified in other line items.
605410	Subscriptions & Memberships	This account represents costs associated with memberships in professional associations and subscriptions.
605500	Training-General	This account represents costs associated with employee training to keep current with the latest technology and best practices.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.



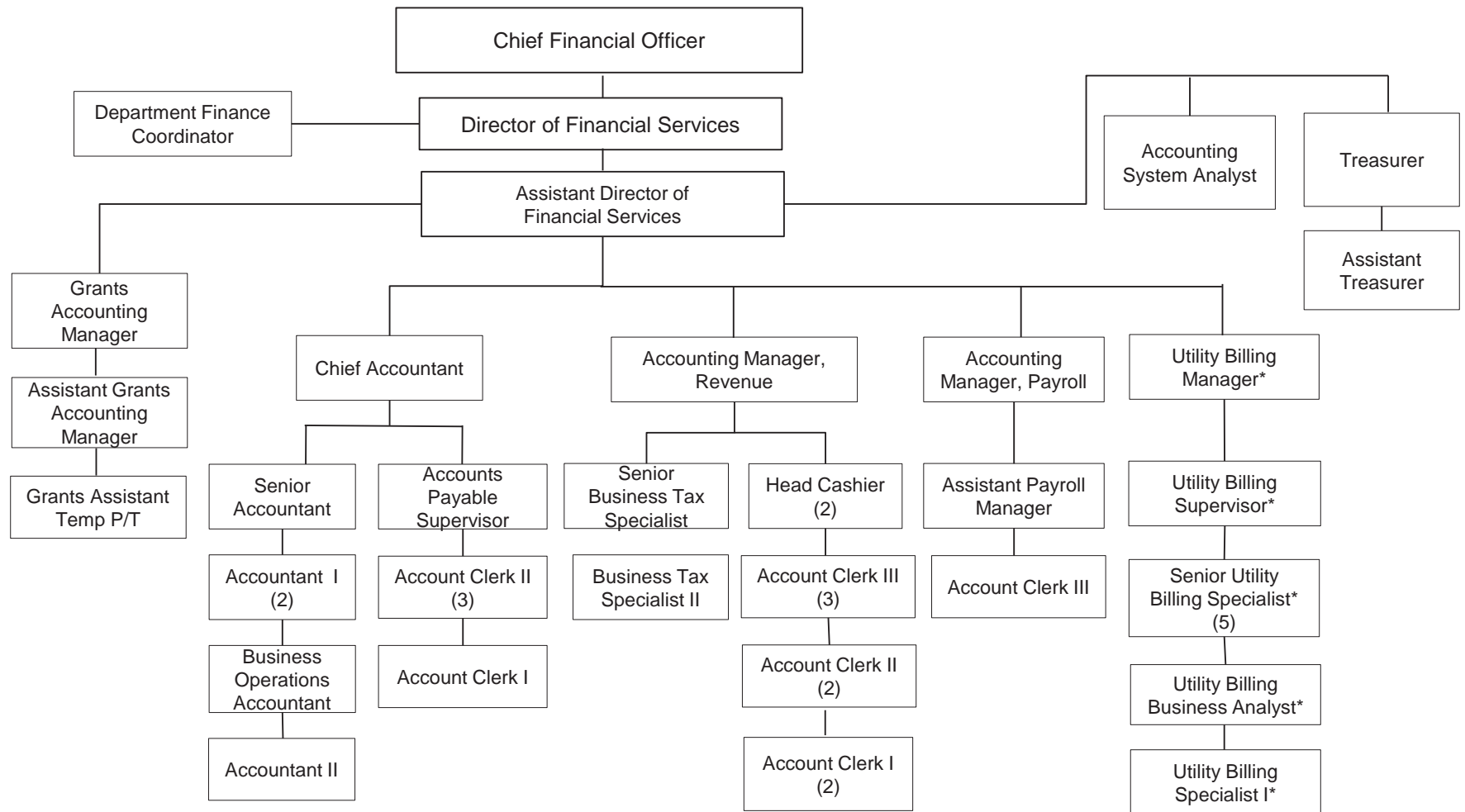
# Financial Services

## Mission

*To maintain the accounting records of the City, provide accurate and timely financial reporting, ensure the protection of City assets by establishing and maintaining adequate internal controls, and to provide training and communication to all areas of the City as it pertains to the accounting and internal control functions.*



# Financial Services Organizational Chart



\* Positions budgeted in Utility Fund 410-Utility Billing





# Financial Services

## Department Overview

The Financial Services Department maintains and operates the City's centralized accounting system, Munis.

The Department also provides:

- Related controls and services for managers and employees of the City, and generates reliable financial information that is in accordance with Generally Accepted Accounting Principles.
- Coordination of all financial activities of the City by acting as liaison to the public, and to the administrative and department officials.
- This department also oversees the Utility Billing program which is funded by the Utility Enterprise Fund.

As indicated in the Position Detail, this department is comprised of 34.5 budgeted positions, 34 full-time and one temporary part-time employees. The four major General Fund programs provided are:

1. Administration
2. Accounting and Revenue Enhancement
3. Reporting and Training
4. Grants Administration

## FY 2018 Accomplishments

- Refinanced 2007 Utility Bond.
- Issued FY 2017 Comprehensive Annual Financial Report (CAFR).
- Streamlined quarterly reporting process.

## Program Revenue, Expenditures and Positions Summary

<b>Dedicated Revenues</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Accounting and Revenue Enhancement	1,985,155	2,270,119	2,345,000	2,345,000	2,505,000

### Expenditures by Program

Administration	452,065	565,030	630,600	630,641	703,600
Accounting & Revenue Enhancement	2,881,668	2,997,880	3,422,900	3,385,451	3,363,400
Reporting and Training	135,730	26,462	102,700	102,408	117,000
Grants Administration	259,459	224,990	293,000	241,500	299,100
<b>Total</b>	<b>\$ 3,728,922</b>	<b>\$ 3,814,363</b>	<b>\$ 4,449,200</b>	<b>\$ 4,360,000</b>	<b>\$ 4,483,100</b>

### Expenditures by Category

Personnel Services	3,211,991	3,299,481	3,722,100	3,671,500	3,829,900
Operating Expenses	516,931	514,882	727,100	688,500	653,200
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 3,728,922</b>	<b>\$ 3,814,363</b>	<b>\$ 4,449,200</b>	<b>\$ 4,360,000</b>	<b>\$ 4,483,100</b>



# Financial Services













<b>Positions by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	3.00	3.00	3.00	3.00	3.00
Accounting & Revenue Enhancement	29.00	29.00	28.50	29.00	28.00
Reporting and Training	2.00	1.00	1.00	1.00	1.00
Grants Administration	3.00	3.00	2.50	2.50	2.50
<b>Total</b>	<b>37.00</b>	<b>36.00</b>	<b>35.00</b>	<b>35.50</b>	<b>34.50</b>

## Position Detail

Account Clerk I*	5.00	5.00	5.00	3.00	3.00
Account Clerk II*	2.00	2.00	2.00	5.00	5.00
Account Clerk III	5.00	5.00	5.00	4.00	4.00
Accountant I	1.00	1.00	1.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accounting Manager	2.00	2.00	2.00	2.00	2.00
Accounting Records Clerk*	1.00	1.00	1.00	-	-
Accounting Records Clerk* - Part-time	1.00	1.00	0.50	-	-
Accounting System Analyst	1.00	1.00	1.00	1.00	1.00
Accounts Payable Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Director of Financial Services	1.00	1.00	1.00	1.00	1.00
Assistant Grants Accounting Manager	-	-	-	1.00	1.00
Assistant Grants Manager	1.00	1.00	1.00	-	-
Assistant Payroll Manager	1.00	1.00	1.00	1.00	1.00
Assistant Treasurer	1.00	1.00	1.00	1.00	1.00
Business Operations Accountant	1.00	1.00	1.00	1.00	1.00
Business Tax Specialist I*	2.00	1.00	1.00	-	-
Business Tax Specialist II*	-	1.00	1.00	1.00	1.00
Chief Accountant	1.00	1.00	1.00	1.00	1.00
Department Finance Coordinator	1.00	1.00	1.00	1.00	1.00
Director of Financial Services	1.00	1.00	1.00	1.00	1.00
Grants Accounting Manager	-	1.00	1.00	1.00	1.00
Grants Analyst - Part-time	0.50	0.50	-	-	-
Grants Assistant - Temp Part-time	0.50	0.50	0.50	0.50	0.50
Grants Manager	1.00	-	-	-	-
Head Cashier	2.00	2.00	2.00	2.00	2.00
Permit Clerk I	-	-	-	1.00	-
Reporting & Training Officer	1.00	-	-	-	-
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Senior Business Tax Specialist*	-	-	-	1.00	1.00
Treasurer/Retirement & Financial Planning Resource Manager	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>37.00</b>	<b>36.00</b>	<b>35.00</b>	<b>35.50</b>	<b>34.50</b>













# Financial Services Balanced Scorecard













Measure	Objectives	Series Status	Sep-18
 Meets budget target - Expenses	 Finances	Actual	\$ 1,140,846.95
		YTD Actual	\$ 4,339,201.48
		EOY Target	\$ 4,449,200.00
		% Target	97.53%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 1,140,846.95
		YTD Actual	\$ 4,339,201.48
		EOY Projection	\$ 4,432,966.15
		% Target	97.88%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	\$ 120,372.25
		YTD Actual	\$ 2,224,543.28
		EOY Target	\$ 2,345,000.00
		% Target	94.86%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 120,372.25
		YTD Actual	\$ 2,224,543.28
		EOY Projection	\$ 2,281,350.00
		% Target	97.51%
		% Goal	100.00%
 Number of training sessions held/offered	 Improve supervisory leadership skills	Actual	0.00
		YTD Actual	2.00
		EOY Target	1.00
		% Target	200.00%
		% Goal	100.00%
 Number of training sessions held/offered	 Improve staff customer service skills - including conflict resolution and communication skills	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%



# Financial Services Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of financial reports issued for the fiscal year		Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Number of consecutive GFOA awards received	 Issue CAFR by March 31 each year	Actual	0.00
		YTD Actual	29.00
		EOY Target	29.00
		% Target	100.00%
		% Goal	
 Number of accounts sent to collections	 Pursue more timely collection of non-UB account receivable balances	Actual	43.00
		YTD Actual	422.00
		EOY Target	510.00
		% Target	82.75%
		% Goal	100.00%
 Number of reports issued	 Fed Finance report	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Number of reports issued	 Quarterly Grants report	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Number of reports issued	 Quarterly donations	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%

# Financial Services Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of reports issued	 Schedule of Expenditure of Federal Awards (SEFA)	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 Complete/respond to a lien search request within 3 business days	 Efficiency/customer service	Actual	1.00
		YTD Actual	3.00
		EOY Target	3.00
		% Target	100.00%
		% Goal	100.00%
 Review and issue Business Tax Receipt for complete application within 3 business days	 Efficiency/customer service	Actual	1.00
		YTD Actual	3.00
		EOY Target	3.00
		% Target	100.00%
		% Goal	100.00%
 Number of eligible vendors converted	 Increase ACH vendor participation in an attempt to reduce fraud opportunities	Actual	5.00
		YTD Actual	5.00
		EOY Target	5.00
		% Target	100.00%
		% Goal	100.00%
 Filed by 4/30, 7/31, 10/31, 1/31	 Payroll quarterly form 941	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Filed by 1/31	 Form 945 annual return of withheld income tax	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%



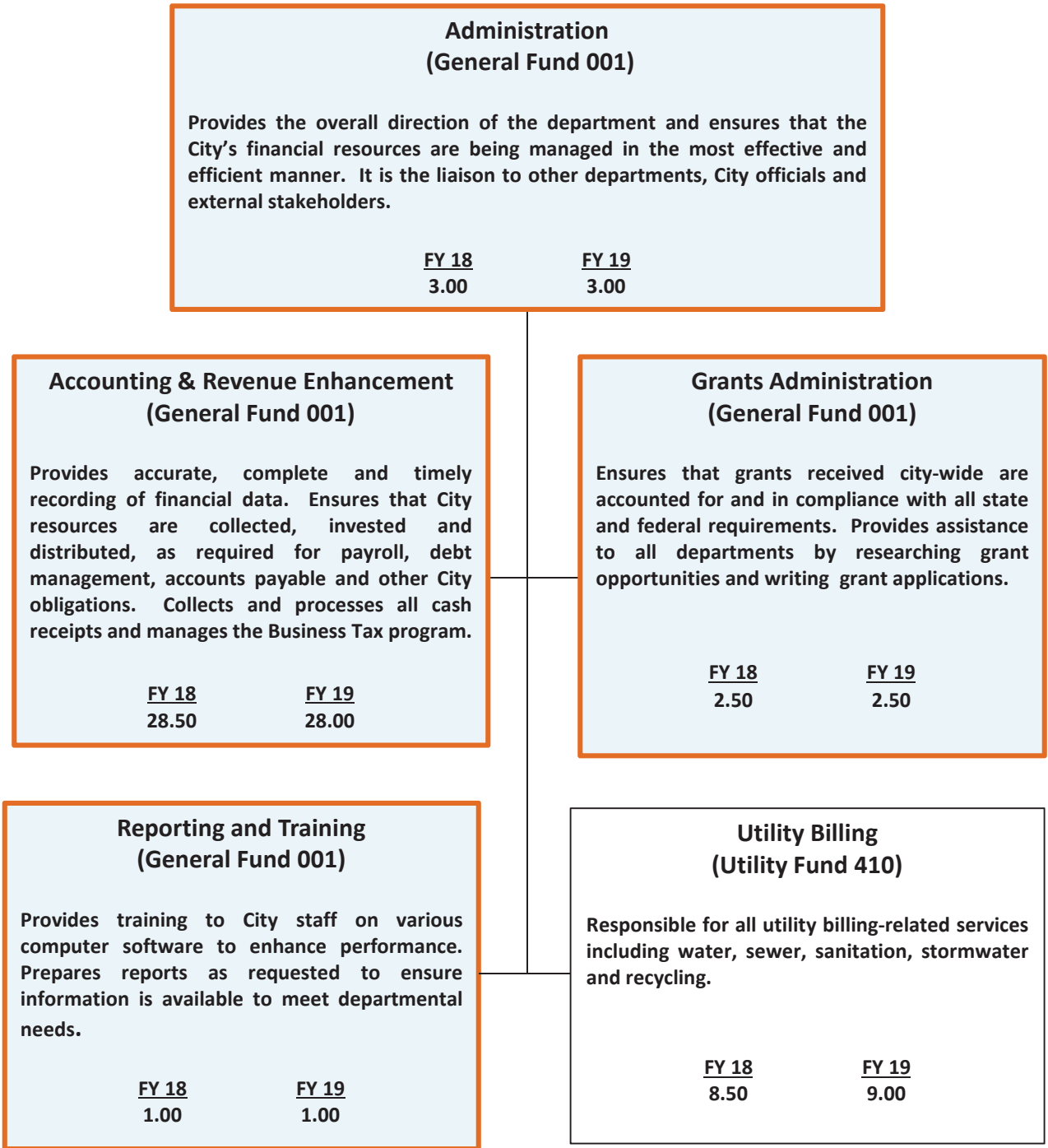
# Financial Services Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Forms issued and filed by 1/31	<span style="color: gray;">■</span> W-2 form (Recipient & IRS)	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Monthly filings by the 20th of the subsequent month	<span style="color: gray;">■</span> State Sales Tax	Actual	3.00
		YTD Actual	12.00
		EOY Target	12.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Forms issued by 1/31	<span style="color: gray;">■</span> Form 1099-R (Recipient)	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Forms filed with the IRS	<span style="color: gray;">■</span> Form 1099-R (IRS)	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Forms issued and filed by 1/31	<span style="color: gray;">■</span> Form 1099-M (Recipient and IRS)	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: red;">↓</span> % of completion of ACH file	<span style="color: gray;">■</span> Improve the remittance of child support payment to the State of Florida	Actual	0.00
		YTD Actual	0.00
		EOY Target	50.00%
		% Target	0%
		% Goal	100.00%





# Financial Services FTE's by Program



# Financial Services Budget Summary by Program

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## Administration—Program 100

### Description

Administration provides the overall direction of the department and ensures that the City's financial resources are being managed in the most cost effective manner. It is the liaison to other departments, City officials and external stakeholders.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures

Personnel Services		370,214	482,436	536,200	536,200	569,900
Operating Expense		81,851	82,594	94,400	94,441	133,700
Capital Outlay		-	-	-	-	-
Total		\$ 452,065	\$ 565,030	\$ 630,600	\$ 630,641	\$ 703,600

### Percent of Time by Position

Assistant Director of Financial Services		1.00	1.00	1.00	1.00	1.00
Department Finance Coordinator		1.00	1.00	1.00	1.00	1.00
Director of Financial Services		1.00	1.00	1.00	1.00	1.00
Total		3.00	3.00	3.00	3.00	3.00

# Financial Services Budget Summary by Program

## Accounting and Revenue Enhancement—Program 101

### Description

The Accounting and Revenue Enhancement Program provides accurate, complete and timely recording of financial data that is also in compliance with Federal, State, Accounting and other regulatory criteria. This program ensures that the City's resources are collected, invested and then distributed as required for payroll, debt management, accounts payable and other obligations. It acts as the central collection point for cash receipts for all revenues of the City and collects and processes cash received directly from customers and other City locations. Credit, debit and lockbox payments are also processed. Business Tax, lien searches and filing of liens, commercial sanitation billing and collections, false alarms and other miscellaneous billings are managed within this program. The Accounting and Revenue Enhancement Program operates at both the Multi-Service Complex in East Miramar and at the Town Center.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Local Business Tax	316000	1,788,184	2,072,694	2,100,000	2,100,000	2,295,000
Admin Fee-Sanitation Roll Off	341302	-	-	-	-	-
Credit Card Fee	347345	-	30,123	45,000	45,000	35,000
Lien Research	349000	196,970	167,303	200,000	200,000	175,000
		<u>\$ 1,985,155</u>	<u>\$ 2,270,119</u>	<u>\$ 2,345,000</u>	<u>\$ 2,345,000</u>	<u>\$ 2,505,000</u>

### Expenditures by Category

Personnel Services	2,490,113	2,613,081	2,856,100	2,856,100	2,914,400
Operating Expense	391,555	384,799	566,800	529,351	449,000
Capital Outlay	-	-	-	-	-
Total	<u>\$ 2,881,668</u>	<u>\$ 2,997,880</u>	<u>\$ 3,422,900</u>	<u>\$ 3,385,451</u>	<u>\$ 3,363,400</u>

### Percent of Time by Position

Account Clerk I	5.00	5.00	5.00	3.00	3.00
Account Clerk II	2.00	2.00	2.00	5.00	5.00
Account Clerk III	5.00	5.00	5.00	4.00	4.00
Accountant I	1.00	1.00	1.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accounting Manager	2.00	2.00	2.00	2.00	2.00
Accounting Records Clerk*	1.00	1.00	1.00	-	-
Accounting Records Clerk* - Part-Time	1.00	1.00	0.50	-	-
Accounts Payable Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Payroll Manager	1.00	1.00	1.00	1.00	1.00
Assistant Treasurer	1.00	1.00	1.00	1.00	1.00
Business Operations Accountant	1.00	1.00	1.00	1.00	1.00
Business Tax Specialist I	2.00	1.00	1.00	-	-
Business Tax Specialist II	-	1.00	1.00	1.00	1.00
Chief Accountant	1.00	1.00	1.00	1.00	1.00
Head Cashier	2.00	2.00	2.00	2.00	2.00
Permit Clerk I	-	-	-	1.00	-
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Senior Business Tax Specialist	-	-	-	1.00	1.00
Treasurer/Retirement & Financial Planning Resource Manager	1.00	1.00	1.00	1.00	1.00
Total	<u>29.00</u>	<u>29.00</u>	<u>28.50</u>	<u>29.00</u>	<u>28.00</u>



# Financial Services Budget Summary by Program

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## Reporting and Training—Program 102

### Description

The Finance Department played a key role in the implementation of the Munis Enterprise Resource Planning (ERP) system and continues to play an essential role in ensuring Munis operates effectively and efficiently. It is the responsibility of the Financial Services department to maintain the integrity of the system. This program supports management staff in varied areas of financial analyses, including standard monthly management reporting, creation of custom reports, variance analyses, budgeting, forecasting and strategic planning; includes review and coordination of financial analyses across different departments and in support of the Financial Services department.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	126,169	20,262	88,800	88,800	104,500
Operating Expense	9,560	6,200	13,900	13,608	12,500
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 135,730</b>	<b>\$ 26,462</b>	<b>\$ 102,700</b>	<b>\$ 102,408</b>	<b>\$ 117,000</b>

### Percent of Time by Position

Accounting System Analyst	1.00	1.00	1.00	1.00	1.00
Reporting & Training Officer	1.00	-	-	-	-
<b>Total</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

# Financial Services Budget Summary by Program

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## Grants Administration—Program 103

### Description

This program assists departments with all grant related activities. Services provided include accurate grant accounting, compliance with grantor requirements, assistance with locating and advising departments with grant opportunities, grant writing and providing grant training to staff. This program provides assistance during a natural disaster or other emergency by obtaining required documentation and accounting records for disaster related expenditures to ensure maximum reimbursement.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	225,494	183,701	241,000	190,400	241,100
Operating Expense	33,965	41,289	52,000	51,100	58,000
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 259,459</b>	<b>\$ 224,990</b>	<b>\$ 293,000</b>	<b>\$ 241,500</b>	<b>\$ 299,100</b>

### Percent of Time by Position

Assistant Grants Accounting Manager	-	-	-	1.00	1.00
Assistant Grants Manager	1.00	1.00	1.00	-	-
Grants Accounting Manager	-	1.00	1.00	1.00	1.00
Grants Analyst - Part-time	0.50	0.50	-	-	-
Grants Assistant - Temp Part-time	0.50	0.50	0.50	0.50	0.50
Grants Manager	1.00	-	-	-	-
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>



# Financial Services Expenditures by Object Code

## Administration—001-10-100-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	252,338	328,093	373,100	373,100	373,000
601201	Salary Attrition	-	-	(15,000)	(15,000)	(9,000)
601205	Lump Sum Payout - Accrued Time	12,994	13,794	5,000	5,000	22,700
601215	Communication Stipend	-	-	3,900	3,900	3,900
602100	FICA & MICA	14,405	25,998	25,100	25,100	25,500
602235	Pension-Senior Mgmt	59,454	66,470	87,300	87,300	79,000
602265	Pension-457	9,473	12,381	11,300	11,300	30,600
602304	Health Insurance-PPO	302	12,095	15,000	15,000	14,500
602305	Health Insurance-HMO	14,574	13,475	20,600	20,600	19,200
602306	Dental Insurance-PPO	592	652	800	800	800
602307	Dental Insurance-HMO	163	176	200	200	200
602309	Basic Life Insurance	620	1,727	800	800	800
602311	Long-Term Disability Ins	199	275	500	500	500
602400	Workers' Compensation	5,100	7,300	7,600	7,600	8,200
	Sub-Total	370,214	482,436	536,200	536,200	569,900
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	2,200	725	3,000	3,000	78,000
603470	Temporary Help	2,683	-	-	-	-
604001	Travel & Training	3,450	4,556	10,200	12,900	11,300
604100	Communication Svcs	604	-	2,200	-	-
604200	Postage	331	7	-	-	-
604301	Electricity Svcs	15,309	16,837	16,700	16,700	17,100
604402	Leased Vehicles	4,330	4,326	-	-	-
604440	Leased Copiers	6,700	4,775	-	-	-
604500	Risk Internal Svcs Charge	3,600	4,100	6,400	6,400	2,700
604610	Fleet Internal Svcs Charge	67	500	-	-	-
604650	R&M Office Equip	-	-	200	200	200
604700	Printing & Binding Svcs	735	627	1,500	1,500	1,500
604916	Administrative Expense	-	523	600	600	600
604950	Employee Awards	(38)	889	1,000	1,650	1,000
604989	IT Internal Svcs Charge	38,300	40,100	46,500	46,500	15,700
605100	Office Supplies	1,288	1,399	800	800	800
605120	Computer Operating Expenses	-	180	800	800	800
605220	Vehicle Fuel-On-Site	11	46	-	-	-
605250	Noncap Furn (Item less 5000)	1,050	-	1,100	1,141	1,100
605290	Other Operating Supplies	-	168	200	200	200
605410	Subscriptions & Memberships	1,200	2,335	2,700	2,050	2,700
605500	Training-General	30	500	500	-	-
	Sub-Total	81,851	82,594	94,400	94,441	133,700
	<b>Total</b>	<b>\$ 452,065</b>	<b>\$ 565,030</b>	<b>\$ 630,600</b>	<b>\$ 630,641</b>	<b>\$ 703,600</b>



# Financial Services Expenditures by Object Code

## Accounting and Revenue Enhancement—001-10-101-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,605,150	1,713,272	1,847,000	1,847,000	1,917,500
601201	Salary Attrition	-	-	(75,000)	(75,000)	(43,000)
601205	Lump Sum Payout - Accrued Time	91,350	84,087	131,600	131,600	105,000
601220	Longevity Pay	8,607	10,674	7,300	7,300	13,600
601400	Overtime-General	10,980	19,717	4,000	4,000	4,000
601410	Overtime-Holiday	2,304	8,201	-	-	-
601412	Overtime-Emergency	-	1,039	-	-	-
602100	FICA & MICA	128,117	136,896	152,700	152,700	157,300
602210	Pension-General	242,210	213,164	259,100	259,100	245,000
602235	Pension-Senior Mgmt	96,695	85,690	108,300	108,300	114,000
602265	Pension-457	15,630	16,114	19,200	19,200	19,700
602300	Pmt In Lieu Of Insurance	12,693	11,222	12,500	12,500	12,500
602304	Health Insurance-PPO	11,583	12,485	15,500	15,500	14,600
602305	Health Insurance-HMO	208,253	228,501	299,700	299,700	275,100
602306	Dental Insurance-PPO	11,323	10,707	10,500	10,500	11,200
602307	Dental Insurance-HMO	1,553	1,608	2,100	2,100	1,700
602309	Basic Life Insurance	4,665	4,616	4,100	4,100	4,200
602311	Long-Term Disability Ins	2,100	2,089	2,600	2,600	2,700
602400	Workers' Compensation	36,900	53,000	54,900	54,900	59,300
	Sub-Total	2,490,113	2,613,081	2,856,100	2,856,100	2,914,400
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	58,182	28,790	80,600	57,600	114,800
603200	Audit Fees	75,360	70,920	94,200	67,200	60,000
603470	Temporary Help	-	-	-	2,900	-
604001	Travel & Training	15,312	15,756	18,000	23,450	30,500
604100	Communication Svcs	413	-	-	-	-
604200	Postage	13,000	13,089	13,800	20,400	14,500
604301	Electricity Svcs	-	-	6,700	6,700	-
604500	Risk Internal Svcs Charge	36,100	40,700	64,400	64,400	27,200
604650	R&M Office Equip	-	1,000	1,000	1,000	1,000
604700	Printing & Binding Svcs	3,126	4,043	4,000	4,500	4,000
604901	Credit Card Svcs Fees	259	16,669	45,000	45,000	35,000
604989	IT Internal Svcs Charge	173,500	181,900	210,900	210,900	146,300
605100	Office Supplies	5,592	4,408	4,800	9,392	4,800
605120	Computer Operating Expenses	556	1,200	1,200	8,200	1,200
605240	Uniforms Cost	289	793	900	900	900
605250	Noncap Furn (Item less 5000)	718	270	1,000	5,020	1,000
605290	Other Operating Supplies	686	972	1,000	39	1,000
605410	Subscriptions & Memberships	1,291	1,190	2,800	1,700	2,800
605500	Training-General	140	70	2,500	50	-
605510	Tuition Reimbursement	7,031	3,031	14,000	-	4,000
	Sub-Total	391,555	384,799	566,800	529,351	449,000
<b>Total</b>		<b>\$ 2,881,668</b>	<b>\$ 2,997,880</b>	<b>\$ 3,422,900</b>	<b>\$ 3,385,451</b>	<b>\$ 3,363,400</b>



# Financial Services Expenditures by Object Code

## Reporting and Training—001-10-102-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	62,632	3,427	62,300	62,300	65,000
601201	Salary Attrition	-	-	(5,000)	(5,000)	(1,000)
601205	Lump Sum Payout - Accrued Time	4,514	-	-	-	-
602100	FICA & MICA	4,695	238	4,800	4,800	5,000
602210	Pension-General	13,789	-	-	-	-
602235	Pension-Senior Mgmt	25,085	13,915	14,600	14,600	13,800
602265	Pension-457	1,853	103	1,900	1,900	2,000
602305	Health Insurance-HMO	11,782	652	7,900	7,900	17,100
602307	Dental Insurance-HMO	281	15	200	200	300
602309	Basic Life Insurance	143	8	100	100	100
602311	Long-Term Disability Ins	95	5	100	100	100
602400	Workers' Compensation	1,300	1,900	1,900	1,900	2,100
	Sub-Total	126,169	20,262	88,800	88,800	104,500
<b><u>Operating Expense</u></b>						
604001	Travel & Training	2,144	-	1,800	4,100	4,100
604100	Communication Svcs	967	-	1,800	-	-
604500	Risk Internal Svcs Charge	2,400	2,700	4,300	4,300	1,800
604650	R&M Office Equip	-	-	100	100	100
604700	Printing & Binding Svcs	-	-	300	300	300
604989	IT Internal Svcs Charge	3,300	3,500	4,100	4,100	5,200
605100	Office Supplies	349	-	600	308	600
605120	Computer Operating Expenses	400	-	400	400	400
605500	Training-General	-	-	500	-	-
	Sub-Total	9,560	6,200	13,900	13,608	12,500
<b>Total</b>		<b>\$ 135,730</b>	<b>\$ 26,462</b>	<b>\$ 102,700</b>	<b>\$ 102,408</b>	<b>\$ 117,000</b>



# Financial Services Expenditures by Object Code

## Grants Administration—001-10-103-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	149,430	116,208	166,500	115,900	160,300
601201	Salary Attrition	-	-	(5,000)	(5,000)	(4,000)
601205	Lump Sum Payout - Accrued Time	9,716	7,256	4,100	4,100	5,200
602100	FICA & MICA	11,266	8,938	13,000	13,000	12,700
602235	Pension-Senior Mgmt	15,582	15,116	17,300	17,300	29,800
602260	Pension-401	7,768	8,211	8,000	8,000	-
602265	Pension-457	136	2,239	4,400	4,400	4,200
602305	Health Insurance-HMO	25,946	19,125	25,700	25,700	24,800
602306	Dental Insurance-PPO	877	311	-	-	1,300
602307	Dental Insurance-HMO	310	308	500	500	-
602309	Basic Life Insurance	363	254	400	400	300
602311	Long-Term Disability Ins	201	135	300	300	200
602400	Workers' Compensation	3,900	5,600	5,800	5,800	6,300
	Sub-Total	225,494	183,701	241,000	190,400	241,100
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	12,810	19,983	20,000	20,000	20,000
604001	Travel & Training	5,525	4,780	7,300	9,600	9,300
604500	Risk Internal Svcs Charge	3,600	4,000	6,400	6,400	2,700
604650	R&M Office Equip	-	-	300	300	300
604700	Printing & Binding Svcs	-	-	300	-	300
604920	License & Permit Fees	8,217	9,300	9,500	9,800	9,800
604989	IT Internal Svcs Charge	2,800	2,900	3,400	3,400	13,100
605100	Office Supplies	652	95	800	800	800
605120	Computer Operating Expenses	-	-	700	700	700
605250	Noncap Furn (Item less 5000)	-	-	600	100	600
605410	Subscriptions & Memberships	298	149	400	-	400
605500	Training-General	63	82	2,300	-	-
	Sub-Total	33,965	41,289	52,000	51,100	58,000
<b>Total</b>		<b>\$ 259,459</b>	<b>\$ 224,990</b>	<b>\$ 293,000</b>	<b>\$ 241,500</b>	<b>\$ 299,100</b>



# Financial Services Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	Overtime is necessary to meet commitments and scheduled deadlines such as software conversion, annual audit, billing, issuance of checks and licenses, etc., and as the implementation of ERP modules continues.
603190	Prof Svcs-Other	This cost is incurred for non-employee services including actuarial, grant writing and system support provided by Third Party vendors.
603200	Audit Fees	The anticipated cost for contractual agreement between the City of Miramar and outside auditors for the annual financial audit.
604001	Travel & Training	This account is for out-of-town travel and accommodations associated with specialized training and required certification courses or conferences, including GFOA, FGFOA, etc., includes registration, airline travel, meals, etc.
604200	Postage	Represents allocated costs for mail, as well as delivery services for U.P.S. and Federal Express. Accounting & Revenue Enhancement: The amount of outgoing mail for Accounts Payable, Payroll and Business Tax is substantial.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604650	R&M Office Equip	Represents costs associated with repair and maintenance of small office equipment.
604700	Printing & Binding Svcs	Administration & Accounting & Revenue Enhancement: Costs for the Comprehensive Annual Financial Report (CAFR), payroll documents, occupational licenses, cash receipts and accounts payable. Reporting and Training: Manuals and training materials. Grants Management: Grant packets and other required materials.
604901	Credit Card Svcs Fees	Bank charges for handling credit card payments.
604916	Administrative Expense	To provide for various administrative expenses incurred.
604920	License & Permit Fees	Grants Administration: eCivis
604950	Employee Awards	To promote employee morale and team building.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
605100	Office Supplies	Costs pertaining to the purchase of basic and other miscellaneous small desk supplies.
605120	Computer Operating Expenses	Costs for Print Management Service Agreement and department's computer related items.
605240	Uniforms Cost	This cost is to provide uniforms to customer service employees to portray a professional appearance.
605250	Noncap Furn (Item less 5000)	This is for furniture that cost less than \$5,000 per unit. Administration & Accounting & Revenue Enhancement: Cubicle panels and desk chairs and other items, such as file cabinets, as needed. Grants Administration: To provide for necessary furnishings as needed.
605290	Other Operating Supplies	This cost is for supplies not specified in other line items.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: Government Finance Officers Association (GFOA), Florida Government Finance Officers Association (FGFOA), CPA License renewals, etc.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.



# Procurement

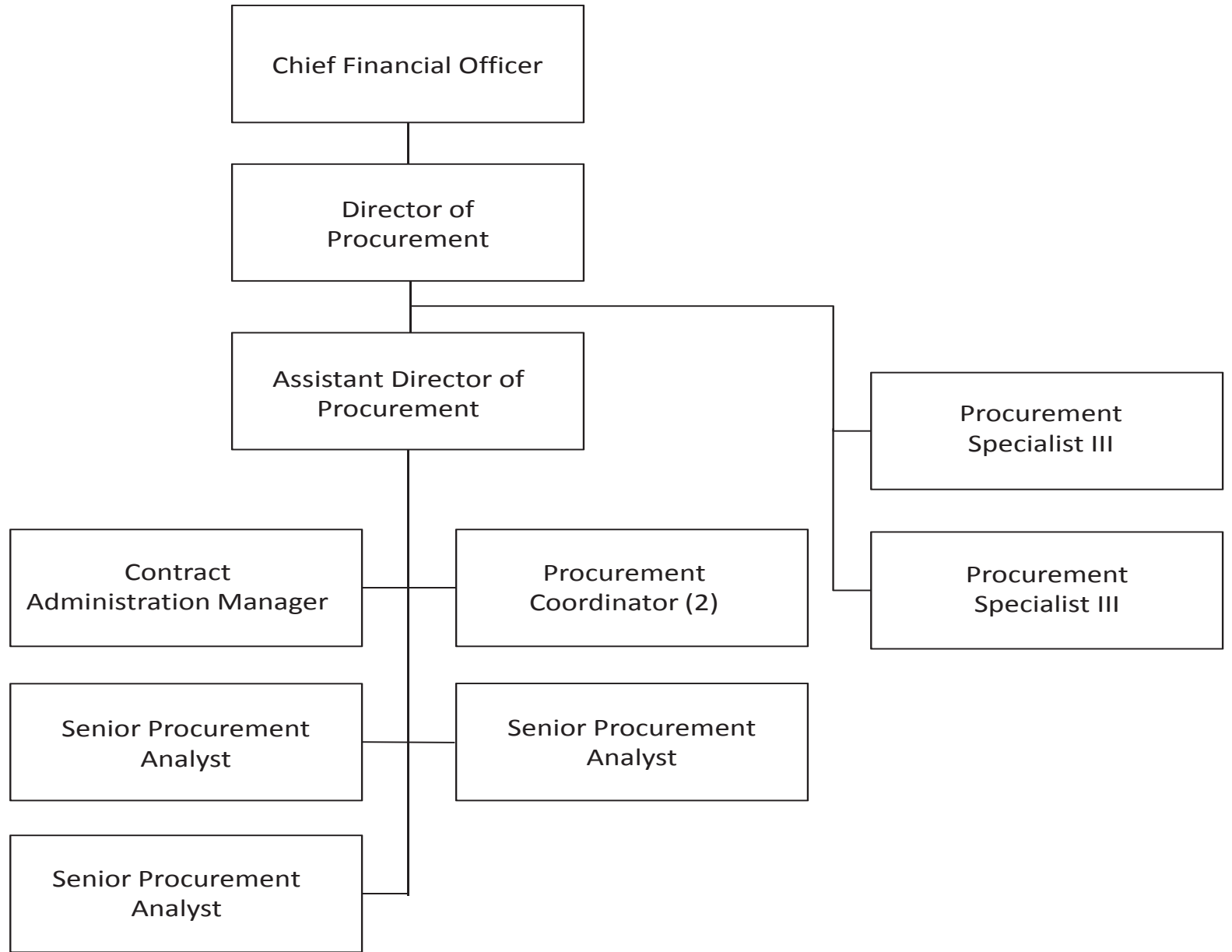
## Mission

*To acquire commodities, services and construction effectively and to optimize the resources of the City for maximum savings and best value to the citizens of Miramar.*





# Procurement Organizational Chart





## Department Overview

The Procurement Department is responsible for managing the purchasing activities of the organization. This includes the acquisition of goods, services and construction in accordance with the City's Code, Broward County Code, Florida State Statutes and Federal Law. This department is dedicated to open competition, transparency and fairness in all procurements. The department is also responsible for disposing of the City's surplus property through auctions. Through the implementation of the new Enterprise Resource Planning (ERP) system, procurement operations has migrated to a paperless business model.

As indicated in the Position Detail, this department is comprised of ten full-time budgeted positions. The two major programs are:

1. Procurement Operations
2. Mailroom Operations

## FY 2018 Accomplishments













- Completion of Disparity Study report and presentation.
- Met target revenues for FY 2018.

## Program Revenue, Expenditures and Positions Summary












	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Procurement Operations	280,503	253,311	199,000	199,000	270,000
<b>Expenditures by Program</b>					
Procurement Operations	933,790	1,109,307	1,176,500	1,176,500	1,082,700
Mailroom Operations	167,247	177,205	214,200	214,200	218,400
Total	\$ 1,101,037	\$ 1,286,512	\$ 1,390,700	\$ 1,390,700	\$ 1,301,100
<b>Expenditures by Category</b>					
Personnel Services	974,924	1,065,439	1,201,000	1,201,000	1,096,800
Operating Expense	126,113	221,073	174,700	179,700	159,300
Capital Outlay	-	-	15,000	10,000	45,000
Total	\$ 1,101,037	\$ 1,286,512	\$ 1,390,700	\$ 1,390,700	\$ 1,301,100
<b>Positions by Program</b>					
Procurement Operations	7.00	8.00	8.00	8.00	8.00
Mailroom Operations	2.00	2.00	2.00	2.00	2.00
Total	9.00	10.00	10.00	10.00	10.00
<b>Position Detail</b>					
Assistant Director of Procurement	1.00	1.00	1.00	1.00	1.00
Contract Administration Manager	1.00	1.00	1.00	1.00	1.00
Director of Procurement	1.00	1.00	1.00	1.00	1.00
Procurement Analyst I/II	2.00	1.00	1.00	-	-
Procurement Coordinator	1.00	1.00	1.00	2.00	2.00
Procurement Specialist I/II/III	3.00	3.00	3.00	2.00	2.00
Senior Procurement Analyst	-	2.00	2.00	3.00	3.00
Total FTE's	9.00	10.00	10.00	10.00	10.00



# Procurement Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of vendor workshops hosted	 Vendor and supplier outreach	Actual	2.00
		YTD Actual	8.00
		EOY Target	8.00
		% Target	100.00%
		% Goal	100.00%
 Number of solicitations processed and recommended for award within 90 days	 Improve the management of procurement processes	Actual	8.00
		YTD Actual	28.00
		EOY Target	30.00
		% Target	93.33%
		% Goal	100.00%
 Number of pieces processed for mailing	 Prompt and accurate distribution of mail	Actual	14,136.00
		YTD Actual	62,161.00
		EOY Target	70,000.00
		% Target	88.80%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 338,827.38
		YTD Actual	\$ 1,380,128.72
		EOY Target	\$ 1,390,700.00
		% Target	99.24%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 338,827.38
		YTD Actual	\$ 1,380,128.72
		EOY Projection	\$ 1,390,514.00
		% Target	99.25%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	\$ 31,249.60
		YTD Actual	\$ 280,358.11
		EOY Target	\$ 199,000.00
		% Target	140.88%
		% Goal	100.00%

# Procurement Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets projected target - Revenues	 Finances	Actual	\$ 31,249.60
		YTD Actual	\$ 280,358.11
		EOY Projection	\$ 297,900.00
		% Target	94.11%
		% Goal	100.00%
 Number of training sessions hosted by Procurement for City Depts.	 Expand City-wide training for end-users	Actual	2.00
		YTD Actual	9.00
		EOY Target	8.00
		% Target	112.50%
		% Goal	100.00%
 Number of transactions spot audit performed	 Munis Transactions Spot Audit	Actual	4.00
		YTD Actual	11.00
		EOY Target	10.00
		% Target	110.00%
		% Goal	100.00%
 Increase the use of P-card by 10%		Actual	-10.00%
		YTD Actual	5.32%
		EOY Target	10.00%
		% Target	53.19%
		% Goal	100.00%
 Number of training hours attended per staff	 Procurement Training and Development	Actual	16.00
		YTD Actual	46.00
		EOY Target	40.00
		% Target	115.00%
		% Goal	100.00%
 Number of seminars/cooperative meetings attended	 Attend seminars and monthly NIGP meetings	Actual	2.00
		YTD Actual	9.00
		EOY Target	8.00
		% Target	112.50%
		% Goal	100.00%



# Procurement FTE's by Program

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## Procurement Operations

Provides cost savings initiatives through the purchase of goods, services and construction at the best value to support City operations; in accordance with the City's Code, Broward County Code, Florida State Statutes and Federal Law.

FY 18  
8.00

FY 19  
8.00

## Mailroom Operations

Ensures that all mail is sent out, received and distributed in a timely and safe manner. Mailroom Operations further ensures the safety of Miramar employees from threats and contamination received through the mail.

FY 18  
2.00

FY 19  
2.00

# Procurement Budget Summary by Program

## Procurement Operations—Program 120

### Description

The Procurement Operations Program provides cost savings initiatives through the purchase of goods, services and construction at the best value to support City operations.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Franchise Fee-Towing Services	323900	105,000	105,000	105,000	105,000	105,000
Vending Services	349010	12,798	10,306	14,000	14,000	11,000
Disposal of Fixed Assets-Governmental	364100	138,369	110,690	60,000	60,000	125,000
P-Card Rebates	369915	24,336	27,315	20,000	20,000	29,000
<b>Total</b>		<b>\$ 280,503</b>	<b>\$ 253,311</b>	<b>\$ 199,000</b>	<b>\$ 199,000</b>	<b>\$ 270,000</b>

### Expenditures by Category

Personnel Services	834,489	913,864	1,019,100	1,019,100	905,800
Operating Expense	99,301	195,443	142,400	147,400	131,900
Capital Outlay	-	-	15,000	10,000	45,000
<b>Total</b>	<b>\$ 933,790</b>	<b>\$ 1,109,307</b>	<b>\$ 1,176,500</b>	<b>\$ 1,176,500</b>	<b>\$ 1,082,700</b>

### Percent of Time by Position

Assistant Director of Procurement	1.00	1.00	1.00	1.00	1.00
Contract Administration Manager	1.00	1.00	1.00	1.00	1.00
Director of Procurement	0.75	0.75	0.75	0.75	0.75
Procurement Analyst I/II	2.00	1.00	1.00	-	-
Procurement Coordinator	0.75	0.75	0.75	1.75	1.75
Procurement Specialist I/II/III	1.50	1.50	1.50	0.50	0.50
Senior Procurement Analyst	-	2.00	2.00	3.00	3.00
<b>Total</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>



# Procurement Budget Summary by Program

## Mailroom Operations—Program 121

### Description

This program provides a vital service to City departments and to the citizens of Miramar. It ensures that all mail is sent out, received and distributed in a timely and safe manner. Mailroom Operations further ensures the safety of Miramar employees from threats and contamination received through the mail.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	140,435	151,575	181,900	181,900	191,000
Operating Expense	26,812	25,630	32,300	32,300	27,400
Capital Outlay	-	-	-	-	-
Total	\$ 167,247	\$ 177,205	\$ 214,200	\$ 214,200	\$ 218,400

### Percent of Time by Position

Director of Procurement	0.25	0.25	0.25	0.25	0.25
Procurement Coordinator	0.25	0.25	0.25	0.25	0.25
Procurement Specialist I/II/III	1.50	1.50	1.50	1.50	1.50
Total	2.00	2.00	2.00	2.00	2.00



# Procurement Expenditures by Object Code

## Procurement Operations—001-11-120-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	543,308	583,546	669,500	669,500	580,200
601201	Salary Attrition	-	-	(45,000)	(45,000)	-
601205	Lump Sum Payout - Accrued Time	43,248	41,095	51,800	51,800	33,800
601220	Longevity Pay	84	-	-	-	900
601400	Overtime-General	801	4,908	1,000	1,000	3,700
601410	Overtime-Holiday	-	293	1,000	1,000	1,000
601412	Overtime-Emergency	-	501	-	-	-
602100	FICA & MICA	47,438	48,403	54,600	54,600	47,400
602210	Pension-General	53,358	54,691	60,400	60,400	64,300
602235	Pension-Senior Mgmt	54,481	70,074	89,100	89,100	58,900
602265	Pension-457	24,195	23,804	29,000	29,000	19,600
602300	Pmt In Lieu Of Insurance	25,410	10,644	10,900	10,900	6,200
602305	Health Insurance-HMO	21,984	50,221	72,300	72,300	63,000
602306	Dental Insurance-PPO	2,828	2,914	3,300	3,300	2,600
602307	Dental Insurance-HMO	-	326	500	500	400
602309	Basic Life Insurance	1,525	1,864	1,500	1,500	1,300
602311	Long-Term Disability Ins	529	481	900	900	800
602400	Workers' Compensation	15,300	20,100	18,300	18,300	21,700
	Sub-Total	834,489	913,864	1,019,100	1,019,100	905,800
<b><u>Operating Expense</u></b>						
603192	Consulting Svcs	-	83,162	-	-	-
603400	Contract Svcs-Other	55	224	200	200	200
604001	Travel & Training	-	2,542	2,000	6,000	2,500
604100	Communication Svcs	6,663	6,159	7,000	7,000	6,800
604200	Postage	90	-	-	-	-
604301	Electricity Svcs	2,280	2,508	2,600	2,600	2,500
604403	Leased Building	3,110	2,714	3,500	3,500	1,000
604440	Leased Copiers	1,743	2,075	-	-	-
604500	Risk Internal Svcs Charge	20,000	20,500	20,700	20,700	15,000
604610	Fleet Internal Svcs Charge	5,467	6,000	5,500	5,500	5,900
604700	Printing & Binding Svcs	440	377	500	500	500
604890	Special Events-Other	5,202	3,148	7,000	7,000	7,000
604910	Advertising Costs	4,576	2,143	12,000	8,000	8,000
604950	Employee Awards	7,543	6,415	6,500	6,500	6,500
604989	IT Internal Svcs Charge	29,900	31,400	36,400	36,400	36,600
604997	Other Operating Expenses	1,001	974	1,000	1,000	2,500
605100	Office Supplies	1,277	1,570	1,500	1,500	1,000
605120	Computer Operating Expenses	1,000	2,367	1,000	1,000	500
605220	Vehicle Fuel-On-Site	1,774	2,722	3,900	3,900	1,300
605251	Noncap Equip (Item less 5000)	-	-	15,000	20,000	15,000
605290	Other Operating Supplies	280	494	500	500	500
605410	Subscriptions & Memberships	1,450	1,327	1,600	1,600	4,600
605500	Training-General	1,626	6,647	5,000	5,000	8,000
605510	Tuition Reimbursement	3,824	9,977	9,000	9,000	6,000
	Sub-Total	99,301	195,443	142,400	147,400	131,900
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	-	-	15,000	10,000	45,000
	Sub-Total	-	-	15,000	10,000	45,000
<b>Total</b>		<b>\$ 933,790</b>	<b>\$ 1,109,307</b>	<b>\$ 1,176,500</b>	<b>\$ 1,176,500</b>	<b>\$ 1,082,700</b>



# Procurement Expenditures by Object Code

## Mailroom Operations—001-11-121-513

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	87,646	89,454	114,400	114,400	116,800
601201	Salary Attrition	-	-	(5,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	7,098	11,046	8,800	8,800	7,500
601220	Longevity Pay	84	-	-	-	-
601400	Overtime-General	296	403	200	200	1,700
601410	Overtime-Holiday	-	1,127	1,500	1,500	500
601412	Overtime-Emergency	-	397	-	-	-
602100	FICA & MICA	7,206	7,330	9,100	9,100	9,500
602210	Pension-General	13,489	14,298	17,000	17,000	18,100
602235	Pension-Senior Mgmt	6,410	6,207	7,700	7,700	6,700
602265	Pension-457	2,717	1,539	3,000	3,000	2,900
602300	Pmt In Lieu Of Insurance	1,413	771	1,600	1,600	-
602305	Health Insurance-HMO	8,613	12,139	17,000	17,000	19,800
602306	Dental Insurance-PPO	759	632	700	700	500
602307	Dental Insurance-HMO	-	93	200	200	300
602309	Basic Life Insurance	205	239	200	200	300
602311	Long-Term Disability Ins	98	101	200	200	200
602400	Workers' Compensation	4,400	5,800	5,300	5,300	6,200
	Sub-Total	140,435	151,575	181,900	181,900	191,000
<b><u>Operating Expense</u></b>						
604100	Communication Svcs	900	698	900	900	700
604200	Postage	1,306	1,393	3,100	3,100	3,100
604400	Leased Equipment	6,180	5,552	7,000	7,000	7,000
604610	Fleet Internal Svcs Charge	4,200	4,000	3,700	3,700	3,900
604625	R&M Equipment	-	-	500	500	200
604989	IT Internal Svcs Charge	11,800	12,400	14,400	14,400	10,400
604997	Other Operating Expenses	442	1,000	500	500	500
605100	Office Supplies	104	100	200	200	200
605220	Vehicle Fuel-On-Site	1,880	486	2,000	2,000	1,400
	Sub-Total	26,812	25,630	32,300	32,300	27,400
	<b>Total</b>	<b>\$ 167,247</b>	<b>\$ 177,205</b>	<b>\$ 214,200</b>	<b>\$ 214,200</b>	<b>\$ 218,400</b>

# Procurement Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	Overtime is necessary to meet commitments, such as agenda distribution to elected officials as needed.
601410	Overtime-Holiday	This expenditure is for regular and overtime hours worked on contractual holidays per the individual collective bargaining agreements.
603400	Contract Svcs-Other	This cost is for paper shredding for monthly document disposal.
604001	Travel & Training	This account is for out-of-town travel and accommodations for specialized training and certification courses or conferences, which includes registration, airline travel, meals, etc.
604100	Communication Svcs	This represents charges for cell phones and air cards assigned to Procurement Department employees and spare hardware for city-wide use.
604200	Postage	This cost is for general mail and the city's two post office boxes for an annual fee of \$1,300 each, as well as special, bulk, certified, FedEx and UPS.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604400	Leased Equipment	This represents monthly cost for the leasing of mailing machines.
604403	Leased Building	Annual rent charge for warehouse space to temporarily store surplus assets awaiting sale. Expense is funded from the Surplus Property Revenue Account # 364100.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account is for repair and maintenance of city vehicles as per PW-Fleet Maintenance.
604625	R&M Equipment	This line item represents the maintenance and repair of the department's mail opener.
604700	Printing & Binding Svcs	This line item represents the costs of printing brochures, business cards, pamphlets, handouts, training material for Procurement led training, and other Procurement events.
604890	Special Events-Other	This cost is for the Annual Reverse Trade shows and two vendor training seminars hosted by the Procurement Department.
604910	Advertising Costs	This cost is for advertising to satisfy the legal requirements of Florida State Statutes and City Code for Invitations for Bids (IFB's), Request for Qualifications (RFQ's) and Request for Proposals (RFP's).
604950	Employee Awards	A portion of the revenue generated from the City's vending machine contract come from employee use of the vending machines in break rooms and other locations throughout the City. This line utilizes a portion of the revenue to give back to the employees for employee awards and recognition.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604997	Other Operating Expenses	This cost is for hosting NIGP meetings and various procurement related events.
605100	Office Supplies	Costs for this line item include essential office supplies, miscellaneous small desk supplies, and paper.
605120	Computer Operating Expenses	This line item is for the Print Management Service Agreement and computer related items.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as provided by PW-Fleet Maintenance.
605251	Noncap Equip (Item less 5000)	This account is for Fleet to spend vehicle's auction income on equipment and replacements for Fleet facility.
605290	Other Operating Supplies	This cost is for supplies that are not accounted for in other line items such as emergency preparedness supplies.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: National Institute of Government Purchasing (NIGP).
605500	Training-General	This is for ongoing staff development for employees with specialized training requirement and continued professional education. Certifications must be kept current. Trainings must be attended regularly to maintain certifications. Certifications include but are not limited to CPPO, CPPB, and CPM.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606400	Machinery & Equipment	This account is for additional purchases for fleet paid for by auto auction sales.





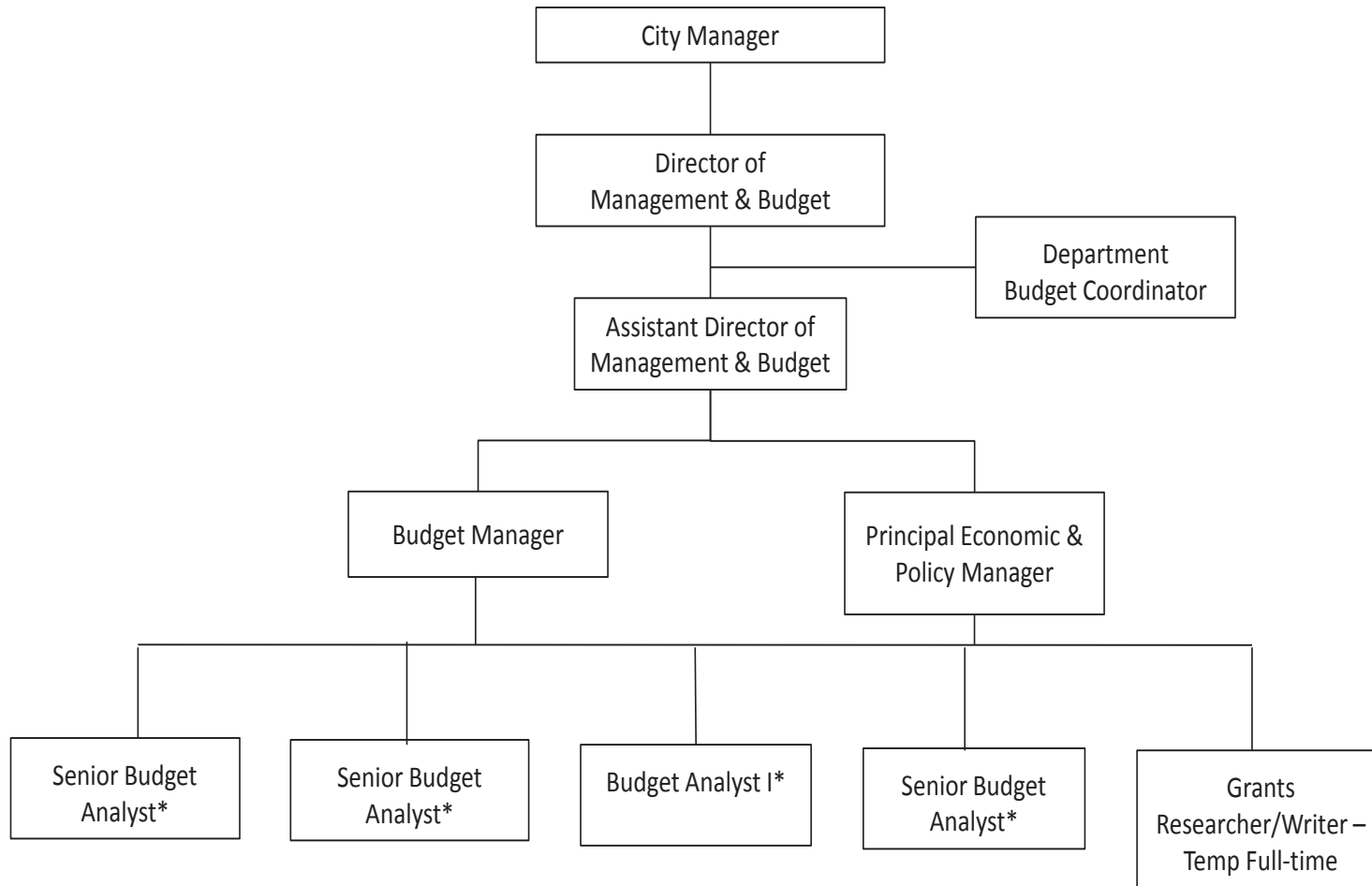
# Management and Budget

## Mission

*To provide budgetary, operational and management analysis to stakeholders in order to maintain financial stability, increase operational efficiency and sustain governmental accountability.*



# Management and Budget Organizational Chart



\* Block Budgeted





# Management and Budget

## Department Overview

The Management and Budget Department works closely with all City departments to prepare the City's Annual Operating Budget, Capital Improvement Program Budget and the City's strategic and business plans. With the ongoing implementation of the program/performance based budget, it is envisioned that the department will become more management focused so as to monitor and enhance City services using various tools and principles such as the Balanced Scorecard system. This department is also responsible for conducting financial forecasting and research on various projects. In addition, the Budget office performs financial management of the City's Capital Improvement Plan, performs operational process improvements, develops and implements the City's strategic and business plans, and works with all departments to develop useful and meaningful performance measures and benchmarks.

As indicated in the Position Detail, this department is comprised of ten full-time budgeted positions, nine full-time and one temporary full-time employees. The three programs provided are:

1. Budget and Capital Project Management
2. Strategic Planning and Performance Management
3. Fiscal and Structural Innovation

## FY 2018 Accomplishments

- Coordinated the update to the Fire Assessment Study.
- Coordinated the update to the Cost Allocation Study.
- Conducted numerous trainings with departments on various budget topics.
- Received the GFOA Distinguished Budget Presentation award.
- Assisted departments with enhancing their performance measures.
- Timely completion of the Adopted Annual Budget Document and the Adopted 5-Year Capital Improvement Program Document.
- Balanced the budget without use of fund balance.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
None	-	-	-	-	-
<b>Expenditures by Program</b>					
Budget & Capital Project Management	805,911	789,269	1,033,600	991,000	1,074,250
Strategic Planning & Performance Management	316,574	341,788	341,600	299,785	417,500
Fiscal & Structural Innovation	180,805	192,093	281,100	178,700	445,100
<b>Total</b>	<b>\$ 1,303,290</b>	<b>\$ 1,323,150</b>	<b>\$ 1,656,300</b>	<b>\$ 1,469,485</b>	<b>\$ 1,936,850</b>
<b>Expenditures by Category</b>					
Personnel Services	1,158,955	1,146,341	1,375,400	1,266,500	1,589,200
Operating Expense	144,336	127,303	280,900	195,300	347,650
Capital Outlay	-	49,506	-	7,685	-
<b>Total</b>	<b>\$ 1,303,290</b>	<b>\$ 1,323,150</b>	<b>\$ 1,656,300</b>	<b>\$ 1,469,485</b>	<b>\$ 1,936,850</b>



# Management and Budget

Positions by Program	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Budget & Capital Project Management	4.65	5.65	5.65	5.65	5.65
Strategic Planning & Performance Management	1.80	1.80	1.55	1.55	1.55
Fiscal & Structural Innovation	1.55	1.55	1.80	1.80	2.80
Total	8.00	9.00	9.00	9.00	10.00















## Position Detail

Assistant Director of Management & Budget	1.00	1.00	1.00	1.00	1.00
Budget Analyst I*	-	1.00	1.00	1.00	1.00
Budget Manager	1.00	1.00	1.00	1.00	1.00
Department Budget Coordinator	1.00	1.00	1.00	1.00	1.00
Director of Management & Budget	1.00	1.00	1.00	1.00	1.00
Grants Researcher/Writer - Temp Full-time	-	-	-	-	1.00
Principal Economic and Policy Manager	1.00	1.00	1.00	1.00	1.00
Senior Budget Analyst*	3.00	3.00	3.00	3.00	3.00
Total FTE's	8.00	9.00	9.00	9.00	10.00














Various vendors participated this year at the Maker's market with their craft products.

# Management and Budget Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Percentage of requisitions reviewed and processed within 2 business days	 Enhance budget process	Actual	95.60%
		YTD Actual	96.91%
		EOY Target	92.00%
		% Target	105.34%
		% Goal	100.00%
 Percentage of budget transfers reviewed and processed within 2 business days	 Enhance budget process	Actual	94.69%
		YTD Actual	97.88%
		EOY Target	92.00%
		% Target	106.39%
		% Goal	100.00%
 Number of visitors to the Visual Budget website	 Provide transparent budgetary information to stakeholders	Actual	70.00
		YTD Actual	262.00
		EOY Target	250.00
		% Target	104.80%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Quarterly Actual	\$ 386,196.44
		YTD Actual	\$ 1,440,178.00
		EOY Target	\$ 1,663,985.37
		YTD Actual versus Budget	86.55%
		% Goal	100.00%
 Meets projected target - Expenses	 Maintain a healthy fund balance	Actual	\$ 386,196.44
	 Focus on ways to enhance revenues and reduce costs	YTD Actual	\$ 1,440,178.00
	 Finances	EOY Projection	\$ 1,410,602.00
		% Target	102.10%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	\$ 20,354,481.41
		YTD Actual	\$ 111,741,142.39
		EOY Target	\$ 112,257,365.71
		% Target	99.54%
		% Goal	100.00%















# Management and Budget Balanced Scorecard

Measure	Objectives	Series Status	Sep-18	
 Meets projected target - Revenues	 Maintain a healthy fund balance	Actual	\$ 20,354,481.41	
		 Finances	YTD Actual	\$ 111,741,142.39
			EOY Projection	\$ 112,257,365.71
			% Target	99.54%
			% Goal	34.00%
 GFOA annual Budget Presentation Award ratings		Actual	80.00%	
		YTD Actual	80.00%	
		EOY Target	82.00%	
		% Target	97.56%	
		% Goal	100.00%	
 Number of budget training and coaching hours provided by budget staff	 Enhance budget process	Actual	45.00	
		YTD Actual	363.25	
		EOY Target	300.00	
		% Target	121.08%	
		% Goal	100.00%	
 Percentage of position control transactions processed within 4 days	 Enhance budget process	Actual	100.00%	
		YTD Actual	100.00%	
		EOY Target	95.00%	
		% Target	105.26%	
		% Goal	100.00%	
 Comparison of General Fund budgeted revenues versus YTD actuals	 Enhance Revenues	Actual	96.60%	
		YTD Actual	96.60%	
		EOY Target	98.00%	
		% Target	98.57%	
		% Goal	100.00%	
 Percent of departments that came in under budget	 Reduce costs	Actual	81.25%	
		YTD Actual	81.25%	
		EOY Target	80.00%	
		% Target	81.25%	
		% Goal	80.00%	



# Management and Budget Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Projected Net General Fund Savings	 Enhance Revenues   Reduce costs	Actual	\$ 7.29
		YTD Actual	\$ 7.29
		EOY Projection	\$ 6.21
		% Target	117.39%
		% Goal	100.00%
 Comparison of General Fund YTD actuals versus budgeted expenditures	 Reduce costs	Actual	96.60%
		YTD Actual	96.60%
		EOY Target	97.00%
		% Target	99.59%
		% Goal	100.00%
 Number of training hours attended by Budget staff	 Staff development	Actual	86.25
		YTD Actual	301.25
		EOY Target	225.00
		% Target	133.89%
		% Goal	100.00%
 Percentage of unrestricted General Fund balance available for use	 Maintain a healthy fund balance	Actual	49.00%
		YTD Actual	49.00%
		EOY Target	50.00%
		% Target	98.00%
		% Goal	100.00%
 Unassigned Fund Balance as a % of annual General Fund expenditures	 Maintain a healthy fund balance	Actual	7.12%
		YTD Actual	7.12%
		EOY Target	10.00%
		% Target	71.20%
		% Goal	100.00%
 Bond ratings evaluation from Moody's		Actual	2
		YTD Actual	2
		EOY Target	2
		% Target	100.00%
		% Goal	100.00%



# Management and Budget FTE's by Program

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## Budget & Capital Project Mgmt.

Provides budgetary support services to all City departments in the development of the City's annual budget. Manages all aspects of the development of the City's budget, prepares revenue and expenditure projections, develops the City's capital improvement plan, coordinates city-wide position control, implements budget monitoring and controls, monitors all requisitions for conformance with the budget, and various other budget related activities.

<u>FY 18</u>	<u>FY 19</u>
5.65	5.65

## Strategic Planning & Perform Mgmt.

Supports the creation and maintenance of the City's strategic and business plans as well as develops and maintains the Balanced Scorecard performance management system. Supports all levels of management to help align all work units to the City's Mission, Vision, Values, Goals and Objectives.

<u>FY 18</u>	<u>FY 19</u>
1.55	1.55

## Fiscal & Structural Innovation

Focuses on looking for ways to enhance revenues and reduce costs. Proactively pursues ideas for revenue innovation to reduce the reliance on fund balance, conducts cost-benefit and fiscal impact analyses, facilitates process improvement sessions with process stakeholders to help departments find efficiencies and measures resulting in performance improvement, and works with the grants program of finance to coordinate grant opportunities and applications citywide.

<u>FY 18</u>	<u>FY 19</u>
1.80	2.80

# Management and Budget Summary by Program

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## Budget & Capital Project Management—Program 153

### Description

This program compiles and prepares the City's annual operating and capital improvement program (CIP) budgets, and conducts financial forecasting and trend analysis. It also conducts strategic planning with the City's departments in order to gauge their operations on an ongoing effort to move towards a program and performance budget.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
None	-	-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		687,397	671,329	836,400	829,900	880,300
Operating Expense		118,514	99,948	197,200	161,100	193,950
Capital Outlay		-	17,991	-	-	-
<b>Total</b>		<b>\$ 805,911</b>	<b>\$ 789,269</b>	<b>\$ 1,033,600</b>	<b>\$ 991,000</b>	<b>\$ 1,074,250</b>

### Percent of Time by Position

Assistant Director of Management & Budget	0.75	0.75	0.50	0.50	0.50
Budget Analyst I	-	0.50	0.75	0.75	0.75
Budget Manager	-	1.00	0.75	0.75	0.75
Department Budget Coordinator	0.50	1.00	1.00	1.00	1.00
Director of Management & Budget	0.40	0.40	0.40	0.40	0.40
Senior Budget Analyst	3.00	2.00	2.25	2.25	2.25
<b>Total</b>	<b>4.65</b>	<b>5.65</b>	<b>5.65</b>	<b>5.65</b>	<b>5.65</b>





# Management and Budget Summary by Program

## Strategic Planning & Performance Management—Program 154

### Description

This program supports the creation and maintenance of the City's Strategic and Business Plans as well as develops and maintains the Balanced Scorecard performance management system. Supports all levels of management to help align all work units to the City's Mission, Vision, Values, Goals and Objectives.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	300,297	293,018	269,900	269,900	282,600
Operating Expense	16,277	17,255	71,700	22,200	134,900
Capital Outlay	-	31,515	-	7,685	-
<b>Total</b>	<b>\$ 316,574</b>	<b>\$ 341,788</b>	<b>\$ 341,600</b>	<b>\$ 299,785</b>	<b>\$ 417,500</b>

### Percent of Time by Position

Assistant Director of Management & Budget	0.25	0.25	0.25	0.25	0.25
Budget Analyst I	-	0.25	0.25	0.25	0.25
Budget Manager	1.00	-	0.25	0.25	0.25
Department Budget Coordinator	0.25	-	-	-	-
Director of Management & Budget	0.30	0.30	0.30	0.30	0.30
Senior Budget Analyst	-	1.00	0.50	0.50	0.50
<b>Total</b>	<b>1.80</b>	<b>1.80</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>

# Management and Budget Summary by Program

## Fiscal & Structural Innovation—Program 155

### Description

This program focuses on looking for ways to enhance revenues and reduce costs. Proactively pursues ideas for revenue innovation to reduce the reliance on fund balance, conducts cost-benefit and fiscal impact analyses, facilitates process improvement sessions with process stakeholders to help departments find efficiencies and measures resulting in performance improvement, and works with the grants program of Finance to coordinate grant opportunities and applications City-wide.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	171,261	181,993	269,100	166,700	426,300
Operating Expense	9,544	10,100	12,000	12,000	18,800
Capital Outlay	-	-	-	-	-
Total	\$ 180,805	\$ 192,093	\$ 281,100	\$ 178,700	\$ 445,100

### Percent of Time by Position

Assistant Director of Management & Budget	-	-	0.25	0.25	0.25
Budget Analyst I	-	0.25	-	-	-
Department Budget Coordinator	0.25	-	-	-	-
Director of Management & Budget	0.30	0.30	0.30	0.30	0.30
Grants Researcher/Writer - Temp Full-time	-	-	-	-	1.00
Principal Economic and Policy Manager	1.00	1.00	1.00	1.00	1.00
Senior Budget Analyst	-	-	0.25	0.25	0.25
Total	1.55	1.55	1.80	1.80	2.80



# Management and Budget Expenditures by Object Code

## Budget & Capital Project Management—001-15-153-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	490,434	452,094	537,900	531,400	578,000
601201	Salary Attrition	-	-	(20,000)	(20,000)	-
601205	Lump Sum Payout - Accrued Time	18,076	27,766	41,500	41,500	41,500
601215	Communication Stipend	1,438	1,430	1,900	1,900	1,900
601220	Longevity Pay	1,121	1,089	2,500	2,500	2,800
602100	FICA & MICA	37,913	36,448	45,100	45,100	47,800
602210	Pension-General	-	7,899	-	-	-
602235	Pension-Senior Mgmt	69,952	76,380	125,900	125,900	122,400
602265	Pension-457	18,431	14,606	20,000	20,000	21,500
602300	Pmt In Lieu Of Insurance	6,053	10,094	10,900	10,900	15,600
602304	Health Insurance-PPO	13,892	-	11,300	11,300	10,900
602305	Health Insurance-HMO	17,666	26,321	43,700	43,700	19,900
602306	Dental Insurance-PPO	2,226	1,495	1,500	1,500	1,500
602307	Dental Insurance-HMO	277	504	700	700	600
602309	Basic Life Insurance	1,764	1,974	1,200	1,200	1,300
602311	Long-Term Disability Ins	554	529	800	800	800
602400	Workers' Compensation	7,600	12,700	11,500	11,500	13,800
	Sub-Total	687,397	671,329	836,400	829,900	880,300
<b><u>Operating Expense</u></b>						
603192	Consulting Svcs	48,386	34,569	90,000	49,900	76,200
603425	Software License & Maint	-	1,065	32,900	32,900	32,900
604001	Travel & Training	585	-	-	4,000	12,000
604100	Communication Svcs	661	-	1,100	1,100	1,100
604200	Postage	33	25	100	100	50
604301	Electricity Svcs	7,292	8,021	7,900	7,900	8,100
604440	Leased Copiers	4,901	7,155	-	-	-
604500	Risk Internal Svcs Charge	11,400	12,200	11,300	11,300	9,100
604700	Printing & Binding Svcs	6,842	4,910	7,200	7,200	7,200
604910	Advertising Costs	2,991	2,202	6,500	6,500	6,500
604989	IT Internal Svcs Charge	23,800	24,900	28,900	28,900	29,500
604998	Contingency	341	454	2,000	2,000	2,000
605100	Office Supplies	3,393	2,671	3,500	3,500	3,500
605120	Computer Operating Expenses	853	123	1,500	1,500	1,500
605250	Noncap Furn (Item less 5000)	3,321	794	1,000	1,000	1,000
605410	Subscriptions & Memberships	2,458	830	2,300	2,300	2,300
605500	Training-General	149	30	1,000	1,000	1,000
605510	Tuition Reimbursement	1,109	-	-	-	-
	Sub-Total	118,514	99,948	197,200	161,100	193,950
<b><u>Dept Capital Outlay</u></b>						
606405	Furniture & Fixtures	-	7,251	-	-	-
606471	Software	-	10,740	-	-	-
	Sub-Total	-	17,991	-	-	-
<b>Total</b>		<b>\$ 805,911</b>	<b>\$ 789,269</b>	<b>\$ 1,033,600</b>	<b>\$ 991,000</b>	<b>\$ 1,074,250</b>

# Management and Budget Expenditures by Object Code

## Strategic Planning & Performance Management—001-15-154-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	204,919	186,248	171,100	171,100	183,700
601201	Salary Attrition	-	-	(5,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	13,802	15,606	12,900	12,900	13,100
601215	Communication Stipend	766	1,235	1,100	1,100	1,100
601220	Longevity Pay	1,276	1,484	900	900	1,000
602100	FICA & MICA	16,440	15,295	13,800	13,800	14,600
602210	Pension-General	-	3,899	-	-	-
602235	Pension-Senior Mgmt	29,948	35,637	40,000	40,000	38,900
602265	Pension-457	10,456	8,222	8,000	8,000	8,600
602300	Pmt In Lieu Of Insurance	901	1,872	4,700	4,700	6,200
602304	Health Insurance-PPO	9,788	12,095	3,800	3,800	3,600
602305	Health Insurance-HMO	6,633	3,659	11,400	11,400	3,500
602306	Dental Insurance-PPO	816	626	600	600	600
602307	Dental Insurance-HMO	44	48	200	200	100
602309	Basic Life Insurance	519	511	400	400	400
602311	Long-Term Disability Ins	188	182	200	200	300
602400	Workers' Compensation	3,800	6,400	5,800	5,800	6,900
	Sub-Total	300,297	293,018	269,900	269,900	282,600
<b><u>Operating Expense</u></b>						
603192	Consulting Svcs	-	-	50,000	-	115,000
604001	Travel & Training	77	-	-	-	-
604500	Risk Internal Svcs Charge	4,900	5,300	4,900	4,900	3,900
604700	Printing & Binding Svcs	-	-	600	600	600
604989	IT Internal Svcs Charge	8,800	9,200	10,700	10,700	8,100
605410	Subscriptions & Memberships	2,500	2,555	2,500	3,000	2,500
605500	Training-General	-	200	500	500	500
605510	Tuition Reimbursement	-	-	2,500	2,500	4,300
	Sub-Total	16,277	17,255	71,700	22,200	134,900
<b><u>Dept Capital Outlay</u></b>						
606471	Software	-	31,515	-	7,685	-
	Sub-Total	-	31,515	-	7,685	-
<b>Total</b>		<b>\$ 316,574</b>	<b>\$ 341,788</b>	<b>\$ 341,600</b>	<b>\$ 299,785</b>	<b>\$ 417,500</b>



# Management and Budget Expenditures by Object Code

## Fiscal & Structural Innovation—001-15-155-513

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	110,021	115,544	202,900	100,500	292,600
601201	Salary Attrition	-	-	(35,000)	(35,000)	-
601205	Lump Sum Payout - Accrued Time	4,423	1,724	7,000	7,000	6,700
601215	Communication Stipend	196	585	900	900	900
601220	Longevity Pay	341	360	300	300	300
602100	FICA & MICA	8,623	8,762	15,500	15,500	22,100
602210	Pension-General	-	3,899	-	-	-
602235	Pension-Senior Mgmt	27,627	28,830	47,500	47,500	62,000
602265	Pension-457	6,876	6,114	9,000	9,000	11,900
602300	Pmt In Lieu Of Insurance	901	2,428	3,100	3,100	3,100
602304	Health Insurance-PPO	3,521	3,892	-	-	-
602305	Health Insurance-HMO	4,709	3,496	11,700	11,700	18,800
602306	Dental Insurance-PPO	389	410	500	500	900
602307	Dental Insurance-HMO	44	48	200	200	200
602309	Basic Life Insurance	300	389	400	400	600
602311	Long-Term Disability Ins	90	111	300	300	400
602400	Workers' Compensation	3,200	5,400	4,800	4,800	5,800
	Sub-Total	171,261	181,993	269,100	166,700	426,300
<b><u>Operating Expense</u></b>						
604500	Risk Internal Svcs Charge	3,700	4,000	3,700	3,700	3,000
604700	Printing & Binding Svcs	-	-	500	500	500
604989	IT Internal Svcs Charge	5,800	6,100	7,100	7,100	14,600
605120	Computer Operating Expenses	44	-	200	200	200
605500	Training-General	-	-	500	500	500
	Sub-Total	9,544	10,100	12,000	12,000	18,800
<b>Total</b>		<b>\$ 180,805</b>	<b>\$ 192,093</b>	<b>\$ 281,100</b>	<b>\$ 178,700</b>	<b>\$ 445,100</b>

# Management and Budget Justification

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Object #	Account Description	Justification
<b><u>Expense</u></b>		
603192	Consulting Svcs	Consulting/professional services for: The development of a web-based database for the budget process \$11,200 Consulting services for financial projection consultant \$50,000 Consulting services for Fire Protection Assessment Study update \$40,000 Consulting services for Cost Allocation Study update \$25,000 Consulting services for 5-year Projection for Visioning Session in January 2019.
603425	Software License & Maint	This line item is for the purchase of software that will aid in the publication of annual budget document, CIP, and various other publications. OpenGov Visual Budget: \$10,700 ClearPoint Balanced Scorecard Software : \$18,000 Various Other Software: \$4,200
604001	Travel & Training	This account is for out-of-town travel and accommodations for specialized training and certification courses or conferences, which includes registration, airline travel, meals, etc.
604100	Communication Svcs	This account represents charges for cell phones and related communication services.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604700	Printing & Binding Svcs	Printing and binding services related to publishing of the annual budget book, CIP book, and other products.
604910	Advertising Costs	Costs related to mandated Budget related advertisements.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604998	Contingency	Unanticipated costs needed for emergency use.
605100	Office Supplies	This is for general office supplies.
605120	Computer Operating Expenses	This cost is associated with the purchase of computer related hardware, display screens, keyboards, etc., to support the necessary functions of the department.
605250	Noncap Furn (Item less 5000)	Noncapital furniture for enhanced storage and workplace efficiency.
605410	Subscriptions & Memberships	This line item is used to fund professional memberships and subscriptions with various organizations including: Government Finance Officers Association = \$1,140 Florida Government Financial Officers Association = \$750 Florida Benchmarking Consortium, City of Miramar membership = \$2,500 Allotment for potential cost increases = \$410
605500	Training-General	This is for local specialized training requirements for certification maintenance.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.







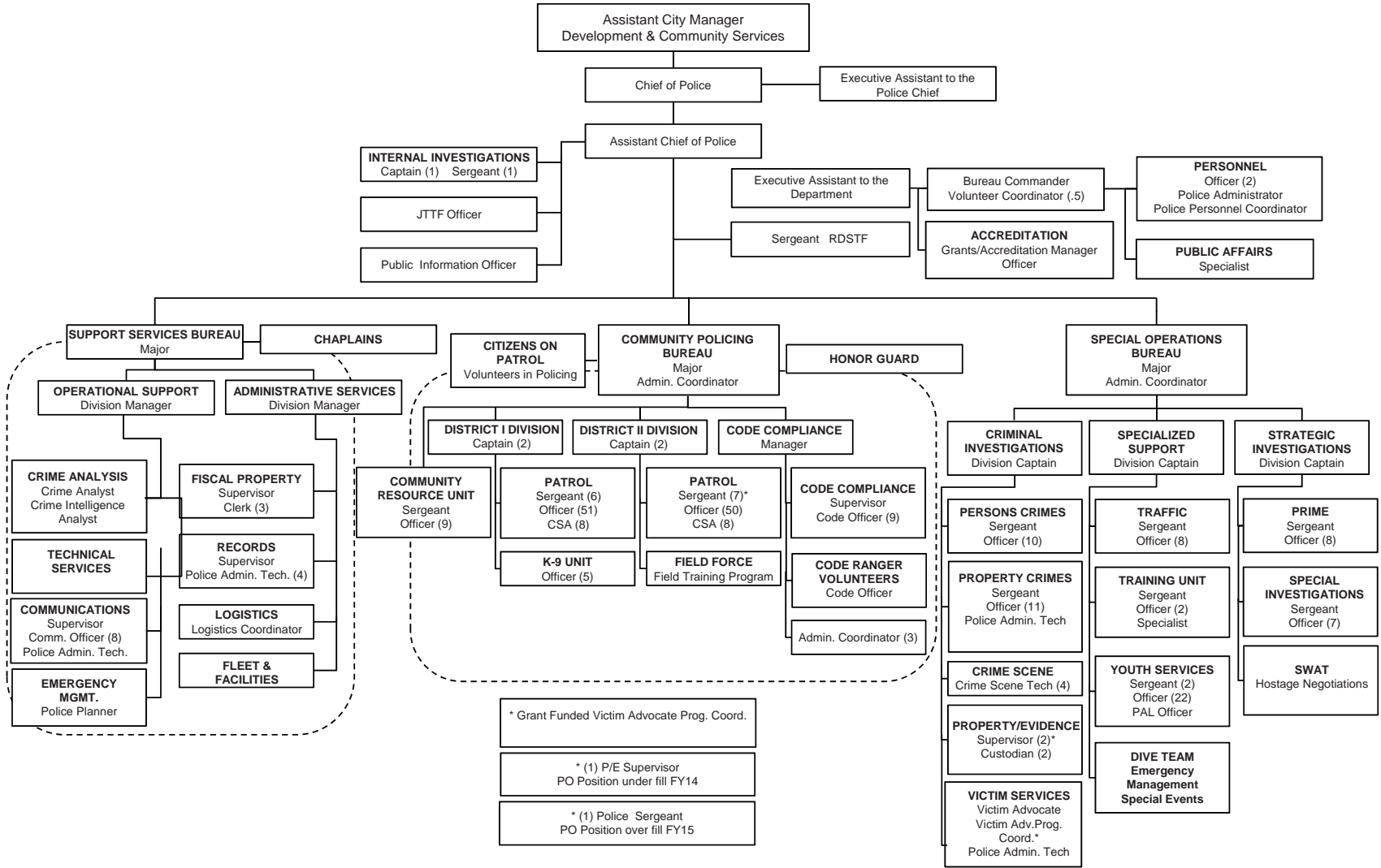
# Police

## Mission

*"Serving our Community"  
We will work as a unified organization  
through partnerships to provide an  
improved quality of life within a safe  
and secure community.*



# Police Organizational Chart



## Department Overview

The Miramar Police Department is a multi-accredited law enforcement agency dedicated to providing professional police services to our community by impartially enforcing the law, preserving the peace, and protecting the rights of our citizens.

As indicated in the Position Detail, this department has 304.5 budgeted positions of which 304 are full-time and one part-time employees. The eight major programs provided are:

1. Office of the Chief
2. Community Oriented Policing
3. Specialized Support
4. Code Compliance
5. Criminal Investigations
6. Property and Evidence
7. Strategic Investigations
8. Police Support Services

## FY 2018 Accomplishments

- Crime rates reduced to 18% in 2018 through the progressive efforts of community policing by police personnel, targeted operations, the tactical deployment of resources, and the PRIME juvenile recidivism program. At the end of the fiscal year, the Part 1 crime index was down 8%.
- The Miramar Police Hoops 4 Hope program awarded \$4,000 in scholarships to assist Miramar students with educational expenses for their commitment to academic excellence.
- Places of worship and police department personnel participated in active shooter security enhancement training.
- The Youth Advisory Council comprised of students from Miramar high schools attended the National League of Cities to promote citizenship as future leaders of tomorrow.
- The Gun Buy Back Safety and National Prescription Drug Take Back Initiatives were held in collaboration with Broward Crime Stoppers and the Drug Enforcement Administration to promote awareness of gun safety and the abuse of prescription drug use.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Community Oriented Policing	318,956	312,467	469,300	469,300	506,500
Specialized Support	17,471	21,950	1,500	8,300	9,000
Code Compliance	425,410	508,551	577,000	577,000	723,000
Criminal Investigations	43,635	41,494	-	51,977	-
<b>Total</b>	<b>\$ 805,472</b>	<b>\$ 884,463</b>	<b>\$ 1,047,800</b>	<b>\$ 1,106,577</b>	<b>\$ 1,238,500</b>
<b>Expenditures by Program</b>					
Office of the Chief	1,706,531	1,843,860	2,871,055	3,121,255	3,379,600
Community Oriented Policing	20,955,418	24,571,680	24,223,772	24,479,572	25,369,150
Specialized Support	5,467,655	5,954,472	6,703,558	6,900,058	6,589,317
Code Compliance	1,488,055	1,810,595	1,836,077	1,967,777	1,814,833
Criminal Investigations	5,741,609	5,961,807	5,328,169	5,657,669	5,039,133
Property & Evidence	828,576	774,824	828,353	837,853	822,067
Strategic Investigations	3,773,585	4,040,537	3,450,068	3,600,468	3,529,280
Police Support Services	3,461,882	3,983,387	3,883,081	3,903,881	3,852,883
<b>Total</b>	<b>\$ 43,423,311</b>	<b>\$ 48,941,163</b>	<b>\$ 49,124,133</b>	<b>\$ 50,468,533</b>	<b>\$ 50,396,263</b>
<b>Expenditures by Category</b>					
Personnel Services	35,837,664	39,646,744	40,953,000	42,297,400	41,611,500
Operating Expense	5,824,294	6,215,630	6,481,130	6,481,130	6,951,080
Departmental Capital Outlay	1,761,353	3,078,789	1,690,003	1,690,003	1,833,683
<b>Total</b>	<b>\$ 43,423,311</b>	<b>\$ 48,941,163</b>	<b>\$ 49,124,133</b>	<b>\$ 50,468,533</b>	<b>\$ 50,396,263</b>



# Police

<b>Positions by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Office of the Chief	10.00	11.00	16.00	17.50	17.50
Community Oriented Policing	139.00	147.00	148.00	145.00	151.00
Specialized Support	31.00	30.00	34.00	36.00	39.00
Code Compliance	15.00	15.00	15.00	15.00	15.00
Criminal Investigations	31.00	32.00	30.00	30.00	30.00
Property & Evidence	8.00	8.00	8.00	8.00	8.00
Strategic Investigations	21.00	23.00	18.00	18.00	18.00
Police Support Services	29.00	30.50	28.50	28.00	26.00
<b>Total</b>	<b>284.00</b>	<b>296.50</b>	<b>297.50</b>	<b>297.50</b>	<b>304.50</b>

<b>Position Detail</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administrative Coordinator	5.00	5.00	5.00	5.00	5.00
Assistant Chief of Police	1.00	1.00	1.00	1.00	1.00
Budget/Fiscal Property Supervisor	1.00	1.00	1.00	1.00	1.00
Bureau Administrator	1.00	-	-	-	-
Bureau Commander	-	1.00	1.00	1.00	1.00
Code Compliance Manager	1.00	1.00	1.00	1.00	1.00
Code Compliance Officer	10.00	10.00	10.00	10.00	10.00
Code Compliance Supervisor	1.00	1.00	1.00	1.00	1.00
Communications Officer	7.00	8.00	8.00	8.00	8.00
Communications Supervisor	1.00	1.00	1.00	1.00	1.00
Community Service Aide	11.00	15.00	16.00	16.00	16.00
Crime Analyst	2.00	1.00	1.00	1.00	1.00
Crime Scene Technician	4.00	4.00	4.00	4.00	4.00
Executive Assist. to the Chief of Police	1.00	1.00	1.00	1.00	1.00
Executive Assist. to Department	1.00	1.00	1.00	1.00	1.00
Evidence/Property Custodian	2.00	2.00	2.00	2.00	2.00
Evidence/Property Supervisor	1.00	1.00	1.00	1.00	1.00
Fiscal/Property Management Clerk	3.00	3.00	3.00	3.00	3.00
Grant/Accreditation Manager	1.00	1.00	1.00	1.00	1.00
IT Analyst II	1.00	1.00	1.00	1.00	-
IT Analyst III	1.00	1.00	1.00	1.00	-
Logistics Coordinator	1.00	1.00	1.00	1.00	1.00
Police Administrative Tech	7.00	7.00	7.00	7.00	7.00
Police Administrator	1.00	-	-	-	-
Police Captain	8.00	8.00	8.00	8.00	8.00
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Crime Intelligence Analyst	-	1.00	1.00	1.00	1.00
Police Division Manager	2.00	2.00	2.00	2.00	2.00
Police Major	2.00	3.00	3.00	3.00	3.00
Police Officer	157.00	161.00	161.00	158.00	167.00
Police Officer (School Resource Officer)	20.00	20.00	20.00	23.00	23.00
Police Personnel Administrator	-	1.00	1.00	1.00	1.00
Police Personnel Coordinator	-	1.00	1.00	1.00	1.00
Police Planner	1.00	1.00	1.00	1.00	1.00
Police Sergeant	22.00	23.00	23.00	23.00	23.00
Public Affairs Specialist	1.00	1.00	1.00	1.00	1.00
Public Information Officer	1.00	1.00	1.00	1.00	1.00
Receptionist - Part-time	-	0.50	0.50	-	-



# Police

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Training Specialist	1.00	1.00	1.00	1.00	1.00
Victim Advocate	2.00	2.00	2.00	1.00	1.00
Victim Advocate Program Coordinator	-	-	-	1.00	1.00
Volunteer Coordinator - Part-time	-	-	-	0.50	0.50
<b>Total FTE's</b>	<b>284.00</b>	<b>296.50</b>	<b>297.50</b>	<b>297.50</b>	<b>304.50</b>

## Positions by Classification

Sworn Officers	210.00	217.00	217.00	217.00	226.00
Code Compliance	15.00	15.00	15.00	15.00	15.00
Clerk/Tech Positions	59.00	64.50	65.50	65.50	63.50
<b>Total</b>	<b>284.00</b>	<b>296.50</b>	<b>297.50</b>	<b>297.50</b>	<b>304.50</b>

*Note: FY14 thru FY19 includes a Police Officer position underfilled as an Evidence/Property Supervisor.*







*FY15 thru FY19 includes a Police Officer position overfilled as Police Sergeant.*



*Miramar Police Headquarters.*



# Police Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Community Oriented Policing	 Provide community outreach initiatives and educational campaigns on a quarterly basis	Actual	101.00
		YTD Actual	412.00
		EOY Target	300.00
		% Target	137.33%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 12,701,096.58
		YTD Actual	\$ 50,359,150.92
		EOY Target	\$ 49,882,790.00
		% Target	100.96%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 12,701,096.58
		YTD Actual	\$ 50,359,150.92
		EOY Projection	\$ 49,614,031.00
		% Target	101.50%
		% Goal	100.00%

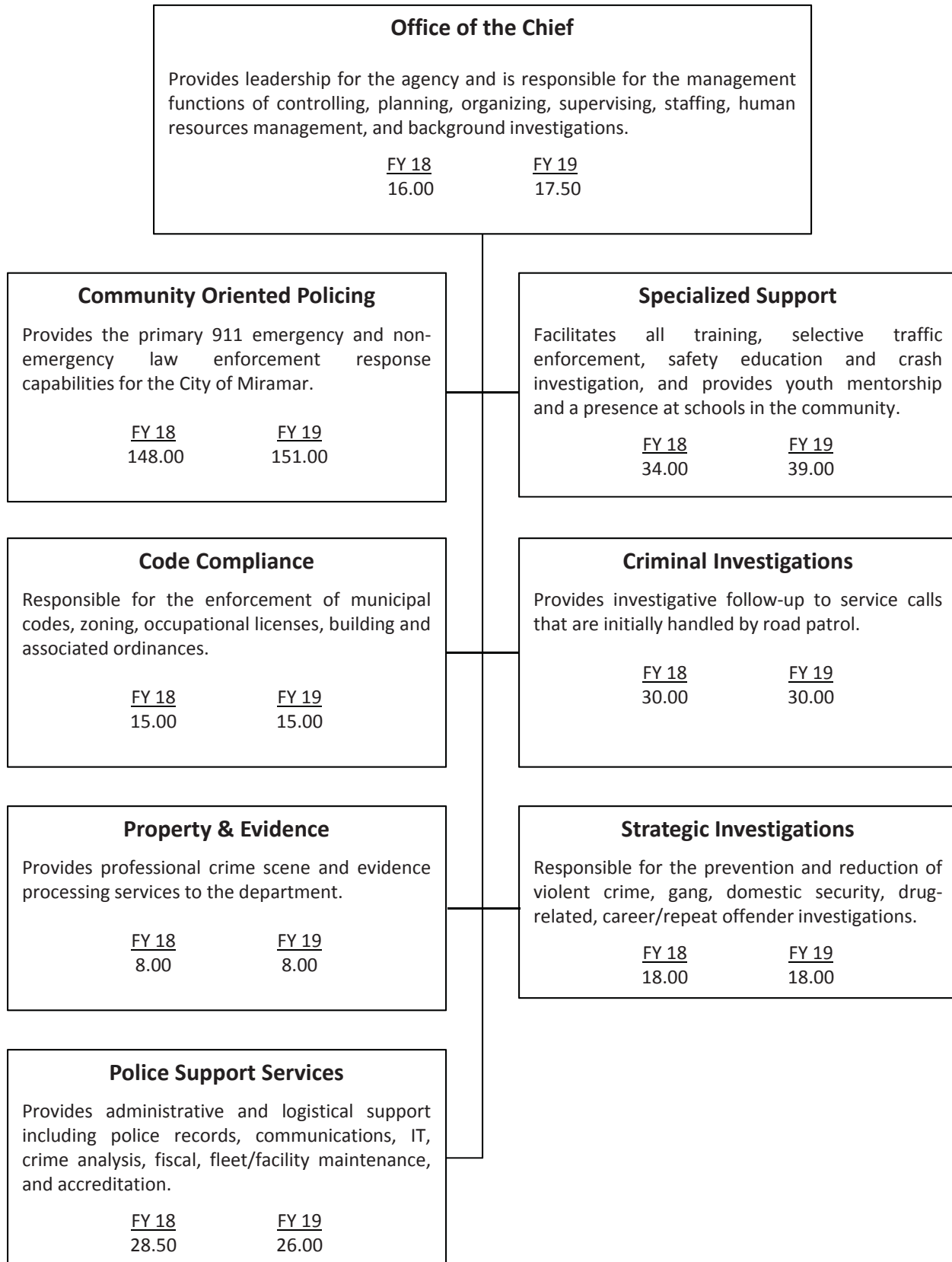
# Police Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets budget target - Revenues	 Finances	Actual	\$ 386,706.09
		YTD Actual	\$ 1,021,473.47
		EOY Target	\$ 1,106,577.00
		% Target	92.31%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 386,706.09
		YTD Actual	\$ 1,021,473.47
		EOY Projection	\$ 1,107,277.00
		% Target	92.25%
		% Goal	100.00%
 Code Compliance	 Increase enforcement activity for Code violations affecting the quality of life in the community	Actual	1,759.00
		YTD Actual	7,836.00
		EOY Target	6,667.00
		% Target	117.53%
		% Goal	100.00%
 Crime Clearance Rate	 Improve the overall clearance rate of crimes reported	Actual	-1.00%
		YTD Actual	25.26%
		EOY Target	25.00%
		% Target	101.04%
		% Goal	100.00%
 Advanced Training	 Provide police personnel with advanced and career development training in addition to the annual instruction curriculum	Actual	2,212.00
		YTD Actual	7,481.00
		EOY Target	2,500.00
		% Target	299.24%
		% Goal	100.00%





# Police FTE's by Program



# Police Budget Summary by Program

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## Office of the Chief—Program 200

### Description

The Office of the Chief provides leadership for the agency and is responsible for the management functions of controlling, planning, organizing, supervising, staffing, human resources management, and background investigations.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	1,376,577	1,552,698	2,538,800	2,726,000	3,073,200
Operating Expense	248,254	243,262	287,000	350,000	273,700
Capital Outlay	81,700	47,900	45,255	45,255	32,700
<b>Total</b>	<b>\$ 1,706,531</b>	<b>\$ 1,843,860</b>	<b>\$ 2,871,055</b>	<b>\$ 3,121,255</b>	<b>\$ 3,379,600</b>

### Percent of Time by Position

Assistant Chief of Police	1.00	1.00	1.00	1.00	1.00
Bureau Commander	-	-	1.00	1.00	1.00
Executive Assistant to the Police Chief	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Department	1.00	1.00	1.00	1.00	1.00
Grants/Accreditation Manager	1.00	1.00	1.00	1.00	1.00
Police Captain	-	-	1.00	1.00	1.00
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	3.00	4.00	4.00
Police Personnel Administrator	-	-	1.00	1.00	1.00
Police Personnel Coordinator	-	1.00	1.00	1.00	1.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Public Information Officer	1.00	1.00	1.00	1.00	1.00
Public Affairs Specialist	1.00	1.00	1.00	1.00	1.00
Volunteer Coordinator - Part-time	-	-	-	0.50	0.50
<b>Total</b>	<b>10.00</b>	<b>11.00</b>	<b>16.00</b>	<b>17.50</b>	<b>17.50</b>



# Police Budget Summary by Program

## Community Oriented Policing—Program 201

### Description

This program provides the primary 911 emergency and non-emergency law enforcement response capabilities for the City of Miramar. The program takes a community-oriented approach by tasking officers to utilize non-committed time to address quality of life issues and crime trends within their assigned patrol zones. Contact is also maintained, on a regular basis, with residents and business owners through the Community Resource Unit function. Information generated through field contacts, crime analysis, and monthly Information-Based Policing meetings is utilized to direct organized and proactive responses to crime issues and crime-prevention initiatives. This program is a core function of the Police Department.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Court Fines	351500	295,549	287,707	362,800	362,800	400,000
Broward County Parking Fines	354101	23,407	24,760	28,500	28,500	28,500
Reimbursed Expenses - General	369910	-	-	78,000	78,000	78,000
<b>Total</b>		<b>\$ 318,956</b>	<b>\$ 312,467</b>	<b>\$ 469,300</b>	<b>\$ 469,300</b>	<b>\$ 506,500</b>

### Expenditures by Category

Personnel Services	17,331,512	19,478,272	20,200,100	20,475,100	20,840,600
Operating Expense	2,450,252	2,799,797	2,811,730	2,792,530	3,205,850
Capital Outlay	1,173,653	2,293,611	1,211,942	1,211,942	1,322,700
<b>Total</b>	<b>\$20,955,418</b>	<b>\$24,571,680</b>	<b>\$ 24,223,772</b>	<b>\$ 24,479,572</b>	<b>\$ 25,369,150</b>

### Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Community Service Aide	11.00	13.00	16.00	16.00	16.00
Police Captain	5.00	5.00	4.00	4.00	4.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Officer - CRO	7.00	6.00	9.00	9.00	9.00
Police Officer - K-9	6.00	6.00	5.00	5.00	5.00
Police Officer - Patrol	97.00	104.00	98.00	95.00	101.00
Police Sergeant - CRO	1.00	1.00	1.00	1.00	1.00
Police Sergeant - Patrol*	10.00	10.00	13.00	13.00	13.00
<b>Total</b>	<b>139.00</b>	<b>147.00</b>	<b>148.00</b>	<b>145.00</b>	<b>151.00</b>

\* - 1 position overfilled (Police Officer)(started FY15, shown on this schedule beginning FY18)

# Police Budget Summary by Program

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## Specialized Support—Program 202

### Description

This program coordinates and schedules all training for department employees. It also develops, administers and conducts the inhouse training curriculum for all police officers to maintain their required state certification. This program encompasses selective traffic enforcement, traffic safety education, and traffic crash, hit and run crash, and traffic homicide investigations. This program also provides support and mentorship to the youth of the community, liaisons with public schools to further the mission of the department, and provides security through a presence at all public schools within the community.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Rental-Police Range Master	362102	\$ 7,286	\$ 7,657	\$ 1,500	\$ 1,500	\$ 9,000
Transfer from Federal Grant Fund	381162	10,185	14,293	-	6,800	-
		<u>\$ 17,471</u>	<u>\$ 21,950</u>	<u>\$ 1,500</u>	<u>\$ 8,300</u>	<u>\$ 9,000</u>

### Expenditures by Category

Personnel Services	4,171,821	4,669,967	5,397,600	5,605,600	5,353,400
Operating Expense	1,120,134	1,063,605	1,172,300	1,160,800	1,139,000
Capital Outlay	175,700	220,900	133,658	133,658	96,917
Total	<u>\$ 5,467,655</u>	<u>\$ 5,954,472</u>	<u>\$ 6,703,558</u>	<u>\$ 6,900,058</u>	<u>\$ 6,589,317</u>

### Percent of Time by Position

Police Captain	1.00	1.00	1.00	1.00	1.00
Police Officer	25.00	23.00	28.00	30.00	33.00
Police Sergeant	4.00	5.00	4.00	4.00	4.00
Training Specialist	1.00	1.00	1.00	1.00	1.00
Total	<u>31.00</u>	<u>30.00</u>	<u>34.00</u>	<u>36.00</u>	<u>39.00</u>



# Police Budget Summary by Program

## Code Compliance—Program 203

### Description

This program provides oversight to many of the City's quality-of-life standards. Code Compliance is responsible for the enforcement of municipal codes, zoning, occupational licenses, building and associated ordinances, regulations, citations, and court presentations, and submitting cases to the Special Master. It is the primary enforcement arm of the City's code.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Alarm Registration Fees	342130	67,906	60,170	69,500	69,500	69,500
Lien Research	349000	-	-	-	-	38,000
Civil Penalty Surcharge	351502	-	-	-	-	18,000
Administrative Hearing	351503	-	-	-	-	90,000
Local Ordinance Violations	354100	284,846	309,626	400,000	400,000	400,000
City Code Violations	354102	72,658	138,755	107,500	107,500	107,500
<b>Total</b>		<b>\$ 425,410</b>	<b>\$ 508,551</b>	<b>\$ 577,000</b>	<b>\$ 577,000</b>	<b>\$ 723,000</b>

### Expenditures by Category

Personnel Services	1,222,388	1,446,383	1,461,800	1,593,500	1,442,200
Operating Expense	233,667	281,012	269,500	269,500	240,100
Capital Outlay	32,000	83,200	104,777	104,777	132,533
<b>Total</b>	<b>\$ 1,488,055</b>	<b>\$ 1,810,595</b>	<b>\$ 1,836,077</b>	<b>\$ 1,967,777</b>	<b>\$ 1,814,833</b>

### Percent of Time by Position

Administrative Coordinator	3.00	3.00	3.00	3.00	3.00
Code Compliance Manager	1.00	1.00	1.00	1.00	1.00
Code Compliance Supervisor	1.00	1.00	1.00	1.00	1.00
Code Compliance Officer	10.00	10.00	10.00	10.00	10.00
<b>Total</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

# Police Budget Summary by Program

## Criminal Investigations—Program 204

### Description

This program provides investigative follow-up to service calls that are initially handled by road patrol. The program is designed to provide the citizens of Miramar with the highest level of investigative services for all index crimes. The investigative services include crimes against persons, crimes against juveniles, domestic violence, property crimes, and economic crimes.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Trfr Fr Fed Grant Fund	381162	43,635	41,494	-	51,977	-

### Expenditures by Category

Personnel Services	5,152,524	5,309,679	4,765,900	5,098,500	4,495,800
Operating Expense	401,085	431,328	447,300	444,200	411,300
Capital Outlay	188,000	220,800	114,969	114,969	132,033
<b>Total</b>	<b>\$ 5,741,609</b>	<b>\$ 5,961,807</b>	<b>\$ 5,328,169</b>	<b>\$ 5,657,669</b>	<b>\$ 5,039,133</b>

### Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Community Service Aide	-	1.00	-	-	-
Police Administrative Tech	2.00	2.00	2.00	2.00	2.00
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Officer - Detective	22.00	22.00	21.00	21.00	21.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Victim Advocate	2.00	2.00	2.00	1.00	1.00
Victim Advocate Program Coordinator*	-	-	-	1.00	1.00
<b>Total</b>	<b>31.00</b>	<b>32.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>

\* - Victim Advocate Program Coordinator position funded via VOCA grant.



# Police Budget Summary by Program

## Property and Evidence—Program 205

### Description

The program provides professional crime scene and evidence processing services to the department. It also provides safe, secure, and accurate storage of all property and evidence collected by the department personnel.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	733,327	641,899	708,100	718,100	699,300
Operating Expense	88,850	94,525	105,800	105,300	108,300
Capital Outlay	6,400	38,400	14,453	14,453	14,467
<b>Total</b>	<b>\$ 828,576</b>	<b>\$ 774,824</b>	<b>\$ 828,353</b>	<b>\$ 837,853</b>	<b>\$ 822,067</b>

### Percent of Time by Position

Crime Scene Technician	4.00	4.00	4.00	4.00	4.00
Evidence/Property Custodian	2.00	2.00	2.00	2.00	2.00
Evidence/Property Supervisor*	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

\* - 1 position underfilled (Police Officer)



# Police Budget Summary by Program

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## Strategic Investigations—Program 206

### Description

The program is responsible for the prevention and reduction of violent crime and the apprehension of violent offenders through pro-active means. It also serves as a compliment to other divisions when necessary to saturate problem areas and effectively combat specific crime trends. It provides strategic investigations targeting short and long-range crimes, including gang organizations, domestic security, drug-related crimes, and career/repeat offenders.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	3,493,022	3,652,309	3,125,100	3,280,000	3,186,600
Operating Expense	280,563	286,728	318,600	314,100	298,280
Capital Outlay	-	101,500	6,368	6,368	44,400
<b>Total</b>	<b>\$ 3,773,585</b>	<b>\$ 4,040,537</b>	<b>\$ 3,450,068</b>	<b>\$ 3,600,468</b>	<b>\$ 3,529,280</b>

### Percent of Time by Position

Crime Analyst	1.00	-	-	-	-
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Officer	16.00	18.00	15.00	15.00	15.00
Police Sergeant	3.00	3.00	2.00	2.00	2.00
Police Crime Intelligence Analyst	-	1.00	-	-	-
<b>Total</b>	<b>21.00</b>	<b>23.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>



# Police Budget Summary by Program

## Police Support Services—Program 208

### Description

This program provides the primary administrative and logistical support for the department's operations, which focuses on records maintenance, communications, information technology and analysis, payroll and accounts payable, fleet and facility maintenance, accreditation, and logistics.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

Expenditures by Category		FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services		2,356,494	2,895,536	2,755,600	2,800,600	2,520,400
Operating Expense		1,001,488	1,015,373	1,068,900	1,044,700	1,274,550
Capital Outlay		103,900	72,478	58,581	58,581	57,933
<b>Total</b>		<b>\$ 3,461,882</b>	<b>\$ 3,983,387</b>	<b>\$ 3,883,081</b>	<b>\$ 3,903,881</b>	<b>\$ 3,852,883</b>

### Percent of Time by Position

Budget/Fiscal Property Supervisor	1.00	1.00	1.00	1.00	1.00
Bureau Administrator	1.00	-	-	-	-
Bureau Commander	-	1.00	-	-	-
Communications Officer	7.00	8.00	8.00	8.00	8.00
Communications Supervisor	1.00	1.00	1.00	1.00	1.00
Community Service Aide	1.00	1.00	-	-	-
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Division Manager	2.00	2.00	2.00	2.00	2.00
Fiscal/Property Management Clerk	3.00	3.00	3.00	3.00	3.00
IT Analyst II	1.00	1.00	1.00	1.00	-
IT Analyst III	1.00	1.00	1.00	1.00	-
Logistics Coordinator	1.00	1.00	1.00	1.00	1.00
Police Administrative Tech	5.00	5.00	5.00	5.00	5.00
Police Administrator	1.00	-	-	-	-
Police Crime Intelligence Analyst	-	-	1.00	1.00	1.00
Police Major	-	1.00	1.00	1.00	1.00
Police Officer	1.00	-	-	-	-
Police Personnel Administrator	-	1.00	-	-	-
Police Planner	1.00	1.00	1.00	1.00	1.00
Receptionist - Part-time	-	0.50	0.50	-	-
Records Supervisor	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>29.00</b>	<b>30.50</b>	<b>28.50</b>	<b>28.00</b>	<b>26.00</b>

# Police Expenditures by Object Code

## Office of the Chief—001-20-200-521-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	895,281	969,770	1,570,100	1,717,300	1,834,500
601201	Salary Attrition	-	-	(40,000)	-	(39,000)
601205	Lump Sum Payout - Accrued Time	48,889	41,545	139,800	139,800	130,200
601210	Non-Pensionable Earnings	-	-	-	-	11,400
601215	Communication Stipend	2,948	3,168	6,700	6,700	7,100
601220	Longevity Pay	13,646	12,549	32,800	32,800	36,400
601390	Overtime-Court Time Pay	1,729	1,219	400	400	400
601400	Overtime-General	36,451	33,455	18,000	18,000	18,000
601402	Overtime-Special Events	-	542	2,800	2,800	-
601410	Overtime-Holiday	15,493	11,958	14,500	14,500	14,500
601412	Overtime-Emergency	-	21,519	-	-	-
602100	FICA & MICA	62,536	76,348	122,100	122,100	142,800
602210	Pension-General	37,970	33,594	36,100	36,100	58,400
602220	Pension-Police	69,500	80,100	226,600	226,600	381,600
602235	Pension-Senior Mgmt	18,123	70,074	52,700	52,700	69,700
602260	Pension-401	19,474	20,543	44,800	44,800	44,800
602265	Pension-457	26,069	26,811	50,300	50,300	59,900
602300	Pmt In Lieu Of Insurance	14,200	22,443	31,200	31,200	24,900
602304	Health Insurance-PPO	11,751	-	15,000	15,000	14,500
602305	Health Insurance-HMO	69,496	80,717	147,600	147,600	202,500
602306	Dental Insurance-PPO	4,650	4,398	7,700	7,700	10,300
602307	Dental Insurance-HMO	310	308	900	900	500
602309	Basic Life Insurance	1,823	2,230	3,400	3,400	4,000
602311	Long-Term Disability Ins	938	1,007	2,200	2,200	2,600
602400	Workers' Compensation	25,300	38,400	53,100	53,100	43,200
	Sub-Total	1,376,577	1,552,698	2,538,800	2,726,000	3,073,200
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	9,500	5,451	7,000	7,000	7,000
603183	Accreditation Fees	-	-	-	-	10,000
603184	Employee Assistance Prog	500	-	-	-	-
603185	Counseling Svcs	5,500	275	6,500	3,000	5,000
603190	Prof Svcs-Other	18,736	18,033	14,000	27,500	13,000
604001	Travel & Training	25,100	30,640	22,350	75,850	25,350
604440	Leased Copiers	1,218	-	-	-	-
604500	Risk Internal Svcs Charge	37,800	43,300	46,800	46,800	34,500
604610	Fleet Internal Svcs Charge	25,800	24,300	11,900	11,900	13,600
604700	Printing & Binding Svcs	270	-	-	-	-
604825	Crime Prevention	3,741	4,839	4,900	4,900	4,900
604916	Administrative Expense	9,844	13,464	8,600	10,600	10,000
604950	Employee Awards	5,831	3,898	4,000	4,000	4,000
604989	IT Internal Svcs Charge	64,800	67,900	78,700	78,700	107,100
604998	Contingency	4,488	7,087	6,400	4,400	6,400
605220	Vehicle Fuel-On-Site	10,926	11,992	10,700	10,700	10,800
605240	Uniforms Cost	3,454	1,362	5,100	5,100	4,000
605251	Noncap Equip (Item less 5000)	2,997	3,681	3,700	3,700	4,700
605410	Subscriptions & Memberships	3,630	3,898	3,850	5,350	3,850
605500	Training-General	3,378	2,116	3,500	1,500	3,500
605510	Tuition Reimbursement	10,741	1,025	49,000	49,000	6,000
	Sub-Total	248,254	243,262	287,000	350,000	273,700
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	81,700	47,900	45,255	45,255	32,700
	Sub-Total	81,700	47,900	45,255	45,255	32,700
<b>Total</b>		<b>\$ 1,706,531</b>	<b>\$ 1,843,860</b>	<b>\$ 2,871,055</b>	<b>\$ 3,121,255</b>	<b>\$ 3,379,600</b>



# Police Expenditures by Object Code

## Community Oriented Policing—001-20-201-521-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	9,222,064	10,183,828	10,464,800	10,464,800	10,917,900
601201	Salary Attrition	-	-	(275,000)	-	(265,000)
601205	Lump Sum Payout - Accrued Time	119,098	47,207	109,200	109,200	70,300
601210	Non-Pensionable Earnings	-	-	-	-	184,000
601215	Communication Stipend	20,666	20,620	18,200	18,200	18,200
601220	Longevity Pay	117,780	118,916	98,100	98,100	122,600
601390	Overtime-Court Time Pay	91,293	92,220	75,500	75,500	75,500
601400	Overtime-General	554,157	301,644	364,100	364,100	364,100
601402	Overtime-Special Events	6,159	10,161	4,700	4,700	7,500
601405	Overtime-SWAT	17,824	18,045	8,500	8,500	8,500
601410	Overtime-Holiday	471,134	489,219	271,300	271,300	271,300
601412	Overtime-Emergency	-	568,138	-	-	-
602100	FICA & MICA	831,916	927,106	810,800	810,800	862,600
602210	Pension-General	52,159	89,885	144,200	144,200	150,100
602220	Pension-Police	4,307,017	4,664,093	5,614,100	5,614,100	5,664,000
602260	Pension-401	19,945	19,033	6,000	6,000	6,200
602265	Pension-457	28,161	41,701	20,400	20,400	20,300
602300	Pmt In Lieu Of Insurance	69,380	100,606	112,100	112,100	137,100
602304	Health Insurance-PPO	179,279	249,993	340,000	340,000	341,100
602305	Health Insurance-HMO	797,359	922,857	1,188,700	1,188,700	1,192,300
602306	Dental Insurance-PPO	51,652	58,068	62,100	62,100	61,500
602307	Dental Insurance-HMO	5,325	4,501	6,500	6,500	6,300
602309	Basic Life Insurance	15,648	18,585	22,700	22,700	23,700
602311	Long-Term Disability Ins	10,997	11,847	14,800	14,800	15,500
602400	Workers' Compensation	342,500	520,000	718,300	718,300	585,000
	Sub-Total	17,331,512	19,478,272	20,200,100	20,475,100	20,840,600
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	-	7,725	-	-	13,500
603407	Board up Svcs	750	1,250	1,800	3,800	1,500
603425	Software License & Maint	205,821	324,254	274,900	274,900	427,400
604001	Travel & Training	3,697	5,294	-	-	4,900
604440	Leased Copiers	13,780	16,487	-	-	-
604500	Risk Internal Svcs Charge	509,800	585,000	631,700	631,700	465,200
604610	Fleet Internal Svcs Charge	472,300	527,535	564,200	564,200	650,600
604890	Special Events-Other	990	-	-	-	-
604920	License & Permit Fees	17,624	25,465	-	-	-
604989	IT Internal Svcs Charge	570,400	597,300	692,500	692,500	804,400
605220	Vehicle Fuel-On-Site	341,101	409,527	340,400	331,900	490,200
605221	Vehicle Fuel-Off-Site	21,562	30,550	19,600	28,100	29,200
605240	Uniforms Cost	125,345	129,390	105,900	88,900	83,000
605242	Protective Clothing and Shoes	54,695	23,352	23,480	55,480	65,500
605251	Noncap Equip (Item less 5000)	12,146	21,158	34,450	25,450	31,550
605261	Canine Expenses	14,939	25,498	18,400	27,400	18,400
605270	Ammunition Expense	19,508	2,814	-	-	-
605290	Other Operating Supplies	21,267	15,123	29,000	26,500	25,000
605500	Training-General	32,180	46,005	75,400	41,700	84,500
605510	Tuition Reimbursement	12,347	6,071	-	-	11,000
	Sub-Total	2,450,252	2,799,797	2,811,730	2,792,530	3,205,850
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	133,919	24,676	-	-	-
606441	Vehicle Replacement Program	1,016,854	1,387,700	1,211,942	1,211,942	1,192,200
606450	Radio Equipment	-	831,945	-	-	58,500
606470	Computer Equipment	22,880	49,289	-	-	72,000
	Sub-Total	1,173,653	2,293,611	1,211,942	1,211,942	1,322,700
	<b>Total</b>	<b>\$ 20,955,418</b>	<b>\$ 24,571,680</b>	<b>\$ 24,223,772</b>	<b>\$ 24,479,572</b>	<b>\$ 25,369,150</b>



# Police Expenditures by Object Code

## Specialized Support—001-20-202-521-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	2,313,404	2,506,513	2,993,100	3,092,400	3,003,100
601201	Salary Attrition	-	-	(80,000)	-	(74,000)
601205	Lump Sum Payout - Accrued Time	17,228	4,663	77,400	77,400	14,700
601210	Non-Pensionable Earnings	-	-	-	-	55,900
601215	Communication Stipend	6,753	7,345	7,300	7,300	7,300
601220	Longevity Pay	40,078	51,261	67,100	67,100	67,000
601390	Overtime-Court Time Pay	8,466	7,107	14,900	14,900	14,900
601400	Overtime-General	169,264	107,007	95,500	124,200	95,500
601402	Overtime-Special Events	3,093	6,617	6,600	6,600	6,600
601405	Overtime-SWAT	1,702	488	1,100	1,100	1,100
601410	Overtime-Holiday	88,194	102,431	48,400	48,400	48,400
601412	Overtime-Emergency	-	159,502	-	-	-
602100	FICA & MICA	188,820	206,028	238,300	238,300	239,700
602210	Pension-General	-	11,998	-	-	-
602220	Pension-Police	937,904	1,045,099	1,244,300	1,244,300	1,232,800
602235	Pension-Senior Mgmt	-	-	11,300	11,300	10,200
602265	Pension-457	1,210	1,701	12,600	12,600	12,900
602300	Pmt In Lieu Of Insurance	1,014	5,611	31,200	31,200	24,900
602304	Health Insurance-PPO	62,513	53,813	107,900	107,900	104,500
602305	Health Insurance-HMO	238,436	260,216	336,700	336,700	331,900
602306	Dental Insurance-PPO	13,461	14,438	18,000	18,000	18,700
602307	Dental Insurance-HMO	1,243	865	1,500	1,500	1,300
602309	Basic Life Insurance	3,052	3,263	6,500	6,500	6,500
602311	Long-Term Disability Ins	2,687	2,702	4,200	4,200	4,300
602400	Workers' Compensation	73,300	111,300	153,700	153,700	125,200
	Sub-Total	4,171,821	4,669,967	5,397,600	5,605,600	5,353,400
<b><u>Operating Expense</u></b>						
603459	Crossing Guards	400,000	303,374	400,000	400,000	400,000
604001	Travel & Training	9,924	7,482	-	-	10,000
604405	Leased Motorcycles	68,775	90,000	90,000	90,000	90,000
604440	Leased Copiers	3,896	3,130	-	-	-
604500	Risk Internal Svcs Charge	130,600	149,800	161,800	161,800	119,200
604610	Fleet Internal Svcs Charge	128,500	115,500	71,900	71,900	74,800
604614	R&M Motorcycle	7,467	-	5,000	5,000	5,000
604989	IT Internal Svcs Charge	180,400	188,900	219,000	219,000	188,100
605220	Vehicle Fuel-On-Site	71,361	66,665	66,200	66,200	85,000
605230	Program Supplies	14,474	10,690	14,600	14,600	14,600
605240	Uniforms Cost	4,588	6,603	4,900	4,900	17,000
605251	Noncap Equip (Item less 5000)	728	-	1,100	1,100	3,000
605270	Ammunition Expense	91,403	111,135	117,700	117,700	117,700
605290	Other Operating Supplies	2,900	3,311	3,500	3,500	3,500
605500	Training-General	2,897	4,796	16,600	5,100	5,100
605510	Tuition Reimbursement	2,221	2,219	-	-	6,000
	Sub-Total	1,120,134	1,063,605	1,172,300	1,160,800	1,139,000
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	175,700	220,900	133,658	133,658	96,917
	Sub-Total	175,700	220,900	133,658	133,658	96,917
<b>Total</b>		<b>\$ 5,467,655</b>	<b>\$ 5,954,472</b>	<b>\$ 6,703,558</b>	<b>\$ 6,900,058</b>	<b>\$ 6,589,317</b>



# Police Expenditures by Object Code

## Code Compliance—001-20-203-524-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	808,327	897,053	910,100	910,100	906,400
601201	Salary Attrition	-	-	(25,000)	-	(22,000)
601205	Lump Sum Payout - Accrued Time	9,905	19,133	23,800	23,800	23,900
601215	Communication Stipend	8,842	7,393	7,400	7,400	6,800
601220	Longevity Pay	5,856	5,975	6,900	6,900	5,900
601400	Overtime-General	7,548	16,789	2,100	108,800	2,100
601410	Overtime-Holiday	195	1,037	-	-	-
601412	Overtime-Emergency	-	43,509	-	-	-
602100	FICA & MICA	62,265	73,132	73,500	73,500	73,200
602210	Pension-General	119,107	128,778	139,400	139,400	159,400
602235	Pension-Senior Mgmt	-	17,318	21,400	21,400	19,400
602265	Pension-457	2,601	2,679	2,800	2,800	2,800
602304	Health Insurance-PPO	43,536	56,817	77,400	77,400	58,400
602305	Health Insurance-HMO	106,122	109,379	132,300	132,300	130,800
602306	Dental Insurance-PPO	5,939	5,482	5,500	5,500	5,900
602307	Dental Insurance-HMO	1,075	1,264	1,400	1,400	1,200
602309	Basic Life Insurance	2,017	2,013	2,000	2,000	2,000
602311	Long-Term Disability Ins	1,153	1,131	1,300	1,300	1,300
602400	Workers' Compensation	37,900	57,500	79,500	79,500	64,700
	Sub-Total	1,222,388	1,446,383	1,461,800	1,593,500	1,442,200
<b><u>Operating Expense</u></b>						
603460	Landscape Svcs	4,395	1,345	3,500	3,500	3,500
604001	Travel & Training	-	-	-	-	1,500
604301	Electricity Svcs	3,710	4,080	4,100	4,100	4,100
604402	Leased Vehicles	21,729	21,710	22,200	22,200	11,700
604440	Leased Copiers	1,314	275	-	-	-
604500	Risk Internal Svcs Charge	49,600	56,900	61,500	61,500	45,300
604610	Fleet Internal Svcs Charge	36,875	70,200	38,300	38,300	40,900
604700	Printing & Binding Svcs	3,000	3,701	3,000	3,000	3,000
604931	Recording Fees	470	2,469	4,500	3,500	4,000
604965	Special Magistrate	13,800	12,900	13,800	14,800	13,800
604989	IT Internal Svcs Charge	75,200	78,700	91,200	91,200	78,400
605100	Office Supplies	2,584	2,372	2,900	2,900	-
605120	Computer Operating Expenses	2,399	777	2,900	2,900	2,900
605220	Vehicle Fuel-On-Site	11,966	15,249	11,200	11,200	20,000
605240	Uniforms Cost	1,739	4,757	2,900	2,900	5,000
605251	Noncap Equip (Item less 5000)	1,134	721	900	900	900
605410	Subscriptions & Memberships	1,440	1,551	2,000	2,000	2,000
605500	Training-General	2,313	3,304	4,600	4,600	3,100
	Sub-Total	233,667	281,012	269,500	269,500	240,100
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	32,000	83,200	104,777	104,777	132,533
	Sub-Total	32,000	83,200	104,777	104,777	132,533
	<b>Total</b>	<b>\$ 1,488,055</b>	<b>\$ 1,810,595</b>	<b>\$ 1,836,077</b>	<b>\$ 1,967,777</b>	<b>\$ 1,814,833</b>

# Police Expenditures by Object Code

## Criminal Investigations—001-20-204-521-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	2,897,320	3,032,943	2,608,800	2,871,400	2,612,400
601201	Salary Attrition	-	-	(70,000)	-	(65,000)
601205	Lump Sum Payout - Accrued Time	36,231	2,535	85,800	85,800	43,800
601210	Non-Pensionable Earnings	-	-	-	-	41,000
601215	Communication Stipend	15,911	16,640	16,100	16,100	15,500
601220	Longevity Pay	68,773	72,645	66,900	66,900	72,200
601390	Overtime-Court Time Pay	17,171	29,173	13,200	13,200	13,200
601400	Overtime-General	330,540	240,825	172,600	172,600	172,600
601402	Overtime-Special Events	7,294	4,577	6,400	6,400	6,400
601405	Overtime-SWAT	3,599	5,332	3,600	3,600	3,600
601410	Overtime-Holiday	90,736	93,953	67,800	67,800	67,800
601412	Overtime-Emergency	-	132,984	-	-	-
602100	FICA & MICA	228,540	238,630	209,900	209,900	211,500
602210	Pension-General	25,580	26,096	29,800	29,800	31,600
602220	Pension-Police	946,904	885,999	889,400	889,400	693,700
602235	Pension-Senior Mgmt	-	-	-	-	12,000
602260	Pension-401	28,120	13,376	12,600	12,600	7,600
602265	Pension-457	18,566	10,472	11,200	11,200	11,600
602300	Pmt In Lieu Of Insurance	17,005	30,946	24,900	24,900	31,200
602304	Health Insurance-PPO	52,965	44,577	61,300	61,300	29,000
602305	Health Insurance-HMO	260,633	279,811	357,200	357,200	318,900
602306	Dental Insurance-PPO	17,132	16,881	18,200	18,200	16,400
602307	Dental Insurance-HMO	1,225	1,123	1,300	1,300	1,400
602309	Basic Life Insurance	4,309	4,403	5,700	5,700	5,700
602311	Long-Term Disability Ins	3,170	3,058	3,700	3,700	3,700
602400	Workers' Compensation	80,800	122,700	169,500	169,500	138,000
	Sub-Total	5,152,524	5,309,679	4,765,900	5,098,500	4,495,800
<b><u>Operating Expense</u></b>						
603501	Travel-Investigations	2,292	2,974	2,000	2,800	2,500
604001	Travel & Training	3,004	3,200	-	-	1,900
604402	Leased Vehicles	8,159	8,159	8,400	8,400	3,400
604440	Leased Copiers	3,416	5,273	-	-	-
604500	Risk Internal Svcs Charge	100,800	115,500	124,900	124,900	92,000
604610	Fleet Internal Svcs Charge	90,867	94,900	82,300	82,300	88,300
604989	IT Internal Svcs Charge	150,400	157,500	182,600	182,600	156,700
605220	Vehicle Fuel-On-Site	32,373	30,273	29,700	29,700	33,300
605240	Uniforms Cost	2,704	2,222	4,300	4,300	15,000
605251	Noncap Equip (Item less 5000)	461	6,538	3,600	3,600	3,600
605290	Other Operating Supplies	589	-	2,100	2,100	2,100
605500	Training-General	3,501	4,789	7,400	3,500	5,500
605510	Tuition Reimbursement	2,521	-	-	-	7,000
	Sub-Total	401,085	431,328	447,300	444,200	411,300
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	188,000	220,800	114,969	114,969	132,033
	Sub-Total	188,000	220,800	114,969	114,969	132,033
<b>Total</b>		<b>\$ 5,741,609</b>	<b>\$ 5,961,807</b>	<b>\$ 5,328,169</b>	<b>\$ 5,657,669</b>	<b>\$ 5,039,133</b>





# Police Expenditures by Object Code

## Property & Evidence—001-20-205-521-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	433,293	381,062	422,300	422,300	427,000
601201	Salary Attrition	-	-	(10,000)	-	(11,000)
601205	Lump Sum Payout - Accrued Time	38,502	8,281	15,000	15,000	13,500
601215	Communication Stipend	2,985	2,400	2,600	2,600	2,600
601220	Longevity Pay	4,767	1,449	1,500	1,500	2,200
601390	Overtime-Court Time Pay	1,205	823	4,100	4,100	4,100
601400	Overtime-General	47,199	27,158	21,700	21,700	21,700
601410	Overtime-Holiday	9,824	6,422	4,800	4,800	4,800
601412	Overtime-Emergency	-	9,173	-	-	-
602100	FICA & MICA	37,083	32,659	33,800	33,800	34,100
602210	Pension-General	73,542	61,989	88,200	88,200	90,900
602220	Pension-Police	-	21,100	-	-	-
602265	Pension-457	8,540	-	-	-	-
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	6,200
602304	Health Insurance-PPO	16,404	17,669	21,900	21,900	18,600
602305	Health Insurance-HMO	37,982	40,607	55,000	55,000	50,400
602306	Dental Insurance-PPO	1,868	1,942	2,100	2,100	2,100
602307	Dental Insurance-HMO	512	407	500	500	500
602309	Basic Life Insurance	1,469	1,575	900	900	900
602311	Long-Term Disability Ins	550	484	600	600	600
602400	Workers' Compensation	17,600	26,700	36,900	36,900	30,100
	Sub-Total	733,327	641,899	708,100	718,100	699,300
<b><u>Operating Expense</u></b>						
604001	Travel & Training	725	726	-	-	2,500
604301	Electricity Svcs	9,178	10,120	10,200	10,200	10,300
604440	Leased Copiers	987	-	-	-	-
604500	Risk Internal Svcs Charge	24,000	27,600	29,700	29,700	21,900
604610	Fleet Internal Svcs Charge	11,400	13,700	10,900	10,900	11,600
604989	IT Internal Svcs Charge	35,100	36,800	42,700	42,700	41,800
605220	Vehicle Fuel-On-Site	2,037	2,026	1,700	1,700	1,400
605225	Equip Gas Oil & Lube	-	-	800	800	800
605240	Uniforms Cost	2,121	1,354	3,200	3,200	4,000
605251	Noncap Equip (Item less 5000)	1,543	233	1,100	1,100	3,000
605266	Photography	180	187	-	-	-
605290	Other Operating Supplies	-	-	1,500	1,500	8,000
605410	Subscriptions & Memberships	446	315	500	1,000	500
605500	Training-General	1,134	1,465	3,500	2,500	2,500
	Sub-Total	88,850	94,525	105,800	105,300	108,300
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	6,400	38,400	14,453	14,453	14,467
	Sub-Total	6,400	38,400	14,453	14,453	14,467
<b>Total</b>		<b>\$ 828,576</b>	<b>\$ 774,824</b>	<b>\$ 828,353</b>	<b>\$ 837,853</b>	<b>\$ 822,067</b>

# Police Expenditures by Object Code

## Strategic Investigations—001-20-206-521-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,782,861	1,845,415	1,598,900	1,598,900	1,652,400
601201	Salary Attrition	-	-	(40,000)	-	(41,000)
601205	Lump Sum Payout - Accrued Time	6,491	11,472	38,000	38,000	6,400
601210	Non-Pensionable Earnings	-	-	-	-	30,200
601215	Communication Stipend	5,752	7,183	6,800	6,800	10,100
601220	Longevity Pay	23,813	26,426	22,500	22,500	24,300
601390	Overtime-Court Time Pay	15,979	22,508	11,500	11,500	11,500
601400	Overtime-General	263,098	232,901	124,800	239,700	124,800
601402	Overtime-Special Events	244	1,013	600	600	600
601405	Overtime-SWAT	9,897	12,269	2,800	2,800	2,800
601410	Overtime-Holiday	66,708	68,860	58,100	58,100	58,100
601412	Overtime-Emergency	-	89,762	-	-	-
602100	FICA & MICA	142,961	157,052	126,600	126,600	131,300
602220	Pension-Police	930,504	889,399	849,000	849,000	838,900
602235	Pension-Senior Mgmt	-	10,411	-	-	-
602265	Pension-457	3,565	3,662	3,700	3,700	3,800
602300	Pmt In Lieu Of Insurance	4,251	13,962	18,700	18,700	18,700
602304	Health Insurance-PPO	14,753	16,089	15,000	15,000	14,500
602305	Health Insurance-HMO	161,678	160,483	177,700	177,700	205,800
602306	Dental Insurance-PPO	10,389	8,897	8,600	8,600	9,000
602307	Dental Insurance-HMO	178	758	600	600	800
602309	Basic Life Insurance	2,479	2,751	3,500	3,500	3,600
602311	Long-Term Disability Ins	1,920	1,937	2,300	2,300	2,300
602400	Workers' Compensation	45,500	69,100	95,400	95,400	77,700
	Sub-Total	3,493,022	3,652,309	3,125,100	3,280,000	3,186,600
<b><u>Operating Expense</u></b>						
604001	Travel & Training	1,701	2,359	-	-	2,000
604401	Rental Vehicles	-	-	78,000	78,000	84,500
604402	Leased Vehicles	68,798	69,469	-	-	-
604440	Leased Copiers	987	-	-	-	-
604500	Risk Internal Svcs Charge	59,900	68,800	74,200	74,200	54,700
604610	Fleet Internal Svcs Charge	34,000	32,000	27,200	27,200	32,900
604989	IT Internal Svcs Charge	90,300	94,700	109,800	109,800	94,000
605220	Vehicle Fuel-On-Site	12,548	15,141	11,800	11,800	12,800
605240	Uniforms Cost	1,564	3,133	3,200	3,200	5,000
605251	Noncap Equip (Item less 5000)	950	-	1,100	1,100	1,100
605290	Other Operating Supplies	150	143	8,000	5,500	1,980
605500	Training-General	410	983	5,300	3,300	3,300
605510	Tuition Reimbursement	9,255	-	-	-	6,000
	Sub-Total	280,563	286,728	318,600	314,100	298,280
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	-	101,500	6,368	6,368	44,400
	Sub-Total	-	101,500	6,368	6,368	44,400
<b>Total</b>		<b>\$ 3,773,585</b>	<b>\$ 4,040,537</b>	<b>\$ 3,450,068</b>	<b>\$ 3,600,468</b>	<b>\$ 3,529,280</b>



# Police Expenditures by Object Code

## Police Support Services—001-20-208-529-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,479,448	1,802,129	1,745,300	1,745,300	1,602,700
601201	Salary Attrition	-	-	(45,000)	-	(43,000)
601205	Lump Sum Payout - Accrued Time	81,788	72,785	72,300	72,300	69,700
601215	Communication Stipend	2,829	3,706	3,400	3,400	3,400
601220	Longevity Pay	13,473	14,432	15,500	15,500	16,300
601390	Overtime-Court Time Pay	962	(60)	400	400	400
601400	Overtime-General	55,996	41,085	30,600	30,600	30,600
601410	Overtime-Holiday	30,650	30,402	19,400	19,400	19,400
601412	Overtime-Emergency	-	52,232	-	-	-
602100	FICA & MICA	126,494	148,013	138,800	138,800	128,200
602210	Pension-General	219,128	198,666	204,300	204,300	198,400
602220	Pension-Police	-	53,000	-	-	-
602235	Pension-Senior Mgmt	33,595	84,689	99,000	99,000	62,600
602260	Pension-401	7,750	9,612	-	-	-
602265	Pension-457	13,180	16,384	16,900	16,900	13,000
602300	Pmt In Lieu Of Insurance	11,308	17,796	18,700	18,700	-
602304	Health Insurance-PPO	29,972	22,161	15,500	15,500	76,600
602305	Health Insurance-HMO	158,965	197,985	249,500	249,500	200,800
602306	Dental Insurance-PPO	9,535	9,864	8,200	8,200	8,900
602307	Dental Insurance-HMO	1,669	1,986	2,800	2,800	1,400
602309	Basic Life Insurance	4,278	5,008	3,800	3,800	3,500
602311	Long-Term Disability Ins	2,176	2,362	2,500	2,500	2,300
602400	Workers' Compensation	73,300	111,300	153,700	153,700	125,200
	Sub-Total	2,356,494	2,895,536	2,755,600	2,800,600	2,520,400
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	50	-	-	-	-
603150	Information Technology Svcs	13,449	16,426	14,000	16,500	16,900
603183	Accreditation Fees	5,741	10,450	10,000	10,000	-
603301	Court Appear & Trans Fee	22,545	23,138	36,000	33,200	25,000
604001	Travel & Training	3,758	1,397	-	-	2,900
604100	Communication Svcs	181,940	222,186	215,000	274,000	250,000
604200	Postage	10,811	13,908	15,000	15,000	15,000
604300	Water/Wastewater Svcs	4,923	30,462	31,500	31,500	32,200
604301	Electricity Svcs	93,160	160,102	100,700	100,700	159,900
604400	Leased Equipment	-	75	-	-	-
604401	Rental Vehicles	-	-	6,500	6,500	-
604402	Leased Vehicles	-	20,175	-	-	-
604403	Leased Building	191,296	-	-	-	-
604440	Leased Copiers	6,997	7,659	-	-	-
604500	Risk Internal Svcs Charge	89,400	102,600	110,700	110,700	81,600
604610	Fleet Internal Svcs Charge	27,900	20,400	39,800	39,800	47,400
604611	Vehicle Rehab & Enhance	47,866	42,270	51,000	51,000	51,000
604612	Vehicle Ancillary	12,595	12,240	14,500	14,500	14,500
604613	Vehicle Detail	6,585	2,671	7,000	7,000	7,000
604620	R&M Buildings	6,658	3,534	51,500	10,000	-
604645	R&M Radios	37,560	37,101	42,500	42,500	42,000
604650	R&M Office Equip	1,075	121	1,400	1,400	1,400
604700	Printing & Binding Svcs	16,237	14,434	14,300	14,300	14,300
604970	Prisoner Care	-	13,898	16,000	12,000	16,000
604989	IT Internal Svcs Charge	134,900	141,300	163,800	163,800	376,650
604997	Other Operating Expenses	1,459	2,080	-	-	5,900
605100	Office Supplies	13,303	16,790	16,500	18,500	19,400
605120	Computer Operating Expenses	8,676	6,370	15,000	10,000	15,000
605220	Vehicle Fuel-On-Site	3,408	4,179	3,100	3,100	2,100
605225	Equip Gas Oil & Lube	-	-	800	800	800
605240	Uniforms Cost	15,383	15,868	22,600	12,600	14,000



# Police Expenditures by Object Code

## Police Support Services—001-20-208-529-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
605244	Personal Prop Reimburse	363	50	500	500	500
605251	Noncap Equip (Item less 5000)	20,204	24,677	38,400	23,400	26,200
605290	Other Operating Supplies	6,775	26,207	20,000	17,500	16,000
605410	Subscriptions & Memberships	2,055	2,164	1,900	1,900	1,900
605500	Training-General	2,212	6,019	8,900	2,000	6,000
605510	Tuition Reimbursement	12,202	14,420	-	-	13,000
	Sub-Total	1,001,488	1,015,373	1,068,900	1,044,700	1,274,550
	<b>Dept Capital Outlay</b>					
606441	Vehicle Replacement Program	83,900	72,300	58,581	58,581	57,933
606470	Computer Equipment	20,000	178	-	-	-
	Sub-Total	103,900	72,478	58,581	58,581	57,933
	<b>Total</b>	<b>\$ 3,461,882</b>	<b>\$ 3,983,387</b>	<b>\$ 3,883,081</b>	<b>\$ 3,903,881</b>	<b>\$ 3,852,883</b>



*The opening ceremony of the Police Headquarters.*

# Police Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601390	Overtime-Court Time Pay	This line item is used to fund contractually driven overtime for court appearances while off-duty.
601400	Overtime-General	This line reflects anticipated overtime expenditures based on increased activity, minimum staffing requirements, contractual agreements, investigators called out to major crimes, for crime scene processing, presentations at Homeowner's Association Meetings, and other emergency situations after regular business hours.
601402	Overtime-Special Events	This request will fund police services to city events such as Concerts in the Park, Miramar Days Parade, 5K-10K Run and other events scheduled by any city departments.
601405	Overtime-SWAT	This line item accounts for police SWAT and Hostage Negotiations overtime.
601410	Overtime-Holiday	This expenditure is for overtime hours worked on assigned holidays, to include days worked and not worked per the individual collective bargaining agreements.
603140	New Hire Screening	This line item is used to fund the costs associated with conducting background checks for potential new hire police employees. Also, includes new hire screening for 3 additional SRO backfill positions and 6 additional police officer positions (half-year).
603150	Information Technology Svcs	This line item provides funding for online computerized information services.
603183	Accreditation Fees	Annual accreditation fees
603185	Counseling Svcs	This line covers psychological testing services as needed for all police department employees.
603190	Prof Svcs-Other	This line item is used to fund outside professional services.
603301	Court Appear & Trans Fee	This line item is for transcribed statements and the use of other investigative tools during criminal and internal affairs investigations. Using a transcription service eliminates paying overtime to type statements during peak times, and will supplement existing resources during time sensitive requirements for statements or to maintain the workflow when employees are out without using overtime funds.
603407	Board up Svcs	Expenses relating to vendor board up services to secure homes that have been burglarized, left unsecured, and where the owner could not be contacted to secure the residence before the departure of police personnel.
603425	Software License & Maint	This line covers the police department's portion of the costs associated with the annual maintenance of the computer aided dispatch system and other systems. Includes: 3 additional SRO backfill positions and 6 additional police officer positions (half-year).
603459	Crossing Guards	This line item is used to fund contractual crossing guard services for all school zones within Miramar.
603460	Landscape Svcs	This line item is to fund the maintenance of vacant properties to include lawn mowing, pool services, and trash removal that violate city code.
603501	Travel-Investigations	This line item funds travel expenses, including tolls, for out of the area or out of state investigators to complete criminal investigations. This also includes the need or requirement for internal affairs investigators or background investigators to leave the area.
604001	Travel & Training	This line item funds travel and accommodations associated with specialized trainings and conferences, such as International Association of Chiefs of Police, FBINAA, the Mayor's Youth Advisory Council and many other annual training conferences.
604100	Communication Svcs	This line item funds computer contract services for the mobile data communication system. The support costs include airtime and cellular service fees, software client license fees and modem expenses for the mobile data terminals. All operating personnel utilize these services to connect to the vehicle locator system, process police reports and access the department's records management system, run FCIC/NCIC inquiries, etc.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	Costs associated with water and wastewater services for police department buildings.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604401	Rental Vehicles	This cost is for rental vehicles.
604402	Leased Vehicles	This account represents the cost for city leased vehicles.
604405	Leased Motorcycles	This line funds the costs for 10 Leased Motorcycles at \$750 each per month for 12 months.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as per HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account is for repair and maintenance of city vehicles as per PW Fleet Maintenance.





# Police Budget Justification

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Object #	Account Description	Justification
604611	Vehicle Rehab & Enhance	This line is for repair and maintenance work on department vehicles considered to be outside the normal scope of repair and maintenance, and considered to be an enhancement to the existing vehicle. An example of this would be the replacement of a broken vehicle emergency light bar with a new one when the existing light bar cannot be repaired.
604612	Vehicle Ancillary	This line is for ancillary costs related to department owned vehicles, such as vehicle cleaning, biohazard cleaning services, window tinting services, etc. This also covers the costs of equipment needed to properly outfit each vehicle, such as fire extinguishers, water rescue rope, first aid kits, flares, personal biohazard/personal protective equipment.
604613	Vehicle Detail	This line is for costs associated with vehicle cleanliness and general upkeep.
604614	R&M Motorcycle	This line is for costs associated with motorcycle repair costs not covered under the motorcycle vendor lease agreement.
604645	R&M Radios	The funds allocated to this account will be used for repair and maintenance of department's radio equipment when not covered under warranty or maintenance contract.
604650	R&M Office Equip	This line funds repair of office equipment and service contracts such as radar units, the FBI's National Criminal Information Center (NCIC) access, and other related cost for equipment repair, maintenance, and service contracts.
604700	Printing & Binding Svcs	This line funds expenses associated with the printing and binding of various department forms and reports, such as police reports, case cards, business cards, training handouts, arrest cards, educational flyers, etc.
604825	Crime Prevention	This line funds expenses associated with the Civilian Police Academy, Citizen Volunteer Program, and Citizen Crime Watch. Educational efforts via lectures, visual aids, and hand-out materials are offered to homeowners' associations, civic groups, churches, businesses and the public-spirited schools by all department personnel.
604916	Administrative Expense	This expenditure is associated with ceremonies, community events, staff meetings, personnel remembrances, awards and presentations.
604931	Recording Fees	This line item is for costs associated with recording special magistrate hearings in all applicable mediums.
604950	Employee Awards	For employee recognition and awards.
604965	Special Magistrate	This line item is for fees paid to contract attorneys who provide special magistrate services to the city.
604970	Prisoner Care	This fund is associated with a contractual agreement with Broward County Sheriff's Office for transport services and medical treatment of persons arrested by the Miramar Police Department.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604997	Other Operating Expenses	This cost is for supplies that are not accounted for in other line items.
604998	Contingency	This is required for unexpected costs and emergencies which have not been budgeted for in other accounts.
605100	Office Supplies	This cost is for desktop and other general office supplies for the department.
605120	Computer Operating Expenses	This cost is for the print management contract and computer related supplies such as paper, ribbons, tapes, laser toner drum, and printer related supplies.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles.
605221	Vehicle Fuel-Off-Site	This account covers costs for city vehicles fueled outside of city limits. It is primarily used when city vehicles are used to transport employees to off-site trainings, meetings or other city related events.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment.
605230	Program Supplies	This line funds costs associated with school programs such as equipment, supplies, and other expenses related to the Student Resource Officer and Explorer programs.
605240	Uniforms Cost	This account is used for the replacement and initial issuance of all uniforms and accessories worn by both police and civilian personnel of the department.
605242	Protective Clothing and Shoes	This account is used for the replacement and initial issuance of all protective clothing worn by both police and civilian personnel of the department.
605244	Personal Prop Reimburse	This expenditure is a stipulated contractual agreement in the current PBA agreement where members are reimbursed for personal property damaged in the line of duty.
605251	Noncap Equip (Item less 5000)	This account is for non capital equipment items that cost under \$5,000 each such as cameras, printers and other equipment.
605261	Canine Expenses	This cost is for veterinary care, food, grooming, and other related supplies needed for police canines.



# Police Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
605270	Ammunition Expense	This account is used to purchase weapons, munitions, simunitions and long-barrel weapons. Semi-annual qualification and regular practice in firearms training is performed in order to maintain a level of proficiency as mandated by state standards. Replaced ammunition is used for practice to lower expenses. In addition to rounds expended during practice and qualification, fresh factory ammunition is issued to all officers yearly.
605290	Other Operating Supplies	This line item is for commodities for the operating budget such as batteries, flares, cassette tapes for transcriptions, tools for sign and graffiti removal, first aid supplies, crime scene tape and processing supplies and items used for surveillance.
605410	Subscriptions & Memberships	This cost is for various professional organizational memberships and subscriptions, professional journals and online subscriptions, and access to training materials which update employees on changing laws and procedures within their job functions.
605500	Training-General	This is for local training by subject matter experts to include course registration fees and training materials needed to support training activities.
605510	Tuition Reimbursement	This line funds education assistance to permanent employees that is associated with a certificate or degree program at a community or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers course, books, and lab fees associated with the course.
606441	Vehicle Replacement Program	\$1,703,183 budgeted amount consists of: \$419,400 for the replacement of 16 vehicles; \$950,783 for escrow for future replacements; and \$333,000 for 9 additional vehicles (backfill 3 SRO positions and 6 additional police officer positions).
606450	Radio Equipment	Includes: Radios for 3 additional SRO backfill positions and 6 additional police officer positions (half-year).
606470	Computer Equipment	Start-up costs associated with 3 additional SRO backfill positions and 6 additional police officer positions (half-year).



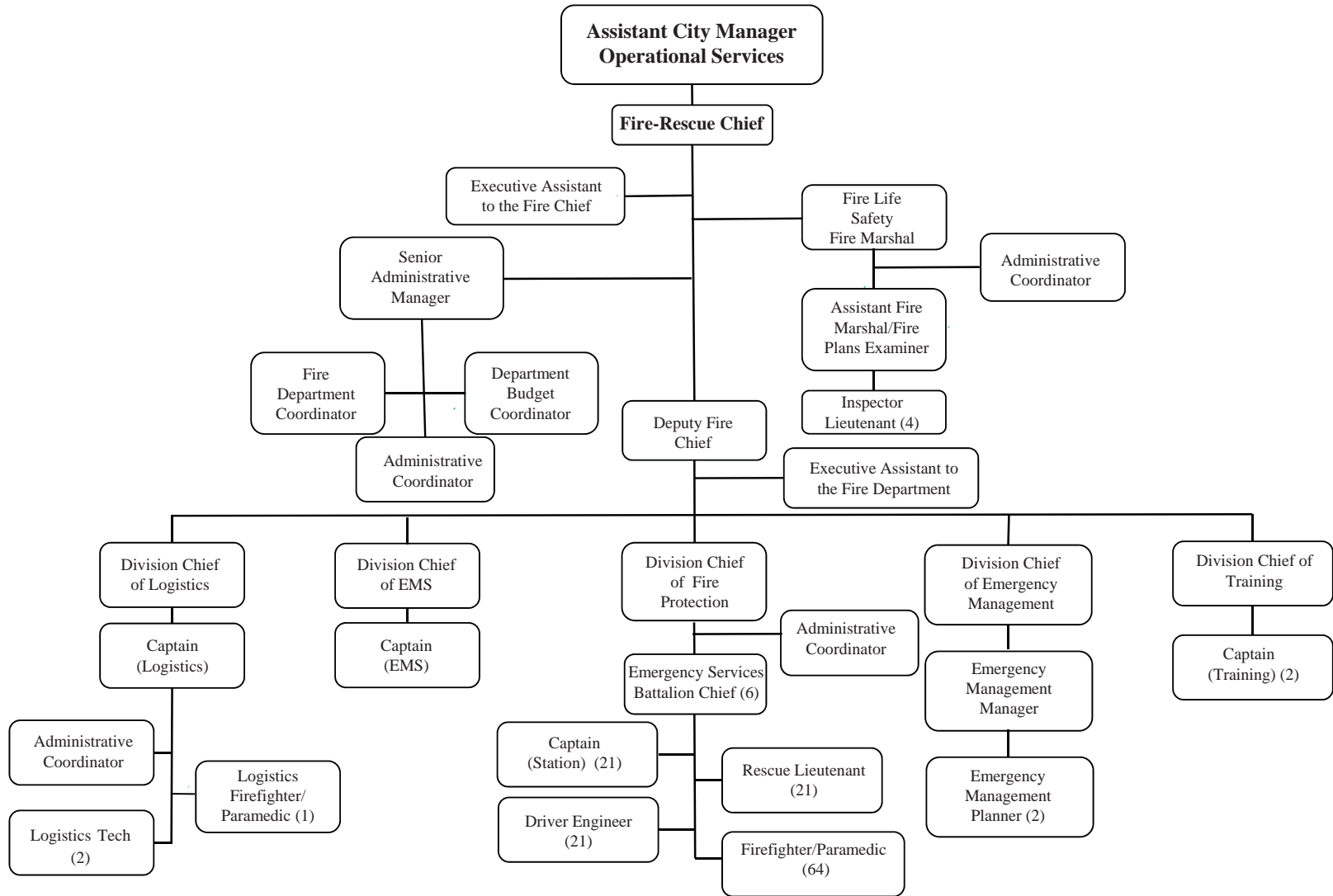
# Fire-Rescue

## Mission

*To protect, serve and educate  
our community with pride and  
professionalism.*



# Fire-Rescue Organizational Chart



## Department Overview

The Fire-Rescue Department provides services to the City's residents from five City-owned stations. The Fire Chief is responsible for and has the ultimate authority in every aspect of the fire service.

As indicated in the Position Detail, this department has 165 full-time budgeted positions. The seven programs provided are:

1. Administration
2. Logistics
3. Life Safety
4. Fire Protection
5. Fire-Rescue Training
6. Emergency Management
7. Emergency Medical Services

## FY 2018 Accomplishments

- Completed Community Emergency Response Team (CERT) training for 44 new members.
- Conducted emergency preparedness community outreach through open house events, disaster preparedness workshops, social media campaigns and appearances on Miramar TV.
- Conducted various advanced training classes for the CERT Team such as Skywarn, Stop the Bleed, etc.
- Awarded CERT Grant from Volunteer Florida.
- Completed active shooter training with the Police Department.
- Conducted the Rachel's Challenge to stop bullying program.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Administration	318	122	300	300	300
Life Safety	1,274,780	1,597,405	1,500,000	1,500,000	1,830,000
Fire Protection*	19,212,466	20,641,314	20,990,000	20,990,000	22,318,000
Fire-Rescue Training	-	900	-	-	3,800
Emergency Medical Services	1,440,043	1,446,819	1,526,200	1,526,200	1,932,000
<b>Total</b>	<b>\$ 21,927,607</b>	<b>\$ 23,686,560</b>	<b>\$ 24,016,500</b>	<b>\$ 24,016,500</b>	<b>\$ 26,084,100</b>

\* Dedicated revenue covers 94.5% (FY16) and 100% (FY17 thru FY19) of fire protection costs and allowable expenditures in other programs and CIP.

### Expenditures by Program

Administration	1,663,129	2,760,293	1,572,378	1,953,465	1,927,334
Logistics	1,094,966	1,111,896	1,209,975	1,230,337	1,099,103
Life Safety	1,664,175	1,638,585	1,641,575	1,651,075	1,782,340
Fire Protection	13,157,142	14,630,609	15,489,173	16,794,498	17,047,021
Fire-Rescue Training	1,193,671	888,800	746,882	756,882	866,414
Emergency Management	349,321	633,833	692,723	656,424	686,767
Emergency Medical Services	9,211,982	11,197,674	11,200,600	12,094,180	11,954,301
District 107 Response Time Improvement	(0)	695	-	-	-
SAFER Grant Firefighters Program	58,509	-	-	-	-
<b>Total</b>	<b>\$ 28,392,896</b>	<b>\$ 32,862,386</b>	<b>\$ 32,553,306</b>	<b>\$ 35,136,861</b>	<b>\$ 35,363,280</b>



# Fire-Rescue

Expenditures by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services	25,206,544	27,762,792	28,616,900	30,810,100	29,833,600
Operating Expense	2,783,694	3,311,297	3,297,910	3,287,546	4,031,955
Capital Outlay	402,658	1,788,297	638,496	1,039,215	1,497,725
Total	\$ 28,392,896	\$ 32,862,386	\$ 32,553,306	\$ 35,136,861	\$ 35,363,280

Positions by Program	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Administration	9.00	10.00	10.00	10.00	9.00
Logistics	6.00	6.00	6.00	6.00	6.00
Life Safety	7.00	7.00	7.00	7.00	7.00
Fire Protection	64.00	70.50	70.50	70.50	70.50
Fire-Rescue Training	3.50	3.00	3.00	3.00	3.00
Emergency Management	2.50	4.00	4.00	4.00	4.00
Emergency Medical Services	59.00	65.50	65.50	65.50	65.50
Total	151.00	166.00	166.00	166.00	165.00



Position Detail	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Administrative Clerk II	1.00	-	-	-	-
Administrative Coordinator	1.00	4.00	4.00	4.00	4.00
Assistant Fire Marshal/Fire Plans Examiner	1.00	1.00	1.00	1.00	1.00
Battalion Chief	6.00	6.00	6.00	6.00	6.00
Captain	25.00	25.00	25.00	25.00	25.00
Communications Technologist	1.00	1.00	1.00	1.00	-
Department Budget Coordinator	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Division Chief	5.00	5.00	5.00	5.00	5.00
Driver/Engineer	22.00	21.00	21.00	21.00	21.00
Emergency Mgmt. Manager	-	1.00	1.00	1.00	1.00
Emergency Mgmt. Planner	1.00	2.00	2.00	2.00	2.00
Executive Asst. to the Fire Chief	1.00	1.00	1.00	1.00	1.00
Executive Asst. to the Fire Dept.	2.00	2.00	2.00	1.00	1.00
Fire Administrative Tech I	1.00	-	-	-	-
Fire Administrative Tech II	1.00	-	-	-	-
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Department Coordinator	-	-	-	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
Firefighter EMT	2.00	-	-	-	-
Firefighter Paramedic	52.00	68.00	68.00	65.00	65.00
Inspector Lieutenant	4.00	4.00	4.00	4.00	4.00
Logistics Technician	2.00	2.00	2.00	2.00	2.00
Rescue Lieutenant	18.00	18.00	18.00	21.00	21.00
Senior Administrative Manager	1.00	1.00	1.00	1.00	1.00
Total FTE's	151.00	166.00	166.00	166.00	165.00

Positions by Classification	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Certified Firefighters	138.00	151.00	151.00	151.00	151.00
Communications	1.00	1.00	1.00	1.00	-
Clerk/Tech/Firefighter Paramedic Trainee	12.00	14.00	14.00	14.00	14.00
Total	151.00	166.00	166.00	166.00	165.00

Note: Beginning FY16 - includes 12 full-time firefighter paramedic positions previously funded by the SAFER grant (fund 162).















# Fire-Rescue Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Total Miramar Fire-Rescue Transports	 Enhanced Continuity of service	Actual	1,125.00
		YTD Actual	4,786.00
		EOY Target	5,600.00
		% Target	85.46%
		% Goal	100.00%
 Total Average EMS Response Times	 Reduce Fire-Rescue Response Times to Medical Calls	Actual	6.43
		YTD Actual	6.64
		EOY Target	6.00
		% Target	90.33%
		% Goal	100.00%
 % of EMS calls arrived in 6 minutes or less	 Reduce Fire-Rescue Response Times to Medical Calls	Actual	75.00%
		YTD Actual	73.00%
		EOY Target	83.00%
		% Target	87.95%
		% Goal	100.00%
 Total Average Fire Response Time	 Reduce Fire-Rescue Response Times to Medical Calls	Actual	4.59
		YTD Actual	4.98
		EOY Target	6.00
		% Target	120.42%
		% Goal	100.00%
 % of Fire calls arrived in 6 minutes or less	 Reduce Fire-Rescue Response Times to Medical Calls	Actual	89.00%
		YTD Actual	86.75%
		EOY Target	90.00%
		% Target	96.39%
		% Goal	100.00%
 Number of EMS Calls Responded to	 Enhanced Continuity of service	Actual	1,981.00
		YTD Actual	8,480.00
		EOY Target	8,984.00
		% Target	94.39%
		% Goal	100.00%











# Fire-Rescue Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of Fire Calls Responded to	 Enhanced Continuity of service	Actual	794.00
		YTD Actual	3,231.00
		EOY Target	2,432.00
		% Target	132.85%
		% Goal	100.00%
 Percent of Cardiac Patients with pulsatile rhythms upon delivery to a hospital	 Enhanced Continuity of service	Actual	7.00%
		YTD Actual	18.50%
		EOY Target	15.00%
		% Target	123.33%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	9,171,857.13
		YTD Actual	33,488,703.90
		EOY Target	33,915,522.79
		% Target	98.74%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	9,171,857.13
		YTD Actual	33,488,703.90
		EOY Projection	34,247,260.98
		% Target	97.79%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	1,107,915.24
		YTD Actual	24,106,158.82
		EOY Target	24,016,500.00
		% Target	100.37%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	1,107,915.24
		YTD Actual	24,106,158.82
		EOY Projection	24,166,871.00
		% Target	99.75%
		% Goal	100.00%



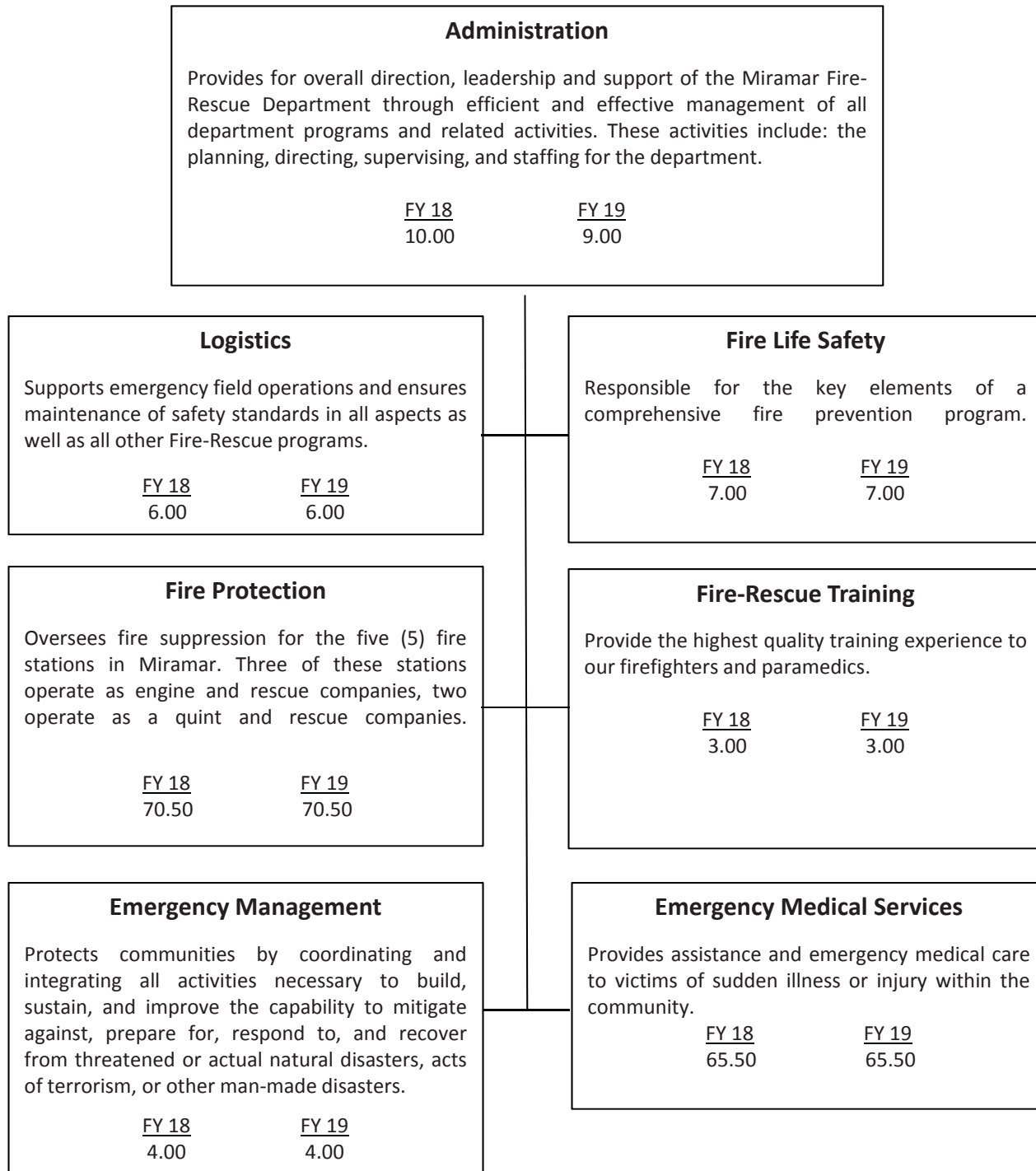
# Fire-Rescue Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Percent of Fire Plan Reviews Processed within 4 days	 Reduce Property Loss and Destruction	Actual	76.00%
		YTD Actual	65.25%
		EOY Target	90.00%
		% Target	72.50%
		% Goal	100.00%
 Number of Fire Plans reviewed	 Reduce Property Loss and Destruction	Actual	172.00
		YTD Actual	754.00
		EOY Target	824.00
		% Target	91.50%
		% Goal	100.00%
 Total Number of Life Safety Inspections	 Reduce Property Loss and Destruction	Actual	1,382.00
		YTD Actual	5,654.00
		EOY Target	3,444.00
		% Target	164.17%
		% Goal	100.00%
 Total training hours (248 per FF/PM)	 Enhance Fire Training	Actual	9,605.00
		YTD Actual	36,675.00
		EOY Target	37,448.00
		% Target	97.94%
		% Goal	100.00%
 Survey: Fire Service Quality, Among all respondents: % Excellent or Good	 Professional Development	Actual	100.00%
		YTD Actual	99.00%
		EOY Target	98.00%
		% Target	101.02%
		% Goal	100.00%
 Number of incidents per 1,000 residents	 Improve planning and preparedness	Actual	20.00
		YTD Actual	86.00
		EOY Target	84.00
		% Target	102.38%
		% Goal	100.00%





# Fire-Rescue FTE's by Program



# Fire-Rescue Budget Summary by Program

## Administration—Program 100

### Description

The Administration Program provides for overall direction, leadership and support of the Miramar Fire-Rescue Department through efficient and effective management of all department programs and related activities. These activities include; the planning, directing, supervising, and staffing for the department. This program is responsible to ensure that the Department consistently meets and exceeds the goals of the City along with applicable standards or regulations which will result in the delivery of responsive, effective, and efficient fire department services. Components of the Administration Program include policy development, personnel administration, planning, research and development, financial management, union contract negotiations, labor relations, records management, communications, information technology, payroll and accounts payable.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Other Charges and Svcs	349003	318	122	300	300	300

### Expenditures by Category

Personnel Services	1,279,696	1,109,921	1,198,000	1,538,900	1,276,251
Operating Expense	350,933	432,106	354,700	394,887	626,850
Capital Outlay	32,500	1,218,266	19,678	19,678	24,233
Total	\$ 1,663,129	\$ 2,760,293	\$ 1,572,378	\$ 1,953,465	\$ 1,927,334

### Percent of Time by Position

Administrative Coordinator	-	2.00	2.00	2.00	2.00
Communications Technologist	1.00	1.00	1.00	1.00	-
Department Budget Coordinator	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Department	2.00	2.00	2.00	1.00	1.00
Executive Assistant to the Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Administrative Tech II	1.00	-	-	-	-
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Department Coordinator	-	-	-	1.00	1.00
Senior Administrative Manager	1.00	1.00	1.00	1.00	1.00
Total	9.00	10.00	10.00	10.00	9.00



# Fire-Rescue Budget Summary By Program

## Logistics—Program 302

### Description

The Logistics Program is a responsive program that supports emergency field operations and ensures compliance with apparatus, equipment, facility and personal protective equipment safety standards for the department. This program is responsible for ensuring that emergency operations are prepared to be in a constant state of readiness by coordinating fleet, facility, and equipment purchasing, inventory, maintenance, testing and repairs. The Program is also responsible for procuring, maintaining and delivering emergency medical supplies, station supplies, fire suppression supplies, uniforms, bunker gear, medications and safety equipment. The Logistics Facility is the receiving and distribution center for the Fire-Rescue Department. Staff oversees various large scale projects by providing project management for assigned projects. The Logistics program ensures all equipment, apparatus and personal protection equipment are maintained, inspected and tested annually to meet national safety standards and local codes and regulations.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	829,970	852,227	904,600	919,600	850,936
Operating Expense	189,796	204,369	209,100	214,462	219,800
Capital Outlay	75,200	55,300	96,275	96,275	28,367
<b>Total</b>	<b>\$ 1,094,966</b>	<b>\$ 1,111,896</b>	<b>\$ 1,209,975</b>	<b>\$ 1,230,337</b>	<b>\$ 1,099,103</b>

### Percent of Time by Position

Administrative Clerk II	1.00	-	-	-	-
Administrative Coordinator	-	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	1.00	1.00
Division Chief	1.00	1.00	1.00	1.00	1.00
Firefighter Paramedic	1.00	1.00	1.00	1.00	1.00
Logistics Technician	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

# Fire-Rescue Budget Summary by Program

## Life Safety—Program 303

### Description

The Fire Life Safety Program is a mission critical program whose primary function is the prevention of loss of life and or property; via the efforts of all members of the fire service and its leadership who are responsible for the key elements of a comprehensive fire prevention program. A program consisting of: fire safety education, fire investigations, enforcement of all state county and local codes and ordinances, pre-construction plan review and permit approval, property inspection, evaluation of built-in fire protection systems, training of inspectors and firefighters, as well as members of our community, and offering professional consultation services in the field of life safety to entities entering our municipality.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Fire Permit Fees	329104	86,572	130	-	-	-
Inspection Fees	342510	1,177,363	1,597,275	1,500,000	1,500,000	1,830,000
Reinspection Fees	342511	10,845	-	-	-	-
<b>Total</b>		<b>\$ 1,274,780</b>	<b>\$ 1,597,405</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,830,000</b>

### Expenditures by Category

Personnel Services	1,535,242	1,493,772	1,480,700	1,500,700	1,624,065
Operating Expense	128,933	141,453	160,875	150,375	158,275
Capital Outlay	-	3,360	-	-	-
<b>Total</b>	<b>\$ 1,664,175</b>	<b>\$ 1,638,585</b>	<b>\$ 1,641,575</b>	<b>\$ 1,651,075</b>	<b>\$ 1,782,340</b>

### Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Fire Marshal	1.00	1.00	1.00	1.00	1.00
Field Inspector Lieutenant	4.00	4.00	4.00	4.00	4.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>



# Fire-Rescue Budget Summary By Program

## Fire Protection—Program 304

### Description

The Miramar Fire Protection program oversees emergency operations for the five fire stations in Miramar. Three of these stations operate as engine and rescue companies, one operates as a quint and rescue company and one operates as an engine company. The function of these units is multi-faceted and include emergency functions such as fire suppression, management of hazardous materials incidents, response to emergency medical scenes, technical rescue and surface water rescue operations. The fire protection program also conducts pre-fire planning of all commercial occupancies within the City. The fire protection program also provides fire and rescue services at special events that take place within the City as well as conducting fire safety education to the public and giving tours of its fire stations to community groups.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Firefighter's Supplement	335210	61,929	63,770	65,000	65,000	68,000
Special Assess-Fire Protection	325200	18,818,925	20,250,319	20,900,000	20,900,000	22,000,000
Special Assess-Fire Protect Delinquent	325201	331,611	327,226	25,000	25,000	250,000
<b>Total</b>		<b>\$19,212,466</b>	<b>\$20,641,314</b>	<b>\$20,990,000</b>	<b>\$20,990,000</b>	<b>\$22,318,000</b>

### Expenditures by Category

Personnel Services	11,731,818	12,760,232	13,512,400	14,498,900	13,864,003
Operating Expense	1,194,376	1,455,547	1,490,775	1,458,284	1,772,760
Capital Outlay	230,949	414,830	485,998	837,314	1,410,258
<b>Total</b>	<b>\$ 13,157,142</b>	<b>\$ 14,630,609</b>	<b>\$ 15,489,173</b>	<b>\$ 16,794,498</b>	<b>\$ 17,047,021</b>

### Percent of Time by Position

Battalion Chief	6.00	6.00	6.00	6.00	6.00
Captain	10.50	10.50	10.50	10.50	10.50
Division Chief	1.00	1.00	1.00	1.00	1.00
Fire Driver Engineer	11.00	11.00	11.00	11.00	11.00
Firefighter EMT	1.00	-	-	-	-
Firefighter Paramedic	25.50	33.00	33.00	31.50	31.50
Lieutenant-Rescue	9.00	9.00	9.00	10.50	10.50
<b>Total</b>	<b>64.00</b>	<b>70.50</b>	<b>70.50</b>	<b>70.50</b>	<b>70.50</b>



# Fire-Rescue Budget Summary by Program

## Fire-Rescue Training—Program 305

### Description

The Fire-Rescue Training Program’s mission is to provide the highest quality training experience to our Firefighters and Paramedics. The goal is accomplished through the provisions of classroom education and practical experience opportunities both in house and at various training facilities.

As a result, all personnel will have the knowledge, skills and abilities to safely manage and mitigate fire/medical/hazardous emergency incidents while minimizing the risks to themselves, civilians and the environment. This highly specialized training is administered to all levels in the Fire Department from the newly hired firefighter to the Fire Chief. Firefighter training consists of six core areas of specialization: Firefighting, Firefighter Orientation, Emergency Medical Services, Professional Development, Occupational Safety & Health (OSHA) and the National Incident Management System (NIMS). Through these core training areas, this program is able to meet (and exceed most of) the professional training requirements set forth by the following regulatory and professional standards organizations: National Fire Protection Agency, State of Florida Bureau of Fire Standards & Training, State of Florida Department of Health Division of Medical Quality Assurance, OSHA and NIMS.

In addition, the Fire-Rescue Training Program is responsible for managing the City’s American Heart Association (AHA) Community Training Center (CTC). As a function of this responsibility, the department delivers AHA CPR courses to the community and City employees.

During FY 2015 this program initiated a High School Fire Academy at Everglades High School within the City. This program offers training to high school students interested in a future career in the fire service. Upon completion of this three-year program, completing a “Live Burn” and once the student reaches 18 years of age, the students will have achieved the requirements for certification as Firefighter I through the State of Florida.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Reimbursed Expenses - Fire	369911	-	900	-	-	3,800

### Expenditures by Category

Personnel Services	1,102,621	741,731	605,600	615,600	725,714
Operating Expense	91,050	110,370	111,700	111,700	112,400
Departmental Capital Outlay	-	36,700	29,582	29,582	28,300
<b>Total</b>	<b>\$ 1,193,671</b>	<b>\$ 888,800</b>	<b>\$ 746,882</b>	<b>\$ 756,882</b>	<b>\$ 866,414</b>

### Percent of Time by Position

Captain	2.00	2.00	2.00	2.00	2.00
Division Chief	1.00	1.00	1.00	1.00	1.00
Fire Administrative Tech I	0.50	-	-	-	-
<b>Total</b>	<b>3.50</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



# Fire-Rescue Budget Summary By Program

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## Emergency Management—Program 306

### Description

Emergency Management protects communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None		-	-	-	-	-

### Expenditures by Category

Personnel Services	263,198	518,258	540,300	550,300	539,100
Contractual Services	80,623	106,275	145,460	99,161	141,100
Capital Outlay	5,500	9,300	6,963	6,963	6,567
<b>Total</b>	<b>\$ 349,321</b>	<b>\$ 633,833</b>	<b>\$ 692,723</b>	<b>\$ 656,424</b>	<b>\$ 686,767</b>

### Percent of Time by Position

Division Chief	1.00	1.00	1.00	1.00	1.00
Emergency Management Manager	-	1.00	1.00	1.00	1.00
Emergency Management Planner	1.00	2.00	2.00	2.00	2.00
Fire Administrative Tech I	0.50	-	-	-	-
<b>Total</b>	<b>2.50</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>



# Fire-Rescue Budget Summary by Program

## Emergency Medical Services—Program 307

### Description

The Emergency Medical Services (EMS) Program provides emergency medical care in a pre-hospital setting to community members and its surrounding areas. The EMS program is responsible for ensuring that our agency is compliant with local, state and federal regulations and oversees the SWAT Medic and Public Access Defibrillation program. In addition, this program manages compliance with vehicle permitting, personnel certifications and licensure, Health Insurance Portability and Accountability Act, quality assurance, electronic patient care reporting (ePCR), records management and infection control tracking and reporting.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
EMS Transport Fees Collected	342600	1,435,603	1,444,704	1,521,700	1,521,700	1,932,000
Reimbursable Fire Expense	369911	4,440	2,115	4,500	4,500	-
Total		\$ 1,440,043	\$ 1,446,819	\$ 1,526,200	\$ 1,526,200	\$ 1,932,000

### Expenditures by Category

Personnel Services	8,463,998	10,286,652	10,375,300	11,186,100	10,953,531
Operating Expense	747,984	860,481	825,300	858,677	1,000,770
Capital Outlay	-	50,542	-	49,403	-
Total	\$ 9,211,982	\$ 11,197,674	\$ 11,200,600	\$ 12,094,180	\$ 11,954,301

### Percent of Time by Position

Captain	11.50	11.50	11.50	11.50	11.50
Division Chief	1.00	1.00	1.00	1.00	1.00
Driver Engineer	11.00	10.00	10.00	10.00	10.00
Firefighter EMT	1.00	-	-	-	-
Firefighter Paramedic	25.50	34.00	34.00	32.50	32.50
Rescue Lieutenant	9.00	9.00	9.00	10.50	10.50
Total	59.00	65.50	65.50	65.50	65.50

## SAFER Grant Firefighters Program - Program 309

### Description

This program was eliminated in FY16.

### Expenditures by Category

Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	58,509	-	-	-	-
Total	\$ 58,509	\$	\$	\$	\$



# Fire-Rescue Expenditures by Object Code

## Administration—001-30-100-522-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	843,759	736,981	773,400	773,400	819,200
601201	Salary Attrition	-	-	(20,000)	-	(24,000)
601205	Lump Sum Payout - Accrued Time	90,626	28,779	29,400	350,300	44,400
601215	Communication Stipend	-	-	-	-	700
601220	Longevity Pay	12,367	7,465	6,400	6,400	11,500
601400	Overtime-General	906	1,562	-	-	951
601410	Overtime-Holiday	26	515	-	-	-
601412	Overtime-Emergency	-	7,146	-	-	-
602100	FICA & MICA	61,044	49,690	58,400	58,400	57,900
602210	Pension-General	49,161	49,092	56,400	56,400	47,800
602230	Pension-Fire	71,701	79,099	88,700	88,700	99,300
602235	Pension-Senior Mgmt	-	-	22,400	22,400	22,900
602260	Pension-401	19,582	20,136	25,200	25,200	12,600
602265	Pension-457	31,465	19,732	31,500	31,500	44,100
602300	Pmt In Lieu Of Insurance	7,057	3,021	-	-	12,500
602304	Health Insurance-PPO	10,895	12,095	15,000	15,000	14,500
602305	Health Insurance-HMO	56,431	60,937	83,600	83,600	74,500
602306	Dental Insurance-PPO	3,572	2,789	2,200	2,200	2,900
602307	Dental Insurance-HMO	635	571	1,000	1,000	600
602309	Basic Life Insurance	2,174	1,843	1,700	1,700	1,800
602311	Long-Term Disability Ins	894	767	1,100	1,100	1,200
602400	Workers' Compensation	17,400	27,700	21,600	21,600	30,900
	Sub-Total	1,279,696	1,109,921	1,198,000	1,538,900	1,276,251
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	14,446	10,615	4,000	53,899	4,000
603425	Software License & Maint	33,593	35,848	45,000	45,000	45,000
604001	Travel & Training	7,227	6,231	11,000	8,662	11,000
604100	Communication Svcs	70,719	70,369	70,400	85,900	70,400
604200	Postage	78	2,469	5,100	5,100	5,100
604301	Electricity Svcs	25,692	25,726	31,400	31,400	24,000
604440	Leased Copiers	1,857	1,915	-	-	-
604500	Risk Internal Svcs Charge	27,400	32,300	24,100	24,100	24,900
604610	Fleet Internal Svcs Charge	19,600	25,300	10,900	10,900	14,500
604640	R&M Machinery	1,320	3,995	4,000	4,000	4,000
604645	R&M Radios	14,050	16,283	17,000	8,400	69,300
604700	Printing & Binding Svcs	1,427	1,032	1,500	1,500	1,500
604820	Safety Education	55	1,422	1,500	1,500	1,500
604850	Explorer & Recruitment	17,154	16,936	18,000	8,400	18,000
604916	Administrative Expense	899	5,224	1,000	1,000	1,000
604920	License & Permit Fees	514	-	3,500	3,500	3,500
604950	Employee Awards	1,350	1,294	2,000	2,000	2,000
604989	IT Internal Svcs Charge	40,300	42,100	48,800	48,800	287,850
604997	Other Operating Expenses	2,736	4,792	3,000	5,338	3,000
604998	Contingency	26,551	6,365	15,000	7,988	-
605100	Office Supplies	2,349	2,460	2,500	2,500	2,500
605120	Computer Operating Expenses	3,902	73,901	5,000	5,000	5,000
605220	Vehicle Fuel-On-Site	5,860	7,273	7,100	7,100	5,900
605221	Vehicle Fuel-Off-Site	34	-	-	-	-
605240	Uniforms Cost	2,083	1,770	2,500	2,500	2,500
605251	Noncap Equip (Item less 5000)	9,922	25,805	9,900	9,900	9,900
605252	Small Tools	4,368	4,690	5,000	5,000	5,000
605290	Other Operating Supplies	1,987	2,525	3,000	3,000	3,000
605410	Subscriptions & Memberships	1,367	970	1,500	1,500	1,500
605500	Training-General	961	210	1,000	1,000	1,000
605510	Tuition Reimbursement	11,135	2,284	-	-	-
	Sub-Total	350,933	432,106	354,700	394,887	626,850
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	32,500	20,900	19,678	19,678	24,233
606450	Radio Equipment	-	1,197,366	-	-	-
	Sub-Total	32,500	1,218,266	19,678	19,678	24,233
<b>Total</b>		<b>\$ 1,663,129</b>	<b>\$ 2,760,293</b>	<b>\$ 1,572,378</b>	<b>\$ 1,953,465</b>	<b>\$ 1,927,334</b>



# Fire-Rescue Expenditures by Object Code

## Logistics—001-30-302-529-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	496,878	523,430	551,400	551,400	546,600
601201	Salary Attrition	-	-	(15,000)	-	(15,000)
601205	Lump Sum Payout - Accrued Time	8,339	49,389	1,800	1,800	4,900
601210	Non-Pensionable Earnings	-	-	-	-	4,400
601215	Communication Stipend	1,853	1,808	2,000	2,000	1,300
601220	Longevity Pay	3,418	1,902	1,900	1,900	2,000
601400	Overtime-General	18,020	10,251	3,800	3,800	6,236
601410	Overtime-Holiday	182	660	200	200	200
601412	Overtime-Emergency	-	14,236	-	-	-
602100	FICA & MICA	37,614	38,898	40,000	40,000	40,700
602210	Pension-General	41,867	29,295	34,400	34,400	36,400
602230	Pension-Fire	152,003	107,999	192,300	192,300	126,800
602265	Pension-457	2,898	-	4,600	4,600	4,600
602300	Pmt In Lieu Of Insurance	4,640	-	6,200	6,200	6,200
602304	Health Insurance-PPO	11,190	12,095	15,000	15,000	14,500
602305	Health Insurance-HMO	31,591	34,465	42,900	42,900	40,400
602306	Dental Insurance-PPO	3,254	3,276	3,400	3,400	3,400
602307	Dental Insurance-HMO	177	176	200	200	200
602309	Basic Life Insurance	1,409	1,307	1,200	1,200	1,200
602311	Long-Term Disability Ins	538	540	800	800	800
602400	Workers' Compensation	14,100	22,500	17,500	17,500	25,100
	Sub-Total	829,970	852,227	904,600	919,600	850,936
<b><u>Operating Expense</u></b>						
604200	Postage	71	-	-	-	-
604301	Electricity Svcs	5,761	5,241	8,000	8,000	5,300
604400	Leased Equipment	197	-	-	-	-
604403	Leased Building	76,338	78,629	83,800	85,912	89,700
604440	Leased Copiers	1,857	1,640	-	-	-
604500	Risk Internal Svcs Charge	22,900	26,900	20,200	20,200	20,700
604610	Fleet Internal Svcs Charge	24,800	23,200	32,600	32,600	23,200
604611	Vehicle Rehab & Enhance	5,182	5,713	6,000	6,000	6,000
604612	Vehicle Ancillary	2,041	1,679	3,000	3,000	3,000
604620	R&M Buildings	474	478	500	500	-
604640	R&M Machinery	152	273	700	700	700
604989	IT Internal Svcs Charge	33,600	35,200	40,800	40,800	31,300
605100	Office Supplies	333	387	500	500	500
605220	Vehicle Fuel-On-Site	3,683	17,189	4,600	4,600	31,000
605240	Uniforms Cost	5,554	2,531	2,700	2,700	2,700
605250	Noncap Furn (Item less 5000)	759	975	1,000	500	1,000
605251	Noncap Equip (Item less 5000)	1,528	1,904	2,300	700	2,300
605252	Small Tools	822	1,600	1,500	1,500	1,500
605290	Other Operating Supplies	208	276	300	300	300
605410	Subscriptions & Memberships	223	184	300	300	300
605500	Training-General	400	-	300	5,650	300
605510	Tuition Reimbursement	2,913	372	-	-	-
	Sub-Total	189,796	204,369	209,100	214,462	219,800
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	75,200	55,300	96,275	96,275	28,367
	Sub-Total	75,200	55,300	96,275	96,275	28,367
<b>Total</b>		<b>\$ 1,094,966</b>	<b>\$ 1,111,896</b>	<b>\$ 1,209,975</b>	<b>\$ 1,230,337</b>	<b>\$ 1,099,103</b>



# Fire-Rescue Expenditures by Object Code

## Life Safety—001-30-303-522-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	635,403	663,332	685,700	685,700	752,900
601201	Salary Attrition	-	-	(20,000)	-	(19,000)
601205	Lump Sum Payout - Accrued Time	-	3,152	26,400	26,400	17,200
601210	Non-Pensionable Earnings	-	-	-	-	8,300
601215	Communication Stipend	3,275	3,250	3,300	3,300	3,300
601220	Longevity Pay	16	-	-	-	-
601400	Overtime-General	55,532	44,552	9,200	9,200	20,525
601402	Overtime-Special Events	-	-	23,100	23,100	23,100
601410	Overtime-Holiday	14,313	14,512	16,600	16,600	10,940
601411	Overtime-Reimbursable	415,641	302,759	350,900	350,900	350,900
601412	Overtime-Emergency	-	12,835	-	-	-
602100	FICA & MICA	79,213	72,251	53,000	53,000	56,500
602210	Pension-General	9,093	9,298	11,500	11,500	12,900
602230	Pension-Fire	186,903	228,497	196,200	196,200	257,800
602265	Pension-457	6,207	6,241	6,600	6,600	8,300
602300	Pmt In Lieu Of Insurance	-	4,251	6,200	6,200	6,200
602304	Health Insurance-PPO	18,489	21,919	21,400	21,400	18,500
602305	Health Insurance-HMO	86,290	73,497	64,500	64,500	61,200
602306	Dental Insurance-PPO	5,827	5,818	4,800	4,800	4,800
602307	Dental Insurance-HMO	305	93	-	-	-
602309	Basic Life Insurance	2,559	2,415	1,500	1,500	1,600
602311	Long-Term Disability Ins	977	900	1,000	1,000	1,100
602400	Workers' Compensation	15,200	24,200	18,800	18,800	27,000
	Sub-Total	1,535,242	1,493,772	1,480,700	1,500,700	1,624,065
<b><u>Operating Expense</u></b>						
603425	Software License & Maint	11,417	17,285	25,700	16,800	25,700
603503	Arson Investigation	482	173	500	500	500
604200	Postage	79	-	-	-	-
604440	Leased Copiers	1,857	1,640	-	-	-
604500	Risk Internal Svcs Charge	22,900	26,900	20,200	20,200	20,700
604610	Fleet Internal Svcs Charge	20,700	22,400	23,600	23,600	23,200
604611	Vehicle Rehab & Enhance	-	210	-	-	-
604612	Vehicle Ancillary	-	140	-	-	-
604700	Printing & Binding Svcs	675	85	1,000	1,000	1,000
604920	License & Permit Fees	-	-	500	500	500
604989	IT Internal Svcs Charge	33,600	35,200	40,800	40,800	36,600
605100	Office Supplies	594	421	500	500	500
605120	Computer Operating Expenses	1,926	3,200	3,100	3,100	3,100
605220	Vehicle Fuel-On-Site	5,819	6,046	5,700	5,700	7,700
605221	Vehicle Fuel-Off-Site	2,157	4,661	500	500	-
605230	Program Supplies	1,993	4,015	5,000	5,000	5,000
605240	Uniforms Cost	3,953	2,845	3,600	3,600	3,600
605251	Noncap Equip (Item less 5000)	6,188	5,933	6,195	6,195	6,195
605252	Small Tools	452	481	500	500	500
605290	Other Operating Supplies	600	23	700	700	700
605410	Subscriptions & Memberships	3,856	2,550	7,500	7,500	7,500
605500	Training-General	9,088	992	13,680	13,680	13,680
605510	Tuition Reimbursement	599	6,252	1,600	-	1,600
	Sub-Total	128,933	141,453	160,875	150,375	158,275
<b><u>Dept Capital Outlay</u></b>						
606471	Software	-	3,360	-	-	-
	Sub-Total	-	3,360	-	-	-
<b>Total</b>		<b>\$ 1,664,175</b>	<b>\$ 1,638,585</b>	<b>\$ 1,641,575</b>	<b>\$ 1,651,075</b>	<b>\$ 1,782,340</b>



# Fire-Rescue Expenditures by Object Code

## Fire Protection—001-30-304-522-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	5,894,884	6,331,248	6,829,100	6,829,100	6,887,000
601201	Salary Attrition	-	-	(180,000)	-	(190,000)
601205	Lump Sum Payout - Accrued Time	121,704	144,598	38,100	400,400	40,300
601210	Non-Pensionable Earnings	-	-	-	-	133,600
601215	Communication Stipend	2,609	2,443	2,600	2,600	2,900
601220	Longevity Pay	4,882	4,951	4,700	4,700	4,800
601310	Special Duty Pay	919	1,960	-	-	-
601400	Overtime-General	712,282	474,601	369,400	599,600	464,450
601402	Overtime-Special Events	-	-	12,900	12,900	12,900
601405	Overtime-SWAT	16,278	10,605	9,200	9,200	9,200
601410	Overtime-Holiday	72,272	74,200	323,200	323,200	115,853
601412	Overtime-Emergency	-	263,115	-	-	-
601510	Incentive Pay	3,134	-	-	-	-
601560	VEBA Accrued Time Payout	1,270,802	1,194,551	1,365,400	1,365,400	1,365,400
602100	FICA & MICA	486,901	510,143	514,600	514,600	527,400
602230	Pension-Fire	2,267,839	2,756,668	3,047,700	3,261,700	3,225,200
602265	Pension-457	5,132	5,143	5,000	5,000	5,000
602300	Pmt In Lieu Of Insurance	24,440	29,517	34,300	34,300	28,000
602304	Health Insurance-PPO	173,851	170,196	204,000	204,000	247,200
602305	Health Insurance-HMO	477,477	506,668	693,700	693,700	667,600
602306	Dental Insurance-PPO	33,520	32,294	32,300	32,300	35,000
602307	Dental Insurance-HMO	2,103	2,073	4,400	4,400	3,200
602309	Basic Life Insurance	11,138	10,964	14,800	14,800	14,900
602311	Long-Term Disability Ins	6,650	6,492	9,700	9,700	9,800
602400	Workers' Compensation	143,000	227,800	177,300	177,300	254,300
	Sub-Total	11,731,818	12,760,232	13,512,400	14,498,900	13,864,003
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	-	-	-	-	57,400
603190	Prof Svcs-Other	14,472	9,664	24,000	21,000	24,000
603400	Contract Svcs-Other	8,719	9,399	10,000	10,000	10,000
603407	Board up Svcs	-	750	5,500	5,250	5,500
604001	Travel & Training	-	-	2,000	2,000	2,000
604200	Postage	298	6	-	-	-
604300	Water/Wastewater Svcs	41,469	43,426	41,800	41,800	43,800
604301	Electricity Svcs	94,585	95,613	72,300	72,300	108,600
604302	Gas-Propane	15,446	14,748	20,500	20,500	20,500
604403	Leased Building	44,380	69,896	31,600	-	-
604440	Leased Copiers	1,810	1,134	-	-	-
604500	Risk Internal Svcs Charge	183,200	215,900	161,500	161,500	166,200
604610	Fleet Internal Svcs Charge	1,000	344,005	371,800	371,800	466,900
604611	Vehicle Rehab & Enhance	216,176	-	-	-	-
604620	R&M Buildings	15,970	16,337	18,500	18,500	-
604640	R&M Machinery	14,385	12,544	16,900	19,220	22,900
604645	R&M Radios	12,000	5,900	6,100	6,100	6,100
604650	R&M Office Equip	118	-	500	500	500
604700	Printing & Binding Svcs	40	-	300	300	300
604920	License & Permit Fees	-	-	100	100	100
604989	IT Internal Svcs Charge	262,900	275,300	319,200	319,200	368,300
605100	Office Supplies	2,243	1,889	2,500	2,500	2,500
605120	Computer Operating Expenses	1,002	1,343	2,100	5,420	2,100
605220	Vehicle Fuel-On-Site	37,235	15,861	40,900	15,900	8,000
605221	Vehicle Fuel-Off-Site	45,878	52,401	43,600	83,600	85,800
605240	Uniforms Cost	41,821	54,175	62,775	57,678	62,775
605243	Bunker Gear	40,989	108,391	78,200	79,830	150,385
605244	Personal Prop Reimburse	425	121	300	550	300
605246	Safety Equipment Supplies	3,605	4,087	4,500	4,500	4,500



# Fire-Rescue Expenditures by Object Code

## Fire Protection—001-30-304-522-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
605247	Janitorial Supplies	22,271	22,260	28,000	26,627	28,000
605250	Noncap Furn (Item less 5000)	10,926	7,550	5,000	5,000	5,000
605251	Noncap Equip (Item less 5000)	12,641	30,466	60,500	48,360	60,500
605252	Small Tools	28,401	28,518	30,000	28,449	30,000
605263	Automotive Supplies	4,262	5,223	6,500	6,500	6,500
605290	Other Operating Supplies	1,575	3,969	2,500	2,500	2,500
605410	Subscriptions & Memberships	125	-	800	800	800
605510	Tuition Reimbursement	14,009	4,671	20,000	20,000	20,000
	Sub-Total	1,194,376	1,455,547	1,490,775	1,458,284	1,772,760
	<b>Dept Capital Outlay</b>					
606210	Building Renovation	-	-	-	-	95,000
606400	Machinery & Equipment	52,249	65,130	-	51,316	746,258
606441	Vehicle Replacement Program	178,700	319,700	485,998	485,998	569,000
606471	Software	-	30,000	-	300,000	-
	Sub-Total	230,949	414,830	485,998	837,314	1,410,258
	<b>Total</b>	<b>\$ 13,157,142</b>	<b>\$ 14,630,609</b>	<b>\$ 15,489,173</b>	<b>\$ 16,794,498</b>	<b>\$ 17,047,021</b>

## Fire-Rescue Training—001-30-305-529-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>Personnel Services</b>					
601200	Employee Salaries	678,052	417,185	419,300	419,300	431,900
601201	Salary Attrition	-	-	(10,000)	-	(12,000)
601205	Lump Sum Payout - Accrued Time	60,363	73,347	6,900	6,900	1,200
601210	Non-Pensionable Earnings	-	-	-	-	5,300
601215	Communication Stipend	2,360	833	700	700	700
601220	Longevity Pay	3,261	733	4,000	4,000	1,500
601400	Overtime-General	6,897	2,677	-	-	832
601410	Overtime-Holiday	7,198	7,212	-	-	5,282
601412	Overtime-Emergency	-	9,877	-	-	-
602100	FICA & MICA	48,001	29,461	29,900	29,900	30,300
602230	Pension-Fire	209,204	128,099	69,400	69,400	173,700
602265	Pension-457	3,699	4,568	4,600	4,600	5,000
602300	Pmt In Lieu Of Insurance	4,640	-	-	-	-
602304	Health Insurance-PPO	33,597	24,960	30,900	30,900	28,800
602305	Health Insurance-HMO	31,454	25,896	35,600	35,600	34,300
602306	Dental Insurance-PPO	3,202	1,661	1,700	1,700	1,700
602307	Dental Insurance-HMO	304	308	300	300	300
602309	Basic Life Insurance	1,124	763	900	900	900
602311	Long-Term Disability Ins	565	252	600	600	600
602400	Workers' Compensation	8,700	13,900	10,800	10,800	15,400
	Sub-Total	1,102,621	741,731	605,600	615,600	725,714
	<b>Operating Expense</b>					
603425	Software License & Maint	11,070	13,000	13,000	13,000	15,500
604440	Leased Copiers	1,811	1,284	-	-	-
604500	Risk Internal Svcs Charge	13,700	16,100	12,100	12,100	12,400
604610	Fleet Internal Svcs Charge	11,400	16,600	12,700	12,700	22,300
604640	R&M Machinery	-	-	100	100	100
604989	IT Internal Svcs Charge	20,100	21,000	24,300	24,300	15,700
605100	Office Supplies	179	237	300	300	300
605220	Vehicle Fuel-On-Site	-	3,623	4,500	4,500	1,400
605240	Uniforms Cost	1,250	1,748	2,000	2,000	2,000
605410	Subscriptions & Memberships	25	346	400	400	400
605500	Training-General	29,814	33,522	42,300	42,300	42,300
605510	Tuition Reimbursement	1,701	2,909	-	-	-
	Sub-Total	91,050	110,370	111,700	111,700	112,400
	<b>Dept Capital Outlay</b>					
606441	Vehicle Replacement Program	-	36,700	29,582	29,582	28,300
	Sub-Total	-	36,700	29,582	29,582	28,300
	<b>Total</b>	<b>\$ 1,193,671</b>	<b>\$ 888,800</b>	<b>\$ 746,882</b>	<b>\$ 756,882</b>	<b>\$ 866,414</b>





# Fire-Rescue Expenditures by Object Code

## Emergency Management—001-30-306-525-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	208,126	358,988	368,200	368,200	368,100
601201	Salary Attrition	-	-	(10,000)	-	(10,000)
601205	Lump Sum Payout - Accrued Time	517	1,781	18,300	18,300	17,800
601215	Communication Stipend	485	1,300	1,300	1,300	1,300
601220	Longevity Pay	3,388	13,140	4,700	4,700	5,700
602100	FICA & MICA	10,536	26,532	27,500	27,500	27,800
602235	Pension-Senior Mgmt	-	32,234	34,800	34,800	31,500
602260	Pension-401	6,817	6,937	7,300	7,300	7,300
602265	Pension-457	5,025	10,233	11,100	11,100	11,100
602304	Health Insurance-PPO	295	24,148	30,000	30,000	29,000
602305	Health Insurance-HMO	19,687	28,547	35,600	35,600	34,300
602306	Dental Insurance-PPO	620	1,644	1,600	1,600	1,600
602307	Dental Insurance-HMO	310	308	300	300	300
602309	Basic Life Insurance	517	1,360	800	800	800
602311	Long-Term Disability Ins	174	406	500	500	500
602400	Workers' Compensation	6,700	10,700	8,300	8,300	12,000
	Sub-Total	263,198	518,258	540,300	550,300	539,100
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	-	-	-	-	5,000
603425	Software License & Maint	16,970	40,000	72,000	25,701	33,000
604001	Travel & Training	5,144	2,169	2,500	2,500	7,000
604440	Leased Copiers	1,811	2,200	-	-	-
604500	Risk Internal Svcs Charge	13,700	16,100	12,100	12,100	12,400
604610	Fleet Internal Svcs Charge	5,200	7,700	10,900	10,900	11,600
604645	R&M Radios	10,000	9,100	9,400	9,400	9,400
604700	Printing & Binding Svcs	40	734	960	960	2,000
604920	License & Permit Fees	-	-	100	100	100
604989	IT Internal Svcs Charge	20,100	21,000	24,300	24,300	20,900
605100	Office Supplies	488	400	600	600	2,000
605120	Computer Operating Expenses	200	1,423	2,800	2,800	2,800
605220	Vehicle Fuel-On-Site	4,978	3,411	5,200	5,200	3,200
605225	Equip Gas Oil & Lube	-	-	2,100	2,100	2,200
605240	Uniforms Cost	1,302	1,099	1,500	1,500	5,000
605251	Noncap Equip (Item less 5000)	-	-	-	-	15,000
605252	Small Tools	-	-	-	-	7,000
605290	Other Operating Supplies	-	-	-	-	1,300
605410	Subscriptions & Memberships	690	940	1,000	1,000	1,200
	Sub-Total	80,623	106,275	145,460	99,161	141,100
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	5,500	9,300	6,963	6,963	6,567
	Sub-Total	5,500	9,300	6,963	6,963	6,567
<b>Total</b>		<b>\$ 349,321</b>	<b>\$ 633,833</b>	<b>\$ 692,723</b>	<b>\$ 656,424</b>	<b>\$ 686,767</b>





# Fire-Rescue Expenditures by Object Code

## Emergency Medical Services—001-30-307-526-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	5,137,769	5,647,950	6,104,700	6,104,700	6,164,100
601201	Salary Attrition	-	-	(160,000)	-	(170,000)
601205	Lump Sum Payout - Accrued Time	9,404	15,715	24,300	24,300	31,500
601210	Non-Pensionable Earnings	-	-	-	-	119,300
601215	Communication Stipend	709	2,443	2,600	2,600	2,900
601220	Longevity Pay	4,842	4,880	4,600	4,600	4,700
601310	Special Duty Pay	823	1,960	-	-	-
601400	Overtime-General	58,676	346,680	600	451,800	60,006
601405	Overtime-SWAT	2,841	10,605	-	-	-
601410	Overtime-Holiday	61,299	70,481	-	-	37,725
601412	Overtime-Emergency	-	238,659	-	-	-
601510	Incentive Pay	2,580	-	-	-	-
602100	FICA & MICA	384,627	452,982	464,400	464,400	476,800
602230	Pension-Fire	2,056,936	2,571,070	2,841,900	3,041,500	3,059,400
602235	Pension-Senior Mgmt	-	12,813	-	-	-
602265	Pension-457	5,161	5,056	4,900	4,900	4,900
602300	Pmt In Lieu Of Insurance	24,440	29,517	34,300	34,300	28,000
602304	Health Insurance-PPO	137,586	154,432	189,000	189,000	203,900
602305	Health Insurance-HMO	398,317	461,317	642,400	642,400	635,200
602306	Dental Insurance-PPO	28,178	29,914	30,300	30,300	33,000
602307	Dental Insurance-HMO	1,627	1,751	4,000	4,000	2,800
602309	Basic Life Insurance	9,282	10,018	13,200	13,200	13,400
602311	Long-Term Disability Ins	5,499	5,910	8,700	8,700	8,700
602400	Workers' Compensation	133,400	212,500	165,400	165,400	237,200
	Sub-Total	8,463,998	10,286,652	10,375,300	11,186,100	10,953,531
<b><u>Operating Expense</u></b>						
603133	Medical Director Fees	35,667	36,000	37,400	37,400	37,400
603420	EMS Billings & Collections	33,452	88,913	65,000	107,000	110,000
603425	Software License & Maint	9,950	8,990	10,700	10,700	10,700
604200	Postage	185	-	-	-	-
604440	Leased Copiers	1,811	2,196	-	-	-
604500	Risk Internal Svcs Charge	188,200	221,700	165,900	165,900	170,800
604610	Fleet Internal Svcs Charge	6,300	6,000	5,500	5,500	8,700
604640	R&M Machinery	37,321	25,837	34,900	26,538	34,900
604700	Printing & Binding Svcs	803	28	1,000	1,000	1,000
604916	Administrative Expense	1,549	1,437	500	1,084	500
604920	License & Permit Fees	1,499	9,955	2,000	204	12,300
604989	IT Internal Svcs Charge	254,900	267,000	309,600	309,600	342,200
605100	Office Supplies	700	835	1,000	1,000	1,000
605120	Computer Operating Expenses	5,406	2,209	6,100	6,100	6,100
605220	Vehicle Fuel-On-Site	2,188	975	2,500	2,500	1,800
605240	Uniforms Cost	1,574	1,573	2,000	2,000	2,000
605251	Noncap Equip (Item less 5000)	9,781	22,994	22,000	22,000	70,570
605252	Small Tools	3,223	6,958	7,000	7,000	7,000
605265	Medical Supplies	136,702	132,753	131,500	124,902	131,500
605267	Oxygen	2,539	3,178	5,000	5,950	5,000
605268	Pharmaceuticals	11,415	15,028	12,000	18,598	43,600
605290	Other Operating Supplies	287	518	600	600	600
605410	Subscriptions & Memberships	350	400	800	800	800
605500	Training-General	2,182	4,077	2,300	2,300	2,300
605510	Tuition Reimbursement	-	927	-	-	-
	Sub-Total	747,984	860,481	825,300	858,677	1,000,770
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	-	50,542	-	49,403	-
	Sub-Total	-	50,542	-	49,403	-
<b>Total</b>		<b>\$ 9,211,982</b>	<b>\$ 11,197,674</b>	<b>\$ 11,200,600</b>	<b>\$ 12,094,180</b>	<b>\$ 11,954,301</b>



# Fire-Rescue Expenditures by Object Code

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## SAFER Grant Firefighter—001-30-309-522-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Dept Capital Outlay</u></b>					
606400	Machinery & Equipment	58,509	-	-	-	-
	Sub-Total	58,509	-	-	-	-
	<b>Total</b>	<b>\$ 58,509</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## District 107 Response Time Imp

### 001-30-308-522-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Operating Expense</u></b>					
605510	Tuition Reimbursement	-	695	-	-	-
	Sub-Total	-	695	-	-	-
	<b>Total</b>	<b>\$ (0)</b>	<b>\$ 695</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Fire-Rescue Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	Allocated for overtime costs.
601402	Overtime-Special Events	This represents cost for overtime for City sponsored special events.
601405	Overtime-SWAT	This line item accounts for police SWAT and Hostage Negotiations overtime.
601410	Overtime-Holiday	Pay I.A.F.F. and G.A.M.E. contractual obligations for Holiday pay. This is based on total pay out on all holidays.
601411	Overtime-Reimbursable	Allocated for the Fire Inspection OT Reimbursable Program.
601560	VEBA Accrued Time Payout	Voluntary Employees' Beneficiary Association (VEBA) Accrued Time Payout.
603133	Medical Director Fees	The State of Florida requires all rescue systems to provide a medical director. The funding for this year is ear marked for the Medical Director Services contract.
603140	New Hire Screening	This line item is used to fund the costs associated with conducting background checks and screenings for potential new hire Fire-Rescue employees.
603141	Existing Employee Screening	This line item is for medical evaluations for existing employees.
603190	Prof Svcs-Other	This cost is associated with providing professional services to assist in Promotional Assessment Center Testing. The three promotional exams are: Lieutenant, Captain, and Battalion Chief.
603400	Contract Svcs-Other	This line item is for contractual services for Hydraulic tools: \$5,000, Air Pak: \$3,000, Ground/Aerial Ladder: \$1,000, SCBA cylinder hydrotest: \$1,000.
603407	Board up Svcs	This line item is for contracted board up services to secure houses and businesses due to fires.
603420	EMS Billings & Collections	This line item is for contracted emergency medical services for billings and collections.
603425	Software License & Maint	This line item is for contracted software license and maintenance.
603503	Arson Investigation	This line item represents fire investigation costs associated with cause and origination for all fires.
604001	Travel & Training	This account is for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, etc., and includes the following: Fire-Rescue International: Fire Chief to attend two International Assoc. of Fire Chief's Conferences to stay abreast of new information and policies and to receive advance notification of changes within the fire industry. Includes the cost for two people to attend The Governors Hurricane Conference.
604100	Communication Svcs	Costs associated with medical telecommunications, CAD pagers, cellular phones, radios, phone lines, fire station alerting system, and communication ties for fire stations to the network server.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	Costs associated with water and wastewater services for Fire Department buildings.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604302	Gas-Propane	This account is for the use of propane gas service at the fire stations.
604403	Leased Building	This account is for leased office and storage space at 11908 Miramar Parkway.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs for repair and maintenance of city vehicles as per PW-Fleet Maintenance.
604611	Vehicle Rehab & Enhance	This is for repair and maintenance of department vehicles which is considered to be outside the normal scope of repair and maintenance, and is considered to be an enhancement to the existing vehicle.
604612	Vehicle Ancillary	This is for ancillary cost related to department vehicles, such as cleaning, biohazard cleaning, window tinting, etc.
604640	R&M Machinery	This account is for repair and maintenance of machinery and equipment that are associated with the department.
604645	R&M Radios	This account is for the department's repair and maintenance of radio equipment. Includes \$52,300 for the P25 Radio Digital programming per Broward County specifications.
604650	R&M Office Equip	Costs for non-computer items such as typewriters, binding machines, LCD projectors, audiovisual and electronic equipment.
604700	Printing & Binding Svcs	Printing and binding of Standard Operating Procedures, Administrative Policies and Procedure Manuals, and public handouts.
604820	Safety Education	This account provides for safety educational events throughout the City, including CPR and First Aid courses for City employees.



# Fire-Rescue Budget Justification

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Object #	Account Description	Justification
604850	Explorer & Recruitment	This program is to recruit future firefighters.
604916	Administrative Expense	This account will cover costs associated with the miscellaneous expenses for ceremonies, awards and events such as: promotional, Chief's Association meetings, BCMA meetings, and miscellaneous.
604920	License & Permit Fees	This account is for new/renewal licenses of vehicles and various state required renewals.
604950	Employee Awards	This account is for employee recognition for doing an excellent job.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604997	Other Operating Expenses	This account is for unanticipated one time expense that cannot be charged to any other budgeted line item.
605100	Office Supplies	This line item is for necessary desktop supplies for use in all operations.
605120	Computer Operating Expenses	This cost is for Print Management Service Agreement and for computer related items. This line item is also for repair and maintenance of monitors, disk drives, keyboards and other computer components.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as per PW-Fleet Maintenance.
605221	Vehicle Fuel-Off-Site	This account covers costs for city vehicles fueled outside of city limits. It is primarily used when city vehicles are used to transport employees to off-site trainings, meetings or other city related events as provided by PW-Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works Department provided the budgeted amount.
605230	Program Supplies	Program supplies for the Enhanced Fire Code Enforcement initiative.
605240	Uniforms Cost	This account is for the initial issuance of uniforms and accessories and for the replacement and maintenance of current uniform requirements.
605243	Bunker Gear	This line item is to maintain a reserve inventory for new and replacement gears utilized in hazardous and biological environments that becomes contaminated or unusable annually.
605244	Personal Prop Reimburse	In accordance with the Collective Bargaining Agreement between the City and The Professional Firefighters of Miramar, this line item will be used to reimburse personal property damaged or lost in the line of duty.
605246	Safety Equipment Supplies	Expenditures from this account are used to purchase necessary equipment to maintain safety standards for employees. Items include safety vests, gloves, goggles, respirators, and protective clothing.
605247	Janitorial Supplies	This line item is for janitorial supplies used for the fire stations and apparatus.
605250	Noncap Furn (Item less 5000)	This cost is for furniture & fixtures costing less than \$5,000 per item.
605251	Noncap Equip (Item less 5000)	This account is for equipment that cost under \$5,000 per item. Includes \$48,570 (program 307) for Citywide AED replacement.
605252	Small Tools	This account is for various small tools which are needed to meet medical and fire suppression requirements as well as consumable supplies.
605263	Automotive Supplies	This account is used to purchase non-mechanical supplies needed for general up keep (wax, cleaners, brushes, buckets, etc.) and for washing and cleaning interior by line and staff personnel on a daily basis.
605265	Medical Supplies	This account is for medical supplies that are utilized on rescue vehicles and engine companies for the treatment and/or management of patients and disaster victims within the City of Miramar.
605267	Oxygen	This is used on the majority of medical calls and for rehabilitation of firefighters and civilians at emergency scenes. Higher usage is due to increase in call projections and additional new apparatus and stations.
605268	Pharmaceuticals	There are two types of emergency pharmaceutical boxes carried on Fire-Rescue units to treat a medical emergency. The department also maintains a proactive approach to new pharmacological agents.
605290	Other Operating Supplies	This line item funds commodities and services not otherwise covered in the operating budget.



# Fire-Rescue Budget Justification

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Object #	Account Description	Justification
605410	Subscriptions & Memberships	Subscription to various journals, training programs and local and state organizations: Fire Chief's Association of Broward County: For 9 members. \$1000 Florida Fire Chief's Assoc: For 9 members. \$500 International Assoc. of Fire Chiefs: For 9 members. \$2000 IAFC Emergency Vehicle Management Sect: 1 member. \$25 Fire inspector Assoc. of Broward County: 6 members, \$300 National Fire Protection Agency (NFPA) 1 member, \$200 National Fire Codes Subscription: 1 member, \$1200 Florida Fire Marshal Association: 1 member, \$70 Institution of Fire Engineer: 1 member, \$200 Florida Emergency Preparedness Assoc: 2 members, \$200 International Association of Emergency Managers: 2 members, \$400 Florida Association of EMS Educators: 2 members, \$100 Sam's Club: 3 members, \$100 American Ambulance Assoc. \$700 Enhanced Fire Code Enforcement initiative: \$660 Fire Inspectors subscriptions/memberships/CEUs: \$4,400
605500	Training-General	The Fire Department is working towards IAFC/ICMA accreditation and must maintain high training standards for medical personnel. Basic Life Support (BLS) Instructor Advanced Life Support (ALS) Instructor Fire Inspection conference Live Fire Training Instructor & recert. Pediatric Advanced Life Support (PALS) Instructor Fire-Rescue East Fire-Rescue International Fla Fire & Emergency Svc Foundation ALS Competition U of Miami/MEGEC ALS Competition Fire There Fire Care Competition Boca Raton ALS Competition Miami Dade College Randy Boaz Competition Miami Dade Fire Rescue ALS Competition Palm Beach State College ALS Competition OSHA Safety Training Hazardous Material Safety Inspections training Enhanced Fire Code Enforcement training
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606210	Building Renovation	Diesel exhaust system (2 of the 4 needed).
606400	Machinery & Equipment	This line item is for the lease/purchase of Self-Contained Breathing Apparatus (SCBA) replacement.
606441	Vehicle Replacement Program	This budgeted amount consists of \$250,000 to refurbish a Pumper Truck and \$406,467 for escrow for future replacements

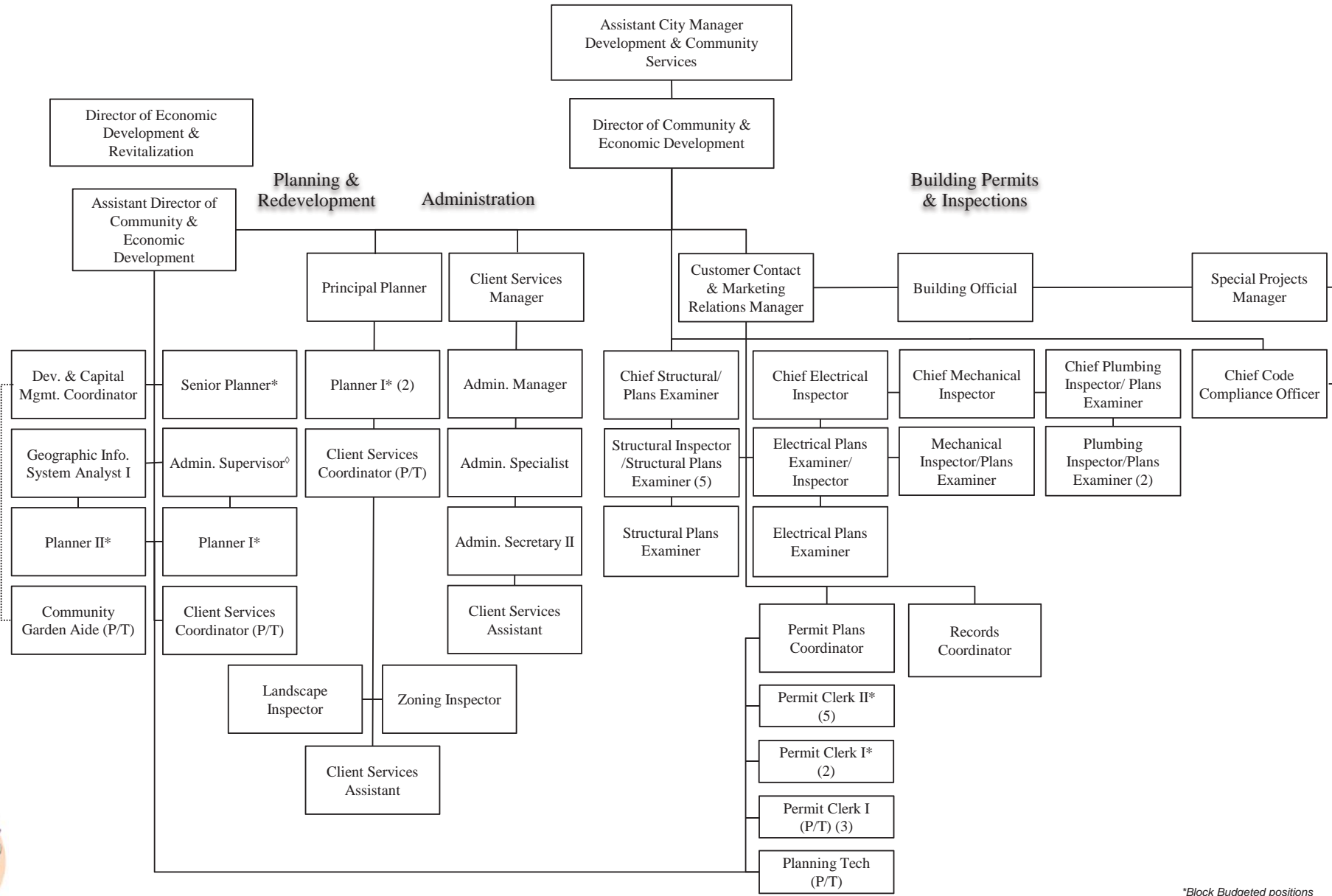
# Community & Economic Development (CED)

## Mission

*To create a livable community that balances the physical, social and economic environment of its neighborhoods while enhancing the overall quality of life by promoting sustainability and economic opportunity for both residents and businesses.*



# Community & Economic Development Organizational Chart



\*Block Budgeted positions

◊ Also serves as Executive Assistant to the Director and Assistant Director





# Community & Economic Development

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## Department Overview

This department provides customer service to the residents, businesses, and development community as well as offering various services and programs with regard to land development, environmental sustainability, building regulations, housing rehabilitation, business development, commercial rehabilitation and neighborhood revitalization.

As indicated in the Position Detail, this department is comprised of 51.5 budgeted positions of which 48 are full-time and seven part-time employees. The three programs provided are:

1. Administration
2. Planning & Redevelopment
3. Building Permits and Inspections

- Coordinated 780 donated volunteer hours for Sustainable Planning's outreach events/workshops
- Completed CDBG Timeliness Test
- Completed Certified GIS Mapping and GIS Business Courses
- Adopted four of five Chapters of Miramar Land Development Code
- Small Business Outreach Team visited every small business east of University Drive
- Exceeded revenue projection for building permits
- Significant improvements to customer service in CED's lobby including installation of electronic Visitor Management System and public computer
- Acquired one foreclosed property with NSP funding
- Implementation of Munis Online permitting
- Completed 40-Year Recertification Letters

## FY 2018 Accomplishments

- Completed Request for Proposal (RFP) for CDBG Consultant Management Services
- Business Recovery Center MOU with Broward County
- Completed 16 corporate visits
- City Commission adopted the Transportation Mobility Plan
- MOU with Habitat for Humanity for Historic Miramar affordable housing project
- Convened Affordable Housing Advisory Committee to update LHAP affordable housing strategies
- Completed bid process for B&M Bakery commercial rehab project
- Held one business event (PACE Workshop)
- Miramar Garden received the 2018 American Planning Association Award in the Sustainable Communities Division
- Miramar Garden received a 2018 Fruit Tree Planting Foundation's Grant
- Miramar Garden received a 2018 National Wildlife Federation's Tree Sapling Grant
- Miramar Garden selected as finalist for HandsOn Broward's Youth Impact Award
- Received the 2018 Healthy Community Champion with the FL Dept. of Health for citywide accomplishments
- Completed 39 Sustainable Planning's outreach events/workshops



# Community & Economic Development

## Program Revenue, Expenditures and Positions Summary

<b>Dedicated Revenues</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Planning & Redevelopment	240,275	169,614	195,800	195,800	261,600
Building Permits and Inspections	3,056,554	4,085,429	3,489,000	3,489,000	4,835,400
<b>Total</b>	<b>\$ 3,296,829</b>	<b>\$ 4,255,043</b>	<b>\$ 3,684,800</b>	<b>\$ 3,684,800</b>	<b>\$ 5,097,000</b>

<b>Expenditures by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	1,129,349	956,803	1,194,340	1,185,640	1,273,900
Planning & Redevelopment	301,785	1,398,037	1,896,850	1,599,763	1,659,900
Building Permits and Inspections	2,133,857	2,431,654	2,789,350	2,785,937	3,343,900
Sister Cities Initiative	-	-	31,800	21,300	-
Geographic Information Systems (GIS)	153,536	-	-	-	-
Sustainable Planning	256,390	-	-	-	-
Housing & Community Development	137,698	-	-	-	-
Business Development	222,216	-	-	-	-
<b>Total</b>	<b>\$ 4,334,831</b>	<b>\$ 4,786,494</b>	<b>\$ 5,912,340</b>	<b>\$ 5,592,640</b>	<b>\$ 6,277,700</b>

<b>Expenditures by Category</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Personnel Services	3,600,862	4,099,390	4,472,100	4,299,190	5,320,100
Operating Expense	706,119	683,930	1,172,700	955,710	789,800
Grants & Aides	5,250	975	129,100	106,600	91,400
Capital Outlay	22,600	2,200	138,440	231,140	76,400
<b>Total</b>	<b>\$ 4,334,831</b>	<b>\$ 4,786,494</b>	<b>\$ 5,912,340</b>	<b>\$ 5,592,640</b>	<b>\$ 6,277,700</b>

<b>Positions by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	5.00	5.00	6.00	6.00	7.00
Planning & Redevelopment	7.75	13.00	12.25	12.50	13.00
Building Permits and Inspections	24.50	25.50	25.00	25.00	31.50
Sister Cities Initiative	-	-	0.25	-	-
Geographic Information Systems (GIS)	1.00	-	-	-	-
Sustainable Planning	2.25	-	-	-	-
Business Development	1.50	-	-	-	-
<b>Total</b>	<b>42.00</b>	<b>43.50</b>	<b>43.50</b>	<b>43.50</b>	<b>51.50</b>



# Community & Economic Development

Position Detail	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Administrative Manager	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Director of Comm. & Economic Development	1.00	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00
Chief Code Compliance Officer	1.00	1.00	1.00	1.00	1.00
Chief Electrical Inspector	1.00	1.00	1.00	1.00	1.00
Chief Mechanical Inspector	1.00	1.00	1.00	1.00	1.00
Chief Plumbing Inspector/Assistant Building Official	1.00	-	-	-	-
Chief Plumbing Inspector/Plans Examiner	-	1.00	1.00	1.00	1.00
Chief Structural Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Client Services Assistant	2.00	2.00	2.00	2.00	2.00
Client Services Coordinator - Part-time (2)	1.00	1.00	1.00	1.00	1.00
Client Services Manager	1.00	1.00	1.00	1.00	1.00
Community Garden Aide - Part-time	-	0.50	0.50	0.50	0.50
Customer Contact & Marketing Relations Manager	-	-	-	-	1.00
Development & Capital Mgmt. Coordinator	1.00	1.00	1.00	1.00	1.00
Director of Community & Economic Development	1.00	1.00	1.00	1.00	-
Director of Community Development	-	-	-	-	1.00
Director of Economic Development & Revitalization	-	-	-	-	1.00
Electrical Plans Examiner	1.00	1.00	1.00	1.00	1.00
Electrical Plans Examiner/Inspector	1.00	1.00	1.00	1.00	1.00
Geographic Info System Analyst I	1.00	1.00	1.00	1.00	1.00
Landscape Inspector	-	1.00	1.00	1.00	1.00
Mechanical Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Permit Clerk I/II/III *	5.00	5.00	5.00	5.00	7.00
Permit Clerk I - Part-time (3)	-	1.00	1.00	1.50	1.50
Permit Plans Coordinator	1.00	1.00	1.00	1.00	1.00
Planning Tech/Asst. Planner/Planner I/II *	4.00	4.00	4.00	4.00	4.00
Planning Technician - Part-time	-	-	-	0.50	0.50
Plumbing Inspector/Plans Examiner	1.00	1.00	1.00	1.00	2.00
Plumbing Inspector/Plans Reviewer	1.00	-	-	-	-
Records Coordinator	-	1.00	1.00	1.00	1.00
Senior Planner/Principal Planner *	2.00	2.00	2.00	2.00	2.00
Special Projects Manager	-	-	-	-	1.00
Structural Inspector/Structural Plans Examiner	6.00	4.00	4.00	3.00	5.00
Structural Plans Examiner	-	1.00	1.00	1.00	1.00
Zoning Inspector	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>42.00</b>	<b>43.50</b>	<b>43.50</b>	<b>43.50</b>	<b>51.50</b>

\* Block Budgeted Positions















# Community & Economic Development Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Percentage of residential permit review completed within 15 business days	<span style="color: gray;">▬</span> Provide efficient permit plan review	Actual	75.91%
		YTD Actual	77.66%
		EOY Target	90.00%
		% Target	86.29%
		% Goal	90.00%
<span style="color: red;">↓</span> Number of businesses through the Micro-Enterprise Program	<span style="color: gray;">▬</span> Provide a range of assistance and services to the business community	Actual	0.00
		YTD Actual	0.00
		EOY Target	2.00
		% Target	0%
		% Goal	100.00%
<span style="color: red;">↓</span> Number of Corporate Outreach visits completed	<span style="color: gray;">▬</span> Provide a range of assistance and services to the business community	Actual	6.00
		YTD Actual	18.00
		EOY Target	25.00
		% Target	72.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of Small Business Outreach visits completed	<span style="color: gray;">▬</span> Provide a range of assistance and services to the business community	Actual	15.00
		YTD Actual	90.00
		EOY Target	75.00
		% Target	120.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of housing rehabilitation projects completed	<span style="color: gray;">▬</span> Cultivate homeownership and promote affordable housing to low and moderate income households	Actual	6.00
		YTD Actual	18.00
		EOY Target	18.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of households receiving down payment assistance	<span style="color: gray;">▬</span> Cultivate homeownership and promote affordable housing to low and moderate income households	Actual	2.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%









# Community & Economic Development Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets budget target - Expenses	 Finances	Actual	\$ 1,439,912.73
		YTD Actual	\$ 5,384,685.36
		EOY Target	\$ 6,087,340.00
		% Target	88.46%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 1,439,912.73
		YTD Actual	\$ 5,384,685.36
		EOY Projection	\$ 5,541,867.00
		% Target	97.16%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	\$ 1,105,238.35
		YTD Actual	\$ 6,377,354.90
		EOY Target	\$ 3,684,800.00
		% Target	173.07%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 1,105,238.35
		YTD Actual	\$ 6,377,354.90
		EOY Projection	\$ 3,684,800.00
		% Target	173.07%
		% Goal	100.00%
 Expend Community Development Block Grant funding by program year deadline	 Satisfy HUD spending requirements	Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Number of housing workshops provided to residents	 Educate residents on housing programs and funding availability	Actual	3.00
		YTD Actual	11.00
		EOY Target	8.00
		% Target	137.50%
		% Goal	100.00%



# Community & Economic Development Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 <b>Number of business workshops provided</b>	 <b>Educate businesses on available programs and provide networking opportunities</b>	Actual	0.00
		YTD Actual	1.00
		EOY Target	3.00
		% Target	33.33%
		% Goal	100.00%
 <b>Percentage of commercial permits review completed within 30 business days</b>	 <b>Provide efficient permit plan review</b>	Actual	77.14%
		YTD Actual	65.92%
		EOY Target	90.00%
		% Target	73.24%
		% Goal	90.00%
 <b>Number of environmentally sustainable outreach events/workshops</b>	 <b>Promote awareness to residents and businesses on the benefits of sustainable and healthy living</b>	Actual	7.00
		YTD Actual	47.00
		EOY Target	22.00
		% Target	213.64%
		% Goal	100.00%

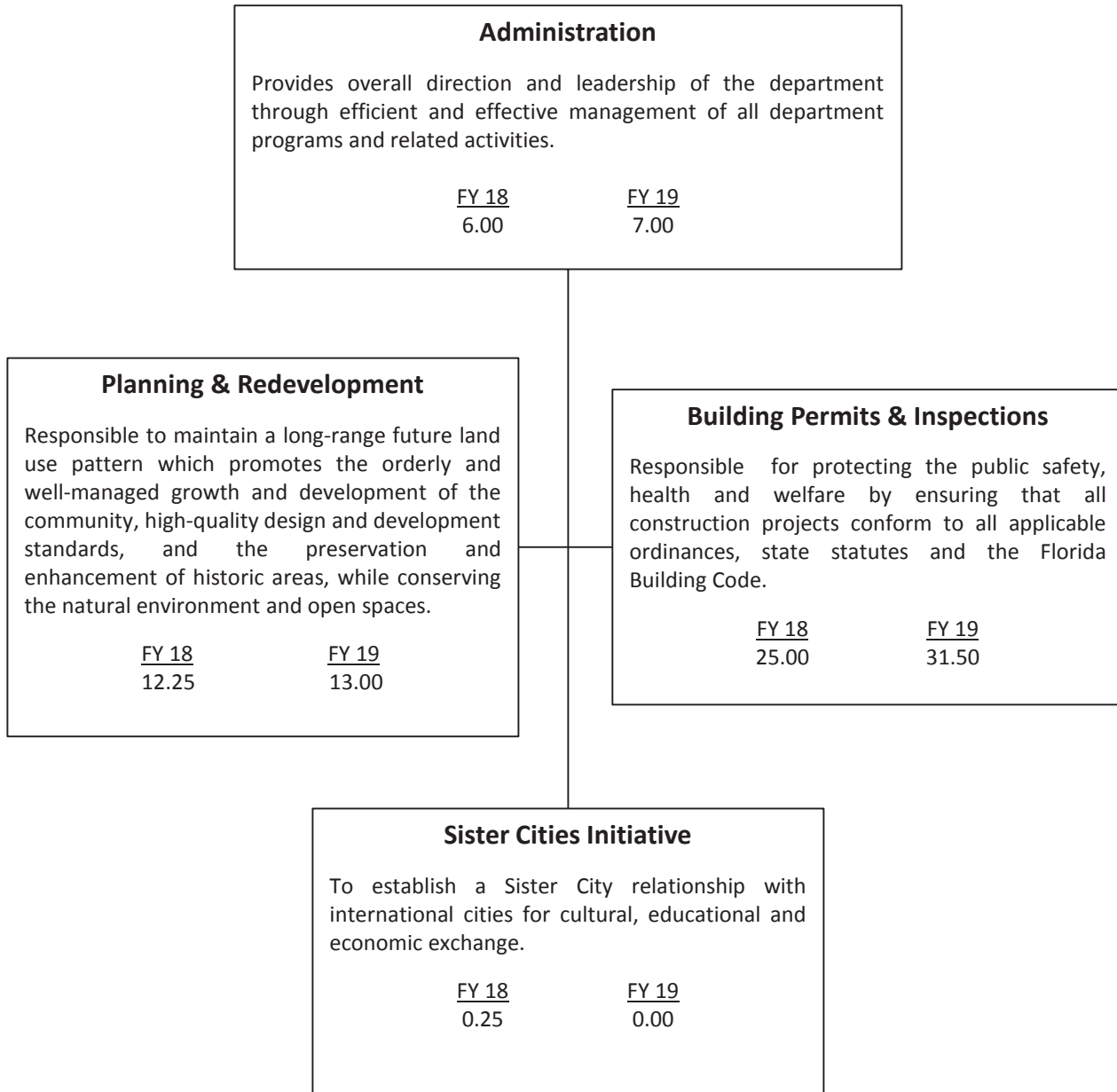
# Community & Economic Development Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of donated volunteer hours at Sustainable Planning's outreach events/workshops	 Promote civic engagement, environmental stewardship, intergenerational mentorship, and a venue to complete community hours	Actual	338.00
		YTD Actual	1,477.00
		EOY Target	704.00
		% Target	209.80%
		% Goal	100.00%
 Number of development applications for residents, businesses, and the development community	 Provide efficient development review and development/zoning permit issuance processes	Actual	99.00
		YTD Actual	423.00
		EOY Target	475.00
		% Target	89.05%
		% Goal	100.00%
 Number of training hours completed	 Enterprise Resource Program and staff training	Actual	190.00
		YTD Actual	1,023.00
		EOY Target	800.00
		% Target	127.88%
		% Goal	100.00%
 Percentage of Quick Service permits processed	 Same day review and permit issuance for small residential projects	Actual	100.00%
		YTD Actual	91.00%
		EOY Target	95.00%
		% Target	95.79%
		% Goal	95.00%





# Community & Economic Development FTE's by Program



# Community & Economic Development Budget Summary by Program

## Administration—Program 100

### Description

This program provides for overall direction, support and leadership for the department through efficient and effective management of all department programs and related activities. Components of the Administrative Program include policy development, personnel administration, budgeting, records management, payroll and accounts payable. The Administration Program additionally provides support to all City departments, City Manager and external stakeholders.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	751,235	631,568	817,900	817,900	908,900
Operating Expense	355,514	323,035	373,600	364,900	362,300
Departmental Capital Outlay	22,600	2,200	2,840	2,840	2,700
Total	\$ 1,129,349	\$ 956,803	\$ 1,194,340	\$ 1,185,640	\$ 1,273,900

### Percent of Time by Position

Administrative Manager	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Supervisor	1.00	1.00	1.00	1.00	1.00
Asst Director of Community & Economic Devel	-	-	1.00	1.00	1.00
Director of Community & Economic Development	1.00	1.00	1.00	1.00	-
Director of Community Development	-	-	-	-	1.00
Director of Economic Development & Revitalization	-	-	-	-	1.00
Total	5.00	5.00	6.00	6.00	7.00



# Community & Economic Development Budget Summary by Program

## Planning & Redevelopment—Program 401

### Description

This program encompasses a variety of department tasks that combine to support and direct the City's current and future development pattern.

The planning component includes adoption of land use and zoning regulations; the use of sustainable community best practices; providing for housing that meets the needs of households of all types and income levels; assistance programs and services for businesses of all sizes; and the use of geographic information systems to inform efficient decision making and assist the public in engaging the City.

The redevelopment component involves the activities of the planning side but with a focus on how those can best address the conditions found in the historic area of the City. Land use and zoning regulations such as the Transit Oriented Corridor and programs that assist with maintaining the existing stock of commercial buildings and homes are examples of ongoing initiatives.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Development Review Fees	343900	\$ 240,275	\$ 169,590	\$ 195,800	\$ 195,800	\$ 261,600
7% Surcharge	322110	-	24	-	-	-
		\$ 240,275	\$ 169,614	\$ 195,800	\$ 195,800	\$ 261,600

### Expenditures by Category

Personnel Services	273,872	1,234,924	1,192,250	1,156,050	1,322,900
Operating Expense	27,913	162,138	575,500	312,113	245,600
Capital Outlay	-	-	-	25,000	-
Grants & Aides	-	975	129,100	106,600	91,400
Total	\$ 301,785	\$ 1,398,037	\$ 1,896,850	\$ 1,599,763	\$ 1,659,900

### Percent of Time by Position

Assistant Director/Community & Economic Development	1.00	1.00	-	-	-
Assistant Planner	0.50	2.00	2.00	2.00	-
Client Services Assistant	2.00	2.00	2.00	2.00	2.00
Client Services Coordinator PT (2)	-	1.00	0.75	1.00	1.00
Client Services Manager	1.00	1.00	1.00	1.00	1.00
Community Garden Aide P/T	-	0.50	0.50	0.50	0.50
Dev. & Capital Mgmt. Coordinator	-	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst I	0.25	0.75	0.50	0.50	0.50
Landscape Inspector	-	-	-	-	0.50
Planner I	1.00	1.00	1.00	1.00	3.00
Planner II	0.50	1.00	1.00	1.00	1.00
Principal Planner	0.50	0.75	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Zoning Inspector	-	-	0.50	0.50	0.50
Total	7.75	13.00	12.25	12.50	13.00

# Community & Economic Development Budget Summary by Program

## Building Permits & Inspections—Program 404

### Description

This program is responsible for protecting the public safety, health and welfare by ensuring that all construction projects conform to all applicable ordinances, state statutes and the Florida Building Code (FBC). This is accomplished by issuing permits and by conducting inspections to ensure compliance.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Building Permit	322100	2,560,386	3,515,846	3,000,000	3,000,000	3,994,000
Open Permit Search	322101	253,755	254,650	265,000	265,000	398,400
7% Surcharge	322110	210,700	280,442	195,000	195,000	400,000
Building 10% Admin Fee	322111	11,340	12,109	20,000	20,000	10,000
OT Inspection Fee	322112	-	15,026	4,000	4,000	16,000
Garage Sale Permits	329101	2,910	3,220	3,000	3,000	3,000
Notary Services	342160	63	2,735	2,000	2,000	4,000
Building Code Violations	354103	17,400	1,400	-	-	10,000
<b>Total</b>		<b>\$ 3,056,554</b>	<b>\$ 4,085,429</b>	<b>\$ 3,489,000</b>	<b>\$ 3,489,000</b>	<b>\$ 4,835,400</b>

### Expenditures by Category

Personnel Services	1,925,012	2,232,898	2,451,150	2,314,440	3,088,300
Operating Expense	208,845	198,756	202,600	268,197	181,900
Capital Outlay	-	-	135,600	203,300	73,700
<b>Total</b>	<b>\$ 2,133,857</b>	<b>\$ 2,431,654</b>	<b>\$ 2,789,350</b>	<b>\$ 2,785,937</b>	<b>\$ 3,343,900</b>

### Percent of Time by Position

Building Official	1.00	1.00	1.00	1.00	1.00
Chief Code Compliance Officer	1.00	1.00	1.00	1.00	1.00
Chief Electrical Inspector	1.00	1.00	1.00	1.00	1.00
Chief Mechanical Inspector	1.00	1.00	1.00	1.00	1.00
Chief Plumbing Inspector/Assistant Building Official	1.00	-	-	-	-
Chief Plumbing Inspector/Plans Examiner	-	1.00	1.00	1.00	1.00
Chief Structural Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Customer Contact & Marketing Relations Manager	-	-	-	-	1.00
Electrical Plans Examiner	1.00	1.00	1.00	1.00	1.00
Electrical Plans Examiner/Inspector	1.00	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst	0.25	0.25	0.50	0.50	0.50
Landscape Inspector	-	1.00	1.00	1.00	0.50
Mechanical Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Permit Clerks (I, II, III)	5.00	5.00	5.00	5.00	7.00
Permit Clerk I PT (3)	-	1.00	1.00	1.50	1.50
Permit Plans Coordinator	1.00	1.00	1.00	1.00	1.00
Planning Technician PT	-	-	-	0.50	0.50
Plumbing Inspector/Plans Examiner	1.00	1.00	1.00	1.00	2.00
Plumbing Inspector/Plans Reviewer	1.00	-	-	-	-
Records Coordinator	-	1.00	1.00	1.00	1.00
Senior Planner	0.25	0.25	-	-	-
Special Projects Manager	-	-	-	-	1.00
Structural Inspector/Structural Plans Examiner	6.00	4.00	4.00	3.00	5.00
Structural Plans Examiner	-	1.00	1.00	1.00	1.00
Zoning Inspector	1.00	1.00	0.50	0.50	0.50
<b>Total</b>	<b>24.50</b>	<b>25.50</b>	<b>25.00</b>	<b>25.00</b>	<b>31.50</b>



# Community & Economic Development Budget Summary by Program

## Sister Cities Initiative—Program 433

### Description

This program is to establish a Sister City relationship with international cities for cultural, educational and economic exchange. In FY 2019, this program was merged into the Planning and Redevelopment Program 401.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	-	-	10,800	10,800	-
Operating Expense	-	-	21,000	10,500	-
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,800</b>	<b>\$ 21,300</b>	<b>\$ -</b>

### Percent of Time by Position

Client Services Coordinator PT	-	-	0.25	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>0.25</b>	<b>-</b>	<b>-</b>

## Geographic Information Systems (GIS)—Program 403

### Description

In FY 2017, this program merged with the Planning and Redevelopment Program 401.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	134,828	-	-	-	-
Operating Expense	18,708	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 153,536</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Percent of Time by Position

GIS Systems Analyst I	0.50	-	-	-	-
Planner II	0.50	-	-	-	-
<b>Total</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# Community & Economic Development Budget Summary by Program

## Sustainable Planning—Program 405

### Description

In FY 2017, this program merged with the Planning and Redevelopment Program 401.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditures by Category</b>						
Personnel Services		248,792	-	-	-	-
Operating Expense		7,598	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 256,390	\$ -	\$ -	\$ -	\$ -
<b>Percent of Time by Position</b>						
Development & Capital Management Coordinator		1.00	-	-	-	-
GIS Systems Analyst I		-	-	-	-	-
Planner II		-	-	-	-	-
Planning Technician		1.00	-	-	-	-
Senior Planners		0.25	-	-	-	-
Total		2.25	-	-	-	-

## Housing & Community Development—Program 431

### Description

In FY 2017, this program merged with the Planning and Redevelopment Program 401.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditures by Category</b>						
Personnel Services		135,098	-	-	-	-
Operating Expense		2,600	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 137,698	\$ -	\$ -	\$ -	\$ -
<b>Percent of Time by Position</b>						
Client Services Assistant		-	-	-	-	-
Client Services Coordinator III		-	-	-	-	-
Total		-	-	-	-	-



# Community & Economic Development Budget Summary by Program

## Business Development—Program 432

### Description

In FY 2017, this program merged with the Planning and Redevelopment Program 401.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services		132,024	-	-	-	-
Operating Expense		84,942	-	-	-	-
Capital Outlay		-	-	-	-	-
Grants & Aids		5,250	-	-	-	-
<b>Total</b>		<b>\$ 222,216</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Percent of Time by Position

Assistant Director/Business Development & Marketing		-	-	-	-	-
Assistant Planner		0.50	-	-	-	-
Client Services Coordinator I PT		1.00	-	-	-	-
Senior Planner		-	-	-	-	-
<b>Total</b>		<b>1.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# Community & Economic Development Expenditures by Object Code

## Administration—001-41-100-559-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	525,576	413,992	533,100	533,100	638,100
601201	Salary Attrition	-	-	(20,000)	(20,000)	(20,000)
601205	Lump Sum Payout - Accrued Time	29,942	28,047	33,900	33,900	27,500
601215	Communication Stipend	655	650	700	700	700
601220	Longevity Pay	1,951	2,033	2,100	2,100	2,200
601400	Overtime-General	1,015	1,147	700	700	700
601410	Overtime-Holiday	-	220	-	-	-
601412	Overtime-Emergency	-	928	-	-	-
602100	FICA & MICA	43,782	32,326	40,900	40,900	41,000
602210	Pension-General	26,179	19,397	23,900	23,900	25,400
602235	Pension-Senior Mgmt	15,913	45,848	81,800	81,800	74,000
602260	Pension-401	7,668	7,392	7,600	7,600	7,600
602265	Pension-457	27,211	18,083	28,700	28,700	28,700
602300	Pmt In Lieu Of Insurance	9,508	5,622	6,200	6,200	6,200
602304	Health Insurance-PPO	1,228	11	-	-	-
602305	Health Insurance-HMO	44,119	37,971	59,900	59,900	55,700
602306	Dental Insurance-PPO	2,011	1,366	2,000	2,000	2,800
602307	Dental Insurance-HMO	310	308	300	300	-
602309	Basic Life Insurance	1,826	1,457	1,200	1,200	1,200
602311	Long-Term Disability Ins	638	472	800	800	800
602400	Workers' Compensation	11,700	14,300	14,100	14,100	16,300
	Sub-Total	751,235	631,568	817,900	817,900	908,900
<b><u>Operating Expense</u></b>						
604001	Travel & Training	2,242	4,671	3,000	3,000	6,800
604100	Communication Svcs	1,600	1,492	2,400	2,400	2,400
604301	Electricity Svcs	7,184	7,901	7,800	7,800	8,000
604402	Leased Vehicles	4,084	-	4,200	-	1,700
604440	Leased Copiers	1,725	5,954	-	-	-
604500	Risk Internal Svcs Charge	125,000	80,100	92,900	92,900	58,400
604610	Fleet Internal Svcs Charge	8,567	8,200	7,800	7,800	8,000
604650	R&M Office Equip	100	-	100	100	-
604700	Printing & Binding Svcs	452	645	600	600	600
604916	Administrative Expense	438	595	500	500	600
604989	IT Internal Svcs Charge	200,200	209,700	243,100	243,100	269,000
605100	Office Supplies	637	428	800	800	800
605120	Computer Operating Expenses	-	-	300	300	300
605220	Vehicle Fuel-On-Site	1,744	1,934	2,300	1,600	1,700
605240	Uniforms Cost	-	160	200	200	200
605251	Noncap Equip (Item less 5000)	-	923	1,200	1,200	1,200
605410	Subscriptions & Memberships	1,065	173	2,000	2,000	2,000
605500	Training-General	478	159	600	600	600
605510	Tuition Reimbursement	-	-	3,800	-	-
	Sub-Total	355,514	323,035	373,600	364,900	362,300
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	22,600	2,200	2,840	2,840	2,700
	Sub-Total	22,600	2,200	2,840	2,840	2,700
<b>Total</b>		<b>\$ 1,129,349</b>	<b>\$ 956,803</b>	<b>\$ 1,194,340</b>	<b>\$ 1,185,640</b>	<b>\$ 1,273,900</b>



# Community & Economic Development Expenditures by Object Code

## Planning & Redevelopment—001-41-401-515-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	167,098	821,289	757,000	757,000	840,500
601201	Salary Attrition	-	-	(30,000)	(30,000)	(30,000)
601205	Lump Sum Payout - Accrued Time	2,858	13,645	46,400	10,200	51,100
601215	Communication Stipend	546	2,112	2,600	2,600	2,600
601220	Longevity Pay	459	722	1,000	1,000	2,600
601400	Overtime-General	238	3,034	2,500	2,500	3,000
601410	Overtime-Holiday	-	559	-	-	3,500
601412	Overtime-Emergency	-	2,584	-	-	-
602100	FICA & MICA	12,666	64,952	62,400	62,400	69,400
602210	Pension-General	10,792	51,091	57,500	57,500	81,700
602235	Pension-Senior Mgmt	40,999	80,385	80,000	80,000	78,000
602260	Pension-401	-	6,552	7,000	7,000	-
602265	Pension-457	1,444	26,707	21,600	21,600	17,200
602300	Pmt In Lieu Of Insurance	-	10,928	12,500	12,500	6,200
602304	Health Insurance-PPO	5,626	21,156	30,000	30,000	43,600
602305	Health Insurance-HMO	18,943	88,656	103,900	103,900	108,400
602306	Dental Insurance-PPO	342	3,554	3,500	3,500	3,400
602307	Dental Insurance-HMO	425	864	1,000	1,000	1,400
602309	Basic Life Insurance	554	2,504	1,700	1,700	1,800
602311	Long-Term Disability Ins	183	929	1,100	1,100	1,200
602400	Workers' Compensation	10,700	32,700	30,550	30,550	37,300
	Sub-Total	273,872	1,234,924	1,192,250	1,156,050	1,322,900
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	3,175	5,000	900	12,000
603425	Software License & Maint	-	14,760	15,300	15,300	15,300
604001	Travel & Training	3,000	10,294	12,500	12,500	12,600
604200	Postage	338	1,257	1,400	1,400	1,400
604301	Electricity Svcs	15,435	16,977	16,800	14,700	17,200
604613	Vehicle Detail	-	-	-	-	200
604650	R&M Office Equip	200	300	300	300	300
604681	Commercial Rehab	-	-	350,000	130,000	-
604700	Printing & Binding Svcs	1,386	1,000	2,100	2,100	1,500
604860	Economic Developmnt Activities	-	58	30,000	7,500	30,000
604865	Community Garden	-	-	25,000	25,000	25,000
604880	Chamber of Commerce Events	-	48,357	55,000	43,600	55,000
604889	Marketing & Promotions	-	10,266	-	-	-
604910	Advertising Costs	1,993	1,076	5,000	5,000	5,000
604916	Administrative Expense	323	1,189	1,300	1,300	1,300
604920	License & Permit Fees	-	9,658	10,200	10,200	10,200
604997	Other Operating Expenses	(4)	7,958	2,400	2,400	6,200
605100	Office Supplies	2,738	3,881	6,200	6,200	6,000
605120	Computer Operating Expenses	726	1,746	1,600	1,600	1,600
605240	Uniforms Cost	-	113	200	200	200
605246	Safety Equipment Supplies	-	200	200	200	200
605250	Noncap Furn (Item less 5000)	-	1,201	1,500	1,500	1,500
605251	Noncap Equip (Item less 5000)	-	1,200	1,200	1,200	1,200
605410	Subscriptions & Memberships	1,519	24,778	29,000	25,713	29,600
605500	Training-General	260	2,694	3,300	3,300	4,000
605510	Tuition Reimbursement	-	-	-	-	8,100
	Sub-Total	27,913	162,138	575,500	312,113	245,600
<b><u>Dept Capital Outlay</u></b>						
606200	Buildings/Structures	-	-	-	25,000	-
	Sub-Total	-	-	-	25,000	-
<b><u>Grants &amp; Aides</u></b>						
608250	Economic Incentive	-	975	129,100	106,600	91,400
	Sub-Total	-	975	129,100	106,600	91,400
<b>Total</b>		<b>\$ 301,785</b>	<b>\$ 1,398,037</b>	<b>\$ 1,896,850</b>	<b>\$ 1,599,763</b>	<b>\$ 1,659,900</b>



# Community & Economic Development Expenditures by Object Code

## Building Permits & Inspections—001-41-404-524-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,246,772	1,413,031	1,591,200	1,505,890	2,055,100
601201	Salary Attrition	-	-	(65,000)	(65,000)	(59,000)
601205	Lump Sum Payout - Accrued Time	36,779	61,140	35,000	35,000	27,400
601215	Communication Stipend	4,657	3,580	3,300	3,300	3,300
601220	Longevity Pay	4,967	4,293	3,200	3,200	4,300
601400	Overtime-General	36,992	49,127	40,000	40,000	64,000
601410	Overtime-Holiday	9,164	20,110	-	-	-
601411	Overtime-Reimbursable	-	9,254	10,000	10,000	10,000
601412	Overtime-Emergency	-	6,303	-	-	-
602100	FICA & MICA	100,390	116,121	125,500	125,500	160,500
602210	Pension-General	235,316	258,956	286,100	286,100	337,700
602235	Pension-Senior Mgmt	4,862	15,717	56,900	56,900	75,000
602265	Pension-457	6,722	4,346	5,400	5,400	11,300
602300	Pmt In Lieu Of Insurance	-	5,008	6,200	6,200	-
602304	Health Insurance-PPO	22,810	15,001	15,500	1,200	-
602305	Health Insurance-HMO	153,878	178,628	264,400	227,300	312,100
602306	Dental Insurance-PPO	6,266	5,491	5,000	5,000	8,200
602307	Dental Insurance-HMO	1,970	2,294	3,800	3,800	4,500
602309	Basic Life Insurance	4,259	4,540	3,500	3,500	4,500
602311	Long-Term Disability Ins	1,608	1,659	2,300	2,300	2,900
602400	Workers' Compensation	47,600	58,300	58,850	58,850	66,500
	Sub-Total	1,925,012	2,232,898	2,451,150	2,314,440	3,088,300
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	65,373	20,191	63,200	95,700	60,700
603425	Software License & Maint	-	-	-	2,987	3,000
603460	Landscape Svcs	39,463	57,071	15,000	24,400	15,000
604001	Travel & Training	1,182	856	1,300	2,600	1,300
604100	Communication Svcs	265	486	2,400	2,400	2,400
604200	Postage	49	-	-	-	-
604301	Electricity Svcs	15,417	16,957	16,800	14,700	17,200
604402	Leased Vehicles	53,422	59,179	48,600	54,800	1,700
604440	Leased Copiers	3,757	3,166	-	-	-
604610	Fleet Internal Svcs Charge	557	7,394	6,500	6,500	29,300
604613	Vehicle Detail	70	-	200	200	200
604650	R&M Office Equip	1,093	1,319	2,000	-	2,000
604700	Printing & Binding Svcs	2,010	2,954	2,100	3,100	2,100
604931	Recording Fees	-	207	-	-	200
604965	Special Magistrate	-	-	-	500	-
604971	Building Demolition	-	-	-	300	-
604997	Other Operating Expenses	(38)	182	1,200	1,200	1,200
605100	Office Supplies	4,710	4,850	4,400	4,400	4,400
605120	Computer Operating Expenses	2,700	138	1,000	1,500	1,000
605220	Vehicle Fuel-On-Site	7,888	7,903	9,800	9,800	12,800
605240	Uniforms Cost	3,025	5,175	3,000	3,000	3,000
605246	Safety Equipment Supplies	1,307	384	2,000	2,000	2,000
605250	Noncap Furn (Item less 5000)	-	-	-	2,500	2,500
605251	Noncap Equip (Item less 5000)	-	2,434	-	21,510	-
605410	Subscriptions & Memberships	3,496	4,260	7,100	8,600	7,100
605500	Training-General	3,099	3,650	4,000	5,500	4,000
605510	Tuition Reimbursement	-	-	12,000	-	8,800
	Sub-Total	208,845	198,756	202,600	268,197	181,900



# Community & Economic Development Expenditures by Object Code

## Building Permits & Inspections—001-41-404-524-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Dept Capital Outlay</u></b>						
606440	Vehicles Purchase	-	-	-	62,500	-
606441	Vehicle Replacement Program	-	-	135,600	135,600	73,700
606470	Computer Equipment	-	-	-	5,200	-
	Sub-Total	-	-	135,600	203,300	73,700
	<b>Total</b>	<b>\$ 2,133,857</b>	<b>\$ 2,431,654</b>	<b>\$ 2,789,350</b>	<b>\$ 2,785,937</b>	<b>\$ 3,343,900</b>

## Geographic Information Systems—001-41-403-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	90,253	-	-	-	-
601205	Lump Sum Payout - Accrued Time	3,401	-	-	-	-
601215	Communication Stipend	375	-	-	-	-
601400	Overtime-General	793	-	-	-	-
602100	FICA & MICA	7,161	-	-	-	-
602210	Pension-General	6,695	-	-	-	-
602260	Pension-401	5,982	-	-	-	-
602265	Pension-457	1,632	-	-	-	-
602304	Health Insurance-PPO	9,962	-	-	-	-
602305	Health Insurance-HMO	4,950	-	-	-	-
602306	Dental Insurance-PPO	650	-	-	-	-
602309	Basic Life Insurance	231	-	-	-	-
602311	Long-Term Disability Ins	144	-	-	-	-
602400	Workers' Compensation	2,600	-	-	-	-
	Sub-Total	134,828	-	-	-	-
<b><u>Operating Expense</u></b>						
603425	Software License & Maint	14,204	-	-	-	-
604001	Travel & Training	410	-	-	-	-
604700	Printing & Binding Svcs	136	-	-	-	-
605100	Office Supplies	984	-	-	-	-
605120	Computer Operating Expenses	70	-	-	-	-
605410	Subscriptions & Memberships	460	-	-	-	-
605500	Training-General	2,445	-	-	-	-
	Sub-Total	18,708	-	-	-	-
	<b>Total</b>	<b>\$ 153,536</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Community & Economic Development Expenditures by Object Code

## Sustainable Planning—001-41-405-515

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	164,623	-	-	-	-
601205	Lump Sum Payout - Accrued Time	2,599	-	-	-	-
601215	Communication Stipend	233	-	-	-	-
601220	Longevity Pay	229	-	-	-	-
602100	FICA & MICA	13,286	-	-	-	-
602210	Pension-General	9,293	-	-	-	-
602235	Pension-Senior Mgmt	22,765	-	-	-	-
602265	Pension-457	9,957	-	-	-	-
602300	Pmt In Lieu Of Insurance	5,654	-	-	-	-
602304	Health Insurance-PPO	2,766	-	-	-	-
602305	Health Insurance-HMO	12,994	-	-	-	-
602306	Dental Insurance-PPO	975	-	-	-	-
602309	Basic Life Insurance	517	-	-	-	-
602311	Long-Term Disability Ins	203	-	-	-	-
602400	Workers' Compensation	2,700	-	-	-	-
	Sub-Total	248,792	-	-	-	-
<b><u>Operating Expense</u></b>						
604001	Travel & Training	1,879	-	-	-	-
604610	Fleet Internal Svcs Charge	2,200	-	-	-	-
604700	Printing & Binding Svcs	225	-	-	-	-
604916	Administrative Expense	859	-	-	-	-
605100	Office Supplies	468	-	-	-	-
605120	Computer Operating Expenses	482	-	-	-	-
605410	Subscriptions & Memberships	460	-	-	-	-
605500	Training-General	1,025	-	-	-	-
	Sub-Total	7,598	-	-	-	-
<b>Total</b>		<b>\$ 256,390</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Housing & Community Development—001-41-431-554-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	93,195	-	-	-	-
601205	Lump Sum Payout - Accrued Time	2,429	-	-	-	-
601215	Communication Stipend	483	-	-	-	-
602100	FICA & MICA	7,086	-	-	-	-
602210	Pension-General	13,090	-	-	-	-
602305	Health Insurance-HMO	13,861	-	-	-	-
602306	Dental Insurance-PPO	314	-	-	-	-
602307	Dental Insurance-HMO	244	-	-	-	-
602309	Basic Life Insurance	364	-	-	-	-
602311	Long-Term Disability Ins	131	-	-	-	-
602400	Workers' Compensation	3,900	-	-	-	-
	Sub-Total	135,098	-	-	-	-
<b><u>Operating Expense</u></b>						
605100	Office Supplies	311	-	-	-	-
605410	Subscriptions & Memberships	2,289	-	-	-	-
	Sub-Total	2,600	-	-	-	-
<b>Total</b>		<b>\$ 137,698</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Community & Economic Development Expenditures by Object Code

## Business Development—001-41-432-552

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	101,451	-	-	-	-
601215	Communication Stipend	122	-	-	-	-
602100	FICA & MICA	7,837	-	-	-	-
602235	Pension-Senior Mgmt	10,167	-	-	-	-
602305	Health Insurance-HMO	5,159	-	-	-	-
602306	Dental Insurance-PPO	76	-	-	-	-
602307	Dental Insurance-HMO	149	-	-	-	-
602309	Basic Life Insurance	215	-	-	-	-
602311	Long-Term Disability Ins	47	-	-	-	-
602400	Workers' Compensation	6,800	-	-	-	-
	Sub-Total	132,024	-	-	-	-
<b><u>Operating Expense</u></b>						
604001	Travel & Training	1,500	-	-	-	-
604860	Economic Developmnt Activities	11,364	-	-	-	-
604880	Chamber of Commerce Events	41,547	-	-	-	-
604920	License & Permit Fees	9,658	-	-	-	-
604997	Other Operating Expenses	2,139	-	-	-	-
605100	Office Supplies	692	-	-	-	-
605120	Computer Operating Expenses	37	-	-	-	-
605410	Subscriptions & Memberships	18,004	-	-	-	-
	Sub-Total	84,942	-	-	-	-
<b><u>Grants &amp; Aides</u></b>						
608250	Economic Incentive	5,250	-	-	-	-
	Sub-Total	5,250	-	-	-	-
	<b>Total</b>	<b>\$ 222,216</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Sister Cities Initiative—001-41-433-515-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	-	10,000	10,000	-
602100	FICA & MICA	-	-	800	800	-
	Sub-Total	-	-	10,800	10,800	-
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	-	10,000	7,000	-
604997	Other Operating Expenses	-	-	10,000	2,500	-
605410	Subscriptions & Memberships	-	-	1,000	1,000	-
	Sub-Total	-	-	21,000	10,500	-
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,800</b>	<b>\$ 21,300</b>	<b>\$ -</b>



# Community & Economic Development Budget Justification

<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
<b><u>Expense</u></b>		
601400	Overtime-General	This line item is required for overtime due to unforeseen circumstances.
601410	Overtime-Holiday	This expenditure is for regular and overtime hours worked on contractual holidays per the individual collective bargaining agreements.
601411	Overtime-Reimbursable	Reimbursable overtime paid by contractors.
603190	Prof Svcs-Other	This cost is for Advisory Boards meeting minutes.
603400	Contract Svcs-Other	County contract.
603425	Software License & Maint	Contracted software licenses and maintenance.
603460	Landscape Svcs	Contracted services for landscape services.
604001	Travel & Training	Attendance at National and State Planning Conferences. This represents costs associated with travel and accommodations for specialized training and certification courses or conferences including: FPPTA (Florida Public Pension Trustees Association); ICMA Certification/Annual Conference; FPPTA (Florida Public Pension Trustees Association); NFBPA (National Forum for Black Public Administrators); FL League of Cities Conf; FCCMA (Florida City and County Management Association); AWWA/WEFTEC/WASTEWATER; MIS Conference; AICP Training (CEUs).
604100	Communication Svcs	This cost is associated with cellular phones, as well as hand-held transmission units for Director and Building Inspectors. This represents charges for cell phones and related communication services. This also covers website design and upgrade fees. As well as additional training fees for website upgrades and maintenance.
604200	Postage	USPS, Federal Express and UPS charges including costs to mail quarterly community newsletters to apartments. Mailing of season brochures and other brochures, information material & general correspondence. This also covers the mailing of the City Beat to residents who do not receive water bills.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604402	Leased Vehicles	This account represents the cost for city leased vehicles.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This line item is for the repair and maintenance of city vehicles as per Public Works-Fleet Maintenance.
604613	Vehicle Detail	Cost associated with cleaning and detailing of City vehicles assigned to Department.
604650	R&M Office Equip	This cost is for the repair and maintenance of the department's office equipment.
604700	Printing & Binding Svcs	Cost of copier printing overages. Cost of printing flyers, posters, brochures, postcards, placards for buses, car and van wraps, informational material and general correspondence and miscellaneous notices and stickers. Also includes cost of quarterly community newsletters which are sent in the water bills and those that are mailed to residents who do not receive a water bill.
604860	Economic Developmnt Activities	This account includes activities pertaining to economic development such as business expos and forums, small business videos, economic trade event and accreditation by the International Economic Development Council. Including aviation/developers consortiums, ICSC national/state conferences and display units.
604865	Community Garden	Maintenance and daily operations of Miramar Community Garden.
604880	Chamber of Commerce Events	This cost is associated with special events, sponsorships and membership incentives as per partnership agreement (RESO#02-290) with the Miramar Pembroke Pines Regional Chamber of Commerce.
604910	Advertising Costs	This cost is related to mandated public notice legal requirements. This represents the costs associated with media placement for City institutional, business and event campaigns, public notices, radio ads and ads in national and international publications for business attraction.
604916	Administrative Expense	This represents the costs associated with administrative expenses required for program operations.
604920	License & Permit Fees	This cost includes licenses for building official, inspectors and planners and license for CoStar. Costs associated with Radio Licensing for Town Center Radio Station AM1680 Broadcasting - This also covers licenses for items including (2) CS7 Master Suite for MAC, CS7 Design/Web premium for PC, Apple Motion 5 (2) CS7 Design/Web for PC Projector.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.





# Community & Economic Development Budget Justification

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Object #	Account Description	Justification
604997	Other Operating Expenses	This account is for unanticipated one time expenses that cannot be charged to any other budgeted line item.
605100	Office Supplies	This cost is for desktop and general office supplies to support the needs of the department.
605120	Computer Operating Expenses	These costs are for the Print Management Service Agreement and computer related items. This cost is associated with purchase of computer related hardware, display screens, keyboards, etc., to support the necessary functions of the department.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as provided by PW-Fleet Maintenance.
605240	Uniforms Cost	This account is used for uniforms for specific employees as required by GAME contract.
605246	Safety Equipment Supplies	This includes first aid kits, safety shoes and gear, fire extinguishers in the vehicles, and rain coats for field workers.
605250	Noncap Furn (Item less 5000)	Desk, chairs and other small furnishings for the department
605251	Noncap Equip (Item less 5000)	This account is for equipment that cost under \$5,000 per item.
605410	Subscriptions & Memberships	Yearly subscriptions and memberships to support the core functions and mission of the department: APA/FAPA, Broward Section APA , USGBC, Smart Growth Partnership, Congress for the New Urbanism, Florida Broward Affordable Housing, Florida Redevelopment Assoc., Florida Housing Coalition, IEDC, MPPRC Annual Trustee, Broward Alliance, , ISCS, URISA, USGBC-SF, Slow Food, USDN, SSDN, FL. Assoc. of Plumbing, International Assoc. of Electric, Notary Renewals, Inspectors License Renewals, BOIEA Membership, Const. Law Books, NFPA Books, FBC Code Books, Smart Growth Partnership, Congress for the New Urbanism , Urban Land Institute, Smart Cities Council and Sister Cities Int'l.
605500	Training-General	This account is for local training and educational costs for conferences and meetings and for the maintenance of professional certifications for all applicable staff members.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This budgeted amount consists of \$27,300 for the replacement of 3 vehicles and \$67,400 for escrow for future replacements.
608250	Economic Incentive	Economic incentive payments to companies moving into Miramar and hiring Miramar residents.

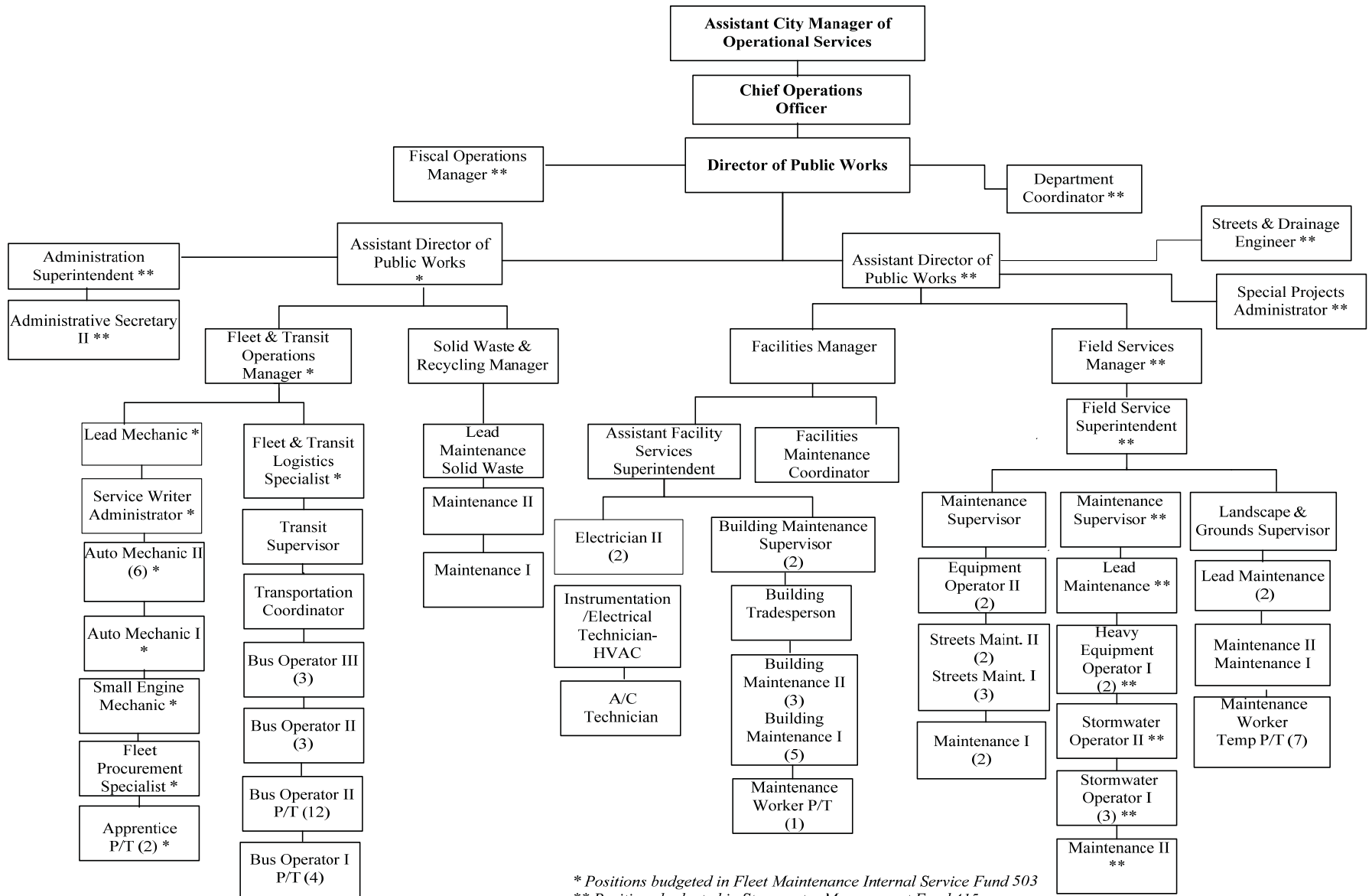
# Public Works

## Mission

*To improve the quality of life for City residents and staff through responsive, efficient, and effective delivery of services, and to promote public health, personal safety, transportation, economic growth and civic vitality.*



# Public Works Organizational Chart



\* Positions budgeted in Fleet Maintenance Internal Service Fund 503  
 \*\* Positions budgeted in Stormwater Management Fund 415



# Public Works

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## Department Overview

The Public Works Department provides a variety of services directed towards repairs and maintenance of municipal properties, infrastructure and equipment. These services include Building Maintenance, Street Maintenance, Transit Operations, Solid Waste Management, and Landscape Maintenance. In addition, this department oversees the Fleet Maintenance program which is funded by the Internal Service Fund and Stormwater Management program which is an Enterprise Fund. The goal of this department is to provide top quality, professional, effective and timely delivery of services to residents, businesses and City departments to assure utmost customer satisfaction.

As indicated in the Position Detail, this department is comprised of 61.5 budgeted positions of which 49.5 are full-time, 16 part-time and 8 temporary part-time employees. The six major programs provided are:

1. Administration
2. Building Maintenance
3. Streets Maintenance
4. Transit Operations
5. Solid Waste Management
6. Landscape Maintenance

## FY 2018 Accomplishments

### *Fleet Maintenance*

- Replaced 66 vehicles and equipment as part of the City's Vehicle Replacement Program.
- Auctioned 48 surplus vehicles.
- Successfully completed Broward County inspection of fuel storage tanks at Fire Stations 70, 84 and 100.

### *Stormwater Management*

- Completed embankment restorations on 124 properties.
- Replaced four corrugated metal pipe culverts on Island Drive with reinforced concrete pipes.
- Removed over 1,700 cubic yards of street sweeping debris.
- Removed and disposed over 2,300 cubic yards of debris and aquatic weeds from city-maintained waterways.
- Performed over 2,000 miles of street sweeping.
- Submitted Annual report for Year 1 of National Pollutant Discharge Elimination System (NPDES) Permit Cycle 4.
- Completed Planning Documents for Historic Miramar Phases 4, 5 and 6 of the Drainage Improvement Project.

## *Public Works*

- Florida Power & Light (FPL) completed upgrade of 3,200 High Pressure Sodium (HPS) streetlight luminaires to LED luminaires.
- Replaced over 18,000 linear feet of sidewalks throughout the City.
- Replaced 2,000 linear feet of curbs in Historic Miramar.
- Completed over 1,000 City street light repairs.
- Completed refurbishment of three air conditioning units at the Vernon E. Hargray Youth Enrichment Center.
- Approved Franchise Agreement for operation of a Textile Recycling Program in the City.
- Collected over 5,000 tons of recycling material for processing.
- Removed and disposed approximately 200,000 cubic yards of debris generated by Hurricane Irma.
- Procured one new bus with funds from the Federal Department of Transportation (FDOT) 2017-5310 Enhanced Mobility Grant.
- Executed a new agreement for disposal of solid waste generated within the City.
- Executed agreements with new vendors for Disaster Debris Management and Monitoring.
- Removed and disposed 700 cubic yards of litter from rights-of-way and bus stops throughout the City.
- Provided transportation services to over 120,000 residents through the Community Bus Service program.
- Provided one-way transportation service trips to over 63,000 senior citizens.
- Completed pressure cleaning of over 77,000 square feet of curbs and sidewalks throughout the City.



## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Streets Maintenance	68,057	82,389	-	84,861	1,047,900
Transit Operations	551,783	516,355	582,095	558,169	1,879,694
Solid Waste Management	2,563,636	2,422,042	2,193,100	2,193,100	2,393,788
<b>Total</b>	<b>\$3,183,476</b>	<b>\$3,020,786</b>	<b>\$ 2,775,195</b>	<b>\$ 2,836,130</b>	<b>\$ 5,321,382</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Expenditures by Program</b>					
Administration	748,529	664,853	695,500	681,300	599,800
Building Maintenance	2,592,947	2,709,247	3,110,880	2,884,480	3,160,813
Streets Maintenance	1,919,091	2,007,624	2,081,803	1,951,003	2,061,100
Transit Operations	1,539,416	2,003,055	1,781,346	1,805,646	1,922,300
Solid Waste Management	645,126	576,953	717,313	693,313	748,267
Landscape Maintenance	1,367,428	1,824,758	1,800,462	1,641,362	1,814,400
Field Operations	1,334	(695)	-	-	-
<b>Total</b>	<b>\$ 8,813,872</b>	<b>\$ 9,785,795</b>	<b>\$ 10,187,304</b>	<b>\$ 9,657,104</b>	<b>\$ 10,306,680</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Expenditures by Category</b>					
Personnel Services	4,369,941	4,343,997	4,876,600	4,579,600	4,766,400
Operating Expense	4,123,605	4,638,313	4,976,000	4,610,753	5,254,400
Capital Outlay	320,326	803,485	334,704	466,751	285,880
<b>Total</b>	<b>\$ 8,813,872</b>	<b>\$ 9,785,795</b>	<b>\$ 10,187,304</b>	<b>\$ 9,657,104</b>	<b>\$ 10,306,680</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Positions by Program</b>					
Administration	4.20	4.20	3.45	3.45	1.95
Building Maintenance	18.50	17.50	18.50	18.50	18.50
Streets Maintenance	13.00	9.25	9.25	9.25	9.25
Transit Operations	16.00	17.40	16.40	16.40	16.40
Solid Waste Management	5.00	6.00	6.25	6.25	5.15
Landscape Maintenance	11.50	12.25	11.25	11.25	10.25
<b>Total</b>	<b>68.20</b>	<b>66.60</b>	<b>65.10</b>	<b>65.10</b>	<b>61.50</b>

# Public Works

Position Detail	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019
	Actual	Actual	Budget	Amended	Budget
Administration Services Coordinator**	1.00	1.00	1.00	-	-
Administration Superintendent**	1.00	1.00	0.50	0.50	0.50
Air Conditioning Technician	1.00	1.00	1.00	1.00	1.00
Assistant Director of Public Works	0.20	0.60	0.60	0.60	1.00
Assistant Facility Services Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant Field Operations Superintendent	1.00	-	-	-	-
Building Maintenance I	4.00	5.00	5.00	5.00	5.00
Building Maintenance II	3.00	3.00	3.00	3.00	3.00
Building Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Building Tradesperson	1.00	1.00	1.00	1.00	1.00
Bus Operator I/II - Part-time (16)	8.00	8.00	8.00	8.00	8.00
Bus Operator II	3.00	3.00	3.00	3.00	3.00
Bus Operator III	3.00	3.00	3.00	3.00	3.00
Community Service Aide	-	1.00	-	-	-
Custodian - Part-time	0.50	0.50	0.50	-	-
Department Coordinator	-	-	-	1.00	0.50
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Electrician I	2.00	-	-	-	-
Electrician II	-	2.00	2.00	2.00	2.00
Equipment Operator II	1.00	2.00	2.00	2.00	2.00
Executive Assistant to the Director	1.00	-	-	-	-
Facilities Maintenance Coordinator	-	1.00	1.00	1.00	1.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00
Facilities Planner	1.00	-	-	-	-
Field Service Manager**	0.50	0.50	0.50	0.50	0.50
Fiscal Operations Manager**	-	0.50	0.50	0.50	0.50
Fleet & Transit Logistics Specialist	-	-	-	1.00	-
General Services Manager***	1.00	-	-	-	-
Instrumentation /Electrical Technician-HVAC	-	1.00	1.00	1.00	1.00
Irrigation Maintenance	1.00	1.00	1.00	-	-
Landscape & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Landscape Inspector	1.00	-	-	-	-
Lead Maintenance	3.00	2.00	2.00	3.00	3.00
Maintenance I	7.00	4.00	4.00	4.00	4.00
Maintenance II	2.00	2.00	2.00	2.00	2.00
Maintenance Supervisor	-	1.00	1.00	1.00	1.00
Maintenance Worker - Temp Part-time (8)	3.50	3.50	3.50	4.00	4.00
Office Administrator	-	1.00	1.00	-	-
Permit Clerk II	-	-	-	1.00	-
Public Works Department Administrator	-	1.00	1.00	1.00	-
Public Works Field Service Superintendent**	0.50	-	-	-	-
Public Works Outreach Administrator	2.00	-	-	-	-
Recycling Coordinator	1.00	-	-	-	-
Solid Waste & Recycling Manager	-	1.00	1.00	1.00	1.00
Solid Waste Manager	1.00	-	-	-	-
Solid Waste Technician	1.00	1.00	1.00	-	-
Special Projects Administrator**	-	1.00	1.00	1.00	0.50
Streets Maintenance I	2.00	3.00	3.00	3.00	3.00
Streets Maintenance II	2.00	2.00	2.00	2.00	2.00
Transit Supervisor	1.00	1.00	1.00	1.00	1.00
Transportation Coordinator	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>68.20</b>	<b>66.60</b>	<b>65.10</b>	<b>65.10</b>	<b>61.50</b>

\*\* Positions split with Stormwater Management Program .50 (Fund 415)

\*\*\* Position split with Fleet Maintenance Program .60 (Fund 503)















# Public Works Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of median cuts on major arterials including edging and trimming	 Maintain a standard landscape maintenance program that retains City infrastructure and aesthetic investment.	Actual	11.00
		YTD Actual	36.00
		EOY Target	36.00
		% Target	100.00%
		% Goal	100.00%
 Number of trees/palms trimmed in ROW	 Maintain a standard landscape maintenance program that retains City infrastructure and aesthetic investment.	Actual	3.00
		YTD Actual	873.00
		EOY Target	600.00
		% Target	145.50%
		% Goal	100.00%
 Missed residential recycle collection per 10,000 services reported	 Provide efficient sanitation services to all residential, multi-family, and commercial properties.	Actual	0.90
		YTD Actual	0.78
		EOY Target	3.00
		% Target	25.83%
		% Goal	100.00%
 Missed residential trash collection per 10,000 services reported	 Provide efficient sanitation services to all residential, multi-family, and commercial properties.	Actual	1.20
		YTD Actual	1.23
		EOY Target	1.00
		% Target	122.75%
		% Goal	100.00%
 Tons of recyclable material delivered	 Provide efficient sanitation services to all residential, multi-family, and commercial properties.	Actual	1,405.00
		YTD Actual	5,096.00
		EOY Target	5,750.00
		% Target	88.63%
		% Goal	100.00%
 Number of facilities maintenance work orders completed	 Provide clean, safe, and secure facilities for employees and visitors.	Actual	1,003.00
		YTD Actual	3,173.00
		EOY Target	3,200.00
		% Target	99.16%
		% Goal	100.00%



# Public Works Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of facilities maintenance man-hours	 Provide clean, safe, and secure facilities for employees and visitors.	Actual	3,637.00
		YTD Actual	11,690.00
		EOY Target	10,000.00
		% Target	116.90%
		% Goal	100.00%
 Linear feet of sidewalks repaired	 Maintain safe roadways and pathways for motorists and pedestrians.	Actual	13,226.00
		YTD Actual	18,363.00
		EOY Target	4,000.00
		% Target	459.08%
		% Goal	100.00%
 Number of City-owned street lights repaired	 Maintain safe roadways and pathways for motorists and pedestrians.	Actual	349.00
		YTD Actual	1,092.00
		EOY Target	500.00
		% Target	218.40%
		% Goal	100.00%
 Number of community bus passengers.	 Provide reliable City bus services to residents and visitors.	Actual	26,080.00
		YTD Actual	120,605.00
		EOY Target	181,100.00
		% Target	66.60%
		% Goal	100.00%
 Number of one-way trips provided for seniors.	 Provide reliable City bus services to residents and visitors.	Actual	16,226.00
		YTD Actual	63,366.00
		EOY Target	63,400.00
		% Target	99.95%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	2,688,114.45
		YTD Actual	9,467,874.13
		EOY Target	10,230,629.72
		% Target	92.54%
		% Goal	100.00%












# Public Works Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Meets projected target - Expenses	<span style="color: gray;">■</span> Finances	Actual	2,688,114.45
		YTD Actual	9,467,874.13
		EOY Projection	9,933,968.94
		% Target	95.31%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets budget target - Revenues	<span style="color: gray;">■</span> Finances	Actual	1,056,892.32
		YTD Actual	2,916,636.30
		EOY Target	2,750,403.15
		% Target	106.04%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Revenues	<span style="color: gray;">■</span> Finances	Actual	1,056,892.32
		YTD Actual	2,916,636.30
		EOY Projection	2,672,816.00
		% Target	109.12%
		% Goal	100.00%
<span style="color: red;">↓</span> City-owned street light repairs completed within ten business days	<span style="color: gray;">■</span> Ensure timely response to complaints and timely completion of repairs.	Actual	47.00%
		YTD Actual	27.00%
		EOY Target	100.00%
		% Target	27.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Repair of pothole within 48 hours	<span style="color: gray;">■</span> Ensure timely response to complaints and timely completion of repairs.	Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
<span style="color: red;">↓</span> City cost per passenger per community bus service	<span style="color: gray;">■</span> Ensure on-time and cost effective transportation services.	Actual	\$ 8.43
		YTD Actual	\$ 8.18
		EOY Target	\$ 4.95
		% Target	165.20%
		% Goal	100.00%



# Public Works Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 On-time scheduled bus stop arrivals	 Ensure on-time and cost effective transportation services.	Actual	97.00%
		YTD Actual	87.00%
		EOY Target	97.00%
		% Target	89.69%
		% Goal	100.00%
 Quarterly wet checking of irrigation systems	 Enhance landscape services.	Actual	90.00%
		YTD Actual	90.50%
		EOY Target	100.00%
		% Target	90.50%
		% Goal	100.00%
 Bi-weekly inspection of landscape areas	 Enhance landscape services.	Actual	95.00%
		YTD Actual	88.00%
		EOY Target	100.00%
		% Target	88.00%
		% Goal	100.00%
 Number of training sessions attended (per staff)	 Provide Training and Employee Development Opportunities.	Actual	9.00
		YTD Actual	15.00
		EOY Target	2.00
		% Target	750.00%
		% Goal	100.00%
 Number of technical licenses/certificates acquired or renewed	 Provide Training and Employee Development Opportunities.	Actual	3.00
		YTD Actual	9.00
		EOY Target	7.00
		% Target	128.57%
		% Goal	100.00%
 Total cubic yards of litter removed from right-of-way including bus stops		Actual	172.00
		YTD Actual	735.00
		EOY Target	100.00
		% Target	735.00%
		% Goal	100.00%



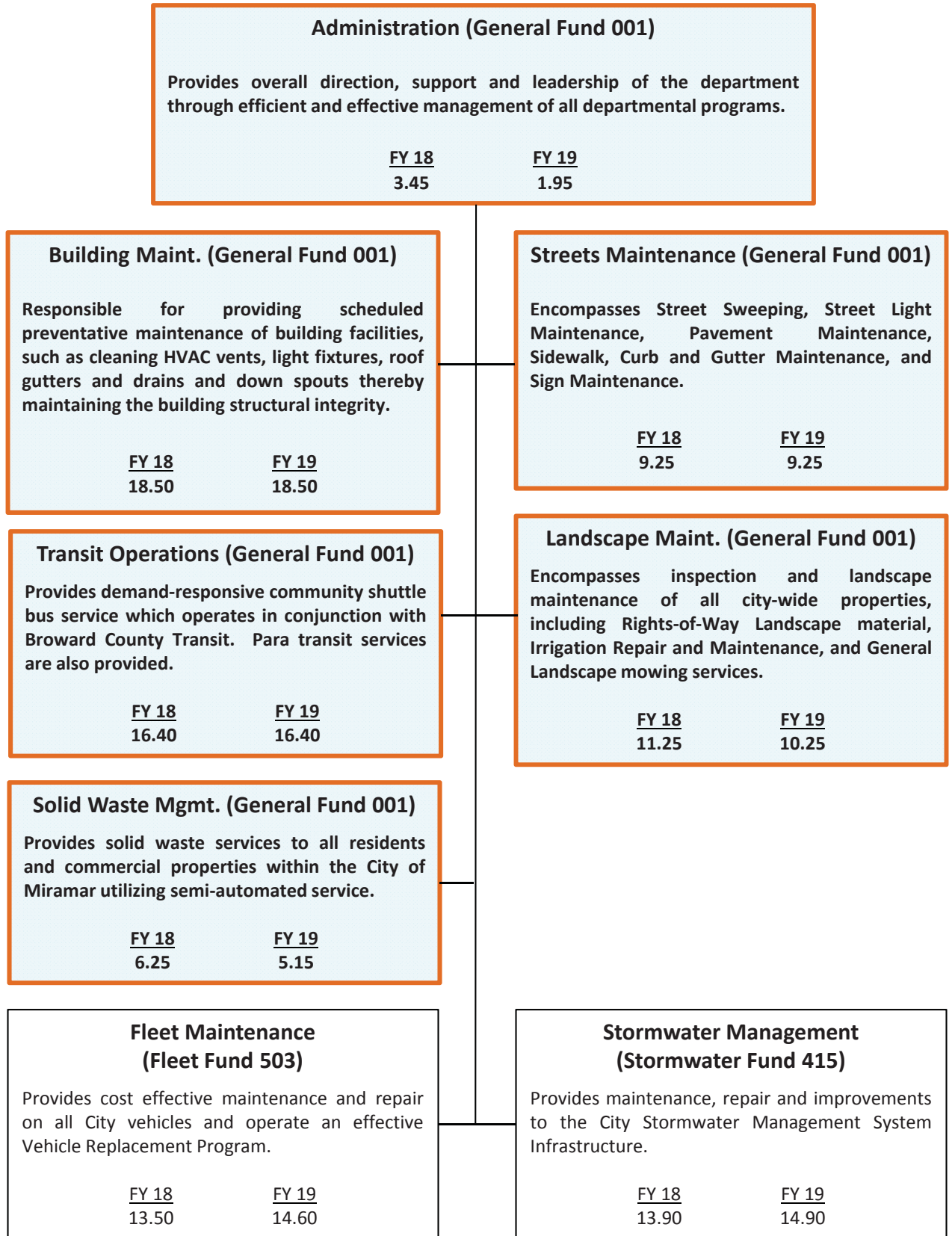
# Public Works Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Total square feet of right-of-ways pressure cleaned including curbs and sidewalks		Actual	74,255.00
		YTD Actual	77,395.00
		EOY Target	3,140.00
		% Target	2,464.81%
		% Goal	100.00%



*Miramar High School marching band performing at the MLK celebration.*

# Public Works FTE's by Program



# Public Works Budget Summary by Program

## Administration—Program 100

### Description

The Administration Program provides for overall direction, support and leadership of the Public Works Department through efficient and effective management of all departmental programs. These programs include the management of contractual agreements, building maintenance, street maintenance, transit operations, landscape maintenance, solid waste management, fleet maintenance, and stormwater maintenance functions. Program personnel are also responsible for ensuring that the goals and objectives of the programs are effectively and efficiently managed while providing exemplary service to external and departmental users. Components of the Administration program include policy development, personnel administration, annual budget preparation, financial and revenue management, procurement, asset management, records management, payroll, and accounts payable. Staff is also responsible for administering any county, state, and federal grants. Program personnel act as the liaison to other departments and external stakeholders.

### Dedicated Revenues

Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-

### Expenditures by Category

Personnel Services	574,245	464,176	483,800	467,600	418,100
Operating Expense	174,284	200,677	211,700	213,700	181,700
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 748,529</b>	<b>\$ 664,853</b>	<b>\$ 695,500</b>	<b>\$ 681,300</b>	<b>\$ 599,800</b>

### Percent of Time by Position

Administration Services Coordinator	1.00	1.00	1.00	-	-
Assistant Director of Public Works	0.20	0.20	0.20	0.20	0.20
Administration Superintendent	1.00	1.00	0.25	0.25	0.25
Department Coordinator				1.00	0.50
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Director	1.00	-	-	-	-
Public Works Department Administrator	-	1.00	1.00	1.00	-
<b>Total</b>	<b>4.20</b>	<b>4.20</b>	<b>3.45</b>	<b>3.45</b>	<b>1.95</b>

# Public Works Budget Summary by Program

## Building Maintenance—Program 501

### Description

The Building Maintenance program is responsible for providing scheduled preventative maintenance services to all building components such as HVAC units, electrical components, lighting, plumbing, and roofing. In addition to these services, staff performs minor building modifications, minor renovations and repairs including, but not limited to, drywall installation and repair, carpet and floor tile replacement, plumbing repairs, and interior and exterior painting. These functions protect the value of the City facilities/assets, as well as the health, safety and well-being of City employees, residents and guests who occupy our facilities while in compliance with regulatory codes.

This program oversees and monitors contractors who provide building maintenance services. This includes backflow and sprinkler fire suppression systems inspection and repair, fire and burglar alarm system monitoring and repair, gates and overhead doors repair, janitorial service, insect and rodent pest control service, elevator inspection and maintenance as well as locksmith service.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		1,217,907	1,030,057	1,341,900	1,243,200	1,399,500
Operating Expense		1,324,663	1,542,590	1,748,600	1,545,900	1,728,100
Capital Outlay		50,378	136,600	20,380	95,380	33,213
Total		\$ 2,592,947	\$ 2,709,247	\$ 3,110,880	\$ 2,884,480	\$ 3,160,813

### Percent of Time by Position

Air Conditioning Technician	1.00	1.00	1.00	1.00	1.00
Assist. Facility Services Superintendent	1.00	1.00	1.00	1.00	1.00
Building Maintenance I	4.00	5.00	5.00	5.00	5.00
Building Maintenance II	3.00	3.00	3.00	3.00	3.00
Building Maintenance Supervisor	2.00	1.00	2.00	2.00	2.00
Building Tradesperson	1.00	1.00	1.00	1.00	1.00
Community Service Aide	-	1.00	-	-	-
Custodian P/T	0.50	0.50	0.50	-	-
Electrician I	1.00	-	-	-	-
Electrician II	-	1.00	1.00	1.00	1.00
Facilities Maintenance Coordinator	-	1.00	1.00	1.00	1.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00
Facilities Planner	1.00	-	-	-	-
General Services Manager	1.00	-	-	-	-
Instrumentation /Electrical Technician-HV, Maintenance I	-	-	1.00	1.00	1.00
Maintenance Worker - Part Time	-	-	-	0.50	0.50
Total	18.50	17.50	18.50	18.50	18.50





# Public Works Budget Summary by Program

## Streets Maintenance—Program 505

### Description

The Streets Maintenance program encompasses street light maintenance, pavement maintenance, sidewalk, curb and gutter maintenance, guardrail maintenance, trafficking calming maintenance, and sign maintenance.

Street light maintenance ensures the safe illumination of City roadways through a street light inspection and maintenance program. The pavement maintenance activity is conducted in all City maintained rights-of-way. This includes pothole repairs, roadway restoration, shoulder restoration, roadway stripping, and pavement marker replacement. Sidewalk, curb and gutter maintenance promotes ADA compliant pedestrian walkways and safe traffic-way conditions. Guardrail maintenance provides protection of pedestrian or vehicular traffic from straying into dangerous or off-limit areas. Traffic calming maintenance provides speed control to slow down or reduce motor vehicle traffic as well as to improve safety of pedestrians and motorists. Sign maintenance activity provides directional, information, roadway and gateway signs to make it easier for residents and visitors to navigate City roadways safely.

Service identification is achieved by inspections and stakeholder complaints. This work is accomplished by notifying the responsible agency, internal work orders or contractual services.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Tfr Fr State & Cty Grant Fund	381163	68,057	82,389	-	84,861	-
Tfr Fr Street Construction & Maint.	381385	-	-	-	-	1,047,900
		<b>\$ 68,057</b>	<b>\$ 82,389</b>	<b>\$ -</b>	<b>\$ 84,861</b>	<b>\$ 1,047,900</b>

### Expenditures by Category

Personnel Services	665,586	542,686	632,900	602,500	691,600
Operating Expense	1,091,948	1,234,338	1,248,000	1,147,600	1,321,300
Capital Outlay	161,558	230,600	200,903	200,903	48,200
<b>Total</b>	<b>\$ 1,919,091</b>	<b>\$ 2,007,624</b>	<b>\$ 2,081,803</b>	<b>\$ 1,951,003</b>	<b>\$ 2,061,100</b>

### Percent of Time by Position

Asst. Field Operations Superintendent	1.00	-	-	-	-
Electrician I	1.00	-	-	-	-
Electrician II	-	0.50	0.50	0.50	0.50
Equipment Operator II	1.00	1.00	1.00	1.00	1.00
Field Service Manager	0.50	0.25	0.25	0.25	0.25
Fiscal Operations Manager	-	0.50	0.50	0.50	0.50
Lead Maintenance	1.00	-	-	-	-
Maintenance I	2.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	-	1.00	1.00	1.00	1.00
Public Works Field Service Superintendent	0.50	-	-	-	-
Public Works Outreach Administrator	2.00	-	-	-	-
Street Maintenance I	2.00	3.00	3.00	3.00	3.00
Street Maintenance II	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>13.00</b>	<b>9.25</b>	<b>9.25</b>	<b>9.25</b>	<b>9.25</b>

# Public Works Budget Summary by Program

## Transit Operations—Program 507

### Description

This program provides four fixed-route community shuttle bus service and operates in conjunction with Broward County Transit. Transportation services is also provided for the City's seniors and supportive transportation is provided for some of the City's special events activities and early childhood operations. Transit Operations operates in compliance with all regulatory and contractual obligations related to transportation.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Loc Grant-Brow Cty Shuttle Bus	337400	179,801	174,252	181,100	181,100	181,100
Trfr fr Fed Grant Fund	381162	371,982	342,103	400,995	377,069	400,994
Trfr Fr Street Construction & Maint.	381385	-	-	-	-	1,297,600
		<b>\$ 551,783</b>	<b>\$ 516,355</b>	<b>\$ 582,095</b>	<b>\$ 558,169</b>	<b>\$ 1,879,694</b>

### Expenditures by Category

Personnel Services	974,828	1,249,901	1,193,300	1,162,100	1,196,800
Operating Expense	472,287	541,529	521,300	534,800	634,500
Capital Outlay	92,300	211,626	66,746	108,746	91,000
<b>Total</b>	<b>\$ 1,539,416</b>	<b>\$ 2,003,055</b>	<b>\$ 1,781,346</b>	<b>\$ 1,805,646</b>	<b>\$ 1,922,300</b>

### Percent of Time by Position

Assistant Director of Public Works	-	0.40	0.40	0.40	0.40
Building Maintenance Supervisor	-	1.00	-	-	-
Bus Operator II	3.00	3.00	3.00	3.00	3.00
Bus Operator I/II (P/T 16)	8.00	8.00	8.00	8.00	8.00
Bus Operator III	3.00	3.00	3.00	3.00	3.00
Transportation Coordinator	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>16.00</b>	<b>17.40</b>	<b>16.40</b>	<b>16.40</b>	<b>16.40</b>



# Public Works Budget Summary by Program

## Solid Waste Management—Program 508

### Description

This program provides solid waste and disposal services to all residents and commercial properties within the City of Miramar. The Solid Waste program is responsible for planning, organizing and directing the activities of solid waste, source reduction, recycling and education programs with a high degree of contact with federal, state and county agencies, vendors, consultants, engineering firms, and private individuals or interest groups. The program also provides for litter control along City rights-of-way.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Admin Fee-Sanitation Roll Off	341302	15,912	27,572	14,200	14,200	15,300
Admin Fee-Solid Waste Commercial	341303	54,540	63,396	54,000	54,000	56,800
Admin Fee-Solid Waste Residential	341307	72,939	73,285	72,400	72,400	71,800
Admin Fee-Solid Waste-Multi-Family	341308	11,235	11,442	10,600	10,600	11,300
Solid Waste Rev Share-Residential	343410	108,204	129,804	96,900	96,900	110,900
Solid Waste Rev Share-Multi-Family	343411	3,879	4,653	4,100	4,100	4,000
Solid Waste Rev Share-Commercial	343412	28,442	34,120	24,900	24,900	29,200
Solid Waste-Bulk Revenue Share-Res	343413	7,183	7,154	5,500	5,500	5,500
Solid Waste-C&D Rev Share-Industrial	343414	11,495	8,382	11,900	11,900	9,900
Waste Reduction-Roll Off	366430	26,211	17,365	19,900	19,900	24,800
Solid Waste Contract Mgmt. Contrib	366431	122,500	126,000	126,000	126,000	126,000
Waste Reduction-Commercial	366432	107,593	117,035	108,500	108,500	111,500
Waste Reduction-Residential	366433	102,021	102,504	102,800	102,800	101,900
Waste Reduction-Multi-Family	366434	25,566	25,900	24,100	24,100	25,500
Public Education Contribution	366436	-	35,000	35,000	35,000	35,000
Cost Avoidance Collection-Residential	369921	1,058,674	827,133	819,300	819,300	956,188
Cost Avoidance Collection-Commercial	369923	608,693	560,943	500,800	500,800	555,300
Cost Avoidance Collection-Multi-Family	369925	138,587	123,113	118,900	118,900	120,000
Solid Waste Recycling Liq. Damages	369930	-	75,000	2,500	2,500	2,500
Solid Waste Recycling (City of Miramar)	369941	59,960	52,240	40,800	40,800	20,400
<b>Total</b>		<b>\$ 2,563,636</b>	<b>\$ 2,422,042</b>	<b>\$ 2,193,100</b>	<b>\$ 2,193,100</b>	<b>\$ 2,393,788</b>

### Expenditures

Personnel Services	434,707	398,364	503,600	465,700	444,200
Operating Expense	208,419	173,389	208,400	222,300	298,800
Capital Outlay	2,000	5,200	5,313	5,313	5,267
<b>Total</b>	<b>\$ 645,126</b>	<b>\$ 576,953</b>	<b>\$ 717,313</b>	<b>\$ 693,313</b>	<b>\$ 748,267</b>

### Percent of Time by Position

Administration Superintendent	-	-	0.25	0.25	0.25
Assistant Director of Public Works	-	-	-	-	0.40
Fleet & Transit Logistics Specialist	-	-	-	1.00	-
Lead Maintenance	-	-	-	1.00	1.00
Maintenance I	1.00	1.00	1.00	1.00	1.00
Maintenance II	1.00	1.00	1.00	1.00	1.00
Office Administrator	-	1.00	1.00	-	-
Recycling Coordinator	1.00	-	-	-	-
Solid Waste & Recycling Manager	-	1.00	1.00	1.00	1.00
Solid Waste Manager	1.00	-	-	-	-
Solid Waste Technician	1.00	1.00	1.00	-	-
Special Projects Administrator	-	1.00	1.00	1.00	0.50
<b>Total</b>	<b>5.00</b>	<b>6.00</b>	<b>6.25</b>	<b>6.25</b>	<b>5.15</b>



# Public Works Budget Summary by Program

## Landscape Maintenance—Program 509

### Description

The Landscape/Irrigation repair and maintenance program encompasses inspection and landscape maintenance of properties under Public Works responsibility, including rights-of-way landscape material, irrigation repair and maintenance, and general landscape maintenance mowing services performed by an in-house landscape maintenance crew and City contractors. This program also includes staff to manage and inspect lawn maintenance services performed by contractors and an in-house aesthetics crew.

Irrigation systems are an integral component of all the landscaped areas. This program also incorporates inspection and maintenance of all irrigation systems to ensure compliance with water conservation. This program helps the City to maintain the highest efficiency water conservation system. The program is also inclusive of chemical application to the City's irrigation pumping systems to aid in the prevention of rust build-up.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures</b>						
Personnel Services		501,334	660,147	721,100	638,500	616,200
Operating Expense		852,004	945,152	1,038,000	946,453	1,090,000
Capital Outlay		14,090	219,459	41,362	56,409	108,200
Total		\$ 1,367,428	\$ 1,824,758	\$ 1,800,462	\$ 1,641,362	\$ 1,814,400

### Percent of Time by Position

Electrician II	-	0.50	0.50	0.50	0.50	
Equipment Operator II	-	1.00	1.00	1.00	1.00	
Field Service Manager		0.25	0.25	0.25	0.25	
Instrumentation /Electrical Technician-HVAC	-	1.00	-	-	-	
Irrigation Maintenance	1.00	1.00	1.00	-	-	
Landscape & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00	
Lead Landscape Inspector	1.00	-	-	-	-	
Lead Maintenance	2.00	2.00	2.00	2.00	2.00	
Maintenance I	2.00	1.00	1.00	1.00	1.00	
Maintenance II	1.00	1.00	1.00	1.00	1.00	
Maintenance Worker - Temp. Part-Time (6)	3.50	3.50	3.50	3.50	3.50	
Permit Clerk II	-	-	-	1.00	-	
Total		11.50	12.25	11.25	11.25	10.25



# Public Works Budget Summary by Program

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## Field Operations—Program 502

### Description

In FY 2015, this program was moved to the Parks and Recreation Department, Park Maintenance Program 608.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
None	-	-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		1,334	(1,334)	-	-	-
Operating Expense		-	639	-	-	-
Capital Outlay		-	-	-	-	-
Debt Service		-	-	-	-	-
Total		\$ 1,334	\$ (695)	\$ -	\$ -	\$ -

# Public Works Expenditures by Object Code

## Administration—001-50-100-539

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	405,240	299,536	302,000	285,800	263,100
601201	Salary Attrition	-	-	(10,000)	(10,000)	(13,000)
601205	Lump Sum Payout - Accrued Time	24,712	26,307	13,400	13,400	22,500
601215	Communication Stipend	-	-	2,000	2,000	2,000
601220	Longevity Pay	1,379	-	-	-	200
601400	Overtime-General	6,743	4,157	-	-	-
601412	Overtime-Emergency	-	678	-	-	-
602100	FICA & MICA	31,286	25,042	23,000	23,000	18,500
602210	Pension-General	10,392	22,696	30,600	30,600	4,800
602235	Pension-Senior Mgmt	2,984	12,613	36,400	36,400	39,100
602260	Pension-401	13,831	-	-	-	6,200
602265	Pension-457	20,713	13,290	15,900	15,900	19,500
602304	Health Insurance-PPO	7,441	-	-	-	-
602305	Health Insurance-HMO	34,833	34,673	42,400	42,400	29,200
602306	Dental Insurance-PPO	2,132	1,532	1,600	1,600	1,100
602307	Dental Insurance-HMO	119	288	300	300	200
602309	Basic Life Insurance	1,165	959	700	700	600
602311	Long-Term Disability Ins	375	305	400	400	400
602400	Workers' Compensation	10,900	22,100	25,100	25,100	23,700
	Sub-Total	574,245	464,176	483,800	467,600	418,100
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	600	-	-	-	-
603190	Prof Svcs-Other	-	-	10,000	10,000	10,000
603400	Contract Svcs-Other	873	996	2,000	2,000	2,000
604001	Travel & Training	(248)	1,615	5,200	5,200	6,600
604100	Communication Svcs	1,318	1,489	1,700	1,700	2,200
604200	Postage	143	969	2,200	2,200	2,200
604300	Water/Wastewater Svcs	7,600	8,020	6,000	6,000	12,300
604301	Electricity Svcs	64,246	70,839	71,500	71,500	71,900
604440	Leased Copiers	3,834	4,583	-	-	-
604500	Risk Internal Svcs Charge	25,000	36,900	26,000	26,000	28,200
604610	Fleet Internal Svcs Charge	13,833	13,700	12,800	12,800	10,700
604700	Printing & Binding Svcs	2,247	209	2,400	2,400	2,400
604916	Administrative Expense	164	495	500	500	500
604989	IT Internal Svcs Charge	47,500	49,800	57,700	57,700	12,800
604997	Other Operating Expenses	489	1,117	1,300	1,300	1,300
604998	Contingency	175	425	500	500	500
605100	Office Supplies	1,694	3,377	4,000	4,000	4,000
605120	Computer Operating Expenses	311	1,118	2,400	4,400	2,200
605220	Vehicle Fuel-On-Site	3,042	3,401	2,500	2,500	5,200
605410	Subscriptions & Memberships	191	289	1,000	1,000	1,800
605500	Training-General	-	1,333	2,000	2,000	4,900
605510	Tuition Reimbursement	1,274	-	-	-	-
	Sub-Total	174,284	200,677	211,700	213,700	181,700
<b>Total</b>		<b>\$ 748,529</b>	<b>\$ 664,853</b>	<b>\$ 695,500</b>	<b>\$ 681,300</b>	<b>\$ 599,800</b>



# Public Works Expenditures by Object Code

## Building Maintenance—001-50-501-519

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	729,068	567,899	793,000	694,300	838,000
601201	Salary Attrition	-	-	(30,000)	(30,000)	(30,000)
601205	Lump Sum Payout - Accrued Time	22,457	5,014	5,000	5,000	5,300
601215	Communication Stipend	655	483	700	700	-
601220	Longevity Pay	3,435	799	1,300	1,300	3,300
601400	Overtime-General	66,058	53,310	61,300	61,300	66,100
601410	Overtime-Holiday	3,057	3,417	-	-	-
601412	Overtime-Emergency	-	29,935	-	-	-
602100	FICA & MICA	61,502	49,446	61,200	61,200	64,800
602210	Pension-General	116,509	117,580	145,900	145,900	145,700
602235	Pension-Senior Mgmt	26,412	-	17,300	17,300	17,800
602260	Pension-401	-	-	-	-	5,300
602265	Pension-457	4,643	192	3,800	3,800	4,000
602300	Pmt In Lieu Of Insurance	10,294	9,601	12,500	12,500	18,700
602304	Health Insurance-PPO	32,208	26,051	46,000	46,000	36,500
602305	Health Insurance-HMO	98,910	90,238	137,600	137,600	140,700
602306	Dental Insurance-PPO	4,389	3,597	3,900	3,900	5,900
602307	Dental Insurance-HMO	1,642	1,246	2,200	2,200	1,200
602309	Basic Life Insurance	2,070	2,292	1,700	1,700	1,800
602311	Long-Term Disability Ins	1,000	857	1,100	1,100	1,200
602400	Workers' Compensation	33,600	68,100	77,400	77,400	73,200
	Sub-Total	1,217,907	1,030,057	1,341,900	1,243,200	1,399,500
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	-	-	200	200	200
603190	Prof Svcs-Other	-	7,900	146,700	42,300	60,000
603400	Contract Svcs-Other	350,569	399,173	420,000	389,140	420,300
603401	Janitorial Svcs	158,240	208,635	250,300	192,560	250,300
603404	Air Condition Svcs	70,634	102,969	96,300	96,300	96,300
603460	Landscape Svcs	43,890	58,375	70,500	70,500	70,500
603470	Temporary Help	-	19,522	-	-	-
604001	Travel & Training	-	-	1,400	1,400	1,400
604100	Communication Svcs	5,061	5,561	6,700	6,700	8,300
604300	Water/Wastewater Svcs	19,680	24,201	62,500	62,500	69,500
604301	Electricity Svcs	44,122	50,028	47,200	47,200	50,800
604400	Leased Equipment	2,397	3,905	14,400	400	6,400
604500	Risk Internal Svcs Charge	75,400	108,300	78,200	78,200	85,200
604610	Fleet Internal Svcs Charge	47,500	44,470	36,200	36,200	38,700
604620	R&M Buildings	25,228	30,843	29,300	29,300	29,300
604621	Painting	9,374	3,032	10,000	10,000	10,000
604630	R&M Electric	42,731	54,154	51,800	51,800	56,800
604640	R&M Machinery	245	1,419	2,100	2,100	2,100
604665	R&M Air Conditioning	64,871	52,699	55,300	45,600	55,300
604669	Landscape & Irrigation	1,425	1,303	5,000	5,000	5,000
604920	License & Permit Fees	1,806	213	6,200	6,200	6,200
604925	Parking Garage Condo Fees	216,355	212,730	190,000	190,000	190,000
604989	IT Internal Svcs Charge	47,500	49,800	57,700	57,700	99,200
604997	Other Operating Expenses	860	1,144	1,500	1,500	1,500
605220	Vehicle Fuel-On-Site	20,533	18,196	18,400	18,400	23,600
605225	Equip Gas Oil & Lube	-	-	2,100	2,100	2,200
605240	Uniforms Cost	4,869	6,075	7,400	7,400	7,800
605242	Protective Clothing and Shoes	539	343	500	500	500
605246	Safety Equipment Supplies	249	-	600	600	600
605247	Janitorial Supplies	67,883	73,755	72,700	72,700	72,700
605251	Noncap Equip (Item less 5000)	-	-	-	14,000	-
605252	Small Tools	1,801	2,628	3,000	3,000	3,000
605290	Other Operating Supplies	901	853	1,200	1,200	1,200
<b><u>Dept Capital Outlay</u></b>						
606211	Minor Building Repairs	-	100,000	-	-	12,913
606400	Machinery & Equipment	8,581	-	-	-	-
606441	Vehicle Replacement Program	40,700	36,600	20,380	20,380	20,300
606470	Computer Equipment	1,097	-	-	-	-
606471	Software	-	-	-	75,000	-
	Sub-Total	50,378	136,600	20,380	95,380	33,213
<b>Total</b>		<b>\$ 2,592,947</b>	<b>\$ 2,709,247</b>	<b>\$ 3,110,880</b>	<b>\$ 2,884,480</b>	<b>\$ 3,160,813</b>





# Public Works Expenditures by Object Code

## Streets Maintenance—001-50-505-541

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	405,503	288,576	355,200	324,800	403,400
601201	Salary Attrition	-	-	(15,000)	(15,000)	(15,000)
601205	Lump Sum Payout - Accrued Time	9,399	2,064	4,900	4,900	3,300
601220	Longevity Pay	819	818	1,000	1,000	1,100
601400	Overtime-General	12,074	15,721	25,000	25,000	25,000
601410	Overtime-Holiday	1,228	504	-	-	-
601412	Overtime-Emergency	-	21,617	-	-	-
602100	FICA & MICA	34,534	24,926	27,600	27,600	31,200
602210	Pension-General	58,354	59,590	64,800	64,800	74,400
602235	Pension-Senior Mgmt	24,975	8,209	10,500	10,500	11,400
602265	Pension-457	2,604	843	1,400	1,400	1,600
602300	Pmt In Lieu Of Insurance	5,862	6,301	6,200	6,200	9,300
602304	Health Insurance-PPO	28,222	6,398	7,700	7,700	7,300
602305	Health Insurance-HMO	48,656	48,130	76,900	76,900	74,000
602306	Dental Insurance-PPO	3,351	1,577	1,400	1,400	3,000
602307	Dental Insurance-HMO	663	804	1,300	1,300	800
602309	Basic Life Insurance	1,515	1,075	800	800	900
602311	Long-Term Disability Ins	627	436	500	500	600
602400	Workers' Compensation	27,200	55,100	62,700	62,700	59,300
	Sub-Total	665,586	542,686	632,900	602,500	691,600
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	-	-	100	100	100
603400	Contract Svcs-Other	78,221	91,933	93,000	93,000	93,000
604100	Communication Svcs	2,725	2,394	4,100	4,100	2,700
604311	Street Lights	798,209	883,110	853,000	769,600	896,400
604400	Leased Equipment	-	138	1,500	1,500	1,000
604500	Risk Internal Svcs Charge	58,000	83,300	60,100	60,100	65,500
604610	Fleet Internal Svcs Charge	53,633	65,388	92,100	92,100	101,600
604640	R&M Machinery	6,112	2,810	7,000	7,000	4,000
604666	R&M Street Lights	1,176	7,497	10,000	10,000	10,000
604667	R&M Streets	29,817	23,676	44,500	25,463	45,100
604672	Street Row & Median Maint	4,097	12,075	16,000	16,000	16,000
604673	Landfill & Trash	-	-	400	400	400
604989	IT Internal Svcs Charge	28,600	30,000	34,800	34,800	50,900
605220	Vehicle Fuel-On-Site	9,487	10,862	13,700	13,700	16,900
605240	Uniforms Cost	4,300	4,258	4,700	4,700	4,700
605242	Protective Clothing and Shoes	657	441	700	700	700
605246	Safety Equipment Supplies	5,392	4,682	5,600	5,600	5,600
605251	Noncap Equip (Item less 5000)	11,522	11,773	4,700	6,737	4,700
605500	Training-General	-	-	2,000	2,000	2,000
	Sub-Total	1,091,948	1,234,338	1,248,000	1,147,600	1,321,300
<b><u>Dept Capital Outlay</u></b>						
606322	Roadway Repairs	12,358	-	-	-	-
606441	Vehicle Replacement Program	149,200	230,600	200,903	200,903	48,200
	Sub-Total	161,558	230,600	200,903	200,903	48,200
<b>Total</b>		<b>\$ 1,919,091</b>	<b>\$ 2,007,624</b>	<b>\$ 2,081,803</b>	<b>\$ 1,951,003</b>	<b>\$ 2,061,100</b>



# Public Works Expenditures by Object Code

## Transit Operations—001-50-507-544

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	679,161	794,696	764,000	732,800	776,200
601201	Salary Attrition	-	-	(30,000)	(30,000)	(28,000)
601205	Lump Sum Payout - Accrued Time	8,210	9,928	15,000	15,000	13,800
601215	Communication Stipend	1,068	650	700	700	700
601220	Longevity Pay	808	1,775	1,400	1,400	1,500
601400	Overtime-General	38,381	60,390	38,900	38,900	40,600
601410	Overtime-Holiday	-	2,447	-	-	-
601412	Overtime-Emergency	-	21,504	-	-	-
602100	FICA & MICA	54,061	65,253	59,400	59,400	60,100
602210	Pension-General	49,261	50,191	56,500	56,500	59,200
602235	Pension-Senior Mgmt	12,266	21,823	12,500	12,500	20,300
602260	Pension-401	4,020	4,312	4,400	4,400	-
602265	Pension-457	1,535	3,733	2,800	2,800	6,200
602304	Health Insurance-PPO	11,583	22,607	15,500	15,500	14,600
602305	Health Insurance-HMO	73,403	110,642	159,600	159,600	143,600
602306	Dental Insurance-PPO	1,140	1,378	1,200	1,200	2,000
602307	Dental Insurance-HMO	1,283	1,719	3,300	3,300	2,600
602309	Basic Life Insurance	1,262	1,384	1,700	1,700	1,700
602311	Long-Term Disability Ins	385	470	1,100	1,100	1,100
602400	Workers' Compensation	37,000	75,000	85,300	85,300	80,600
	Sub-Total	974,828	1,249,901	1,193,300	1,162,100	1,196,800
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	-	109	500	500	500
603190	Prof Svcs-Other	-	200	-	-	-
603400	Contract Svcs-Other	6,213	11,400	11,500	6,000	9,600
603470	Temporary Help	-	-	-	19,000	-
604001	Travel & Training	-	-	2,500	2,500	2,500
604100	Communication Svcs	4,689	4,445	7,800	7,800	7,800
604200	Postage	75	-	-	-	-
604300	Water/Wastewater Svcs	-	370	2,400	2,400	700
604301	Electricity Svcs	-	-	6,700	6,700	-
604500	Risk Internal Svcs Charge	70,400	101,200	73,000	73,000	79,500
604610	Fleet Internal Svcs Charge	253,658	277,200	247,700	247,700	279,100
604645	R&M Radios	-	236	500	500	500
604700	Printing & Binding Svcs	400	85	300	300	300
604989	IT Internal Svcs Charge	19,100	20,000	23,200	23,200	104,000
604993	Field Trips	260	345	900	900	900
605100	Office Supplies	499	498	500	500	500
605220	Vehicle Fuel-On-Site	110,260	106,915	129,600	129,600	135,200
605240	Uniforms Cost	5,299	5,594	8,000	8,000	8,000
605251	Noncap Equip (Item less 5000)	-	8,615	-	-	-
605290	Other Operating Supplies	1,384	3,166	4,800	4,800	4,000
605410	Subscriptions & Memberships	50	-	-	-	-
605500	Training-General	-	1,151	1,400	1,400	1,400
	Sub-Total	472,287	541,529	521,300	534,800	634,500
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	92,300	168,300	66,746	66,746	91,000
606450	Radio Equipment	-	43,326	-	42,000	-
	Sub-Total	92,300	211,626	66,746	108,746	91,000
	<b>Total</b>	<b>\$ 1,539,416</b>	<b>\$ 2,003,055</b>	<b>\$ 1,781,346</b>	<b>\$ 1,805,646</b>	<b>\$ 1,922,300</b>



# Public Works Expenditures by Object Code

## Solid Waste Management—001-50-508-534

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	261,883	222,619	290,400	252,500	263,500
601201	Salary Attrition	-	-	(10,000)	(10,000)	(12,000)
601205	Lump Sum Payout - Accrued Time	13,468	9,409	13,000	13,000	14,500
601215	Communication Stipend	-	-	700	700	-
601220	Longevity Pay	182	321	300	300	800
601400	Overtime-General	4,281	4,706	7,700	7,700	7,700
601412	Overtime-Emergency	-	6,767	-	-	-
602100	FICA & MICA	20,232	17,372	23,300	23,300	21,300
602210	Pension-General	23,182	29,095	26,600	26,600	32,900
602235	Pension-Senior Mgmt	8,178	-	12,200	12,200	3,600
602260	Pension-401	20,795	12,275	12,200	12,200	10,100
602265	Pension-457	4,042	3,716	5,400	5,400	7,300
602304	Health Insurance-PPO	13,973	12,485	15,500	15,500	14,600
602305	Health Insurance-HMO	47,184	49,160	72,000	72,000	48,000
602306	Dental Insurance-PPO	2,816	3,100	3,200	3,200	2,400
602307	Dental Insurance-HMO	250	9	200	200	200
602309	Basic Life Insurance	837	706	600	600	600
602311	Long-Term Disability Ins	406	324	400	400	400
602400	Workers' Compensation	13,000	26,300	29,900	29,900	28,300
	Sub-Total	434,707	398,364	503,600	465,700	444,200
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	9,500	-	25,000	-	25,000
603400	Contract Svcs-Other	39,939	16,357	25,000	68,100	125,000
603470	Temporary Help	-	-	-	17,800	-
604001	Travel & Training	3,257	434	4,200	4,200	4,200
604100	Communication Svcs	2,085	2,221	3,000	3,000	3,300
604200	Postage	85	-	-	-	-
604440	Leased Copiers	-	572	-	-	-
604500	Risk Internal Svcs Charge	30,300	43,400	31,400	31,400	34,200
604610	Fleet Internal Svcs Charge	25,800	15,500	11,900	11,900	12,600
604624	Solid Waste Container Maint	4,311	55	-	-	-
604700	Printing & Binding Svcs	46	-	100	100	100
604870	Public Education	10,942	14,212	35,000	15,000	35,000
604989	IT Internal Svcs Charge	28,600	30,000	34,800	34,800	24,300
604997	Other Operating Expenses	4,006	4,598	3,000	3,000	5,000
604998	Contingency	277	50	500	500	500
605100	Office Supplies	955	744	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	5,686	7,527	8,600	8,600	11,500
605240	Uniforms Cost	1,599	1,397	1,500	1,500	1,500
605242	Protective Clothing and Shoes	1,021	534	1,000	1,000	1,000
605246	Safety Equipment Supplies	1,087	-	1,100	1,100	1,100
605249	Solid Waste Containers	37,942	35,334	18,000	16,000	11,000
605251	Noncap Equip (Item less 5000)	586	60	1,200	1,200	400
605410	Subscriptions & Memberships	395	395	600	600	600
605500	Training-General	-	-	1,500	1,500	1,500
	Sub-Total	208,419	173,389	208,400	222,300	298,800
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	2,000	5,200	5,313	5,313	5,267
	Sub-Total	2,000	5,200	5,313	5,313	5,267
	<b>Total</b>	<b>\$ 645,126</b>	<b>\$ 576,953</b>	<b>\$ 717,313</b>	<b>\$ 693,313</b>	<b>\$ 748,267</b>



# Public Works Expenditures by Object Code

## Landscape Maintenance—001-50-509-519

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	316,623	390,364	469,900	387,300	397,400
601201	Salary Attrition	-	-	(25,000)	(25,000)	(16,000)
601205	Lump Sum Payout - Accrued Time	3,364	4,024	5,800	5,800	7,400
601220	Longevity Pay	1,927	666	200	200	700
601400	Overtime-General	13,485	26,572	25,000	25,000	30,000
601410	Overtime-Holiday	1,529	1,632	-	-	-
601412	Overtime-Emergency	-	30,843	-	-	-
602100	FICA & MICA	25,684	34,714	36,400	36,400	31,000
602210	Pension-General	65,249	60,790	62,500	62,500	47,500
602235	Pension-Senior Mgmt	-	3,203	4,400	4,400	4,400
602265	Pension-457	-	406	2,000	2,000	2,100
602300	Pmt In Lieu Of Insurance	5,008	17,333	6,200	6,200	9,300
602304	Health Insurance-PPO	6,688	6,243	7,700	7,700	-
602305	Health Insurance-HMO	33,663	29,552	64,600	64,600	44,800
602306	Dental Insurance-PPO	1,757	1,549	1,300	1,300	1,500
602307	Dental Insurance-HMO	354	232	1,000	1,000	400
602309	Basic Life Insurance	731	1,133	1,000	1,000	900
602311	Long-Term Disability Ins	374	392	700	700	600
602400	Workers' Compensation	24,900	50,500	57,400	57,400	54,200
	Sub-Total	501,334	660,147	721,100	638,500	616,200
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	-	-	100	100	100
603400	Contract Svcs-Other	14,612	12,076	25,000	14,800	20,000
603460	Landscape Svcs	575,301	653,506	733,600	660,263	733,600
604100	Communication Svcs	634	2,217	3,500	3,500	3,500
604400	Leased Equipment	1,579	257	2,500	2,500	1,000
604500	Risk Internal Svcs Charge	60,400	86,700	62,700	62,700	68,200
604610	Fleet Internal Svcs Charge	46,500	40,800	32,600	32,600	51,300
604640	R&M Machinery	10,911	4,487	15,000	3,000	15,000
604669	Landscape & Irrigation	74,995	79,724	86,800	81,388	86,800
604673	Landfill & Trash	-	-	300	300	150
604920	License & Permit Fees	723	-	200	200	350
604989	IT Internal Svcs Charge	19,100	20,000	23,200	23,200	48,300
605220	Vehicle Fuel-On-Site	20,143	23,371	25,800	25,800	34,400
605240	Uniforms Cost	5,090	4,102	5,700	5,700	6,300
605242	Protective Clothing and Shoes	900	158	900	900	900
605246	Safety Equipment Supplies	5,504	4,961	5,400	5,400	5,400
605251	Noncap Equip (Item less 5000)	6,160	6,000	6,000	13,037	8,000
605280	Chemicals	8,161	4,405	5,000	5,000	3,000
605290	Other Operating Supplies	1,293	1,329	1,700	4,064	1,700
605500	Training-General	-	1,060	2,000	2,000	2,000
	Sub-Total	852,004	945,152	1,038,000	946,453	1,090,000
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	14,090	61,159	-	15,047	-
606441	Vehicle Replacement Program	-	158,300	41,362	41,362	108,200
	Sub-Total	14,090	219,459	41,362	56,409	108,200
<b>Total</b>		<b>\$ 1,367,428</b>	<b>\$ 1,824,758</b>	<b>\$ 1,800,462</b>	<b>\$ 1,641,362</b>	<b>\$ 1,814,400</b>

# Public Works Expenditures by Object Code

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## Field Operations—001-50-502-519

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
601200	Employee Salaries	1,090	(1,090)	-	-	-
601220	Longevity Pay	6	(6)	-	-	-
601400	Overtime-General	110	(110)	-	-	-
601410	Overtime-Holiday	34	(34)	-	-	-
602100	FICA & MICA	95	(95)	-	-	-
	Sub-Total	1,334	(1,334)	-	-	-
	<b><u>Operating Expense</u></b>					
605242	Protective Clothing and Shoes	-	639	-	-	-
	Sub-Total	-	639	-	-	-
	<b>Total</b>	<b>\$ 1,334</b>	<b>\$ (695)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Public Works Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	This line item represents the cost for overtime required for the following reasons: (1) repair to City facilities; (2) Hurricane Storm Event required FOC and UCC staffing; (3) unforeseen emergencies which may require staffs' assistance; (4) Coverage for Cultural Arts events.
603140	New Hire Screening	This line item is used to fund the costs associated with conducting background checks for potential new hire employees.
603141	Existing Employee Screening	This amount is for random drug testing of all existing and new employees in accordance with the City's Risk Management policies.
603190	Prof Svcs-Other	This line item is for outside professional services such as rate studies and other related services. Includes \$5,000 (program 100) for Governor's Sterling award, \$86,700 (program 501) in an approved above base request for continued remediation efforts to clean-up fuel spill at Town Center. Includes \$50,000 (program 501) in an approved above base request for management of Town Center Block 3 parking garage.
603400	Contract Svcs-Other	This line item provides funding for contractual services related to security systems maintenance, audio/video technical repairs and operations for studio in chambers, electrical services, street light rehabilitation, burglar/fire alarm monitoring, pest control services, irrigation maintenance and repair to landscape irrigation systems in rights-of-way, medians, and swales, pressure cleaning of bus shelters, and solid waste studies and program functions.
603401	Janitorial Svcs	This line item provides funding related to janitorial services.
603404	Air Condition Svcs	This cost is associated with air conditioning maintenance of energy management systems located at four facilities and includes services and required parts purchases at all City facilities.
603460	Landscape Svcs	This represents the cost for contracting lawn mowing, hedge trimming, bi-monthly irrigation system inspections and cleaning right-of-way areas that cannot be accomplished efficiently and timely with the City's existing rights-of-way and medians.
604001	Travel & Training	This account is for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, etc., and includes the National and State APWA Conference and other development seminars.
604100	Communication Svcs	This amount is for 22 cell phones, emergency portable radios, GPS tracking and other related communication services.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	This line item represents the anticipated cost for water and sewer service to Public Works facilities.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604311	Street Lights	This line item is for anticipated cost for FP&L street light power consumption and maintenance of street lights.
604400	Leased Equipment	This line item is for rental of specialized equipment that are seldomly used to perform various maintenance services.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles.
604620	R&M Buildings	This account is for general repair and maintenance for all municipal buildings and facilities.
604621	Painting	This account is for painting of municipal buildings and facilities.
604630	R&M Electric	This line item represents the costs for maintaining electrical systems for all City buildings and facilities and irrigation systems.
604640	R&M Machinery	This account is for the cost to repair and maintain all large and small power equipment such as carpentry power tools, pressure cleaning equipment, etc.
604645	R&M Radios	This represents the cost of repairs and maintenance to portable and mobile radios.
604665	R&M Air Conditioning	This line item is for repair and maintenance of air conditioning systems in the City's buildings.
604666	R&M Street Lights	This line item is for repair and maintenance of City-owned street lighting.
604667	R&M Streets	This line item represents cost for service used in the maintenance of streets and sidewalks.
604669	Landscape & Irrigation	This represents the cost to maintain irrigation systems and provide landscaping and beautification city-wide in all parks and rights-of-way. Materials include sprinkler heads, timers, PVC pipe, pump repairs, PVC glue, irrigation clocks, etc.



# Public Works Budget Justification

Object #	Account Description	Justification
604672	Street Row & Median Maint	This line item represents the cost for repair, maintenance, and cleaning of all the City's rights-of-way and medians.
604673	Landfill & Trash	This line item represents fees associated with transporting debris to Broward County dump sites.
604700	Printing & Binding Svcs	This represents the cost for printing letterheads, envelopes, business cards, brochures, flyers and booklets.
604870	Public Education	This line item is for Public Works Department Public Outreach and Information Program.
604916	Administrative Expense	This line item provides funding for reimbursable expenses such as reprographic work etc.
604920	License & Permit Fees	This cost is associated with obtaining and renewing of generator, elevator, fuel storage tanks user permits to meet regulatory requirements for all City buildings.
604925	Parking Garage Condo Fees	This line item is the City's portion of expenses for charges incurred for the City of Miramar Block 3B Garage Condo at the Town Center Complex.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604993	Field Trips	This amount is related to senior transportation services for tolls, parking, etc.
604997	Other Operating Expenses	Unanticipated one-time expense that cannot be charged in other budgeted line item.
604998	Contingency	Provided to pay for cost of unexpected occurrences and emergency situations.
605100	Office Supplies	This line item is for the costs of office supplies utilized by administrative, secretarial, and supervisory personnel.
605120	Computer Operating Expenses	The costs for this line item is for Print Management Service Agreement for computer related items.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as provided by PW-Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works Department provided the budgeted amount.
605240	Uniforms Cost	This line item represents the cost of uniforms, shirts, safety shoes, jackets and caps for employees.
605242	Protective Clothing and Shoes	This represents the cost for safety clothing such as safety goggles, gloves, hard hats, vests, etc.
605246	Safety Equipment Supplies	This expenditure is for safety equipment including traffic cones, barricades, caution tapes, first aid kits and flashlights.
605247	Janitorial Supplies	This represents funding for janitorial supplies for all City buildings which is not included in the contract.
605249	Solid Waste Containers	This line represents the cost of replacement recycling carts as part of the City's enhanced recycling cart program.
605251	Noncap Equip (Item less 5000)	This amount is to purchase new and replacement small equipment costing less than \$5,000 per item.
605252	Small Tools	This represents the cost for items such as rakes, shovels, saw blades, hand tools, etc.
605280	Chemicals	This line item represents the cost for fertilizers, pesticides, herbicides, drying agents, dyes, defamers, cleaners and sanitary agents needed to maintain 44 acres of open space, medians and rights-of-way at the Town Center and City facilities.
605290	Other Operating Supplies	The line item represents the cost associated with other miscellaneous expenditures such as paint brushes, rags, air filters, root barriers, etc., on an as-needed basis.
605410	Subscriptions & Memberships	This line item is for the cost to maintain membership in professional associations, American Public Works Association, Professional Engineer License and subscriptions to Public Works related magazines.
605500	Training-General	This represents the cost associated with training for the Department's continuing efforts to train and retain the highest qualified professional and technical personnel as stated in the Department's goals and objectives.
606211	Minor Building Repairs	In FY19, these funds are the City's portion for a Hazard Mitigation Grant. If awarded, the budgeted funds will be distributed as follows: \$6,863 for Sunset lakes Community Center transfer switch and \$6,050 for Multi-Service Complex transfer switch.
606441	Vehicle Replacement Program	This \$272,967 budgeted amount is for escrow for future vehicle replacements.







# Construction & Facilities Management (CFM)

## Mission

*To implement and support administration of infrastructure, City owned facilities, interdepartmental capital improvements and public/private development through technology and sound engineering principles; and provide a high level of sustainable customer service to the residents and businesses established in the City of Miramar.*



**CFM will be incorporated in the Utilities Fund  
beginning FY 2019 Budget**

# Construction & Facilities Management

## Department Overview

The Construction and Facilities Management Department handles the construction management/development of Municipal/Capital Improvement Projects, traffic engineering planning for present and future roads within the City, new development project infrastructure needs and requirements and inspections of new developments to ensure compliance with City standards.

In FY19, this department will be transferred into the Utility Fund as programs within the Utilities Department.

## FY 2018 Accomplishments

Completed the following nine projects:

- Completed the construction of the new Fire Rescue Station 107.
- Completed the construction of the new Monarch Lakes Park.
- Completed the new lighting project at Ansin Sports Complex.
- Completed the Lakeshore Park project.
- Completed the Vicki Coceano Childcare Facility improvements project.
- Completed the Fire Rescue Station 84 HVAC project.
- Started construction of Historic Miramar Complete Streets, Phase II.
- Submitted 100% Design and IFB to FDOT for Miramar Parkway Streetscape from SW 68 Avenue to SW 64 Avenue.
- Started construction of Pembroke Road widening from Dykes Road to Silver Shores Boulevards.

Issued construction permits for the following six development projects:

- ABC Fine Wine and Spirits
- Lakeshore Park improvements
- Woodspring Suites Hotel
- Historic Miramar Complete Streets Phase II
- Pembroke Road Widening from Dykes Road to Silver Shores Boulevard
- Ansin Park ADA Improvements

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Development Engineering	-	649,389	350,000	350,000	-
<b>Expenditures by Program</b>					
Administration	-	802,706	879,300	824,200	-
Development Engineering	-	810,229	878,100	878,100	-
Construction & Facilities Management	-	585,094	695,200	642,400	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,198,029</b>	<b>\$ 2,452,600</b>	<b>\$ 2,344,700</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	-	2,080,960	2,168,400	2,060,500	-
Operating Expense	-	117,069	284,200	284,200	-
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,198,029</b>	<b>\$ 2,452,600</b>	<b>\$ 2,344,700</b>	<b>\$ -</b>



# Construction & Facilities Management

Positions by Program	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Administration	-	6.50	5.50	5.50	-
Development Engineering	-	7.00	7.00	7.00	-
Construction & Facilities Management	-	5.00	5.00	5.00	-
<b>Total</b>	-	<b>18.50</b>	<b>17.50</b>	<b>17.50</b>	-













## Position Detail

Administration Services Coordinator	-	1.00	1.00	2.00	-
Assistant City Engineer	-	-	-	1.00	-
Assistant Director of Construction & Facilities Mgmt.	-	1.00	1.00	-	-
City Engineer	-	1.00	1.00	1.00	-
Civil Engineer IV*	-	1.00	1.00	1.00	-
Construction Engineer/Inspector Supervisor	-	1.00	1.00	-	-
Construction Superintendent	-	-	-	1.00	-
Customer Service Support - Temp Part-time	-	0.50	0.50	0.50	-
Development Engineer	-	1.00	1.00	-	-
Director of Construction & Facilities Management	-	1.00	1.00	1.00	-
Engineer Inspector I	-	-	-	1.00	-
Engineer Inspector II	-	1.00	1.00	-	-
Engineer Inspector III	-	1.00	1.00	1.00	-
Engineering Technician	-	1.00	1.00	1.00	-
Executive Assistant to the Director	-	1.00	-	-	-
Fiscal Operations Management Controller	-	-	-	1.00	-
Interim Director of Human Resources	-	-	-	1.00	-
Operations & Logistics Manager	-	1.00	1.00	1.00	-
Operations Service Administrator	-	1.00	1.00	-	-
Project Manager	-	4.00	4.00	3.00	-
Senior Project Manager	-	1.00	1.00	1.00	-
<b>Total FTE's</b>	-	<b>18.50</b>	<b>17.50</b>	<b>17.50</b>	-

\* Block Budgeted position for Civil Engineer I, II, III, IV



# Construction & Facilities Management Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of days from permit submittal to plan review.	 Complete permit plan reviews to assist developers.	Actual	5.00
		YTD Actual	5.00
		EOY Target	5.00
		% Target	100.00%
		% Goal	100.00%
 Enhance communication amongst staff; conduct 21 staff meetings in FY18.	 Conduct bi-weekly meetings with all staff to discuss project status and related items.	Actual	3.00
		YTD Actual	20.00
		EOY Target	20.00
		% Target	100.00%
		% Goal	100.00%
 Meets budget target - Expenses   Meets projected target - Expenses	 Finances	Actual	\$ 573,928.88
		YTD Actual	\$ 2,322,975.18
		EOY Target	\$ 2,452,600.00
		% Target	94.71%
		% Goal	100.00%
	 Finances	Actual	\$ 573,928.88
		YTD Actual	\$ 2,322,975.18
		EOY Projection	\$ 2,552,600.00
		% Target	91.00%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	\$ 163,295.89
		YTD Actual	\$ 571,296.86
		EOY Target	\$ 350,000.00
		% Target	163.23%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 163,295.89
		YTD Actual	\$ 571,296.86
		EOY Projection	\$ 350,000.00
		% Target	163.23%
		% Goal	100.00%



# Construction & Facilities Management Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<p>↑ Increase internal and external training sessions for staff.</p>	<p>▬ Provide internal/external training to staff on project management practices, tasks, communication activities to enhance project delivery and overall performance.</p>	Actual	2.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
<p>↑ Percentage of CIP Projects completed in FY18 within budget.</p>	<p>▬ Monitor construction costs to deliver completed projects within allocated funding.</p>	Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
<p>↑ Percentage of FY18 CIP Projects underway.</p>	<p>▬ Total percentage of CIP Projects identified for FY18 that have been initiated and on-going.</p>	Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
<p>↑ Percentage of CIP Projects designed within allocated contract time in FY18.</p>	<p>▬ Monitor CIP Projects designed within allocated contract time.</p>	Actual	100.00%
		YTD Actual	97.50%
		EOY Target	100.00%
		% Target	97.50%
		% Goal	100.00%
<p>↑ Number of CIP Projects scheduled for completion in FY18.</p>	<p>▬ Number of CIP Projects completed/delivered in FY18.</p>	Actual	3.00
		YTD Actual	10.00
		EOY Target	10.00
		% Target	100.00%
		% Goal	100.00%



# Construction & Facilities Management Budget Summary by Program

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## Administration—Program 100

### Description

The Administration Program provides overall support and direction for the Construction & Facilities Management Department. Personnel are responsible for ensuring that the goals and objectives of the programs are effectively and efficiently managed while providing exemplary service. Components of this program include personnel administration, annual budget preparation, payroll, accounts payable and financial management. Staff also serves as the liaison to other departments and stakeholders.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	-	706,652	737,100	682,000	-
Operating Expense	-	96,054	142,200	142,200	-
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 802,706</b>	<b>\$ 879,300</b>	<b>\$ 824,200</b>	<b>\$ -</b>

### Percent of Time by Position

Administration Services Coordinator	-	1.00	1.00	1.00	-
Assistant Director of Construction & Facilities Mgmt.	-	1.00	1.00	1.00	-
Customer Service Support - Temp PT	-	0.50	0.50	0.50	-
Director of Construction & Facilities Management	-	1.00	1.00	1.00	-
Executive Assistant to the Director	-	1.00	-	-	-
Operations & Logistics Manager	-	1.00	1.00	1.00	-
Operations Service Administrator	-	1.00	1.00	1.00	-
<b>Total</b>	<b>-</b>	<b>6.50</b>	<b>5.50</b>	<b>5.50</b>	<b>-</b>



# Construction & Facilities Management Budget Summary by Program

## Development Engineering—Program 530

### Description

The Development Engineering Program reviews development designs and plans, issues permits, and provides construction inspection services for water, sewer, drainage and roadway improvements on construction projects performed by developers, ;their agents and public utilities' contractors. This program is an integral component of the City's Development Review Process; to review, inspect and approve a development project's infrastructure, including traffic improvements, internal circulation, and overall strategy for acceptance by the City.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Engineering Permits	329100	-	649,389	350,000	350,000	-

### Expenditures by Category

Personnel Services	-	798,005	800,900	800,900	-	
Operating Expense	-	12,223	77,200	77,200	-	
Capital Outlay	-	-	-	-	-	
<b>Total</b>	<b>\$</b>	<b>- \$</b>	<b>810,229 \$</b>	<b>878,100 \$</b>	<b>878,100 \$</b>	<b>-</b>

### Percent of Time by Position

Assistant City Engineer	-	-	-	1.00	-
City Engineer	-	1.00	1.00	1.00	-
Civil Engineer IV*	-	1.00	1.00	1.00	-
Construction Engineer/Inspection Supervisor	-	1.00	1.00	1.00	-
Development Engineer	-	1.00	1.00	-	-
Engineer Inspector I	-	-	-	1.00	-
Engineer Inspector II	-	1.00	1.00	1.00	-
Engineer Inspector III	-	1.00	1.00	1.00	-
Engineer Technician	-	1.00	1.00	-	-
Project Manager	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>

# Construction & Facilities Management Budget Summary by Program

## Construction & Facilities Management—Program 532

### Description

The Construction & Facilities Management Program was established to provide a variety of professional services that are essential for the upkeep of the City's real assets. This program also provides architectural/engineering design, coordination, procurement contract administration and construction management services to assure cost effective project delivery for public infrastructure and municipal facilities. The major functions for this program are planning and scheduling, construction administration, and warranty management. It is also responsible for the development of appropriate strategies for the repair and renovation of all City buildings and facilities, including the management of related construction and improvement projects, to ensure that those facilities remain structurally sound.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	-	576,303	630,400	577,600	-
Operating Expenses	-	8,791	64,800	64,800	-
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ 585,094	\$ 695,200	\$ 642,400	\$ -

### Percent of Time by Position

Compliance & Operations Administrator	-	-	-	1.00	-
Project Manager	-	4.00	4.00	3.00	-
Senior Project Manager	-	1.00	1.00	1.00	-
Total FTE's	-	5.00	5.00	5.00	-



# Construction & Facilities Management Expenditures by Object Code

## Administration—001-53-100-539

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>					
601200	Employee Salaries	-	479,159	517,200	462,100	-
601201	Salary Attrition	-	-	(20,000)	(20,000)	-
601205	Lump Sum Payout - Accrued Time	-	24,668	22,600	22,600	-
601220	Longevity Pay	-	1,676	1,700	1,700	-
601400	Overtime-General	-	10	1,000	1,000	-
601412	Overtime-Emergency	-	196	-	-	-
602100	FICA & MICA	-	39,127	9,700	9,700	-
602210	Pension-General	-	30,095	33,000	33,000	-
602235	Pension-Senior Mgmt	-	63,066	89,900	89,900	-
602265	Pension-457	-	17,808	21,800	21,800	-
602300	Pmt In Lieu Of Insurance	-	10,274	12,500	12,500	-
602305	Health Insurance-HMO	-	27,346	34,000	34,000	-
602306	Dental Insurance-PPO	-	1,258	1,300	1,300	-
602307	Dental Insurance-HMO	-	371	400	400	-
602309	Basic Life Insurance	-	1,819	1,200	1,200	-
602311	Long-Term Disability Ins	-	478	800	800	-
602400	Workers' Compensation	-	9,300	10,000	10,000	-
	Sub-Total	-	706,652	737,100	682,000	-
	<b><u>Operating Expense</u></b>					
603190	Prof Svcs-Other	-	-	5,000	5,000	-
603400	Contract Svcs-Other	-	2,552	3,500	3,500	-
603425	Software License & Maint	-	-	2,500	2,500	-
603470	Temporary Help	-	-	2,000	2,000	-
604001	Travel & Training	-	1,981	2,700	3,345	-
604100	Communication Svcs	-	1,452	1,700	1,700	-
604200	Postage	-	409	2,000	2,000	-
604301	Electricity Svcs	-	11,404	11,300	11,300	-
604440	Leased Copiers	-	2,949	-	-	-
604500	Risk Internal Svcs Charge	-	68,900	59,900	59,900	-
604610	Fleet Internal Svcs Charge	-	3,000	2,800	2,800	-
604700	Printing & Binding Svcs	-	43	800	800	-
604916	Administrative Expense	-	501	500	500	-
604989	IT Internal Svcs Charge	-	-	38,400	38,400	-
604998	Contingency	-	-	500	500	-
605100	Office Supplies	-	662	1,200	1,200	-
605120	Computer Operating Expenses	-	-	1,500	1,500	-
605220	Vehicle Fuel-On-Site	-	1,312	2,100	2,100	-
605240	Uniforms Cost	-	-	200	200	-
605290	Other Operating Supplies	-	166	1,000	1,000	-
605410	Subscriptions & Memberships	-	-	500	500	-
605500	Training-General	-	724	2,100	1,455	-
	Sub-Total	-	96,054	142,200	142,200	-
	<b>Total</b>	<b>\$ -</b>	<b>\$ 802,706</b>	<b>\$ 879,300</b>	<b>\$ 824,200</b>	<b>\$ -</b>

# Construction & Facilities Management Expenditures by Object Code

## Development Engineering—001-53-530-539

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	535,291	538,400	538,400	-
601201	Salary Attrition	-	-	(20,000)	(20,000)	-
601205	Lump Sum Payout - Accrued Time	-	23,615	44,900	44,900	-
601215	Communication Stipend	-	3,250	3,300	3,300	-
601220	Longevity Pay	-	2,728	2,800	2,800	-
601400	Overtime-General	-	12,568	1,000	1,000	-
601410	Overtime-Holiday	-	0	-	-	-
601412	Overtime-Emergency	-	638	-	-	-
602100	FICA & MICA	-	45,048	43,900	43,900	-
602210	Pension-General	-	43,193	49,600	49,600	-
602235	Pension-Senior Mgmt	-	15,416	-	-	-
602260	Pension-401	-	9,585	9,800	9,800	-
602265	Pension-457	-	17,299	18,300	18,300	-
602300	Pmt In Lieu Of Insurance	-	24,583	24,900	24,900	-
602304	Health Insurance-PPO	-	36,571	52,300	52,300	-
602305	Health Insurance-HMO	-	10,608	13,200	13,200	-
602306	Dental Insurance-PPO	-	2,919	2,900	2,900	-
602309	Basic Life Insurance	-	1,341	1,200	1,200	-
602311	Long-Term Disability Ins	-	654	800	800	-
602400	Workers' Compensation	-	12,700	13,600	13,600	-
	Sub-Total	-	798,005	800,900	800,900	-
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	-	790	12,000	12,000	-
603425	Software License & Maint	-	2,500	2,500	2,500	-
604100	Communication Svcs	-	-	500	500	-
604610	Fleet Internal Svcs Charge	-	6,900	6,500	6,500	-
604650	R&M Office Equip	-	-	1,500	1,500	-
604700	Printing & Binding Svcs	-	-	1,000	1,000	-
604989	IT Internal Svcs Charge	-	-	41,400	41,400	-
604998	Contingency	-	-	500	500	-
605100	Office Supplies	-	309	1,200	1,200	-
605120	Computer Operating Expenses	-	-	1,500	1,500	-
605220	Vehicle Fuel-On-Site	-	174	3,900	3,900	-
605240	Uniforms Cost	-	1,207	1,500	1,500	-
605290	Other Operating Supplies	-	147	500	500	-
605500	Training-General	-	198	2,700	2,700	-
	Sub-Total	-	12,223	77,200	77,200	-
	<b>Total</b>	<b>\$ -</b>	<b>\$ 810,229</b>	<b>\$ 878,100</b>	<b>\$ 878,100</b>	<b>\$ -</b>



# Construction & Facilities Management Expenditures by Object Code

## Construction & Facilities Management—001-50-532-539

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Personnel Services</b>						
601200	Employee Salaries	-	356,596	438,300	385,500	-
601201	Salary Attrition	-	-	(60,000)	(60,000)	-
601205	Lump Sum Payout - Accrued Time	-	25,731	36,500	36,500	-
601215	Communication Stipend	-	1,950	2,000	2,000	-
601220	Longevity Pay	-	587	1,000	1,000	-
602100	FICA & MICA	-	29,137	36,500	36,500	-
602235	Pension-Senior Mgmt	-	94,099	82,400	82,400	-
602265	Pension-457	-	5,453	13,200	13,200	-
602300	Pmt In Lieu Of Insurance	-	928	-	-	-
602304	Health Insurance-PPO	-	22	-	-	-
602305	Health Insurance-HMO	-	37,184	54,100	54,100	-
602306	Dental Insurance-PPO	-	1,461	1,500	1,500	-
602307	Dental Insurance-HMO	-	483	700	700	-
602309	Basic Life Insurance	-	1,234	1,000	1,000	-
602311	Long-Term Disability Ins	-	438	600	600	-
602400	Workers' Compensation	-	21,000	22,600	22,600	-
	Sub-Total	-	576,303	630,400	577,600	-
<b>Operating Expense</b>						
603110	Engineering Svcs	-	-	12,000	12,000	-
603400	Contract Svcs-Other	-	-	3,500	3,500	-
603425	Software License & Maint	-	726	1,200	1,200	-
604100	Communication Svcs	-	-	900	900	-
604610	Fleet Internal Svcs Charge	-	6,000	5,500	5,500	-
604700	Printing & Binding Svcs	-	-	1,000	1,000	-
604920	License & Permit Fees	-	-	1,000	1,000	-
604989	IT Internal Svcs Charge	-	-	29,500	29,500	-
604997	Other Operating Expenses	-	97	500	500	-
604998	Contingency	-	-	500	500	-
605100	Office Supplies	-	883	1,200	1,200	-
605220	Vehicle Fuel-On-Site	-	779	1,400	1,400	-
605240	Uniforms Cost	-	-	600	600	-
605250	Noncap Furn (Item less 5000)	-	-	2,500	2,500	-
605290	Other Operating Supplies	-	174	500	500	-
605410	Subscriptions & Memberships	-	74	500	500	-
605500	Training-General	-	58	2,500	2,500	-
	Sub-Total	-	8,791	64,800	64,800	-
	<b>Total</b>	<b>\$ -</b>	<b>\$ 585,094</b>	<b>\$ 695,200</b>	<b>\$ 642,400</b>	<b>\$ -</b>



# Parks and Recreation

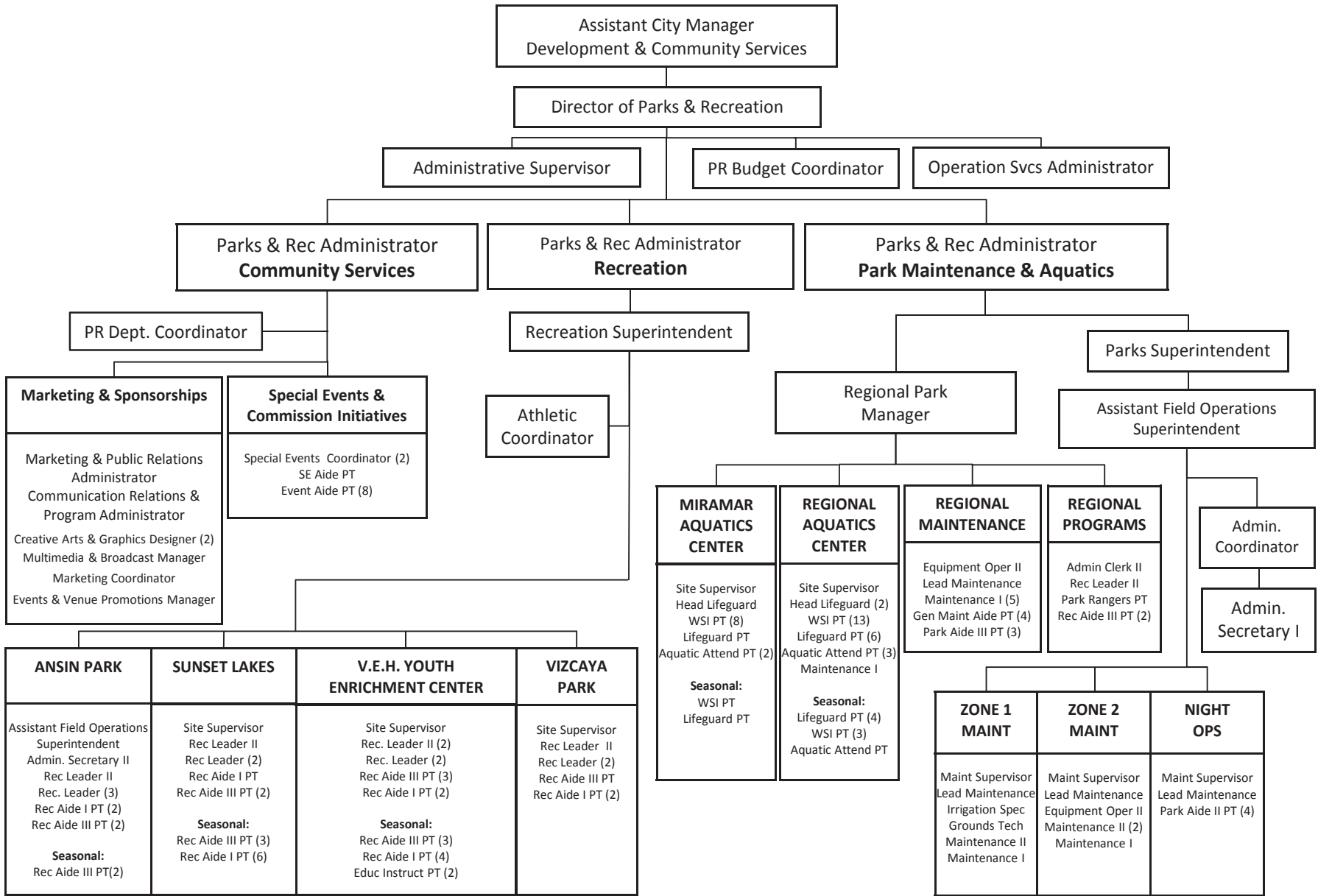
## Mission

*To provide a wide variety of services, recreational activities and special events for youths, adults and senior residents to enhance the quality of life for Miramar residents.*





# Parks and Recreation Organizational Chart



# Parks and Recreation

## Department Overview

The Parks and Recreation Department encompasses 40 passive and active parks and 2 aquatic complexes. The Department carries out recreational and athletic activities in addition to hosting a variety of educational classes and programs for residents. The Department also hosts many special events and is responsible for the maintenance of the City's parks and facilities.

As indicated in the Position Detail, this department is currently comprised of 120 budgeted positions of which 73 are full-time, 64 part-time, 27 seasonal part-time, and 3 temporary seasonal part-time employees. The 9 programs provided are:

1. Administration
2. Vernon E. Hargray Youth Enrichment Center
3. Sunset Lakes
4. Miramar Regional Park
5. Community Services (Commission Initiatives & Special Events/Marketing & Sponsorships)
6. Aquatics (Program with East and West locations)
7. Ansin Sports Complex
8. Park Maintenance
9. Vizcaya Park

## FY 2018 Accomplishments

- Introduction of Specialty Summer Camps at Vizcaya Park and Miramar Regional Park.
- Renovation of the Lakeshore restroom facility.
- Installation of shade structure over the large playground at Miramar Regional Park.
- Resurfacing and painting of the outdoor basketball courts at Vernon E. Hargray Youth Enrichment Center, Sunset Lakes, and Huntington Park South.
- Play field renovation at Miramar Regional Park.
- Expansion of the stadium field at the Ansin Sport Complex.
- New ADA accessible exercise stations along the walking trail at Ansin Sports Complex.
- Resurfacing and painting of the outdoor netball court at the Ansin Sports Complex.
- Installation of curbing throughout Phase I of Miramar Regional Park.
- Resurfacing and painting of the outdoor tennis courts at Vernon E. Hargray Youth Enrichment Center, Lakeshore Park, Fairway Park, Huntington South Park, and Flamingo Estates Park.
- Addition of a full Pee Wee court including adjustable basketball rim at the Vernon E. Hargray Youth Enrichment Center.
- Addition of two handicap ramps by the basketball court entrances at the Ansin Sports Complex.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Vernon E. Hargray Youth Enrichment Center	71,302	62,721	78,892	78,892	88,474
Sunset Lakes	187,541	182,177	192,300	192,300	230,800
Miramar Regional Park	297,769	204,690	931,000	931,000	979,600
Community Services (formerly Special Events)	10,225	22,387	15,500	15,500	23,000
Aquatics	446,112	509,314	452,000	461,214	476,000
Ansin Sports Complex	142,013	135,120	116,800	116,800	127,000
Park Maintenance	-	24,688	23,000	23,000	31,000
Vizcaya Park	63,291	80,836	64,450	64,450	97,900
Athletics	102,070	69,324	85,000	85,000	-
<b>Total</b>	<b>\$ 1,320,323</b>	<b>\$ 1,291,256</b>	<b>\$ 1,958,942</b>	<b>\$ 1,968,156</b>	<b>\$ 2,053,774</b>



# Parks and Recreation

<b>Expenditures by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	1,441,945	1,569,547	1,658,433	1,666,833	1,926,550
Vernon E. Hargray Youth Enrichment Center	822,054	745,570	866,420	833,920	867,952
Sunset Lakes	569,234	736,556	713,650	763,900	808,490
Miramar Regional Park	1,849,699	2,693,039	2,944,230	2,877,817	2,758,170
Community Services (formerly Special Events)	570,597	825,654	871,100	810,572	2,190,950
Aquatics	1,724,873	2,062,191	2,157,030	2,103,330	1,993,516
Ansin Sports Complex	572,838	703,620	918,750	851,050	915,200
Park Maintenance	2,996,972	3,253,393	3,311,412	3,363,652	3,412,730
Vizcaya Park	621,709	674,734	674,550	658,688	605,850
Athletics	175,491	189,528	211,700	208,200	-
Fairway	2	(2)	-	-	-
<b>Total</b>	<b>\$ 11,345,416</b>	<b>\$ 13,453,831</b>	<b>\$ 14,327,275</b>	<b>\$ 14,137,962</b>	<b>\$ 15,479,408</b>

<b>Expenditures by Category</b>					
Personnel Services	6,407,111	7,451,079	7,762,600	7,563,800	8,755,300
Operating Expense	4,663,622	5,669,291	6,251,030	6,052,369	6,661,780
Capital Outlay	274,683	333,460	313,645	521,793	62,328
<b>Total</b>	<b>\$ 11,345,416</b>	<b>\$ 13,453,831</b>	<b>\$ 14,327,275</b>	<b>\$ 14,137,962</b>	<b>\$ 15,479,408</b>

<b>Positions by Program</b>					
Administration	15.00	7.00	7.00	7.00	8.00
Vernon E. Hargray Youth Enrichment Center	12.00	12.00	11.50	11.50	12.00
Sunset Lakes	11.00	11.50	10.50	11.00	11.00
Miramar Regional Park	17.00	17.50	17.50	17.50	16.50
Community Services (formerly Special Events)	2.50	10.50	10.50	10.50	10.50
Aquatics (East and West locations)	27.50	27.50	28.50	28.50	27.50
Ansin Sports Complex	7.00	6.00	8.00	8.00	9.00
Park Maintenance	20.00	19.00	19.00	19.00	20.00
Vizcaya Park	7.00	8.00	6.50	6.50	5.50
Athletics	2.00	2.00	2.00	2.00	-
<b>Total</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>	<b>121.50</b>	<b>120.00</b>

<b>Position Detail</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administrative Clerk II	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	-	-	-	1.00	1.00
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Administrative Supervisor	-	-	-	-	1.00
Aquatic Attendant - Part-time (5)	2.50	2.50	2.50	2.50	2.50
Aquatic Attendant - Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Aquatic Coordinator	1.00	1.00	1.00	-	-
Aquatic Site Supervisor	2.00	2.00	2.00	2.00	2.00
Assistant Director of Operations	1.00	1.00	1.00	1.00	-
Assistant Director of Parks and Recreation	1.00	1.00	1.00	1.00	-
Assistant Field Operations Superintendent	1.00	1.00	1.00	2.00	2.00
Athletic Program Coordinator	1.00	1.00	1.00	1.00	1.00
Community Relations & Program Administrator	-	-	-	-	1.00
Creative Arts & Graphics Designer	-	-	-	-	2.00
Customer Service Specialist I	1.00	1.00	1.00	-	-
Department Budget Coordinator	-	-	-	1.00	1.00
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00



# Parks and Recreation

Position Detail	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Educational Instructor - Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Educational Instructor - Temp Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Equipment Operator II	2.00	2.00	2.00	2.00	2.00
Event Aide - Temp Part-time (16)	8.00	8.00	8.00	8.00	-
Events & Venue Promotions Manager	-	-	-	-	1.00
Executive Assistant to the Director	1.00	1.00	1.00	-	-
General Maintenance Aide - Part-time (4)	-	2.00	2.00	2.50	2.00
Grounds Technician	1.00	1.00	1.00	1.00	1.00
Head Lifeguard	3.00	3.00	3.00	3.00	3.00
Irrigation Specialist	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	4.00	4.00	4.00	4.00	4.00
Lifeguard - Part-time (7)	3.50	3.50	3.50	3.50	3.50
Lifeguard - Part-time (Seasonal) (5)	2.50	2.50	2.50	2.50	2.50
Maintenance I	8.00	8.00	8.00	8.00	8.00
Maintenance II	3.00	3.00	3.00	3.00	3.00
Maintenance Supervisor I	4.00	4.00	4.00	4.00	4.00
Maintenance Worker - Temp Part-time (4)	2.00	-	-	-	-
Marketing & Public Relations Administrator	-	-	-	-	1.00
Marketing Coordinator	-	-	-	-	1.00
Multimedia & Broadcast Manager	-	-	-	-	1.00
Operations Manager	1.00	1.00	1.00	1.00	-
Operations Service Administrator	-	-	-	1.00	1.00
Park Aide II - Part-time (4)	2.00	2.00	2.00	2.00	2.00
Park Aide III - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Park Ranger - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Parks and Recreation Administrator	1.00	1.00	1.00	-	3.00
Parks and Recreation Department Coordinator	-	-	-	1.00	1.00
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Recreation Aide I - Part-time (7)	3.50	3.50	3.50	3.50	3.50
Recreation Aide I - Part-time (Seasonal) (10)	5.00	5.00	5.00	5.00	5.00
Recreation Aide III - Part-time (9)	5.50	5.50	5.50	4.50	4.50
Recreation Aide III - Part-time (Seasonal) (6)	3.00	3.00	3.00	3.00	3.00
Recreation Aide III - Temp Part-time (Seasonal) (2)	1.00	1.00	1.00	1.00	1.00
Recreation Leader	10.00	10.00	10.00	9.00	9.00
Recreation Leader II	5.00	5.00	5.00	6.00	6.00
Recreation Leader II - Temp Part-time	0.50	0.50	0.50	-	-
Recreation Site Supervisor	4.00	4.00	4.00	3.00	3.00
Recreation Superintendent	-	-	-	1.00	1.00
Regional Park Manager	1.00	1.00	1.00	1.00	1.00
Regional Park Site Supervisor	1.00	1.00	1.00	-	-
Social Services Operations Specialist	-	-	-	1.00	-
Special Events Aide - Part-time	-	-	-	0.50	0.50
Special Events Assistant	1.00	-	-	-	-
Special Events Coordinator	1.00	2.00	2.00	2.00	2.00
Water Safety Instructor - Part-time (21)	10.50	10.50	10.50	10.50	10.50
Water Safety Instructor - Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
<b>Total FTE's</b>	<b>121.00</b>	<b>121.00</b>	<b>121.00</b>	<b>121.50</b>	<b>120.00</b>







# Parks and Recreation Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Number of Parks Maintained	<span style="color: gray;">■</span> Ensure and maintain Parks and Recreation Fields	Actual	40.00
		YTD Actual	40.00
		EOY Target	40.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of City run recreation and athletic programs offered	<span style="color: gray;">■</span> Increase residents use of parks, and recreation facilities	Actual	43.00
		YTD Actual	125.00
		EOY Target	125.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of residents utilizing aquatic facilities	<span style="color: gray;">■</span> Increase residents use of Miramar Aquatic facilities	Actual	40,798.00
		YTD Actual	102,979.00
		EOY Target	90,000.00
		% Target	114.42%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets budget target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 4,090,080.20
		YTD Actual	\$ 13,950,187.68
		EOY Target	\$ 14,360,561.57
		% Target	97.14%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 4,090,080.20
		YTD Actual	\$ 13,950,187.68
		EOY Projection	\$ 13,531,368.76
		% Target	103.10%
		% Goal	100.00%
<span style="color: red;">↓</span> Meets budget target - Revenues	<span style="color: gray;">■</span> Finances	Actual	\$ 351,560.38
		YTD Actual	\$ 1,346,157.50
		EOY Target	\$ 1,958,942.00
		% Target	68.72%
		% Goal	100.00%

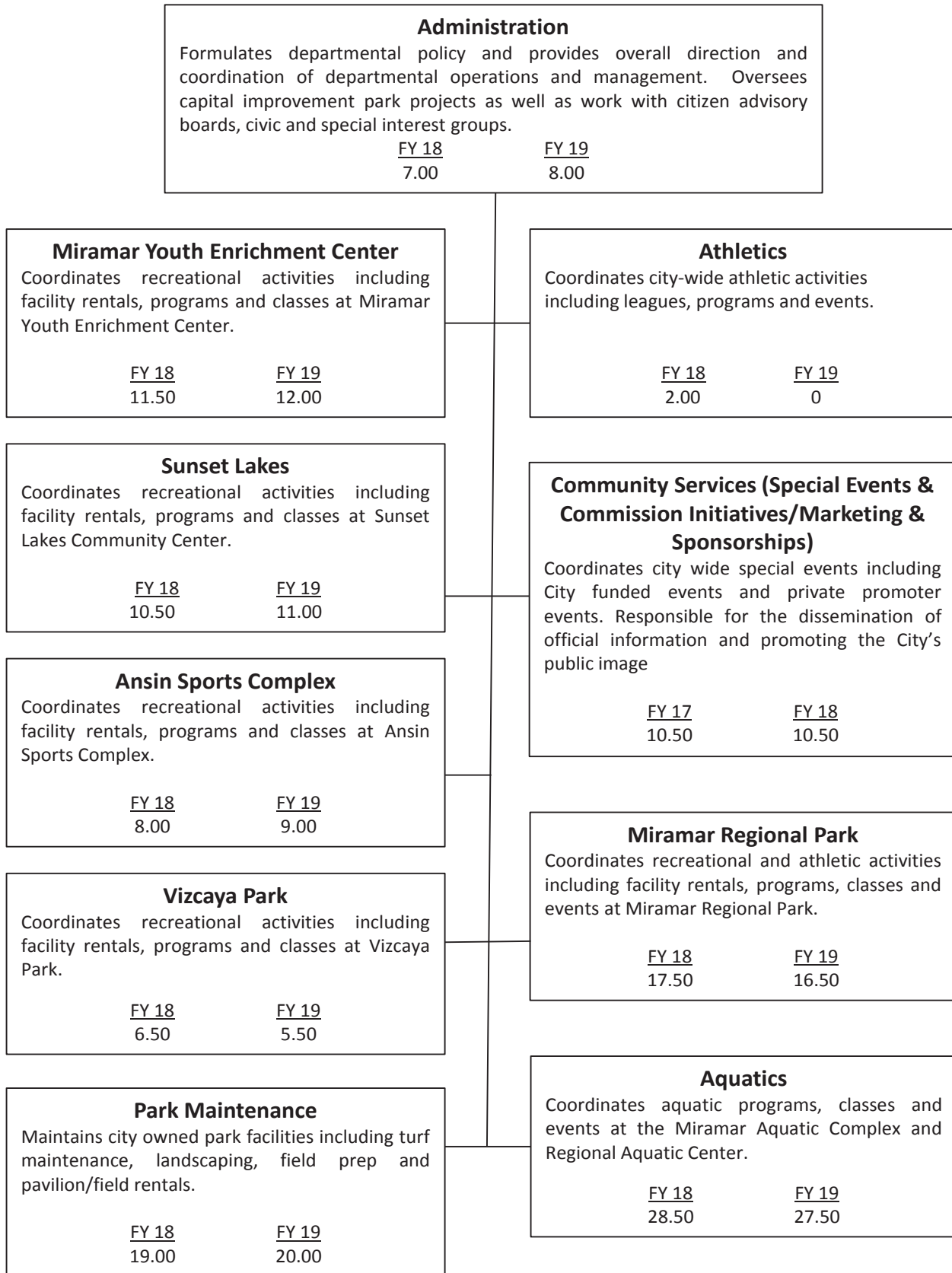


# Parks and Recreation Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets projected target - Revenues	 Finances	Actual	\$ 351,560.38
		YTD Actual	\$ 1,346,157.50
		EOY Projection	\$ 1,874,842.00
		% Target	71.80%
		% Goal	100.00%
 Number of City Ran family entertainment events	 Provide family entertainment	Actual	8.00
		YTD Actual	25.00
		EOY Target	20.00
		% Target	125.00%
		% Goal	100.00%
 Number of hosted events	 Events hosted at City Parks by Promoters	Actual	9.00
		YTD Actual	35.00
		EOY Target	12.00
		% Target	291.67%
		% Goal	100.00%
 Attend Conferences, Trainings, & Workshops	 Provide additional learning opportunities and tools	Actual	18.00
		YTD Actual	66.00
		EOY Target	4.00
		% Target	1,650.00%
		% Goal	100.00%
 Various Park Improvements (Project #51003) Construction completed %	 Maintain and enhance the City park facilities and amenities for residents use	Actual	0%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Various Park Improvements (Project #51003) Construction within budget		Actual	\$ 0.00
		YTD Actual	\$ 124,960.00
		EOY Target	\$ 131,214.00
		% Target	95.23%
		% Goal	100.00%



# Parks and Recreation FTE's by Program





# Parks and Recreation Budget Summary by Program

## Administration—Program 100

### Description

The Administration Program is responsible for providing the overall strategic planning and organizational leadership for the Department while collaborating with other departments to work collaboratively and capitalize on available resources to maintain and improve operations and facilities. This program oversees all programs such as athletics, recreation, aquatics, special events and marketing/sponsorships. It is responsible to obtain and administer grants, attract sports and entertainment to City facilities and to develop relationships with local, state, national and international organizations.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	936,647	1,005,429	1,008,100	1,009,900	1,278,200
Operating Expense	505,299	541,018	648,000	626,200	646,050
Capital Outlay	-	23,100	2,333	30,733	2,300
<b>Total</b>	<b>\$ 1,441,945</b>	<b>\$ 1,569,547</b>	<b>\$ 1,658,433</b>	<b>\$ 1,666,833</b>	<b>\$ 1,926,550</b>

### Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	1.00	-
Assistant Director of Operations	1.00	1.00	1.00	1.00	-
Assistant Director of Parks & Recreation	1.00	1.00	1.00	1.00	-
Athletic Program Coordinator	-	-	-	-	1.00
Department Budget Coordinator	-	-	-	-	1.00
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00
Event Aide Temp Part-time (16)	8.00	-	-	-	-
Executive Assistant to Director	1.00	1.00	1.00	-	-
Operations Manager	1.00	1.00	1.00	1.00	-
Operations Service Administrator	-	-	-	-	1.00
Parks & Recreation Administrator	1.00	1.00	1.00	-	3.00
Parks & Recreation Department Coordinator	-	-	-	1.00	1.00
Social Services Operations Specialist	-	-	-	1.00	-
<b>Total</b>	<b>15.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>



# Parks and Recreation Budget Summary by Program

## Vernon E. Hargray Youth Enrichment Center—Program 600

### Description

The Miramar Youth Enrichment Center was recently renamed to the Vernon E. Hargray Youth Enrichment Center. This center provides recreational activities and classes to residents of all ages. It hosts the Jason Taylor Reading Room, Dream Big Mentoring Group for teens, Spring, Summer and Winter Sports Camps as well as a variety of classes such as Karate-Do, Adult Basketball Leagues, Youth Athletic Symposiums and much more. This program also provides various athletic programs including Pee Wee Basketball, Mini Basketball, and IQ skills clinic.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Recreation Activities-YEC	347280	12,332	11,605	11,000	11,000	26,000
Summer - YEC	347210	20,726	3,828	28,000	28,000	4,400
Athletic Programs	347296	-	-	-	-	-
Holiday Camp	347299	-	1,087	1,000	1,000	1,500
Contractual Services	347260	5,043	1,461	3,400	3,400	12,000
Rentals - YEC	362100	1,135	10,877	500	500	7,500
Trfr fr State & County Grant Fund	381163	32,066	33,862	34,992	34,992	37,074
<b>Total</b>		<b>\$ 71,302</b>	<b>\$ 62,721</b>	<b>\$ 78,892</b>	<b>\$ 78,892</b>	<b>\$ 88,474</b>

### Expenditures

Personnel Services	577,966	479,206	493,800	493,800	549,300
Operating Expense	244,088	266,363	310,350	271,595	312,840
Capital Outlay	-	-	62,270	68,525	5,812
<b>Total</b>	<b>\$ 822,054</b>	<b>\$ 745,570</b>	<b>\$ 866,420</b>	<b>\$ 833,920</b>	<b>\$ 867,952</b>

### Percent of Time by Position

Department Budget Coordinator	-	-	-	1.00	-
Educational Instructor Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Educational Instructor - Temp Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Recreation Aide I Part-time (2)	1.00	1.00	1.00	1.00	1.00
Recreation Aide I Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
Recreation Aide III Part-time (3)	1.50	1.50	1.00	1.00	1.50
Recreation Aide III Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Recreation Aide III - Temp Part-time (Seasonal)	1.00	1.00	1.00	1.00	1.00
Recreation Leader	2.00	2.00	2.00	2.00	2.00
Recreation Leader II	2.00	2.00	2.00	2.00	2.00
Recreation Site Supervisor	1.00	1.00	1.00	-	1.00
<b>Total</b>	<b>12.00</b>	<b>12.00</b>	<b>11.50</b>	<b>11.50</b>	<b>12.00</b>

# Parks and Recreation Budget Summary by Program

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## Athletics—Program 602

### Description

In FY2019, the Athletics Program, staffing and accompanying revenues and expenses, have been reallocated to other existing programs within the department.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Contracted Programs	347260	50,522	33,458	35,000	35,000	-
Athletic Programs	347296	51,548	35,866	50,000	50,000	-
Total		\$ 102,070	\$ 69,324	\$ 85,000	\$ 85,000	\$ -

### Expenditures by Category

Personnel Services	123,268	134,683	144,800	144,800	-
Operating Expense	52,223	54,845	66,900	63,400	-
Capital Outlay	-	-	-	-	-
Total	\$ 175,491	\$ 189,528	\$ 211,700	\$ 208,200	\$ -

### Percent of Time by Position

Athletic Program Coordinator	1.00	1.00	1.00	1.00	-
Recreation Aide I P/T	0.50	0.50	0.50	0.50	-
Recreation Aide III P/T	0.50	0.50	0.50	0.50	-
Total	2.00	2.00	2.00	2.00	-



# Parks and Recreation Budget Summary by Program

## Sunset Lakes—Program 603

### Description

This program oversees the Sunset Lakes facility and park. It serves to promote a community atmosphere; hosts a Spring, Summer and Winter Camp, holds programs in response to community interests and needs; collaborates with individuals and other agencies to provide programming and assistance; and promotes athletic and recreational events. This program also oversees the management of a ballroom, meeting spaces, senior and youth programs.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Recreation Activities-Sunset Lakes	347280-070	14,602	17,442	25,500	25,500	45,000
Summer Program-Sunset Lakes	347210-070	74,605	73,988	77,000	77,000	72,000
Contracted Programs	347260-070	12,092	5,060	4,800	4,800	21,000
Holiday Camps	347299-070	-	2,352	-	-	4,000
Rentals-Sunset Lakes	362100-070	86,242	83,335	85,000	85,000	88,800
Total		\$ 187,541	\$ 182,177	\$ 192,300	\$ 192,300	\$ 230,800

### Expenditures by Category

Personnel Services	377,732	485,197	459,400	459,400	546,500
Operating Expense	191,502	224,859	251,550	259,090	259,190
Capital Outlay	-	26,500	2,700	45,410	2,800
Total	\$ 569,234	\$ 736,556	\$ 713,650	\$ 763,900	\$ 808,490

### Percent of Time by Position

General Maintenance Aide Part-time	-	0.50	0.50	0.50	-
Maintenance I	1.00	1.00	-	-	-
Recreation Aide I Part-time	1.00	1.00	-	-	0.50
Recreation Aide I Part-time (Seasonal) (6)	3.00	3.00	3.00	3.00	3.00
Recreation Aide III Part-time (2)	1.50	1.50	1.50	1.00	1.00
Recreation Aide III Part-time (Seasonal) (3)	1.50	1.50	1.50	1.50	1.50
Recreation Leader	1.00	1.00	2.00	2.00	2.00
Recreation Leader II	1.00	1.00	1.00	1.00	1.00
Recreation Site Supervisor	1.00	1.00	1.00	1.00	1.00
Recreation Superintendent	-	-	-	1.00	1.00
Total	11.00	11.50	10.50	11.00	11.00

# Parks and Recreation Budget Summary by Program

## Miramar Regional Park—Program 604

### Description

This program manages the City's largest and only Regional Park which serves participants of all ages. Amenities and activities include, but are not limited to, basketball, baseball, football, soccer, organized youth and adult sports leagues, instructional classes, and fitness circuits. This program also manages the rental of various pavilions that are used for gatherings of families, friends or business associates. This program also hosts several large scale events that are open to the general public, such as holiday themed special events, music related festivals and shows, and sports related tournaments as well as private, large scale events.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Contracted Programs - Other	347260-080	4,093	4,591	6,000	6,000	12,100
Admission Fees	347270-080	99,485	48,297	75,000	75,000	50,000
Rec Activities-Parking Fees	347285	-	30,594	-	-	-
General Concessions	347309-080	6,100	1,261	-	-	-
Rental Revenue	362100-080	140,183	119,947	100,000	100,000	75,000
Rental - Amphitheater	362204	-	-	750,000	750,000	842,500
Trfr fr State & Cty Grant Fund	381163	47,908	-	-	-	-
Total		\$ 297,769	\$ 204,690	\$ 931,000	\$ 931,000	\$ 979,600

### Expenditures by Category

Personnel Services	918,900	1,009,107	1,121,300	1,072,200	1,065,600
Operating Expenses	930,799	1,558,522	1,742,930	1,712,949	1,692,570
Capital Outlay	-	125,410	80,000	92,668	-
Total	\$ 1,849,699	\$ 2,693,039	\$ 2,944,230	\$ 2,877,817	\$ 2,758,170

### Percent of Time by Position

Administrative Clerk II	1.00	1.00	1.00	1.00	1.00
Equipment Operator II	1.00	1.00	1.00	1.00	1.00
General Maintenance Aide Part-time (4)	-	1.50	1.50	2.00	2.00
Lead Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance I	4.00	5.00	5.00	5.00	5.00
Maintenance Supervisor I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker Temp Part-time	2.00	-	-	-	-
Park Aide III Part-time (3)	1.50	1.50	1.50	1.50	1.50
Park Ranger Part-time (3)	1.50	1.50	1.50	1.50	1.50
Recreation Aide III Part-time	0.50	0.50	0.50	0.50	0.50
Recreation Leader	1.00	1.00	1.00	-	-
Recreation Leader II	-	-	-	1.00	1.00
Recreation Leader II Temp Part-time	0.50	0.50	0.50	-	-
Recreation Site Supervisor	-	-	-	1.00	-
Regional Park Site Supervisor	1.00	1.00	1.00	-	-
Regional Park Manager	1.00	1.00	1.00	1.00	1.00
Total	17.00	17.50	17.50	17.50	16.50



# Parks and Recreation Budget Summary by Program

## Community Services (Commission Initiatives & Special Events/Marketing & Sponsorships)—Program 605

In FY2019, the Office of Marketing & Public Relations was moved from the Office of the City Manager to the Parks & Recreation Department and merged with the Special Events Program, renamed to Community Services Program.

### Description

This program is responsible for the development and production of City events geared to engage and entertain residents of the City's diverse community. Events are designed based on resident interests, current market trends and health and fitness activities. This program also oversees the coordination of organizations and outside promoters that seek to utilize City facilities to hold functions and/or events. This program is responsible for the dissemination of official information and promoting the City's public image.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Marketing	347360-000	-	-	-	-	1,000
Special Events	347405-000	(87)	2,952	2,500	2,500	1,000
Special Events - Concessions	347409-000	-	2,887	-	-	2,500
Vendor Registration and Sponsors	347410-000	10,312	16,548	13,000	13,000	18,500
Total		\$ 10,225	\$ 22,387	\$ 15,500	\$ 15,500	\$ 23,000

### Expenditures by Category

Personnel Services	239,922	385,532	373,600	338,700	1,196,700
Operating Expense	330,675	440,122	472,900	447,272	973,550
Capital Outlay	-	-	24,600	24,600	20,700
Total	\$ 570,597	\$ 825,654	\$ 871,100	\$ 810,572	\$ 2,190,950

### Percent of Time by Position

Administrative Supervisor	-	-	-	-	1.00
Community Relations & Program Administrator	-	-	-	-	1.00
Creative Arts & Graphics Designer	-	-	-	-	2.00
Event Aide Temp Part-time (16)	-	8.00	8.00	8.00	-
Events & Venue Promotions Manager	-	-	-	-	1.00
Marketing & Public Relations Administrator	-	-	-	-	1.00
Marketing Coordinator	-	-	-	-	1.00
Multimedia & Broadcast Manager	-	-	-	-	1.00
Recreation Aide III Part-time	0.50	0.50	0.50	-	-
Special Event Aide Part-time	-	-	-	0.50	0.50
Special Events Assistant	1.00	-	-	-	-
Special Events Coordinator	1.00	2.00	2.00	2.00	2.00
Total	2.50	10.50	10.50	10.50	10.50

# Parks and Recreation Budget Summary by Program

## Aquatics—Program 606

### Description

The Aquatics program oversees two aquatic locations, the Miramar Aquatic Complex which is adjacent to Civic Center Park and the Miramar Regional Park Aquatic Complex. This program provides swimming classes for all ages from beginners to experts and also offers water aerobics and various water sports. Emphasis is placed on teaching children and adults how to swim and be safe in and around water.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Summer Program	347210-061	60,131	86,631	50,000	50,000	55,000
Contracted Prog - Aquatics West	347260-061	11,613	17,035	9,000	9,000	10,000
Aquatic Fees - East	347271-060	54,799	58,465	50,000	50,000	51,000
Aquatic Fees - West	347271-061	319,569	307,941	313,000	313,000	330,000
Trfr Fr State & Cty Grant Fund	381163	-	39,243	30,000	39,214	30,000
<b>Total</b>		<b>\$ 446,112</b>	<b>\$ 509,314</b>	<b>\$ 452,000</b>	<b>\$ 461,214</b>	<b>\$ 476,000</b>

### Expenditures by Category

Personnel Services	1,396,095	1,624,455	1,707,900	1,658,700	1,603,700
Operating Expense	305,312	412,086	399,600	390,425	387,530
Capital Outlay	23,467	25,650	49,530	54,205	2,286
<b>Total</b>	<b>\$ 1,724,873</b>	<b>\$ 2,062,191</b>	<b>\$ 2,157,030</b>	<b>\$ 2,103,330</b>	<b>\$ 1,993,516</b>

### Percent of Time by Position

Aquatic Attendant Part-time (5)	2.50	2.50	2.50	2.50	2.50
Aquatic Attendant Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Aquatic Coordinator	1.00	1.00	1.00	-	-
Aquatic Site Supervisor	2.00	2.00	2.00	2.00	2.00
Head Lifeguard (3)	3.00	3.00	3.00	3.00	3.00
Lifeguard Part-time (7)	3.50	3.50	3.50	3.50	3.50
Lifeguard Part-time (Seasonal) (5)	2.50	2.50	2.50	2.50	2.50
Maintenance I	-	-	1.00	1.00	1.00
Operations Service Administrator	-	-	-	1.00	-
Water Safety Instructor Part-time (21)	10.50	10.50	10.50	10.50	10.50
Water Safety Instructor Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>27.50</b>	<b>27.50</b>	<b>28.50</b>	<b>28.50</b>	<b>27.50</b>





# Parks and Recreation Budget Summary by Program

## Ansin Sports Complex—Program 607

### Description

This program manages the Ansin Sports Complex which includes a state-of-the-art track which is used for local, national and international events. The facility also hosts youth and adult elite athletic camps, clinics and programs. This program provides recreation activities and classes to residents of all ages including an After-School program, Winter, Spring and Summer Camps, as well as a variety of classes such as dance, martial arts, and athletic skill education.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Summer Camp-Ansin	347210-090	54,249	59,544	56,300	56,300	57,000
Contracted Programs	347260-090	4,757	7,200	4,500	4,500	4,500
Admission Fees	347270-090	6,619	2,773	6,000	6,000	7,400
Recreation Activities-Ansin	347280-090	18,825	13,998	12,000	12,000	20,000
Holiday Camp	347299-090	25	2,184	2,000	2,000	2,000
Track Meet	347284-090	3,995	1,375	5,000	5,000	5,000
Parking Fees-Ansin	347285-090	3,027	3,752	2,000	2,000	2,000
Concession-Ansin	347309-090	4,902	4,200	5,000	5,000	5,100
Rentals-Ansin Bldg.	362100-090	16,024	13,698	4,000	4,000	-
Rentals-Ansin Stadium	362100-091	29,590	26,397	20,000	20,000	24,000
<b>Total</b>		<b>\$ 142,013</b>	<b>\$ 135,120</b>	<b>\$ 116,800</b>	<b>\$ 116,800</b>	<b>\$ 127,000</b>

### Expenditures by Category

Personnel Services	277,199	391,629	512,500	483,600	562,200
Operating Expense	289,166	311,991	377,950	289,988	350,300
Capital Outlay	6,473	-	28,300	77,462	2,700
<b>Total</b>	<b>\$ 572,838</b>	<b>\$ 703,620</b>	<b>\$ 918,750</b>	<b>\$ 851,050</b>	<b>\$ 915,200</b>

### Percent of Time by Position

Administrative Secretary II	-	-	-	-	1.00
Assistant Field Operations Superintendent	-	-	-	1.00	1.00
Recreation Aide I Part-time (2)	-	-	1.00	1.00	1.00
Recreation Aide III Part-time (2)	-	-	1.00	1.00	1.00
Recreation Aide III Part-time (Seasonal) (2)	1.00	1.00	1.00	1.00	1.00
Recreation Leader	4.00	3.00	3.00	3.00	3.00
Recreation Leader II	1.00	1.00	1.00	1.00	1.00
Recreation Site Supervisor	1.00	1.00	1.00	-	-
<b>Total</b>	<b>7.00</b>	<b>6.00</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>



# Parks and Recreation Budget Summary by Program

## Park Maintenance—Program 608

### Description

This program serves to administer the maintenance of the City's parks and recreational facilities. This program is also responsible for the management of park, court and field improvements as well as new park development, working with other departments to ensure objectives and consistency throughout. The rental of athletic fields is also managed by this program.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Park Field Rentals	362200-000	-	15,340	12,000	12,000	16,000
Pavilion Rentals	362301-000	-	9,349	11,000	11,000	15,000
Total		\$ -	\$ 24,688	\$ 23,000	\$ 23,000	\$ 31,000

### Expenditures by Category

Personnel Services	1,124,056	1,467,668	1,507,900	1,477,200	1,584,100
Operational Expenses	1,628,173	1,679,826	1,756,700	1,791,862	1,806,100
Capital Outlay	244,743	105,900	46,812	94,590	22,530
Total	\$ 2,996,972	\$ 3,253,393	\$ 3,311,412	\$ 3,363,652	\$ 3,412,730

### Percent of Time by Position

Administrative Coordinator	-	-	-	1.00	1.00
Administrative Secretary I	-	-	-	-	1.00
Asst. Field Operations Superintendent	1.00	1.00	1.00	1.00	1.00
Customer Service Specialist I	1.00	1.00	1.00	-	-
Equipment Operator II	1.00	1.00	1.00	1.00	1.00
Grounds Technician	1.00	1.00	1.00	1.00	1.00
Irrigation Specialist	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	3.00	3.00	3.00	3.00	3.00
Maintenance I	3.00	2.00	2.00	2.00	2.00
Maintenance II	3.00	3.00	3.00	3.00	3.00
Maintenance Supervisor I	3.00	3.00	3.00	3.00	3.00
Park Aide II Part-time (4)	2.00	2.00	2.00	2.00	2.00
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Total	20.00	19.00	19.00	19.00	20.00



# Parks and Recreation Budget Summary by Program

## Vizcaya Park—Program 609

### Description

The Vizcaya facility and exterior grounds are energy efficient as certified by LEED. Amenities include computer lab, game room, recreation room, pavilions, soccer/football field, basketball court and patio area with picnic benches and more. Recreation activities and classes are offered for residents of all ages such as an After-School program and Spring, Summer and Winter Camps. The park also provides contractual classes such as dance and karate class. The athletic programs include crossfit, soccer, flag football, basketball and mini-sports development.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Contracted Programs	347260-100	2,081	3,244	2,400	2,400	3,500
Recreation Activities-Vizcaya	347280-100	672	175	800	800	8,400
Athletics	347296-100	4,358	6,008	5,600	5,600	6,000
Rentals - Vizcaya	362100-100	56,180	70,534	54,650	54,650	58,000
Summer Program	347210-100	-	-	-	-	20,000
Holiday Camps	347299-100	-	875	1,000	1,000	2,000
Total		\$ 63,291	\$ 80,836	\$ 64,450	\$ 64,450	\$ 97,900

### Expenditures by Category

Personnel Services	435,324	468,175	433,300	425,500	369,000
Operating Expense	186,386	179,659	224,150	199,588	233,650
Capital Outlay	-	26,900	17,100	33,600	3,200
Total	\$ 621,709	\$ 674,734	\$ 674,550	\$ 658,688	\$ 605,850

### Percent of Time by Position

Administrative Secretary I	1.00	1.00	1.00	1.00	-
Recreation Aide I Part-time (2)	1.00	1.00	1.00	1.00	1.00
Recreation Aide III Part-time	1.00	1.00	0.50	0.50	0.50
Recreation Leader	2.00	3.00	2.00	2.00	2.00
Recreation Leader II	1.00	1.00	1.00	1.00	1.00
Recreation Site Supervisor	1.00	1.00	1.00	1.00	1.00
Total	7.00	8.00	6.50	6.50	5.50

# Parks and Recreation Expenditures by Object Code

## Administration—001-60-100-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	585,348	603,664	620,500	620,500	766,000
601201	Salary Attrition	-	-	(25,000)	(25,000)	(9,000)
601205	Lump Sum Payout - Accrued Time	44,760	45,410	56,000	56,000	47,100
601215	Communication Stipend	1,995	2,600	2,600	4,400	3,900
601220	Longevity Pay	1,375	2,518	2,300	2,300	2,100
601400	Overtime-General	12,898	11,946	9,000	9,000	9,000
601410	Overtime-Holiday	-	629	-	-	-
602100	FICA & MICA	47,149	47,997	49,900	49,900	59,600
602210	Pension-General	39,869	41,593	52,400	52,400	23,400
602235	Pension-Senior Mgmt	64,537	84,789	47,400	47,400	139,000
602260	Pension-401	5,094	1,736	-	-	12,100
602265	Pension-457	26,395	25,760	32,400	32,400	46,800
602300	Pmt In Lieu Of Insurance	5,654	5,611	6,200	6,200	-
602304	Health Insurance-PPO	28,180	30,550	36,400	36,400	29,100
602305	Health Insurance-HMO	39,534	49,551	61,700	61,700	87,700
602306	Dental Insurance-PPO	3,674	4,025	4,000	4,000	4,300
602307	Dental Insurance-HMO	3	-	-	-	500
602309	Basic Life Insurance	1,530	1,771	1,300	1,300	1,700
602311	Long-Term Disability Ins	651	679	900	900	1,100
602400	Workers' Compensation	28,000	44,600	50,100	50,100	53,800
	Sub-Total	936,647	1,005,429	1,008,100	1,009,900	1,278,200
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	18,828	31,176	60,000	33,360	10,000
603400	Contract Svcs-Other	618	4,395	1,900	100	10,000
604001	Travel & Training	2,269	5,387	10,800	13,700	18,000
604100	Communication Svcs	663	841	1,800	1,800	1,250
604200	Postage	260	959	2,000	2,000	2,000
604301	Electricity Svcs	5,067	5,573	5,600	5,600	5,700
604440	Leased Copiers	2,562	3,065	-	-	-
604500	Risk Internal Svcs Charge	63,200	67,900	63,200	63,200	53,400
604610	Fleet Internal Svcs Charge	11,833	9,900	9,200	9,200	11,300
604700	Printing & Binding Svcs	6,467	1,241	4,000	4,000	3,300
604910	Advertising Costs	-	50	200	200	500
604989	IT Internal Svcs Charge	383,800	402,413	466,600	466,600	504,100
604997	Other Operating Expenses	351	619	400	1,925	3,000
605100	Office Supplies	1,812	2,847	2,000	4,000	3,000
605120	Computer Operating Expenses	-	200	200	200	-
605220	Vehicle Fuel-On-Site	70	156	2,200	2,200	2,500
605240	Uniforms Cost	6,000	2,957	8,500	8,500	8,500
605410	Subscriptions & Memberships	1,183	1,310	3,000	3,215	3,400
605500	Training-General	316	30	400	400	1,600
605510	Tuition Reimbursement	-	-	6,000	6,000	4,500
	Sub-Total	505,299	541,018	648,000	626,200	646,050
<b><u>Dept Capital Outlay</u></b>						
606405	Furniture & Fixtures	-	-	-	8,100	-
606440	Vehicles Purchase	-	-	-	20,300	-
606441	Vehicle Replacement Program	-	23,100	2,333	2,333	2,300
	Sub-Total	-	23,100	2,333	30,733	2,300
<b>Total</b>		<b>\$ 1,441,945</b>	<b>\$ 1,569,547</b>	<b>\$ 1,658,433</b>	<b>\$ 1,666,833</b>	<b>\$ 1,926,550</b>



# Parks and Recreation Expenditures by Object Code

## Vernon E. Hargray Youth Enrichment Center—001-60-600-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	394,513	317,982	327,000	327,000	361,900
601201	Salary Attrition	-	-	(15,000)	(15,000)	(5,000)
601205	Lump Sum Payout - Accrued Time	3,407	4,744	5,400	5,400	2,300
601220	Longevity Pay	1,579	384	-	-	400
601400	Overtime-General	22,748	9,591	15,700	15,700	15,700
601410	Overtime-Holiday	2,439	1,814	800	800	800
601412	Overtime-Emergency	-	1,581	-	-	-
602100	FICA & MICA	32,343	25,601	25,700	25,700	28,100
602210	Pension-General	39,169	39,593	40,300	40,300	41,600
602300	Pmt In Lieu Of Insurance	6,047	5,896	6,200	6,200	6,200
602304	Health Insurance-PPO	-	-	-	-	14,600
602305	Health Insurance-HMO	53,902	39,501	51,000	51,000	42,500
602306	Dental Insurance-PPO	551	672	600	600	1,400
602307	Dental Insurance-HMO	1,112	758	1,100	1,100	600
602309	Basic Life Insurance	913	730	700	700	800
602311	Long-Term Disability Ins	343	260	500	500	500
602400	Workers' Compensation	18,900	30,100	33,800	33,800	36,900
	Sub-Total	577,966	479,206	493,800	493,800	549,300
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	23,670	35,988	45,800	28,720	40,800
603401	Janitorial Svcs	21,813	22,137	24,000	24,000	24,000
603404	Air Condition Svcs	2,300	7,458	5,000	5,000	5,000
603460	Landscape Svcs	8,612	9,758	13,800	13,800	13,800
604100	Communication Svcs	677	626	800	800	840
604300	Water/Wastewater Svcs	11,800	11,136	11,200	11,200	10,800
604301	Electricity Svcs	60,128	60,997	73,100	73,100	55,700
604440	Leased Copiers	4,353	4,543	-	-	-
604500	Risk Internal Svcs Charge	38,700	41,600	38,700	38,700	33,400
604610	Fleet Internal Svcs Charge	6,300	8,700	5,500	5,500	7,200
604625	R&M Equipment	300	-	1,500	1,899	-
604920	License & Permit Fees	-	-	200	200	600
604991	Summer Programs	40,214	31,397	21,200	20,300	22,000
604992	Recreation Activities	4,975	5,173	8,500	5,500	18,500
604993	Field Trips	3,298	3,200	36,600	8,000	36,000
605100	Office Supplies	2,150	2,500	3,000	3,000	3,000
605220	Vehicle Fuel-On-Site	949	1,087	1,800	1,800	1,200
605225	Equip Gas Oil & Lube	-	-	500	500	600
605230	Program Supplies	8,620	10,300	5,000	5,005	25,500
605247	Janitorial Supplies	1,200	1,260	2,000	2,000	2,000
605250	Noncap Furn (Item less 5000)	1,747	3,000	3,000	9,380	3,000
605251	Noncap Equip (Item less 5000)	-	-	5,250	4,591	5,250
605290	Other Operating Supplies	200	5,454	2,300	7,000	2,300
605500	Training-General	2,082	49	1,600	1,600	1,350
	Sub-Total	244,088	266,363	310,350	271,595	312,840
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	-	-	-	6,255	-
606441	Vehicle Replacement Program	-	-	62,270	62,270	5,812
	Sub-Total	-	-	62,270	68,525	5,812
<b>Total</b>		<b>\$ 822,054</b>	<b>\$ 745,570</b>	<b>\$ 866,420</b>	<b>\$ 833,920</b>	<b>\$ 867,952</b>



# Parks and Recreation Expenditures by Object Code

## Sunset Lakes—001-60-603-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	242,882	303,915	296,000	296,000	340,300
601201	Salary Attrition	-	-	(10,000)	(10,000)	(4,000)
601205	Lump Sum Payout - Accrued Time	3,667	4,154	4,800	4,800	6,100
601215	Communication Stipend	-	-	-	-	1,300
601220	Longevity Pay	-	104	-	-	400
601400	Overtime-General	21,558	33,193	23,700	23,700	23,700
601410	Overtime-Holiday	1,900	5,842	1,000	1,000	1,000
601412	Overtime-Emergency	-	9,939	-	-	-
602100	FICA & MICA	20,614	26,976	23,300	23,300	26,900
602210	Pension-General	28,378	28,095	33,200	33,200	34,200
602235	Pension-Senior Mgmt	-	-	-	-	13,200
602265	Pension-457	-	-	-	-	1,900
602304	Health Insurance-PPO	11,489	580	-	-	-
602305	Health Insurance-HMO	25,521	38,756	49,200	49,200	59,700
602306	Dental Insurance-PPO	686	847	1,000	1,000	1,000
602307	Dental Insurance-HMO	494	495	800	800	1,000
602309	Basic Life Insurance	589	633	600	600	700
602311	Long-Term Disability Ins	152	167	400	400	500
602400	Workers' Compensation	19,800	31,500	35,400	35,400	38,600
	Sub-Total	377,732	485,197	459,400	459,400	546,500
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	17,734	24,180	17,800	15,450	19,050
603401	Janitorial Svcs	25,200	28,796	29,900	29,900	30,000
603404	Air Condition Svcs	15,092	-	2,700	-	2,500
603460	Landscape Svcs	-	33,440	51,200	48,640	54,000
604100	Communication Svcs	720	626	800	800	90
604300	Water/Wastewater Svcs	3,453	6,531	6,300	6,300	9,800
604301	Electricity Svcs	45,457	44,173	49,800	49,800	37,500
604440	Leased Copiers	4,560	5,601	-	-	-
604500	Risk Internal Svcs Charge	40,300	43,300	40,300	40,300	34,800
604610	Fleet Internal Svcs Charge	5,200	-	2,800	2,800	4,300
604625	R&M Equipment	-	411	1,000	-	-
604920	License & Permit Fees	-	-	800	-	800
604991	Summer Programs	17,439	23,659	6,300	6,820	7,500
604992	Recreation Activities	-	-	6,200	6,200	16,200
604993	Field Trips	-	-	11,000	10,470	11,000
605100	Office Supplies	1,956	2,132	2,900	3,510	3,000
605220	Vehicle Fuel-On-Site	-	380	900	900	900
605225	Equip Gas Oil & Lube	-	-	2,100	2,100	2,200
605230	Program Supplies	7,899	9,125	3,000	3,000	8,000
605247	Janitorial Supplies	-	-	-	-	2,200
605250	Noncap Furn (Item less 5000)	5,919	321	4,500	18,000	4,500
605251	Noncap Equip (Item less 5000)	575	2,184	4,600	9,100	4,500
605290	Other Operating Supplies	-	-	5,000	5,000	5,000
605500	Training-General	-	-	1,650	-	1,350
	Sub-Total	191,502	224,859	251,550	259,090	259,190
<b><u>Dept Capital Outlay</u></b>						
606210	Building Renovation	-	-	-	30,000	-
606400	Machinery & Equipment	-	-	-	7,700	-
606405	Furniture & Fixtures	-	-	-	5,010	-
606441	Vehicle Replacement Program	-	26,500	2,700	2,700	2,800
	Sub-Total	-	26,500	2,700	45,410	2,800
<b>Total</b>		<b>\$ 569,234</b>	<b>\$ 736,556</b>	<b>\$ 713,650</b>	<b>\$ 763,900</b>	<b>\$ 808,490</b>



# Parks and Recreation Expenditures by Object Code

## Miramar Regional Park—001-60-604-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	621,192	619,172	728,800	679,700	696,600
601201	Salary Attrition	-	-	(30,000)	(30,000)	(10,000)
601205	Lump Sum Payout - Accrued Time	4,849	6,411	8,500	8,500	8,600
601215	Communication Stipend	1,310	1,300	1,300	1,300	-
601220	Longevity Pay	523	5	-	-	500
601400	Overtime-General	29,952	52,418	34,100	34,100	34,100
601410	Overtime-Holiday	4,670	769	500	500	500
601412	Overtime-Emergency	-	19,173	-	-	-
602100	FICA & MICA	49,115	51,766	56,600	56,600	54,200
602210	Pension-General	67,147	76,487	78,000	78,000	72,400
602235	Pension-Senior Mgmt	13,372	12,713	15,700	15,700	14,800
602260	Pension-401	-	3,567	5,500	5,500	5,700
602265	Pension-457	-	973	3,600	3,600	3,600
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	12,500
602304	Health Insurance-PPO	-	11,822	15,500	15,500	29,100
602305	Health Insurance-HMO	89,932	97,050	134,200	134,200	79,300
602306	Dental Insurance-PPO	4,109	4,142	4,200	4,200	3,800
602307	Dental Insurance-HMO	635	701	1,400	1,400	1,100
602309	Basic Life Insurance	1,101	1,462	1,600	1,600	1,500
602311	Long-Term Disability Ins	494	576	1,000	1,000	1,000
602400	Workers' Compensation	30,500	48,600	54,600	54,600	56,300
	Sub-Total	918,900	1,009,107	1,121,300	1,072,200	1,065,600
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	693,000	693,000	693,000	693,000
603400	Contract Svcs-Other	172,040	110,372	96,050	114,992	129,000
603401	Janitorial Svcs	21,673	19,563	37,500	24,500	27,500
603404	Air Condition Svcs	-	-	1,500	-	1,500
603460	Landscape Svcs	158,561	180,099	207,300	183,722	180,000
604001	Travel & Training	1,313	1,003	-	-	-
604100	Communication Svcs	1,997	15,780	36,000	36,000	34,920
604300	Water/Wastewater Svcs	32,189	42,165	63,000	63,000	76,900
604301	Electricity Svcs	188,088	175,849	268,400	268,400	210,700
604400	Leased Equipment	17,413	12,080	22,680	22,963	36,500
604440	Leased Copiers	1,621	1,858	-	-	-
604500	Risk Internal Svcs Charge	69,900	75,200	69,900	69,900	57,000
604610	Fleet Internal Svcs Charge	33,200	27,500	20,100	20,100	21,500
604625	R&M Equipment	8,685	10,420	11,500	8,741	11,500
604668	R&M Aquatics	18,431	10,015	-	-	-
604669	Landscape & Irrigation	30,330	33,532	34,000	17,752	34,000
604671	Park Maintenance	104,314	61,332	64,000	96,930	64,000
604700	Printing & Binding Svcs	705	370	1,150	1,150	1,150
604920	License & Permit Fees	175	250	-	735	1,500
604994	Athletic Activities	-	309	7,500	7,313	6,000
605100	Office Supplies	1,187	742	1,500	1,500	1,500
605220	Vehicle Fuel-On-Site	17,650	14,622	16,700	16,700	17,500
605230	Program Supplies	5,110	2,804	3,000	2,762	-
605240	Uniforms Cost	4,177	3,162	5,500	5,500	5,500
605242	Protective Clothing and Shoes	1,933	1,704	3,200	3,200	3,200
605246	Safety Equipment Supplies	229	-	850	600	850
605247	Janitorial Supplies	-	-	7,200	1,950	7,200
605250	Noncap Furn (Item less 5000)	418	169	1,500	1,370	5,100
605251	Noncap Equip (Item less 5000)	4,911	16,150	10,000	4,770	10,000
605252	Small Tools	7,285	7,328	6,500	7,867	6,500
605280	Chemicals	20,616	20,302	33,000	18,375	30,000
605290	Other Operating Supplies	4,829	18,629	17,500	16,684	15,500
605410	Subscriptions & Memberships	185	175	700	35	700





# Parks and Recreation Expenditures by Object Code

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## Miramar Regional Park—001-60-604-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
605500	Training-General	1,632	2,038	2,200	2,438	2,350
	Sub-Total	930,799	1,558,522	1,742,930	1,712,949	1,692,570
	<b>Dept Capital Outlay</b>					
606400	Machinery & Equipment	-	125,410	80,000	92,668	-
	Sub-Total	-	125,410	80,000	92,668	-
	<b>Total</b>	<b>\$ 1,849,699</b>	<b>\$ 2,693,039</b>	<b>\$ 2,944,230</b>	<b>\$ 2,877,817</b>	<b>\$ 2,758,170</b>



# Parks and Recreation Expenditures by Object Code

## Community Services Program—001-60-605-574-000/001-60-605-513-051

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	108,268	201,518	203,200	177,500	719,900
601201	Salary Attrition	-	-	(10,000)	(10,000)	(3,000)
601205	Lump Sum Payout - Accrued Time	-	6,826	5,100	5,100	29,300
601215	Communication Stipend	655	650	700	700	1,300
601220	Longevity Pay	531	512	500	500	1,800
601400	Overtime-General	11,128	7,373	16,800	7,600	17,800
601402	Overtime-Special Events	48,741	77,722	65,300	65,300	65,300
601410	Overtime-Holiday	2,063	501	-	-	-
601412	Overtime-Emergency	-	956	-	-	-
602100	FICA & MICA	12,181	22,220	16,000	16,000	57,700
602210	Pension-General	20,084	20,397	24,900	24,900	59,300
602220	Pension-Police	-	0	-	-	-
602235	Pension-Senior Mgmt	-	-	-	-	76,200
602265	Pension-457	-	-	-	-	15,500
602304	Health Insurance-PPO	12,220	13,459	15,500	15,500	14,600
602305	Health Insurance-HMO	17,839	24,468	26,100	26,100	105,300
602306	Dental Insurance-PPO	1,215	1,489	1,300	1,300	4,200
602307	Dental Insurance-HMO	129	111	200	200	800
602309	Basic Life Insurance	568	621	400	400	1,500
602311	Long-Term Disability Ins	201	211	300	300	1,000
602400	Workers' Compensation	4,100	6,500	7,300	7,300	28,200
	Sub-Total	239,922	385,532	373,600	338,700	1,196,700
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	-	-	-	58,200
603400	Contract Svcs-Other	-	-	-	-	11,750
603425	Software License & Maint	-	-	-	-	11,100
604001	Travel & Training	1,413	213	-	-	24,800
604100	Communication Svcs	681	869	1,500	1,500	9,300
604200	Postage	-	-	-	-	17,000
604402	Leased Vehicles	-	-	-	-	4,400
604500	Risk Internal Svcs Charge	8,200	8,800	8,200	8,200	18,700
604610	Fleet Internal Svcs Charge	3,200	2,992	4,600	4,600	10,100
604700	Printing & Binding Svcs	765	976	900	35	32,000
604851	Holiday Lighting Event	78,247	56,074	100,000	57,824	15,000
604852	Miramar Day	77,831	24,551	50,000	59,101	-
604853	Independence Day-4th of July	35,910	34,375	40,000	36,649	35,000
604855	Caribbean Amer. Heritage Celeb	25,399	5,489	26,300	24,841	30,000
604856	Hispanic Heritage	26,300	20,503	26,300	31,300	30,000
604858	Spec Events-Black History Cele	26,010	26,480	30,000	31,889	-
604864	Aviation Day	-	-	-	-	15,000
604866	5K Run	-	-	-	-	5,000
604867	Shirley Branca Fall Festival	-	-	-	-	8,500
604868	Panamanian Independence	-	-	-	-	15,000
604869	Senior Prom Gala	-	-	-	-	9,000
604871	Rotary Club	-	150	4,100	622	-
604872	Game Night Extravaganza	-	-	-	-	30,000
604873	Puppy Palooza	-	-	-	-	5,000
604874	Poetry Slam	-	-	-	-	4,000
604875	Citizenship Drive	-	-	-	-	10,000
604876	Turkey Giveaway & Health Fair	-	-	-	-	10,000
604877	Back to School Giveaway	-	-	-	-	8,500
604878	Haitian Flag Day	-	-	-	-	30,000
604879	Burger & Brew	-	-	-	-	3,500
604881	Breakfast with Santa	-	7,686	8,500	6,781	6,000
604882	Martin Luther King Parade&Even	26,300	24,749	26,300	25,460	50,000
604883	Veteran's Day	1,343	2,262	2,500	2,722	2,500



# Parks and Recreation Expenditures by Object Code

## Community Services Program—001-60-605-574-000/001-60-605-513-051

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
604884	Halloween	-	8,928	8,500	7,991	30,000
604886	Jamaican Independence Day	-	24,181	26,300	21,373	30,000
604887	Haitian Candelight Vigil	-	24,319	26,300	25,439	30,000
604888	Spec Events-Transportation	11,093	18,383	16,000	212	13,400
604889	Marketing & Promotions	-	76,471	-	-	119,500
604890	Special Events-Other	4,084	67,056	60,000	95,025	15,000
604893	Movie Night Quarterly	-	-	-	-	12,000
604910	Advertising Costs	-	-	-	-	65,000
604916	Administrative Expense	-	-	-	-	1,500
604920	License & Permit Fees	-	-	-	-	7,600
604989	IT Internal Svcs Charge	-	-	-	-	41,800
604997	Other Operating Expenses	-	179	-	-	2,000
604998	Contingency	-	-	-	-	1,500
605100	Office Supplies	1,141	1,009	1,400	1,400	4,200
605120	Computer Operating Expenses	-	-	200	-	500
605220	Vehicle Fuel-On-Site	1,129	1,591	2,000	2,000	4,800
605230	Program Supplies	-	-	-	-	27,500
605240	Uniforms Cost	630	800	800	800	800
605250	Noncap Furn (Item less 5000)	-	-	-	-	6,000
605251	Noncap Equip (Item less 5000)	-	-	-	-	8,350
605266	Photography	-	-	-	-	4,500
605290	Other Operating Supplies	1,000	898	1,000	1,000	1,200
605410	Subscriptions & Memberships	-	-	1,200	508	6,400
605500	Training-General	-	139	-	-	3,650
605510	Tuition Reimbursement	-	-	-	-	17,000
	Sub-Total	330,675	440,122	472,900	447,272	973,550
	<b>Dept Capital Outlay</b>					
606441	Vehicle Replacement Program	-	-	24,600	24,600	20,700
	Sub-Total	-	-	24,600	24,600	20,700
	<b>Total</b>	<b>\$ 570,597</b>	<b>\$ 825,654</b>	<b>\$ 871,100</b>	<b>\$ 810,572</b>	<b>\$ 2,190,950</b>



# Parks and Recreation Expenditures by Object Code

## Aquatics—001-60-606-572-060/061

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,096,318	1,186,905	1,223,200	1,180,900	1,171,000
601201	Salary Attrition	-	-	(50,000)	(50,000)	(17,000)
601205	Lump Sum Payout - Accrued Time	13,142	17,785	21,900	21,900	8,900
601400	Overtime-General	31,952	35,821	40,200	33,300	40,200
601410	Overtime-Holiday	1,816	2,654	2,500	2,500	2,500
601412	Overtime-Emergency	-	16,686	-	-	-
602100	FICA & MICA	87,100	95,243	95,200	95,200	90,300
602210	Pension-General	44,465	45,492	58,400	58,400	59,500
602235	Pension-Senior Mgmt	12,156	11,612	14,400	14,400	-
602265	Pension-457	1,747	1,800	1,800	1,800	-
602304	Health Insurance-PPO	26,781	37,460	46,400	46,400	14,600
602305	Health Insurance-HMO	29,828	94,265	160,900	160,900	139,400
602306	Dental Insurance-PPO	2,800	2,728	2,800	2,800	1,600
602307	Dental Insurance-HMO	266	909	3,000	3,000	3,100
602309	Basic Life Insurance	1,128	1,102	2,700	2,700	2,600
602311	Long-Term Disability Ins	397	393	1,800	1,800	1,700
602400	Workers' Compensation	46,200	73,600	82,700	82,700	85,300
	Sub-Total	1,396,095	1,624,455	1,707,900	1,658,700	1,603,700
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	7,041	77,142	11,000	13,340	11,000
603401	Janitorial Svcs	14,066	13,782	14,600	13,410	14,000
603404	Air Condition Svcs	1,587	1,592	2,300	500	2,300
604100	Communication Svcs	2,035	2,091	3,000	3,250	2,930
604300	Water/Wastewater Svcs	43,552	58,006	70,200	70,200	63,300
604301	Electricity Svcs	24,211	27,151	22,200	22,200	30,100
604440	Leased Copiers	5,431	4,115	-	-	-
604500	Risk Internal Svcs Charge	99,700	107,200	99,700	99,700	81,300
604610	Fleet Internal Svcs Charge	6,400	9,101	8,400	8,400	6,100
604620	R&M Buildings	272	204	600	790	-
604621	Painting	375	600	-	-	-
604630	R&M Electric	1,387	1,405	1,700	1,700	-
604640	R&M Machinery	6,239	6,447	6,400	4,513	-
604668	R&M Aquatics	-	-	11,000	6,700	20,000
604669	Landscape & Irrigation	1,100	1,100	2,100	1,100	2,100
604700	Printing & Binding Svcs	282	473	700	400	700
604920	License & Permit Fees	1,529	1,014	2,000	2,000	2,400
604991	Summer Programs	8,711	10,991	10,000	12,000	15,000
604997	Other Operating Expenses	237	676	700	700	-
604998	Contingency	-	1,000	3,500	3,500	3,500
605100	Office Supplies	577	646	900	670	900
605220	Vehicle Fuel-On-Site	1,683	2,530	3,400	3,400	2,500
605230	Program Supplies	2,946	2,586	3,000	3,000	3,000
605242	Protective Clothing and Shoes	391	375	400	400	750
605246	Safety Equipment Supplies	494	402	500	500	500
605247	Janitorial Supplies	-	-	1,200	1,200	2,200
605250	Noncap Furn (Item less 5000)	1,303	1,228	15,700	15,432	15,700
605251	Noncap Equip (Item less 5000)	-	-	3,000	1,500	6,000
605280	Chemicals	64,835	68,071	90,000	79,500	90,000
605285	Lab Supplies	365	389	400	443	400
605290	Other Operating Supplies	1,594	1,514	1,500	1,692	-
605292	Aquatic Supplies	1,823	6,482	6,500	15,961	8,200
605500	Training-General	2,594	1,380	3,000	2,325	2,650
605510	Tuition Reimbursement	2,551	2,393	-	-	-
	Sub-Total	305,312	412,086	399,600	390,425	387,530
<b><u>Dept Capital Outlay</u></b>						
606319	Park Improvement	-	-	25,000	29,675	-



# Parks and Recreation Expenditures by Object Code

## Aquatics—001-60-606-572-060/061

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
606405	Furniture & Fixtures	23,467	25,650	-	-	-
606441	Vehicle Replacement Program	-	-	24,530	24,530	2,286
	Sub-Total	23,467	25,650	49,530	54,205	2,286
	<b>Total</b>	<b>\$ 1,724,873</b>	<b>\$ 2,062,191</b>	<b>\$ 2,157,030</b>	<b>\$ 2,103,330</b>	<b>\$ 1,993,516</b>



*Many citizens and visitors watched the soccer world cup games displayed at City parks.*

# Parks and Recreation Expenditures by Object Code

## Ansin Sports Complex—001-60-607-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	154,050	205,447	300,500	271,600	340,900
601201	Salary Attrition	-	-	(10,000)	(10,000)	(4,000)
601205	Lump Sum Payout - Accrued Time	-	6,089	7,700	7,700	7,100
601220	Longevity Pay	12	592	600	600	700
601400	Overtime-General	19,673	25,918	33,400	33,400	33,400
601410	Overtime-Holiday	8,666	21,595	11,000	11,000	11,000
601412	Overtime-Emergency	-	5,271	-	-	-
602100	FICA & MICA	13,917	19,960	24,000	24,000	27,000
602210	Pension-General	39,669	35,094	42,100	42,100	52,600
602304	Health Insurance-PPO	-	12,352	15,500	15,500	14,600
602305	Health Insurance-HMO	27,712	38,668	63,900	63,900	54,100
602306	Dental Insurance-PPO	610	432	800	800	1,200
602307	Dental Insurance-HMO	485	782	1,200	1,200	1,000
602309	Basic Life Insurance	595	689	700	700	700
602311	Long-Term Disability Ins	209	240	400	400	500
602400	Workers' Compensation	11,600	18,500	20,700	20,700	21,400
	Sub-Total	277,199	391,629	512,500	483,600	562,200
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	41,218	57,297	45,300	41,200	45,300
603401	Janitorial Svcs	17,932	20,658	30,900	18,515	30,900
603404	Air Condition Svcs	-	777	1,400	-	1,400
603460	Landscape Svcs	41,150	21,492	43,400	33,400	40,000
603470	Temporary Help	304	-	1,200	-	-
604100	Communication Svcs	677	628	800	800	750
604300	Water/Wastewater Svcs	11,783	11,676	11,800	11,800	12,200
604301	Electricity Svcs	49,792	44,980	57,000	57,000	48,900
604400	Leased Equipment	516	5,843	23,000	-	13,000
604440	Leased Copiers	3,051	2,245	-	-	-
604500	Risk Internal Svcs Charge	27,000	29,100	27,000	27,000	22,000
604610	Fleet Internal Svcs Charge	3,200	3,000	2,800	2,800	3,000
604620	R&M Buildings	-	498	1,850	1,850	-
604700	Printing & Binding Svcs	1,532	850	1,800	1,800	1,000
604857	Ansin Sporting Events	46,072	46,879	64,300	37,700	64,300
604920	License & Permit Fees	-	-	200	200	200
604991	Summer Programs	17,812	16,495	10,500	10,500	10,500
604992	Recreation Activities	673	6,217	9,800	9,800	9,800
604993	Field Trips	1,669	3,511	7,500	7,500	11,000
605100	Office Supplies	1,707	2,319	2,300	2,300	2,300
605220	Vehicle Fuel-On-Site	76	-	400	400	-
605230	Program Supplies	11,245	16,680	9,000	9,140	9,500
605240	Uniforms Cost	2,500	1,892	-	-	-
605247	Janitorial Supplies	-	-	3,000	3,000	3,000
605250	Noncap Furn (Item less 5000)	6,847	4,126	4,500	4,500	4,500
605251	Noncap Equip (Item less 5000)	1,100	7,400	7,400	4,300	7,400
605290	Other Operating Supplies	409	7,429	8,000	1,683	8,000
605500	Training-General	903	-	2,800	2,800	1,350
	Sub-Total	289,166	311,991	377,950	289,988	350,300
<b><u>Dept Capital Outlay</u></b>						
606319	Park Improvement	-	-	-	49,162	-
606400	Machinery & Equipment	6,473	-	-	-	-
606441	Vehicle Replacement Program	-	-	28,300	28,300	2,700
	Sub-Total	6,473	-	28,300	77,462	2,700
<b>Total</b>		<b>\$ 572,838</b>	<b>\$ 703,620</b>	<b>\$ 918,750</b>	<b>\$ 851,050</b>	<b>\$ 915,200</b>





# Parks and Recreation Expenditures by Object Code

## Park Maintenance—001-60-608-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	660,254	836,277	878,400	858,300	914,500
601201	Salary Attrition	-	-	(35,000)	(35,000)	(13,000)
601205	Lump Sum Payout - Accrued Time	8,600	36,000	34,100	23,500	32,100
601215	Communication Stipend	-	-	-	-	1,300
601220	Longevity Pay	5,066	5,893	6,500	6,500	7,600
601400	Overtime-General	63,238	58,601	83,900	83,900	83,900
601410	Overtime-Holiday	10,944	22,494	10,700	10,700	10,700
601412	Overtime-Emergency	-	45,344	-	-	-
602100	FICA & MICA	55,228	74,101	70,300	70,300	73,100
602210	Pension-General	135,594	135,777	153,300	153,300	165,500
602235	Pension-Senior Mgmt	-	-	-	-	11,000
602260	Pension-401	6,752	6,983	7,500	7,500	-
602265	Pension-457	1,842	1,904	2,000	2,000	1,600
602300	Pmt In Lieu Of Insurance	10,248	7,455	6,200	6,200	6,200
602304	Health Insurance-PPO	44,137	72,394	90,200	90,200	77,000
602305	Health Insurance-HMO	83,372	106,396	135,900	135,900	146,300
602306	Dental Insurance-PPO	4,318	4,899	5,000	5,000	5,000
602307	Dental Insurance-HMO	936	1,067	1,200	1,200	1,700
602309	Basic Life Insurance	2,053	2,405	1,900	1,900	2,000
602311	Long-Term Disability Ins	974	1,078	1,200	1,200	1,300
602400	Workers' Compensation	30,500	48,600	54,600	54,600	56,300
	Sub-Total	1,124,056	1,467,668	1,507,900	1,477,200	1,584,100
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	-	555	600	600	600
603400	Contract Svcs-Other	312,237	176,659	221,100	246,020	221,500
603401	Janitorial Svcs	-	839	-	-	-
603404	Air Condition Svcs	-	-	-	-	500
603460	Landscape Svcs	578,279	726,639	740,000	740,000	760,000
604100	Communication Svcs	4,234	5,023	8,100	8,100	6,000
604300	Water/Wastewater Svcs	100,944	104,747	115,100	115,100	135,700
604301	Electricity Svcs	216,431	213,550	240,500	240,500	236,900
604400	Leased Equipment	-	-	-	-	5,800
604500	Risk Internal Svcs Charge	71,400	76,800	71,500	71,500	58,200
604610	Fleet Internal Svcs Charge	72,633	73,800	52,500	52,500	64,900
604625	R&M Equipment	-	-	-	-	10,000
604630	R&M Electric	6,646	7,330	7,500	7,500	7,500
604640	R&M Machinery	4,091	14,058	10,000	3,554	-
604669	Landscape & Irrigation	48,109	51,428	51,200	46,042	55,000
604671	Park Maintenance	156,839	162,645	160,000	180,479	160,000
605220	Vehicle Fuel-On-Site	26,246	27,198	30,300	30,300	34,600
605240	Uniforms Cost	3,708	6,125	10,400	9,573	8,500
605242	Protective Clothing and Shoes	123	1,452	2,000	2,000	2,000
605246	Safety Equipment Supplies	1,625	1,285	1,300	1,300	1,500
605247	Janitorial Supplies	-	-	5,000	1,270	2,500
605250	Noncap Furn (Item less 5000)	-	671	800	800	2,500
605251	Noncap Equip (Item less 5000)	2,017	1,977	2,000	2,299	2,000
605252	Small Tools	-	-	-	-	1,500
605280	Chemicals	18,950	25,002	25,100	25,100	25,000
605290	Other Operating Supplies	1,307	1,489	1,000	7,225	1,000
605500	Training-General	368	555	700	100	2,400
605510	Tuition Reimbursement	1,985	-	-	-	-
	Sub-Total	1,628,173	1,679,826	1,756,700	1,791,862	1,806,100
<b><u>Dept Capital Outlay</u></b>						
606319	Park Improvement	-	-	-	47,778	-
606400	Machinery & Equipment	216,261	-	-	-	-
606405	Furniture & Fixtures	2,181	-	-	-	-
606441	Vehicle Replacement Program	26,300	105,900	46,812	46,812	22,530
	Sub-Total	244,743	105,900	46,812	94,590	22,530
<b>Total</b>		<b>\$ 2,996,972</b>	<b>\$ 3,253,393</b>	<b>\$ 3,311,412</b>	<b>\$ 3,363,652</b>	<b>\$ 3,412,730</b>





# Parks and Recreation Expenditures by Object Code

## Vizcaya Park—001-60-609-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	277,136	298,268	267,300	267,300	228,300
601201	Salary Attrition	-	-	(5,000)	(5,000)	(4,000)
601205	Lump Sum Payout - Accrued Time	5,619	(324)	3,800	3,800	-
601220	Longevity Pay	669	532	500	500	500
601400	Overtime-General	18,563	9,777	16,900	9,100	16,900
601410	Overtime-Holiday	3,464	4,365	900	900	900
601412	Overtime-Emergency	-	2,840	-	-	-
602100	FICA & MICA	23,057	23,761	21,000	21,000	17,800
602210	Pension-General	37,870	44,592	42,700	42,700	34,900
602304	Health Insurance-PPO	23,132	12,570	15,500	15,500	14,600
602305	Health Insurance-HMO	33,097	53,010	49,200	49,200	38,600
602306	Dental Insurance-PPO	1,817	1,504	1,200	1,200	800
602307	Dental Insurance-HMO	155	496	600	600	600
602309	Basic Life Insurance	541	672	600	600	500
602311	Long-Term Disability Ins	303	311	400	400	300
602400	Workers' Compensation	9,900	15,800	17,700	17,700	18,300
	Sub-Total	435,324	468,175	433,300	425,500	369,000
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	23,270	17,752	19,600	18,388	19,500
603401	Janitorial Svcs	6,520	9,430	10,000	10,000	10,000
603404	Air Condition Svcs	-	-	2,000	-	500
603460	Landscape Svcs	69,924	46,593	25,800	47,340	42,000
604100	Communication Svcs	677	626	800	800	750
604300	Water/Wastewater Svcs	6,176	8,144	7,300	7,300	8,200
604301	Electricity Svcs	32,694	31,541	45,400	26,600	27,700
604440	Leased Copiers	5,281	3,513	-	-	-
604500	Risk Internal Svcs Charge	20,000	21,500	20,000	20,000	16,300
604610	Fleet Internal Svcs Charge	6,300	6,100	8,300	8,300	8,900
604625	R&M Equipment	-	943	1,400	-	-
604700	Printing & Binding Svcs	-	24	-	-	-
604991	Summer Programs	706	170	8,700	9,560	8,700
604992	Recreation Activities	3,493	6,863	6,700	6,700	11,500
604993	Field Trips	-	-	-	5,000	11,000
605100	Office Supplies	2,916	2,634	2,700	2,700	3,000
605120	Computer Operating Expenses	-	-	200	200	-
605220	Vehicle Fuel-On-Site	-	1,052	600	600	2,900
605230	Program Supplies	8,429	8,737	7,500	7,500	7,500
605247	Janitorial Supplies	-	-	3,000	3,000	3,000
605250	Noncap Furn (Item less 5000)	-	-	5,000	4,140	5,000
605251	Noncap Equip (Item less 5000)	-	-	5,000	5,000	5,000
605280	Chemicals	-	13,962	40,200	13,660	38,200
605290	Other Operating Supplies	-	-	2,800	2,800	2,800
605500	Training-General	-	75	1,150	-	1,200
	Sub-Total	186,386	179,659	224,150	199,588	233,650
<b><u>Dept Capital Outlay</u></b>						
606319	Park Improvement	-	-	14,000	30,500	-
606441	Vehicle Replacement Program	-	26,900	3,100	3,100	3,200
	Sub-Total	-	26,900	17,100	33,600	3,200
<b>Total</b>		<b>\$ 621,709</b>	<b>\$ 674,734</b>	<b>\$ 674,550</b>	<b>\$ 658,688</b>	<b>\$ 605,850</b>



# Parks and Recreation Expenditures by Object Code

## Athletics—001-60-602-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	93,952	95,436	101,000	101,000	-
601201	Salary Attrition	-	-	(5,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	2,882	2,202	3,100	3,100	-
601400	Overtime-General	2,908	(79)	-	-	-
601410	Overtime-Holiday	-	-	100	100	-
601412	Overtime-Emergency	-	99	-	-	-
602100	FICA & MICA	7,475	7,203	8,000	8,000	-
602235	Pension-Senior Mgmt	-	11,212	13,700	13,700	-
602265	Pension-457	-	-	1,800	1,800	-
602304	Health Insurance-PPO	11,768	12,485	15,500	15,500	-
602305	Health Insurance-HMO	136	5	-	-	-
602306	Dental Insurance-PPO	401	388	400	400	-
602307	Dental Insurance-HMO	3	0	-	-	-
602309	Basic Life Insurance	356	348	200	200	-
602311	Long-Term Disability Ins	88	85	100	100	-
602400	Workers' Compensation	3,300	5,300	5,900	5,900	-
	Sub-Total	123,268	134,683	144,800	144,800	-
<b><u>Operating Expense</u></b>						
604100	Communication Svcs	678	643	800	800	-
604500	Risk Internal Svcs Charge	6,800	7,300	6,800	6,800	-
604610	Fleet Internal Svcs Charge	3,367	4,100	3,700	3,700	-
604700	Printing & Binding Svcs	600	20	600	600	-
604994	Athletic Activities	34,213	41,395	50,300	46,900	-
605100	Office Supplies	455	471	600	1,100	-
605220	Vehicle Fuel-On-Site	489	341	1,200	1,200	-
605230	Program Supplies	479	545	500	100	-
605251	Noncap Equip (Item less 5000)	3,271	-	-	1,200	-
605410	Subscriptions & Memberships	300	30	400	-	-
605500	Training-General	1,572	-	2,000	1,000	-
	Sub-Total	52,223	54,845	66,900	63,400	-
	<b>Total</b>	<b>\$ 175,491</b>	<b>\$ 189,528</b>	<b>\$ 211,700</b>	<b>\$ 208,200</b>	<b>\$ -</b>

## Fairway Park—001-60-601-572

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
601400	Overtime-General	2	(2)	-	-	-
	Sub-Total	2	(2)	-	-	-
	<b>Total</b>	<b>\$ 2</b>	<b>\$ (2)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Parks and Recreation Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601215	Communication Stipend	Cell Phone Stipend
601400	Overtime-General	The cost for coverage for emergencies and unanticipated personnel shortages for GAME employees.
601402	Overtime-Special Events	This represents overtime generated from the development and management of City sponsored special events, community initiatives and private/third party events held in Parks.
601410	Overtime-Holiday	This represents the cost of holiday pay when employees work on a City observed holiday either due to an event or park/facility being opened, mostly during the summer months when usage is in high demand (Labor Day, July 4th and Memorial Day).
603141	Existing Employee Screening	Periodic/random employee screening and drug testing as required by City's Risk Management Policy.
603190	Prof Svcs-Other	This line item provides funding for outside professional consulting services and professional services.
603400	Contract Svcs-Other	This cost is associated with services procured by contract such as: annual revarnishing of basketball gym, dance room and wooden floors; roof and AC repairs, weight room equipment servicing and maintenance; annual buffing and deep cleaning of facility floors; Thor Guard maintenance (lightning detection system); annual pond re-stocking at Miramar Regional Park; pest control; irrigation repairs; lighting repairs; pressure cleaning; tree trimming; and holiday lighting.
603401	Janitorial Svcs	Contracted janitorial services for the City's park facilities and restrooms.
603404	Air Condition Svcs	HVAC equipment repairs and maintenance for various parks facilities.
603425	Software License & Maint	This item is contracted for software license and maintenance.
603460	Landscape Svcs	Contracted maintenance of park greenspaces and fields. This includes mowing, trimming, treatment, cleaning and irrigation services.
604001	Travel & Training	Travel and training expenses for various divisions in Parks such as Athletics, Recreation, Special Events, Maintenance and other related activities and programs.
604100	Communication Svcs	Cost of City issued cellular phones assigned to supervisors, managers, coordinators and any other employee needing cell phone access to perform functions. This also includes the communication cost for any vehicle with installed GPS tracking.
604200	Postage	This represents costs for the Department's special mailings, bulk mailings, certified mail, UPS and FedEx.
604300	Water/Wastewater Svcs	This represents the cost of water and wastewater usage for the facilities.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604400	Leased Equipment	This represents the costs for leasing necessary equipment that the city does not have and would seldom use to complete maintenance tasks. Leasing equipment saves capital dollars since the City will only pay for the time equipment will be used. The leased equipment will be bucket trucks, loaders and other necessary equipment for Miramar Regional Park. In addition, Ansin Sports Complex will lease a track scrubber as well as additional bleachers as needed for events with an increased spectator expectation.
604402	Leased Vehicles	This account represents the cost for city leased vehicles.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles.
604625	R&M Equipment	Repair and maintenance of operating equipment located in the City's park facilities including items such as utility carts, pressure washers, gym equipment, mowers, spray machines, etc.
604630	R&M Electric	Electrical repairs and maintenance of equipment and components such as pumps, circuits, switches, lighting, etc. at the City's park facilities.
604668	R&M Aquatics	Repair and maintenance needs for the Regional Aquatics Complex (West) and the Miramar Aquatics Complex (East).
604669	Landscape & Irrigation	Supplies needed to do irrigation repair and maintenance by in house staff.
604671	Park Maintenance	This represents the cost to maintain facilities by in house staff.
604700	Printing & Binding Svcs	This cost is for printing and binding brochures, calendars, flyers, permits, manuals, registration forms and parent handbooks.
604851	Holiday Lighting Event	Holiday lighting of the City's Town Center Plaza and other Parks.
604853	Independence Day-4th of July	July 4th Celebration



# Parks and Recreation Budget Justification

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Object #	Account Description	Justification
604855	Caribbean Amer. Heritage Celeb	Caribbean American Heritage Celebration
604856	Hispanic Heritage	Latin Heritage Celebration
604857	Ansin Sporting Events	Cost associated to carry out a variety of sporting events at the Ansin Sports Complex such as track, soccer, football, etc.
604864	Aviation Day	For expenses associated with Aviation Day.
604866	5K Run	For expenses associated with the 5K Run.
604867	Shirley Branca Fall Festival	For expenses associated with the Fall Festival at Shirley Branca Park.
604868	Panamanian Independence	For expenses associated with Panamanian Independence Day.
604869	Senior Prom Gala	For expenses associated with the Senior Prom Gala.
604872	Game Night Extravaganza	For expenses associated with the Game Night Extravaganza (4 nights total).
604873	Puppy Palooza	For expenses associated with the Puppy Palooza.
604874	Poetry Slam	For expenses associated with the Poetry Slam.
604875	Citizenship Drive	For expenses associated with the Citizenship Drive.
604876	Turkey Giveaway & Health Fair	For expenses associated with the Turkey Giveaway & Health Fair.
604877	Back to School Giveaway	For expenses associated with the Back to School Giveaway.
604878	Haitian Flag Day	For expenses associated with Haitian Flag Day.
604879	Burger & Brew	For expenses associated with the Burger & Brew event.
604881	Breakfast with Santa	Breakfast with Santa Event
604882	Martin Luther King Parade&Even	Martin Luther King Jr. Day Celebration
604883	Veteran's Day	Veteran's Day Ceremony
604884	Halloween	Halloween Celebration
604886	Jamaican Independence Day	Jamaican Heritage Celebration.
604887	Haitian Candelight Vigil	Funding to carryout the Haitian Heritage Celebration
604888	Spec Events-Transportation	Transportation costs associated with providing public transportation for Miramar residents to special events.
604890	Special Events-Other	This represents the cost necessary for various co-sponsor events that are intended as community wide activities.
604893	Movie Night Quarterly	For expenses associated with the Movie Night Quarterly (4 nights in all).
604910	Advertising Costs	This cost is associated with advertising of Department's Ordinances as required through the City Clerk's office.
604916	Administrative Expense	To provide funding for any unexpected administrative expenses.
604920	License & Permit Fees	This line item represents funding for annual license/permit fees associated with meeting regulatory requirements for the City's aquatic operations, wheel chair lifts, elevators, fuel storage tank and generators at Miramar Regional Park, Miramar Aquatic Complex, Miramar Youth Enrichment Center and Sunset Lakes Community Center.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604991	Summer Programs	This includes costs related to the summer camp programs and include equipment, supplies, special guests, field trips and transportation.
604992	Recreation Activities	This includes costs related to contractual classes, teacher planning days, holiday camp, family programming, field trips and special events.
604993	Field Trips	Cost of field trips for Summer Camp, Winter Camp and Spring Camp participants as well as other programming such as the Dream Big Mentor Program and the Teen Advisory Board.
604994	Athletic Activities	This line item provides supplies, uniforms, officials and equipment for the following programs: Adult Softball, Youth Basketball, Flag Football, Adult Soccer and Tennis programs run by the City.
604997	Other Operating Expenses	This line item represents unanticipated, one time expenditures that are not reflected and/or identified in other line items in the approved budget.



# Parks and Recreation Budget Justification

Object #	Account Description	Justification
604998	Contingency	To provide funding for items not covered under other line items for emergencies.
605100	Office Supplies	This represents the costs for general desktop supplies for the department.
605120	Computer Operating Expenses	This account represents costs for the Print Management Service Agreement and computer related items.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as provided by PW-Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works Department provided the budgeted amount.
605230	Program Supplies	This represents the cost of general supplies needed for a variety of programs and meetings to include games, replacement parts for gamerooms, educational supplies, paper goods, etc.
605240	Uniforms Cost	These costs represent the purchase of uniforms for staff, recreational and athletics program participants as well as uniform service for maintenance and other divisions.
605242	Protective Clothing and Shoes	This cost is for clothing and/or items provided for protective purposes such as rubber apron, work gloves, eye protection, masks etc.
605246	Safety Equipment Supplies	This cost is necessary to maintain safety standards for employees which includes safety vests, rescue tubes, first aid supplies, etc.
605247	Janitorial Supplies	Supplies needed to clean, sanitize, and restock for events at Park facilities not covered by the contracted janitorial services.
605250	Noncap Furn (Item less 5000)	This amount is to purchase new and replacement furniture costing under \$5,000 per item at various facilities to include replacement tables, chairs, bulletin board, and lawn chairs for aquatic centers.
605251	Noncap Equip (Item less 5000)	This cost for purchasing or replacing equipment that cost less than \$5,000 per item.
605252	Small Tools	Costs associated with miscellaneous small tools such as screwdrivers, wrenches, and trimmers.
605266	Photography	This represents the cost of photography for City Officials and city-wide events.
605280	Chemicals	The cost is for fertilizers, pesticides, herbicides, drying agents, dyes, defamers, cleaners and sanitary agents needed to maintain Miramar Regional Park, as well as chemicals necessary for the aquatic facilities, and Vizcaya Park.
605285	Lab Supplies	Laboratory supplies for water quality testing at the City's aquatic complexes.
605290	Other Operating Supplies	This cost is for all supplies that need to be replaced or single use items such as: brooms, mops, trash can liners, miscellaneous pool supplies, nails, wood, etc.
605292	Aquatic Supplies	This amount is for cost of all aquatic supplies needed such as life savers, pool poles, hardware for picnic tables and lifeguard chairs, etc.
605410	Subscriptions & Memberships	This cost is to maintain memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships include Florida Recreation and Parks Association (FRPA), National Alliance for Youth Sports (NAYS), Amateur Athletic Union (AAU), and other sanctioning authorities.
605500	Training-General	This represents cost to keep required certifications, train athletic, after school, recreation, and aquatic personnel.
605510	Tuition Reimbursement	Financial assistance for full time employees seeking a degree from a college or university. Education must be related to the employee's position or serve to enhance the employee skills and knowledge. Cost covers tuition, books and any applicable lab fees.
606441	Vehicle Replacement Program	This \$62,328 budgeted amount is for vehicle replacement and escrow.

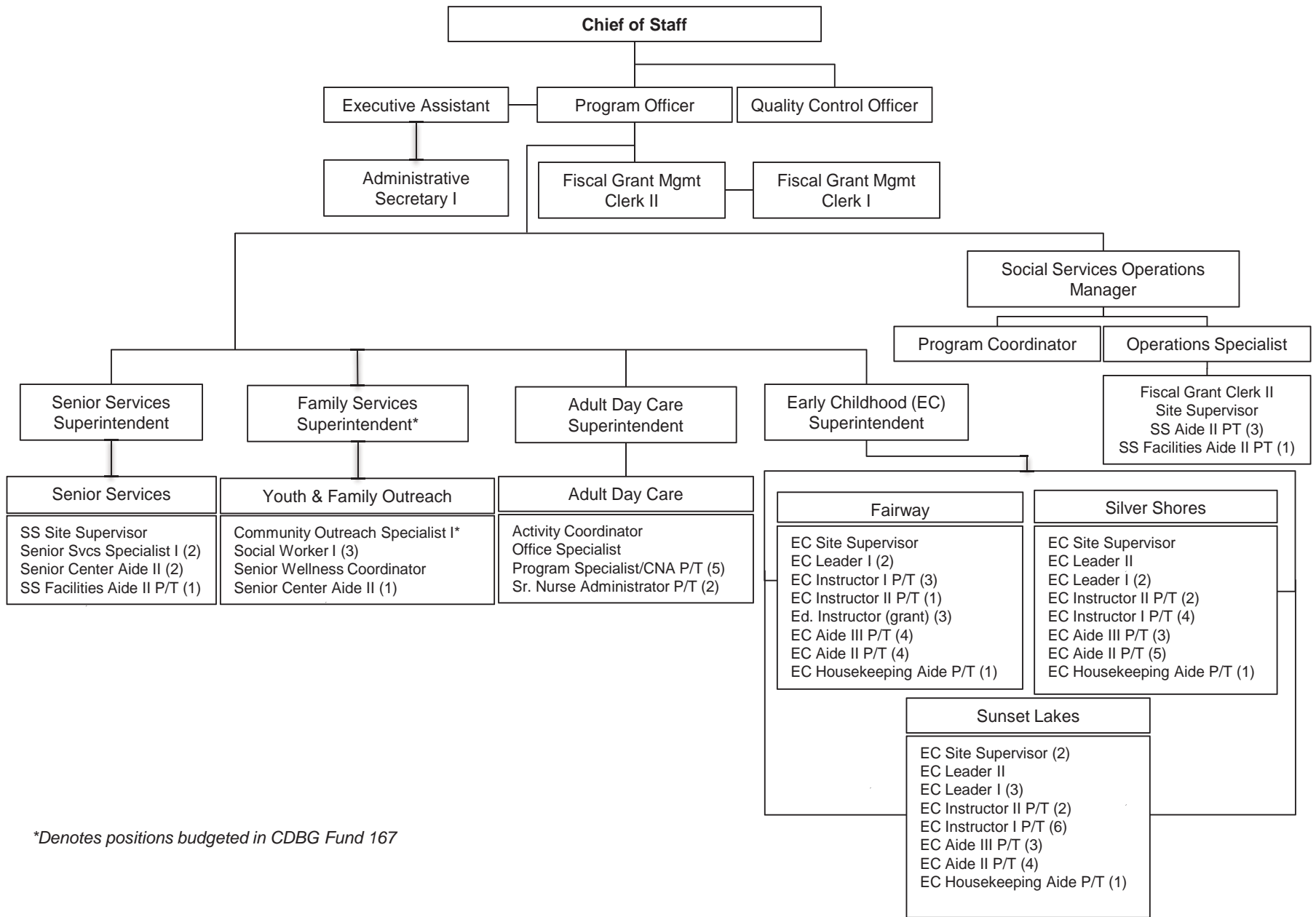
# Social Services

## Mission

*To improve and enhance the quality of life for individuals of all ages in the City of Miramar by providing comprehensive social service programs and services.*



# Social Services Organizational Chart



\*Denotes positions budgeted in CDBG Fund 167





# Social Services

## Department Overview

The Social Services Department provides comprehensive information and referral, youth and family community outreach, and senior programs/services. In addition, the department operates child care centers that deliver educational programming for preschool and elementary aged children. The department also operates an adult day care center which serves clients 18 years old and older.

As indicated in the Position Detail, this department has 69.5 budgeted positions, 39 full-time and 61 part-time employees. The four programs provided by Social Services are:

1. Administration
2. Senior Services
3. Adult Daycare Center
4. Childcare Services

## FY 2018 Accomplishments

- Held the first of its kind Senior 1K Walk in partnership with the Southcentral Southeast Focal Point catchment cities.
- Implemented department-wide training initiative for all staffing levels.
- Held first department Team Building Retreat.
- Held department Strategic Planning Session.
- Celebrated the first anniversary of the operation of the Adult Daycare Center.
- Successful results from all external agency monitoring in the Childcare Program.
- Provided outreach services to over 2,500 members of the community.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Senior Services	192,538	334,507	307,160	322,274	310,761
Adult Daycare Center	206,971	148,108	300,900	317,495	244,750
Childcare Services	1,891,841	1,771,080	1,808,903	1,808,903	1,720,343
Total	\$ 2,291,350	\$ 2,253,696	\$ 2,416,963	\$ 2,448,673	\$ 2,275,854
<b>Expenditures by Program</b>					
Administration	687,702	817,870	863,500	790,800	1,092,800
Senior Services	1,529,394	1,632,250	1,829,233	1,796,483	2,005,000
Adult Daycare Center	304,193	320,345	481,100	481,100	512,600
Childcare Services	2,629,489	2,925,371	3,149,452	3,039,402	3,340,100
Total	\$ 5,150,777	\$ 5,695,835	\$ 6,323,285	\$ 6,107,785	\$ 6,950,500
<b>Expenditures by Category</b>					
Personnel Services	3,784,892	4,339,958	4,955,000	4,744,400	5,450,900
Operating Expense	1,251,017	1,259,825	1,289,000	1,283,748	1,380,700
Capital Outlay	57,500	29,962	21,185	21,185	9,800
Grants & Aids	57,369	66,090	58,100	58,452	109,100
Total	\$ 5,150,777	\$ 5,695,835	\$ 6,323,285	\$ 6,107,785	\$ 6,950,500















# Social Services

<b>Positions by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	5.00	5.00	5.00	6.00	7.00
Senior Services	17.50	19.00	19.00	17.00	17.00
Adult Daycare Center	6.50	6.00	5.50	6.50	6.50
Childcare Services	41.50	39.00	39.00	39.00	39.00
<b>Total</b>	<b>70.50</b>	<b>69.00</b>	<b>68.50</b>	<b>68.50</b>	<b>69.50</b>

<b>Position Detail</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Activity Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Clerk I	1.00	1.00	1.00	-	-
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Adult Day Care Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant Director of Social Services	1.00	1.00	1.00	1.00	1.00
Director of Social Services	1.00	1.00	1.00	-	-
Early Childcare Site Supervisor	4.00	4.00	4.00	4.00	4.00
Early Childhood Aide II - Part-time (13)	6.50	6.50	6.50	6.50	6.50
Early Childhood Aide III - Part-time (10)	3.00	5.00	5.00	5.00	5.00
Early Childhood Housekeeping Aide - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Early Childhood Instructor I - Part-time (14)	7.00	7.00	7.00	7.00	7.00
Early Childhood Instructor II - Part-time (5)	2.50	2.50	2.50	2.50	2.50
Early Childhood Leader I	-	8.00	8.00	8.00	8.00
Early Childhood Leader II	-	2.00	2.00	2.00	2.00
Early Childhood Superintendent	1.00	1.00	1.00	1.00	1.00
Educational Instructor - Part-time (After School) (3)	1.50	1.50	1.50	1.50	1.50
Educational Instructor - Part-time (Seasonal)	0.50	-	-	-	-
Executive Assistant to the Director	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk II	1.00	1.00	1.00	2.00	2.00
Health Support Aide III - Part-time	0.50	-	-	-	-
Office Specialist	1.00	1.00	1.00	1.00	1.00
Program Specialist/C N A - Part-time (5)	3.50	3.00	2.50	2.50	2.50
Quality Control Officer	-	-	-	1.00	1.00
Recreation Aide I - Part-time (Seasonal) (4)	2.00	-	-	-	-
Recreation Aide III - Part-time (4)	2.00	-	-	-	-
Recreation Leader	8.00	-	-	-	-
Recreation Leader II	2.00	-	-	-	-
Senior Center Aide II	2.00	2.00	2.00	2.00	2.00
Senior Nurse Administrator - Part-time (2)	-	1.00	1.00	1.00	1.00
Senior Services Site Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Services Specialist I	2.00	2.00	2.00	2.00	2.00
Senior Services Superintendent	1.00	1.00	1.00	1.00	1.00
Senior Wellness Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Aide II - Part-time (3)	1.50	2.50	2.50	1.50	1.50
Social Services Aide III - Part-time	0.50	0.50	0.50	0.50	0.50
Social Services Facilities Aide II - Part-time (2)	1.00	-	-	1.00	1.00
Social Services Operations Manager	1.00	1.00	1.00	1.00	1.00
Social Services Operations Specialist	-	-	-	-	1.00
Social Services Program Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Program Manager	1.00	1.00	1.00	-	-
Social Services Program Officer	-	-	-	1.00	1.00
Social Worker I	2.00	3.00	3.00	3.00	3.00
<b>Total FTE's</b>	<b>70.50</b>	<b>69.00</b>	<b>68.50</b>	<b>68.50</b>	<b>69.50</b>



# Social Services Balanced Scorecard








Measure	Objectives	Series Status	Sep-18
 Number of unduplicated enrolled in VPK annually	 Increase registration in the Child Care Program	Actual	107.00
		YTD Actual	107.00
		EOY Target	150.00
		% Target	71.33%
		% Goal	100.00%
 Number of unduplicated enrolled in MOST annually	 Increase registration in the Child Care Program	Actual	50.00
		YTD Actual	56.50
		EOY Target	70.00
		% Target	80.71%
		% Goal	100.00%
 Number of unduplicated enrollment senior services	 Increase membership in Senior Services Program	Actual	686.00
		YTD Actual	639.75
		EOY Target	700.00
		% Target	91.39%
		% Goal	100.00%
 Number of total senior transportation segments	 Increase membership in Senior Services Program	Actual	16,077.00
		YTD Actual	65,488.00
		EOY Target	100,000.00
		% Target	65.49%
		% Goal	100.00%
 Number of unduplicated enrollments Adult Day Care	 Increase membership in Senior Services Program	Actual	48.00
		YTD Actual	190.00
		EOY Target	55.00
		% Target	345.45%
		% Goal	100.00%
 Number of meals served through the Childcare program	 Increase membership in Senior Services Program	Actual	26,254.00
		YTD Actual	130,722.00
		EOY Target	150,000.00
		% Target	87.15%
		% Goal	100.00%



# Social Services Balanced Scorecard







Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Meets budget target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 1,620,515.29
		YTD Actual	\$ 6,076,019.84
		EOY Target	\$ 6,323,285.00
		% Target	96.09%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 1,620,515.29
		YTD Actual	\$ 6,076,019.84
		EOY Target	\$ 6,102,526.00
		% Target	99.57%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets budget target - Revenues	<span style="color: gray;">■</span> Finances	Actual	631,936.82
		YTD Actual	2,263,087.88
		EOY Target	2,430,040.02
		% Target	93.13%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Revenues	<span style="color: gray;">■</span> Finances	Actual	631,936.82
		YTD Actual	2,263,087.88
		EOY Projection	2,191,629.00
		% Target	103.26%
		% Goal	100.00%
<span style="color: green;">↑</span> Provide at least 200 hours of department wide training	<span style="color: gray;">■</span> Develop and increase skill levels of staff	Actual	361.50
		YTD Actual	604.00
		EOY Target	200.00
		% Target	302.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Provide at least 80 hours of department wide cross training	<span style="color: gray;">■</span> Develop and increase skill levels of staff	Actual	25.50
		YTD Actual	127.50
		EOY Target	80.00
		% Target	159.38%
		% Goal	100.00%

# Social Services Balanced Scorecard






Measure	Objectives	Series Status	Sep-18
 Provide customer services and leadership training	 Develop supervisory and management staff	Actual	1.00
		YTD Actual	2.00
		EOY Target	1.00
		% Target	200.00%
		% Goal	100.00%
 Number of new activities offered at Adult Day Care		Actual	8.00
		YTD Actual	12.00
		EOY Target	6.00
		% Target	200.00%
		% Goal	100.00%
 Number of meals served in senior services and adult day care		Actual	5,142.00
		YTD Actual	18,567.00
		EOY Target	15,000.00
		% Target	123.78%
		% Goal	100.00%
 Number of youth and family outreach clients served		Actual	400.00
		YTD Actual	3,041.00
		EOY Target	2,500.00
		% Target	121.64%
		% Goal	100.00%
 Number of recreation units for seniors		Actual	1,906.25
		YTD Actual	7,022.50
		EOY Target	6,000.00
		% Target	117.04%
		% Goal	100.00%
 Number of outreach events attended		Actual	4.00
		YTD Actual	30.00
		EOY Target	16.00
		% Target	187.50%
		% Goal	100.00%



# Social Services Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of presentations to the community		Actual	2.00
		YTD Actual	15.00
		EOY Target	12.00
		% Target	125.00%
		% Goal	100.00%
 Number of Media Publicity		Actual	1.00
		YTD Actual	8.00
		EOY Target	8.00
		% Target	100.00%
		% Goal	100.00%
 Number of contacts through marketing		Actual	4.00
		YTD Actual	20.00
		EOY Target	20.00
		% Target	100.00%
		% Goal	100.00%
 Cost recovery ratio of Senior Services Program		Actual	20.00%
		YTD Actual	70.40%
		EOY Target	100.00%
		% Target	70.40%
		% Goal	100.00%
 % of participants 60 years old or older rating the City of Miramar SCSEFP as Good or Excellent in meeting their expectations		Actual	98.00%
		YTD Actual	98.00%
		EOY Target	100.00%
		% Target	98.00%
		% Goal	100.00%
 Number of Early Childhood Special Events		Actual	6.00
		YTD Actual	8.00
		EOY Target	3.00
		% Target	266.67%
		% Goal	100.00%

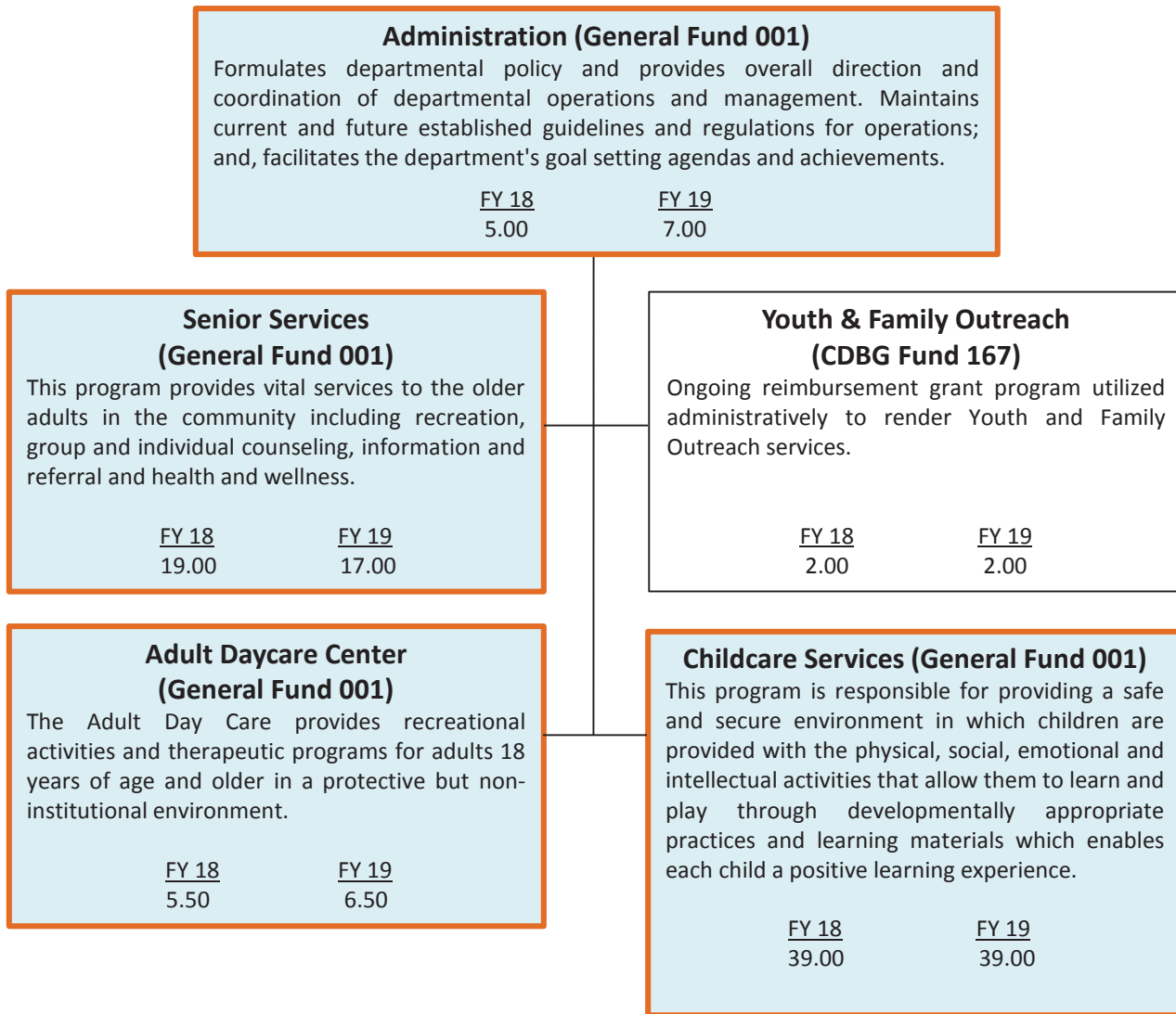
# Social Services Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of Senior Services Special Events		Actual	6.00
		YTD Actual	24.00
		EOY Target	3.00
		% Target	800.00%
		% Goal	100.00%
 Number of presentations for senior services		Actual	3.00
		YTD Actual	17.00
		EOY Target	6.00
		% Target	283.33%
		% Goal	100.00%
 Conduct 100 re-assessments on clients of Southcentral/Southeast Focal Point		Actual	15.00
		YTD Actual	84.00
		EOY Target	100.00
		% Target	84.00%
		% Goal	100.00%
 Cost recovery ratio of Adult Day Care Center		Actual	59.00%
		YTD Actual	249.30%
		EOY Target	100.00%
		% Target	249.30%
		% Goal	100.00%
 Cost recovery ratio of Childcare Services Program		Actual	74.00%
		YTD Actual	246.20%
		EOY Target	100.00%
		% Target	246.20%
		% Goal	100.00%





# Social Services FTE's by Program



# Social Services Budget Summary by Program

## Administration—Program 100

### Description

This program is necessary for the department as it oversees all programs (Administration, Senior Services, Adult Daycare, Childcare and the CDBG Outreach program in Special Revenue Fund 167). It maintains current and future established guidelines and regulations for operations and facilitate the department's goal setting agendas and achievements.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None		\$ -	\$ -	\$ -	\$ -	\$ -

### Expenditures by Category

Personnel Services	512,221	617,557	648,400	575,200	854,100
Operating Expense	126,392	140,274	147,600	147,748	152,400
Capital Outlay	-	1,162	18,400	18,400	7,200
Grants & Aids	49,089	58,877	49,100	49,452	79,100
Total	\$ 687,702	\$ 817,870	\$ 863,500	\$ 790,800	\$ 1,092,800

### Percent of Time by Position

Assistant Director of Social Services	1.00	1.00	1.00	1.00	1.00
Director of Social Services	1.00	1.00	1.00	-	-
Executive Assistant to the Director	1.00	1.00	1.00	1.00	1.00
Quality Control Officer	-	-	-	1.00	1.00
Social Services Operations Manager	1.00	1.00	1.00	1.00	1.00
Social Services Operations Specialist	-	-	-	-	1.00
Social Services Program Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Program Officer	-	-	-	1.00	1.00
Total	5.00	5.00	5.00	6.00	7.00



# Social Services Budget Summary by Program

## Senior Services—Program 632

### Description

This program provides a vital service to the seniors in the community including recreation, counseling services, referral, health and wellness and other information. It also administers various benefit programs for low income seniors.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Contracted Programs - Multi Svc Ctr	347260-180	1,404	2,200	1,500	1,500	1,500
Contracted Programs	347260-000	1,663	-	1,000	1,000	1,000
Rental-Multi Svc Center	362100-180	74,686	70,940	75,000	75,000	78,600
Trfr fr Fed Grant Fund	381162	114,785	261,367	229,660	244,774	229,661
<b>Total</b>		<b>\$ 192,538</b>	<b>\$ 334,507</b>	<b>\$ 307,160</b>	<b>\$ 322,274</b>	<b>\$ 310,761</b>

### Expenditures by Category

Personnel Services	981,223	1,120,320	1,326,400	1,300,700	1,485,100
Operating Expense	485,991	478,316	493,700	486,650	489,900
Capital Outlay	53,900	26,400	133	133	-
Grants & Aids	8,280	7,213	9,000	9,000	30,000
<b>Total</b>	<b>\$ 1,529,394</b>	<b>\$ 1,632,250</b>	<b>\$ 1,829,233</b>	<b>\$ 1,796,483</b>	<b>\$ 2,005,000</b>

### Percent of Time by Position

Administrative Clerk	1.00	1.00	1.00	-	-
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk II	1.00	1.00	1.00	2.00	2.00
Health Support Aide III - Part-time	0.50	-	-	-	-
Senior Center Aide II	2.00	2.00	2.00	2.00	2.00
Senior Nurse Administrator Part-time (2)	-	1.00	1.00	-	-
Senior Services Site Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Services Specialist I	2.00	2.00	2.00	2.00	2.00
Senior Services Superintendent	1.00	1.00	1.00	1.00	1.00
Senior Wellness Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Aide II - Part-time (3)	1.50	2.50	2.50	1.50	1.50
Social Services Aide III - Part-time	0.50	0.50	0.50	0.50	0.50
Social Services Facilities Aide II Part-time (2)	1.00	-	-	1.00	1.00
Social Services Program Manager	1.00	1.00	1.00	-	-
Social Worker I	2.00	3.00	3.00	3.00	3.00
<b>Total</b>	<b>17.50</b>	<b>19.00</b>	<b>19.00</b>	<b>17.00</b>	<b>17.00</b>

# Social Services Budget Summary by Program

## Adult Daycare Center—Program 634

### Description

The Adult Daycare Center provides programming and therapeutic programs of social and health services as well as activities for adults who have functional impairments in a protective but non-institutional environment.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Adult Daycare Fees	346912	71,360	35,665	96,600	96,600	40,200
Adult Daycare - Long Term Care	346913	550	27,900	62,750	62,750	63,000
Trfr fr State & Cty Grant Fund	381163	135,061	84,543	141,550	158,145	141,550
<b>Total</b>		<b>206,971</b>	<b>148,108</b>	<b>300,900</b>	<b>317,495</b>	<b>244,750</b>

### Expenditures by Category

Personnel Services	195,311	218,642	390,600	382,100	407,900
Operating Expense	105,283	101,703	90,500	99,000	104,700
Capital Outlay	3,600	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total</b>	<b>\$ 304,193</b>	<b>\$ 320,345</b>	<b>\$ 481,100</b>	<b>\$ 481,100</b>	<b>\$ 512,600</b>

### Percent of Time by Position

Activity Coordinator	1.00	1.00	1.00	1.00	1.00
Adult Day Care Superintendent	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Program Specialist/CNA Part-time (5)	3.50	3.00	2.50	2.50	2.50
Senior Nurse Administrator Part-time (2)	-	-	-	1.00	1.00
<b>Total</b>	<b>6.50</b>	<b>6.00</b>	<b>5.50</b>	<b>6.50</b>	<b>6.50</b>



# Social Services Budget Summary by Program

## Childcare Services—Program 650

### Description

This program is responsible for providing a safe and secure environment in which children are provided with the physical, social, emotional and intellectual activities that allow them to learn and play through developmentally appropriate practices and learning materials which enables each child a positive learning experience.

Dedicated Revenues	Object #	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019
		Actual	Actual	Budget	Amended	Budget
Local Grant - Child Svcs Council	337602-040	-	12,233	12,000	12,000	12,000
Childcare-Fairway	346910-040	308,527	276,677	270,600	270,600	272,040
Childcare-Sunset Lakes	346910-070	618,033	599,108	585,600	585,600	585,600
Childcare-Silver Shores	346910-110	609,501	536,031	592,500	592,500	502,500
Childcare-Sunset Lakes	346910-120	238,910	239,539	233,500	233,500	233,500
Trfr fr State & Cty Grant Fund	381163-040	116,870	107,492	114,703	114,703	114,703
<b>Total</b>		<b>\$ 1,891,841</b>	<b>\$ 1,771,080</b>	<b>\$ 1,808,903</b>	<b>\$ 1,808,903</b>	<b>\$ 1,720,343</b>

### Expenditures

Personnel Services	2,096,136	2,383,438	2,589,600	2,486,400	2,703,800
Operating Expense	533,352	539,533	557,200	550,350	633,700
Capital Outlay	-	2,400	2,652	2,652	2,600
<b>Total</b>	<b>\$ 2,629,489</b>	<b>\$ 2,925,371</b>	<b>\$ 3,149,452</b>	<b>\$ 3,039,402</b>	<b>\$ 3,340,100</b>

### Percent of Time by Position

Early Childcare Site Supervisor	4.00	4.00	4.00	4.00	4.00
Early Childhood Aide II - Part-time (13)	6.50	6.50	6.50	6.50	6.50
Early Childhood Aide III - Part-time (10)	3.00	5.00	5.00	5.00	5.00
Early Childhood Housekeeping Aide - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Early Childhood Instructor I - Part-time (14)	7.00	7.00	7.00	7.00	7.00
Early Childhood Instructor II - Part-time (5)	2.50	2.50	2.50	2.50	2.50
Early Childhood Leader I	-	8.00	8.00	8.00	8.00
Early Childhood Leader II	-	2.00	2.00	2.00	2.00
Early Childhood Superintendent	1.00	1.00	1.00	1.00	1.00
Educational Instructor - Part-time (After School) (3)	1.50	1.50	1.50	1.50	1.50
Educational Instructor - Part-time (Seasonal)	0.50	-	-	-	-
Recreation Aide I - Part-time (Seasonal) (4)	2.00	-	-	-	-
Recreation Aide III - Part-time (4)	2.00	-	-	-	-
Recreation Leader	8.00	-	-	-	-
Recreation Leader II	2.00	-	-	-	-
<b>Total</b>	<b>41.50</b>	<b>39.00</b>	<b>39.00</b>	<b>39.00</b>	<b>39.00</b>



# Social Services Expenditures by Object Code

## Administration—001-63-100-569

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	323,641	381,080	407,500	340,400	559,300
601201	Salary Attrition	-	-	(16,700)	(16,700)	-
601205	Lump Sum Payout - Accrued Time	14,648	46,843	25,100	25,100	33,500
601220	Longevity Pay	-	-	2,000	2,000	2,800
601400	Overtime-General	-	80	1,500	1,500	1,300
601412	Overtime-Emergency	-	282	-	-	-
602100	FICA & MICA	25,363	31,065	31,800	25,700	44,800
602210	Pension-General	9,892	-	8,800	8,800	22,200
602235	Pension-Senior Mgmt	57,133	64,268	69,600	69,600	80,900
602265	Pension-457	23,499	21,448	27,100	27,100	16,800
602304	Health Insurance-PPO	16,112	12,095	15,000	15,000	29,000
602305	Health Insurance-HMO	26,103	37,613	51,300	51,300	38,300
602306	Dental Insurance-PPO	2,303	2,447	2,700	2,700	1,200
602307	Dental Insurance-HMO	-	-	-	-	600
602309	Basic Life Insurance	1,083	1,501	900	900	1,200
602311	Long-Term Disability Ins	345	434	600	600	800
602400	Workers' Compensation	12,100	18,400	21,200	21,200	21,400
	Sub-Total	512,221	617,557	648,400	575,200	854,100
<b><u>Operating Expense</u></b>						
603134	Prof Svcs-Marketing	-	-	-	-	3,900
603141	Existing Employee Screening	334	223	200	200	200
603190	Prof Svcs-Other	-	-	-	-	500
603425	Software License & Maint	-	1,555	1,000	648	400
603455	Security Svcs	32,947	31,986	36,000	36,000	36,000
604001	Travel & Training	2,590	7,056	10,800	10,800	10,600
604100	Communication Svcs	2,453	2,781	3,500	3,500	3,200
604200	Postage	77	392	800	800	800
604300	Water/Wastewater Svcs	788	320	2,400	2,400	700
604301	Electricity Svcs	5,883	6,008	6,700	6,700	6,100
604402	Leased Vehicles	-	2,077	5,800	6,300	-
604440	Leased Copiers	3,818	4,504	-	-	-
604500	Risk Internal Svcs Charge	48,400	51,200	42,300	42,300	41,400
604610	Fleet Internal Svcs Charge	3,367	4,100	4,300	4,300	6,900
604613	Vehicle Detail	-	201	400	400	400
604700	Printing & Binding Svcs	458	138	500	500	1,200
604916	Administrative Expense	2,005	1,425	2,400	2,400	3,000
604920	License & Permit Fees	-	-	500	500	500
604989	IT Internal Svcs Charge	18,400	19,200	22,300	22,300	31,300
604998	Contingency	2,400	942	1,000	1,000	1,000
605100	Office Supplies	568	602	1,000	1,000	1,000
605120	Computer Operating Expenses	366	-	-	-	-
605220	Vehicle Fuel-On-Site	1,009	2,038	1,100	1,100	1,100
605410	Subscriptions & Memberships	470	565	1,100	1,100	200
605500	Training-General	60	2,961	3,500	3,500	2,000
	Sub-Total	126,392	140,274	147,600	147,748	152,400
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	-	-	18,400	18,400	7,200
606470	Computer Equipment	-	1,162	-	-	-
	Sub-Total	-	1,162	18,400	18,400	7,200
<b><u>Grants &amp; Aides</u></b>						
608210	Area Agency on Aging	49,089	58,877	49,100	49,452	49,100
608306	Grants to others	-	-	-	-	30,000
	Sub-Total	49,089	58,877	49,100	49,452	79,100
<b>Total</b>		<b>\$ 687,702</b>	<b>\$ 817,870</b>	<b>\$ 863,500</b>	<b>\$ 790,800</b>	<b>\$ 1,092,800</b>



# Social Services Expenditures by Object Code

## Senior Services—001-63-632-569

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	609,696	685,869	796,000	785,100	881,100
601201	Salary Attrition	-	-	(33,500)	(33,500)	-
601205	Lump Sum Payout - Accrued Time	24,347	18,939	26,800	16,300	24,000
601220	Longevity Pay	2,821	2,231	2,400	2,400	2,600
601400	Overtime-General	3,723	2,265	3,700	3,700	3,700
601410	Overtime-Holiday	529	301	1,000	1,000	1,000
601412	Overtime-Emergency	-	7,544	-	-	-
602100	FICA & MICA	47,161	51,935	63,400	59,100	69,900
602210	Pension-General	104,658	107,182	125,300	125,300	155,800
602235	Pension-Senior Mgmt	16,119	9,810	16,300	16,300	13,800
602260	Pension-401	122	-	-	-	-
602265	Pension-457	13	-	4,100	4,100	5,300
602304	Health Insurance-PPO	20,239	36,937	46,000	46,000	58,300
602305	Health Insurance-HMO	85,424	99,082	162,100	162,100	155,100
602306	Dental Insurance-PPO	2,727	3,143	3,800	3,800	3,300
602307	Dental Insurance-HMO	1,391	1,454	2,100	2,100	2,700
602309	Basic Life Insurance	1,951	2,377	1,700	1,700	1,900
602311	Long-Term Disability Ins	782	852	1,100	1,100	1,200
602400	Workers' Compensation	59,520	90,400	104,100	104,100	105,400
	Sub-Total	981,223	1,120,320	1,326,400	1,300,700	1,485,100
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	5,924	314	900	770	500
603183	Accreditation Fees	-	-	1,400	1,800	-
603190	Prof Svcs-Other	13,700	15,428	18,000	16,000	18,800
603400	Contract Svcs-Other	273	752	900	2,200	2,800
603401	Janitorial Svcs	51,443	51,464	56,900	54,700	54,700
603425	Software License & Maint	5,356	4,991	4,700	4,700	4,700
604001	Travel & Training	2,916	5,594	6,600	7,600	6,600
604100	Communication Svcs	2,814	2,195	2,900	2,900	2,900
604200	Postage	77	-	-	-	-
604300	Water/Wastewater Svcs	5,777	5,596	18,700	5,300	5,500
604301	Electricity Svcs	52,944	54,071	46,900	46,900	53,300
604302	Gas-Propane	358	440	600	600	500
604402	Leased Vehicles	-	-	6,400	6,400	6,000
604440	Leased Copiers	6,718	2,768	-	-	-
604500	Risk Internal Svcs Charge	185,300	196,400	161,800	161,800	158,300
604610	Fleet Internal Svcs Charge	17,600	8,900	6,500	6,500	7,000
604613	Vehicle Detail	-	107	400	200	400
604620	R&M Buildings	12,464	5,371	15,000	19,560	-
604700	Printing & Binding Svcs	5,223	5,740	7,100	6,340	7,100
604890	Special Events-Other	8,347	8,959	11,900	10,900	12,200
604916	Administrative Expense	-	-	-	-	2,500
604920	License & Permit Fees	408	416	-	-	-
604989	IT Internal Svcs Charge	73,500	77,000	89,300	89,300	109,700
604998	Contingency	798	702	2,000	2,000	2,000
605100	Office Supplies	2,797	3,779	3,000	3,500	3,000
605120	Computer Operating Expenses	191	1,896	1,000	890	300
605220	Vehicle Fuel-On-Site	980	1,149	1,700	1,700	1,100
605225	Equip Gas Oil & Lube	-	-	800	800	800
605230	Program Supplies	14,190	14,296	11,400	10,400	11,400
605240	Uniforms Cost	1,984	2,657	4,200	3,500	4,200
605250	Noncap Furn (Item less 5000)	8,339	2,832	6,400	13,890	6,400
605251	Noncap Equip (Item less 5000)	4,007	3,299	1,600	2,100	1,600
605410	Subscriptions & Memberships	578	607	900	900	1,800
605500	Training-General	987	592	3,000	2,500	3,000
605510	Tuition Reimbursement	-	-	800	-	800





# Social Services Expenditures by Object Code

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## Senior Services—001-63-632-569

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	Sub-Total	485,991	478,316	493,700	486,650	489,900
	<b><u>Dept Capital Outlay</u></b>					
606441	Vehicle Replacement Program	53,900	26,400	133	133	-
	Sub-Total	53,900	26,400	133	133	-
	<b><u>Grants &amp; Aides</u></b>					
608301	MASH Grt Energy Assistance	8,280	7,213	9,000	9,000	30,000
	Sub-Total	8,280	7,213	9,000	9,000	30,000
	<b>Total</b>	<b>\$ 1,529,394</b>	<b>\$ 1,632,250</b>	<b>\$ 1,829,233</b>	<b>\$ 1,796,483</b>	<b>\$ 2,005,000</b>



# Social Services Expenditures by Object Code

## Adult Daycare Center—001-63-634-569

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Personnel Services</b>						
601200	Employee Salaries	152,525	161,359	276,800	268,300	304,100
601201	Salary Attrition	-	-	(11,200)	(11,200)	-
601400	Overtime-General	245	1,151	1,500	1,500	1,500
601410	Overtime-Holiday	-	104	-	-	-
601412	Overtime-Emergency	-	1,607	-	-	-
602100	FICA & MICA	11,413	12,225	21,200	21,200	23,300
602210	Pension-General	-	15,797	17,000	17,000	17,300
602235	Pension-Senior Mgmt	10,167	-	12,200	12,200	12,400
602265	Pension-457	-	814	4,000	4,000	4,200
602305	Health Insurance-HMO	15,788	18,646	60,000	60,000	36,300
602306	Dental Insurance-PPO	716	589	600	600	1,000
602307	Dental Insurance-HMO	140	219	1,200	1,200	300
602309	Basic Life Insurance	594	535	600	600	700
602311	Long-Term Disability Ins	123	94	400	400	400
602400	Workers' Compensation	3,600	5,500	6,300	6,300	6,400
	Sub-Total	195,311	218,642	390,600	382,100	407,900
<b>Operating Expense</b>						
603140	New Hire Screening	134	-	-	-	-
603141	Existing Employee Screening	-	-	600	-	200
603183	Accreditation Fees	500	-	-	-	-
603190	Prof Svcs-Other	2,456	-	3,000	1,800	3,000
603400	Contract Svcs-Other	31,667	9,498	900	1,400	-
603401	Janitorial Svcs	-	-	3,000	890	2,600
603425	Software License & Maint	158	328	400	-	-
603470	Temporary Help	2,204	6,182	-	8,500	-
604001	Travel & Training	-	2,400	900	300	600
604100	Communication Svcs	1,009	634	1,200	1,200	900
604105	Internet-Computer Lab	3,899	-	-	-	-
604200	Postage	23	-	-	-	-
604300	Water/Wastewater Svcs	-	5,629	6,200	6,200	5,700
604301	Electricity Svcs	-	1,192	10,700	10,700	6,600
604440	Leased Copiers	1,827	602	-	-	-
604500	Risk Internal Svcs Charge	25,000	26,700	21,800	21,800	21,400
604610	Fleet Internal Svcs Charge	5,200	5,100	4,700	4,700	7,000
604613	Vehicle Detail	-	25	400	200	400
604700	Printing & Binding Svcs	240	4,700	3,000	3,100	3,000
604890	Special Events-Other	775	2,263	2,700	2,700	2,700
604920	License & Permit Fees	187	650	500	360	500
604989	IT Internal Svcs Charge	6,000	6,300	7,300	7,300	28,700
604998	Contingency	278	5,354	3,000	3,000	2,000
605100	Office Supplies	3,318	2,026	2,000	1,250	2,000
605120	Computer Operating Expenses	290	-	-	-	-
605220	Vehicle Fuel-On-Site	102	138	700	700	900
605230	Program Supplies	8,050	8,165	8,500	9,700	8,100
605240	Uniforms Cost	1,993	1,637	3,000	2,300	3,000
605250	Noncap Furn (Item less 5000)	2,002	4,799	1,500	1,500	1,500
605251	Noncap Equip (Item less 5000)	7,303	3,384	1,200	5,900	1,200
605290	Other Operating Supplies	-	3,353	-	-	-
605410	Subscriptions & Memberships	260	485	1,000	600	500
605500	Training-General	409	158	2,300	2,900	2,200
	Sub-Total	105,283	101,703	90,500	99,000	104,700
<b>Dept Capital Outlay</b>						
606470	Computer Equipment	3,600	-	-	-	-
	Sub-Total	3,600	-	-	-	-
<b>Total</b>		<b>\$ 304,193</b>	<b>\$ 320,345</b>	<b>\$ 481,100</b>	<b>\$ 481,100</b>	<b>\$ 512,600</b>



# Social Services Expenditures by Object Code

## Childcare—001-63-650-569-040/070/110/120

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,511,379	1,657,844	1,776,200	1,681,100	1,795,200
601201	Salary Attrition	-	-	(83,600)	(83,600)	-
601205	Lump Sum Payout - Accrued Time	10,570	9,868	21,400	21,400	18,800
601220	Longevity Pay	2,448	3,818	4,100	4,100	4,100
601400	Overtime-General	788	3,805	6,000	6,000	6,000
601410	Overtime-Holiday	-	70	-	-	-
601412	Overtime-Emergency	-	5,889	-	-	-
602100	FICA & MICA	115,309	125,623	137,900	129,800	139,200
602210	Pension-General	113,011	115,480	141,400	141,400	125,900
602235	Pension-Senior Mgmt	-	-	-	-	12,000
602265	Pension-457	1,801	1,840	2,000	2,000	1,600
602300	Pmt In Lieu Of Insurance	5,654	5,611	6,400	6,400	-
602304	Health Insurance-PPO	29,212	16,767	15,500	15,500	14,600
602305	Health Insurance-HMO	211,055	299,481	399,200	399,200	421,600
602306	Dental Insurance-PPO	4,628	4,864	5,000	5,000	5,100
602307	Dental Insurance-HMO	3,236	3,388	8,000	8,000	7,800
602309	Basic Life Insurance	4,055	3,728	3,900	3,900	3,900
602311	Long-Term Disability Ins	891	763	2,500	2,500	2,600
602400	Workers' Compensation	82,100	124,600	143,700	143,700	145,400
	Sub-Total	2,096,136	2,383,438	2,589,600	2,486,400	2,703,800
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	1,941	2,683	1,200	900	1,200
603183	Accreditation Fees	1,150	750	1,200	1,800	5,700
603400	Contract Svcs-Other	5,497	4,279	1,200	1,200	1,100
603401	Janitorial Svcs	13,800	14,310	19,000	18,410	21,600
604001	Travel & Training	-	-	3,600	4,790	3,300
604100	Communication Svcs	1,370	1,501	4,600	4,300	5,200
604105	Internet-Computer Lab	5,540	7,486	10,000	10,000	9,600
604300	Water/Wastewater Svcs	34,305	10,578	7,200	7,200	10,000
604301	Electricity Svcs	28,984	31,710	35,700	35,700	26,800
604440	Leased Copiers	6,589	7,295	-	-	-
604500	Risk Internal Svcs Charge	187,500	198,900	163,700	163,700	160,000
604610	Fleet Internal Svcs Charge	5,567	8,101	7,500	7,500	5,000
604613	Vehicle Detail	-	116	800	100	800
604700	Printing & Binding Svcs	2,361	2,054	4,000	3,550	4,000
604916	Administrative Expense	319	442	4,800	4,800	4,000
604920	License & Permit Fees	1,575	1,587	2,300	2,100	1,800
604989	IT Internal Svcs Charge	95,400	99,800	115,600	115,600	203,900
604990	Pre-School Activities	38,830	35,240	41,200	40,850	38,800
604991	Summer Programs	16,286	21,966	15,200	14,200	15,200
604992	Recreation Activities	26,308	28,213	25,000	25,000	25,000
604993	Field Trips	4,842	6,037	9,500	8,000	9,500
604998	Contingency	1,996	1,396	2,000	1,800	2,000
605100	Office Supplies	3,464	3,645	3,600	4,100	4,200
605120	Computer Operating Expenses	-	-	500	-	500
605220	Vehicle Fuel-On-Site	351	183	1,500	1,500	1,400
605230	Program Supplies	6,989	8,711	8,400	8,600	9,700
605235	General Food & Beverage	25,397	18,444	32,500	30,100	29,200
605240	Uniforms Cost	4,373	2,593	6,000	8,200	6,000



# Social Services Expenditures by Object Code

## Childcare—01-63-650-569-040/070/110/120

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
605250	Noncap Furn (Item less 5000)	2,428	9,678	9,200	9,550	9,200
605251	Noncap Equip (Item less 5000)	6,646	7,676	5,400	5,400	5,400
605290	Other Operating Supplies	935	-	-	-	-
605410	Subscriptions & Memberships	1,455	1,198	2,800	2,800	2,800
605500	Training-General	1,155	1,150	8,400	7,200	7,600
605510	Tuition Reimbursement	-	1,812	3,600	1,400	3,200
	Sub-Total	533,352	539,533	557,200	550,350	633,700
	<b><u>Dept Capital Outlay</u></b>					
606441	Vehicle Replacement Program	-	2,400	2,652	2,652	2,600
	Sub-Total	-	2,400	2,652	2,652	2,600
	<b>Total</b>	<b>\$ 2,629,489</b>	<b>\$ 2,925,371</b>	<b>\$ 3,149,452</b>	<b>\$ 3,039,402</b>	<b>\$ 3,340,100</b>

# Social Services Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	This line represents the cost for special events, emergencies and unanticipated personnel shortages.
601410	Overtime-Holiday	This line represents the cost for special events, emergencies and unanticipated personnel shortages that occur on a Holiday.
603134	Prof Svcs-Marketing	This line item is for marketing expenses that are not covered by OMPR. These funds will be used to communicate with the public the programs offered by Social Services Department.
603141	Existing Employee Screening	This line represents the cost for outside service to perform mandatory screenings on current employees required for programming.
603183	Accreditation Fees	This represents the cost associated with all fees relative to the accreditation of National Institute of Senior Centers (NCOA) and for Accredited Professional Preschool Learning Environment (APPLE).
603190	Prof Svcs-Other	This line item provides funding for outside professional consulting services and professional services to address exercise, health, wellness, and other program related initiatives.
603400	Contract Svcs-Other	This amount is for outside contractual services for floor/carpet cleaning.
603401	Janitorial Svcs	This line item is for the cost of a contracted janitorial services company to perform janitorial services.
603425	Software License & Maint	This represents the cost associated with fees and maintenance for software applications.
603455	Security Svcs	Cost for security services at the Multi-Service Complex (MMS).
603470	Temporary Help	These funds are used to meet licensing regulations that require formalized arrangements for staffing to obtain the services of an LPN, RN or CNA in anticipation of potential absences, planned and unplanned, of the regular direct care staff.
604001	Travel & Training	Represents the cost for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, transportation, etc.
604100	Communication Svcs	The cost for cell phones and/or hand held devices & monthly service fees. It also includes replacement costs as necessary.
604105	Internet-Computer Lab	Cost associated with filtered wireless for the child care program locations only.
604200	Postage	This is allocated costs for department mailings as well delivery services such as U.P.S and Federal Express.
604300	Water/Wastewater Svcs	This represents the cost for water, wastewater, and/or gas at facilities.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604302	Gas-Propane	This represents the cost associated with the purchase of gas/propane.
604402	Leased Vehicles	This account represents the cost for City leased vehicles.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles.
604613	Vehicle Detail	Cost associated with cleaning and detailing of City vehicles assigned to Department.
604620	R&M Buildings	Repair and Maintenance of the Social Services facilities.
604700	Printing & Binding Svcs	This represents the cost of printing and binding of brochures, calendars, flyers, permits, handbooks/manuals, registration forms and booklets as well as charges for copier overages.
604890	Special Events-Other	This represents the cost necessary for the events and program activities.
604916	Administrative Expense	This figure represents the cost for expenses associated with ceremonies, events, awards and employee incentive program.
604920	License & Permit Fees	This represents the cost associated with licensing fees related to operating programs.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604990	Pre-School Activities	This represents the costs associated with year-round pre-school programming.
604991	Summer Programs	This line item represents expenses associated with elementary age grades K-5th summer camp program.
604992	Recreation Activities	The cost associated with implementing the MOST Maximizing Out-of-School Time grant.



# Social Services Budget Justification

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Object #	Account Description	Justification
604993	Field Trips	This line item represents costs associated with field trips throughout the fiscal year to attend enrichment activities.
604998	Contingency	The cost for unanticipated expenses and emergencies.
605100	Office Supplies	This line item represents the costs associated with purchasing office supplies.
605120	Computer Operating Expenses	Costs associated with repairs and maintenance of computer equipment in computer labs.
605220	Vehicle Fuel-On-Site	This account covers the cost of fuel used for city vehicles as provided by PW-Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works Department provided the budgeted amount.
605230	Program Supplies	This represents the cost of general operating and program supplies for year round activities and programs.
605235	General Food & Beverage	This line item to pay fees determined by Family Central, associated with providing the Child Care Food Program
605240	Uniforms Cost	This represents the costs for providing uniforms for employees.
605250	Noncap Furn (Item less 5000)	This represents the cost for purchasing or replacing furniture that cost less than \$5,000 per item.
605251	Noncap Equip (Item less 5000)	This represents the cost for purchasing or replacing equipment that cost less than \$5,000 per item.
605410	Subscriptions & Memberships	This cost is associated with professional memberships and subscriptions required to maintain program standards and licensing.
605500	Training-General	This represents the cost associated with the Department's continuing efforts to train and retain the highest qualified professional and technical personnel.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This \$9,800 budgeted amount is for escrow for future vehicle replacements
608210	Area Agency on Aging	This represents the City's fair share amount to the Area Agency on Aging for the mandated local match for funds received from the Federal government.
608301	MASH Grt Energy Assistance	This expenditure is for the Miramar Assisting Seniors in their Homes (MASH) program which allows the City to help senior citizens to stay in their homes by providing emergency assistance for the payment of their rent, utilities, and other necessities.
608306	Grants to others	To provide donations for families in need.

# Cultural Affairs

## Mission

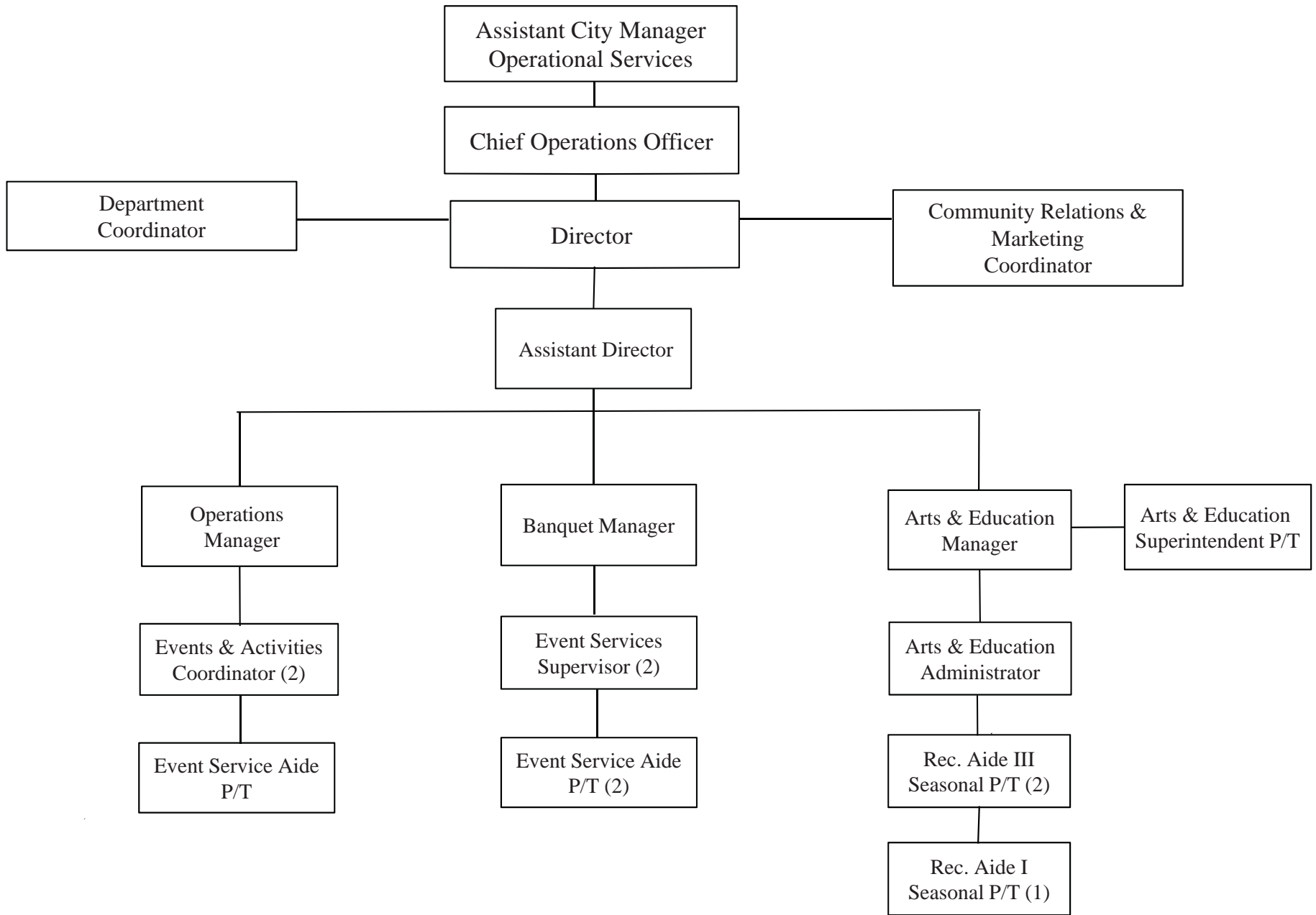
*To gather together our culturally diverse community and engage citizens from every walk of life in unique educational and cultural opportunities.*







# Cultural Affairs Organizational Chart



## Department Overview

The department administers arts and cultural programs and activities under the guidance of the department's pre-determined annual business initiatives for the City of Miramar. The departments' primary oversight for programming and facilities are the Miramar Cultural Center ArtsPark facility.

The Miramar Cultural Center ArtsPark ("MCC") is supported by two boards, the Cultural Arts Advisory Board, a council comprised of residents of Miramar appointed by the Commissioners, and the Miramar Cultural Trust, Inc., a not-for-profit board organized to support the arts in the City of Miramar, to provide endowment and annual financial support for the MCC, and to encourage, solicit and administer gifts and bequests of property and funds for the advancement and long-term fiscal viability of the MCC and its projects and programs. The Cultural Affairs Department brand for MCC was trademarked July 19, 2011, by the United States of America Patent and Trademark Office. It includes a logo which represents an artistic take on the Center's acronym for its facility (MCC) and is connected to the slogan, "Where Community and Culture Converge."

As indicated in the Position Detail, this department is comprised of 15.5 budgeted positions, 12 full-time, four part-time and three seasonal part-time employees. In addition to the budgeted positions, there are also 89 as needed temporary help positions. The four programs provided are:

1. Administration
2. Education & Gallery
3. Food & Beverage Services
4. Theatre Production

## FY 2018 Accomplishments

- Completed eleven MCC presentations including seven performance of six productions and four performances by Resident Artists.
- Presented seven educational matinees, two master classes and one ESOL workshop, with a total of more than 4,000 attendees.
- Conducted the annual Little Broadway Summer Camp serving 75 campers ages 8 - 14. Camp sold out within one week of registration.
- Showcased five visual art exhibitions in the Ansin Family Art Gallery in partnerships with Art Serve, Miramar Cultural Trust, and NAEMI.
- Recommended for funding for FY18 from Florida Department of Cultural Affairs, from SEAS, and from Broward Council Cultural Tourism Program. Further FY18 funding is pending from the NEA and ArtPlace America. Sponsorship has continued from Joe DiMaggio's Children's Hospital and new sponsorship has been secured from Robenstein Law Offices.
- Created new sales tools including new sales brochure with a fresher, more cohesive design of all materials from posters and rave cards to brochures.
- Expanded publicity, media outlets, and advertising of MCC rental facilities and attended sales events including Biz Bash South Florida.

## Program Revenues, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Administration	-	(3,104)	-	-	400,000
Education & Gallery Services	48,321	66,400	99,300	99,300	154,850
Food & Beverage Services	480,323	529,508	618,400	618,400	662,250
Theatre Production	-	729,441	633,500	805,952	753,850
Marketing & Sales Services	1,260	5,085	7,000	7,000	-
Client Management Services	567,886	(849)	-	-	-
<b>Total</b>	<b>\$ 1,097,789</b>	<b>\$ 1,326,481</b>	<b>\$ 1,358,200</b>	<b>\$ 1,530,652</b>	<b>\$ 1,970,950</b>



# Cultural Affairs

<b>Expenditures by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	847,671	484,921	468,300	480,685	821,600
Marketing & Sales Services	222,421	409,602	467,000	336,400	-
Education & Gallery Services	232,864	289,864	483,100	359,900	660,400
Food & Beverage Services	716,390	605,961	699,900	697,900	536,600
Theatre Production	-	1,116,706	1,280,633	1,247,048	1,715,533
Theatre Facilities	-	264,862	358,200	310,600	-
Client Management Services	1,104,854	37	-	-	-
<b>Total</b>	<b>\$ 3,124,200</b>	<b>\$ 3,171,953</b>	<b>\$ 3,757,133</b>	<b>\$ 3,432,533</b>	<b>\$ 3,734,133</b>













<b>Expenditures by Category</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Personnel Services	1,741,323	1,827,157	2,011,900	1,906,800	1,753,300
Operating Expense	1,382,877	1,343,496	1,744,000	1,524,500	1,979,600
Capital Outlay	-	1,300	1,233	1,233	1,233
<b>Total</b>	<b>\$ 3,124,200</b>	<b>\$ 3,171,953</b>	<b>\$ 3,757,133</b>	<b>\$ 3,432,533</b>	<b>\$ 3,734,133</b>

<b>Positions by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	4.50	2.25	2.25	2.25	3.50
Marketing & Sales Services	1.00	1.00	1.25	1.25	-
Education & Gallery Services	3.00	3.25	3.50	3.50	5.50
Food & Beverage Services	1.55	2.50	2.50	2.50	2.00
Theatre Production	-	5.25	4.75	4.75	4.50
Theatre Facilities	-	0.75	0.75	0.75	-
Client Management Services	4.95	-	-	-	-
<b>Total</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.50</b>

<b>Position Detail</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administrative Coordinator	1.00	1.00	1.00	1.00	-
Arts & Education Administrator	1.00	1.00	1.00	-	1.00
Arts & Education Manager	-	-	-	1.00	1.00
Arts & Education Superintendent - Part-time	-	-	-	-	0.50
Assistant Director of Cultural Affairs	1.00	1.00	1.00	1.00	1.00
Banquet Manager	-	-	-	-	1.00
Banquet Supervisor	1.00	1.00	1.00	1.00	-
Box Office Manager	1.00	1.00	1.00	1.00	-
Communications & Audience Development Manager	1.00	1.00	1.00	1.00	-
Community Relations & Marketing Coordinator	-	-	-	-	1.00
Cultural Affairs Department Coordinator	-	-	-	-	1.00
Cultural Affairs Event Service Aide - Part-time (3)	-	-	-	-	1.50
Cultural Affairs Events & Activity Coordinator	-	-	-	-	2.00
Cultural Affairs Manager	-	1.00	1.00	-	-
Director of Cultural Affairs	1.00	1.00	1.00	1.00	1.00
Event Services Manager	1.00	1.00	1.00	1.00	-
Event Services Supervisor	-	-	-	-	2.00
Food and Beverage Operations Manager	1.00	1.00	1.00	1.00	-
Guest Relations & Ticketing Coordinator	1.00	1.00	1.00	1.00	-
Operations Manager	1.00	-	-	1.00	1.00
Production Manager	1.00	1.00	1.00	1.00	-
Recreation Aide I - Part-time (Seasonal)	1.00	1.00	1.00	1.00	0.50
Recreation Aide III - Part-time (Seasonal) (2)	1.00	1.00	1.00	1.00	1.00
Senior Sales & Engagement Manager	-	-	-	1.00	-
Senior Sales Manager	1.00	1.00	1.00	-	-
<b>Total FTE's</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.50</b>















# Cultural Affairs Balanced Scorecard













Measure	Objectives	Series Status	Sep-18
 Return contract within 12 business days	 Ensure timely delivery of signed contracts	Actual	98.00%
		YTD Actual	98.00%
		EOY Target	100.00%
		% Target	98.00%
		% Goal	100.00%
 Increase attendance at Summer Camp Performances	 Strengthen sales	Actual	1,300.00
		YTD Actual	1,300.00
		EOY Target	1,300.00
		% Target	100.00%
		% Goal	100.00%
 Return settlement funds within 12 business days (less deposit)	 Ensure timely disbursement of settlement funds	Actual	25.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Increase both Town Center and surrounding street signage	 Improve MCC community experience	Actual	25.00%
		YTD Actual	25.00%
		EOY Target	100.00%
		% Target	25.00%
		% Goal	100.00%
 Send bi-weekly e-blast by last day of week.	 Provide information efficiently	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Update website weekly	 Provide information efficiently	Actual	12.00
		YTD Actual	48.00
		EOY Target	48.00
		% Target	100.00%
		% Goal	100.00%



# Cultural Affairs Balanced Scorecard








Measure	Objectives	Series Status	Sep-18
 Host 3000 community leaders and organization members annually at facility	 Ensure the community feels welcome	Actual	922.00
		YTD Actual	3,444.00
		EOY Target	3,000.00
		% Target	114.80%
		% Goal	100.00%
 Conference with Arts Advisory Members once per quarter	 Ensure the community feels welcome	Actual	3.00
		YTD Actual	6.00
		EOY Target	4.00
		% Target	150.00%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 1,024,818.74
		YTD Actual	\$ 3,379,520.29
		EOY Target	\$ 3,757,133.00
		% Target	89.95%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 1,024,818.74
		YTD Actual	\$ 3,379,520.29
		EOY Projection	\$ 3,300,633.00
		% Target	102.39%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	\$ 254,042.31
		YTD Actual	\$ 1,687,619.23
		EOY Target	\$ 1,495,052.00
		% Target	112.88%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 254,042.31
		YTD Actual	\$ 1,687,619.23
		EOY Projection	\$ 1,466,752.00
		% Target	115.06%
		% Goal	100.00%

# Cultural Affairs Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Apply for 8 grants for FY 18 in FY17	 Develop fundraising arm	Actual	4.00
		YTD Actual	7.00
		EOY Target	8.00
		% Target	87.50%
		% Goal	100.00%
 Develop fundraising strategic plan to include identifying sponsorship partners	 Develop fundraising arm	Actual	90.00%
		YTD Actual	90.00%
		EOY Target	100.00%
		% Target	90.00%
		% Goal	100.00%
 Add at minimum 500 email addresses per quarter	 Strengthen marketing	Actual	503.00
		YTD Actual	2,102.00
		EOY Target	2,000.00
		% Target	105.10%
		% Goal	100.00%
 Create at least 1 new marketing partner per quarter	 Strengthen marketing	Actual	1.00
		YTD Actual	4.00
		EOY Target	4.00
		% Target	100.00%
		% Goal	100.00%
 Create 1 clear goal per program per quarter	 Develop program targets	Actual	1.00
		YTD Actual	5.00
		EOY Target	4.00
		% Target	125.00%
		% Goal	100.00%
 Enact monthly financial review in Q2	 Strengthen financial understanding among staff	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%

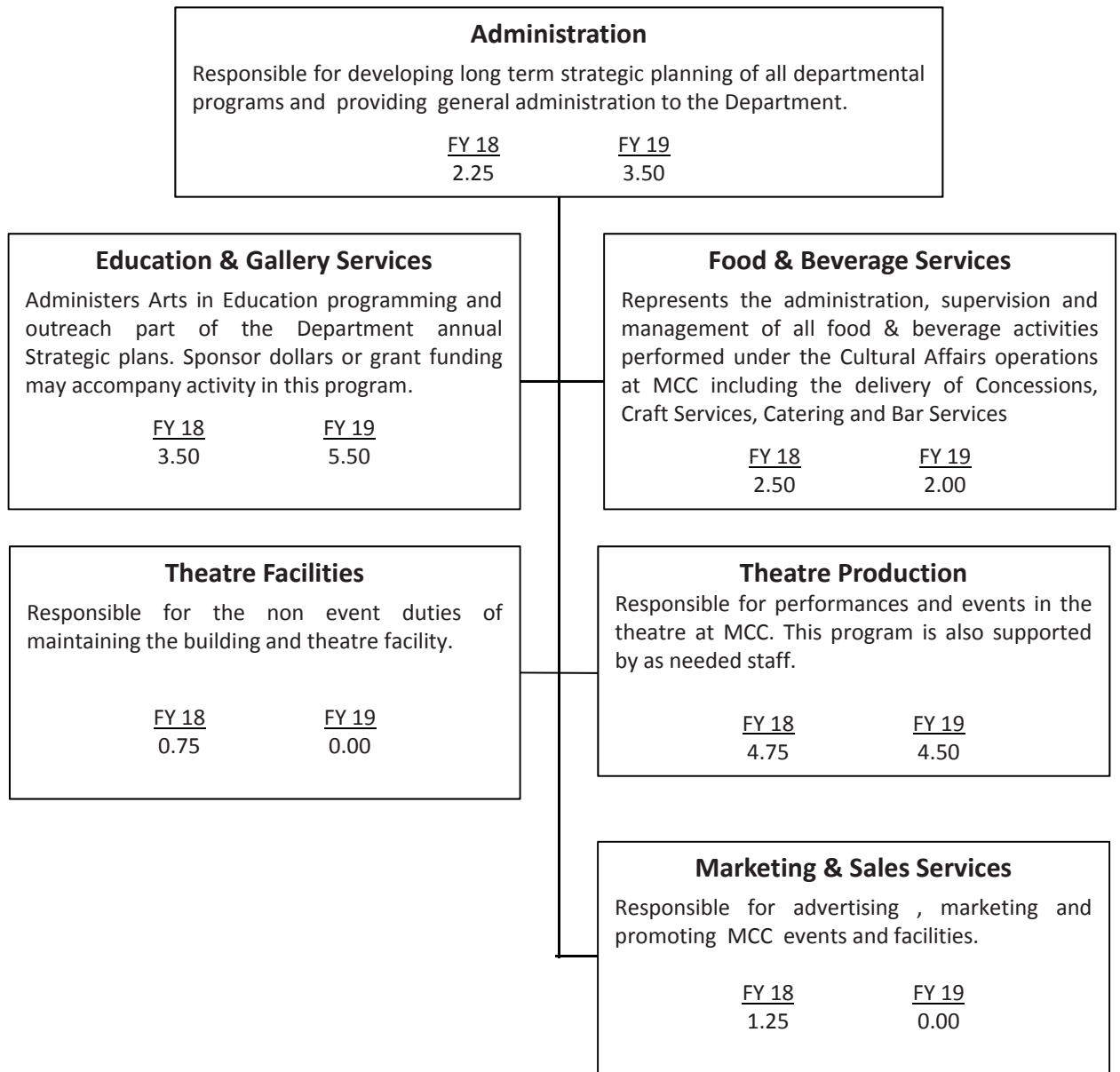


# Cultural Affairs Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Create FY19 budget	 Strengthen financial understanding among staff	Actual	100.00%
		YTD Actual	200.00%
		EOY Target	100.00%
		% Target	200.00%
		% Goal	100.00%
 Book 30 events per quarter	 Strengthen sales	Actual	32.00
		YTD Actual	164.00
		EOY Target	120.00
		% Target	136.67%
		% Goal	100.00%
 Staff attend 7 internal or external workshops/conferences or events per quarter	 Professional development for staff	Actual	8.00
		YTD Actual	32.00
		EOY Target	28.00
		% Target	114.29%
		% Goal	100.00%
 Invite 2 business or community leaders to event per quarter	 Professional development for staff	Actual	2.00
		YTD Actual	10.00
		EOY Target	8.00
		% Target	125.00%
		% Goal	100.00%
 Work cross-departmentally in support of 6 city events per quarter	 Strengthen staff relationships with internal and external parties	Actual	6.00
		YTD Actual	35.00
		EOY Target	24.00
		% Target	145.83%
		% Goal	100.00%



# Cultural Affairs FTE's by Program



# Cultural Affairs Budget Summary by Program

## Administration—Program 100

### Description

This program is responsible for developing long term strategic planning and general administration for the Cultural Affairs Department. This includes developing the department's vision, managing major relationships, contract administration, providing policy, budgeting, and accounting.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Miscellaneous	369900	\$ -	\$ (3,104)	\$ -	\$ -	\$ -
Progr Support-MCC Presents	366210	\$ -	\$ -	\$ -	\$ -	\$ 400,000
<b>Total</b>		<b>\$ -</b>	<b>\$ (3,104)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

### Expenditures by Category

Personnel Services	585,072	344,834	340,800	323,900	516,000
Operating Expense	262,599	140,087	127,500	156,785	305,600
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 847,671</b>	<b>\$ 484,921</b>	<b>\$ 468,300</b>	<b>\$ 480,685</b>	<b>\$ 821,600</b>

### Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	-
Assistant Director of Cultural Affairs	1.00	0.75	0.75	0.75	1.00
Banquet Supervisor	1.00	-	-	-	-
Community Relations & Marketing Coordinator	-	-	-	-	0.50
Cultural Affairs Department Coordinator	-	-	-	-	1.00
Director of Cultural Affairs	1.00	0.50	0.50	0.50	1.00
Operations Manager	0.25	-	-	-	-
Senior Sales Manager	0.25	-	-	-	-
<b>Total</b>	<b>4.50</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>3.50</b>

# Cultural Affairs Budget Summary by Program

## Education and Gallery Services—Program 683

### Description

This program will develop and manage children's programming, educational performances and workshops, and exhibitions and activities in the Ansin Family Art Gallery. Programs will include master classes and workshops, school performances, Little Broadway Summer Camp and additional educational opportunities. The exhibitions in the Ansin Family Art Gallery will be presented in partnership with prestigious local arts organizations and be offered as further educational opportunities for schools, community organizations, and the public.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Souvenirs	347350	50	-	600	600	750
Registration Fees - EDU Programs	347308	-	-	-	-	10,500
Ticket Sales	347339	-	12,882	28,700	28,700	60,000
Summer Programs	347210	48,271	53,518	70,000	70,000	73,600
Program Support - Education	366212	-	-	-	-	10,000
<b>Total</b>		<b>\$ 48,321</b>	<b>\$ 66,400</b>	<b>\$ 99,300</b>	<b>\$ 99,300</b>	<b>\$ 154,850</b>

### Expenditures by Category

Personnel Services	136,374	155,881	244,700	163,500	499,900
Operating Expense	96,490	133,984	238,400	196,400	160,500
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 232,864</b>	<b>\$ 289,864</b>	<b>\$ 483,100</b>	<b>\$ 359,900</b>	<b>\$ 660,400</b>

### Percent of Time by Position

Arts & Education Administrator	1.00	1.00	1.00	-	1.00
Arts & Education Manager	-	-	-	1.00	1.00
Arts & Education Superintendent - Part time	-	-	-	-	0.50
Assistant Director of Cultural Affairs	-	0.25	0.25	0.25	-
Cultural Affairs Event Service Aide - Part time	-	-	-	-	0.50
Cultural Affairs Events & Activity Coordinator	-	-	-	-	1.00
Guest Relations & Ticketing Coordinator	-	-	0.25	0.25	-
Recreation Aide I (PT-Seasonal)	1.00	1.00	1.00	1.00	0.50
Recreation Aide III (2 PT-Seasonal)	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>3.25</b>	<b>3.50</b>	<b>3.50</b>	<b>5.50</b>



# Cultural Affairs Budget Summary by Program

## Food & Beverage Services—Program 684

### Description

This program provides for sales, administration, supervision and management of all food & beverage activities at MCC and where contracted elsewhere for concessions and catering. This program is conducted with the consideration of regulatory guidelines delivered by the State of Florida for food, beverage, and liquor administration.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Banquet Hall Service Fee	347304-000	-	41,241	70,200	70,200	45,000
Concession-Food	347310-170	13,954	17,435	20,000	20,000	15,000
Concession-Beverage	347311-170	10,175	14,238	13,000	13,000	9,750
Concession-Alcohol	347312-170	40,052	75,403	56,000	56,000	75,000
Catering-Food	347313-170	158,433	84,035	67,200	67,200	33,600
Catering-Beverage	347314-170	15,421	9,678	6,000	6,000	6,000
Catering-Alcohol	347315-170	67,773	10,025	20,000	20,000	65,000
Reception Package	347316-000	-	166,086	231,000	231,000	100,000
Food & Beverage Svcs	347320-170	24,113	13,853	15,000	15,000	27,500
Food & Bev Staff- Reimbursable	347330-170	69,411	29,532	45,000	45,000	22,500
Rental-In House Equip-Banquet	362209-170	1,075	626	1,000	1,000	1,000
Rental-Banquet Hall	362215-170	70,486	62,842	66,000	66,000	192,000
Rental-Kitchen	362216-170	283	-	-	-	59,500
Rental-Small Wares	362217-170	9,147	4,514	8,000	8,000	10,400
<b>Total</b>		<b>\$ 480,323</b>	<b>\$ 529,508</b>	<b>\$ 618,400</b>	<b>\$ 618,400</b>	<b>\$ 662,250</b>

### Expenditures by Category

Personnel Services	444,600	370,213	406,400	399,400	295,700
Operating Expense	271,790	235,748	293,500	298,500	240,900
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 716,390</b>	<b>\$ 605,961</b>	<b>\$ 699,900</b>	<b>\$ 697,900</b>	<b>\$ 536,600</b>

### Percent of Time by Position

Banquet Manager	-	-	-	-	1.00
Banquet Supervisor	-	1.00	1.00	1.00	-
Event Services Supervisor	-	-	-	-	1.00
Food and Beverage Operations Manager	1.00	1.00	1.00	1.00	-
Operations Manager	0.25	-	-	-	-
Production Manager	0.30	-	-	-	-
Senior Sales & Engagement Manager	-	-	-	0.50	-
Senior Sales Manager	-	0.50	0.50	-	-
<b>Total</b>	<b>1.55</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.00</b>



# Cultural Affairs Budget Summary by Program

## Theatre Production—Program 685

### Description

This program provides for the planning, management and execution of productions and events in the theatre at MCC. Among these events and productions are those presented solely by MCC, presented with an external producer as co-producers, and by artistic companies in residence at MCC, as well as a variety of artistic, community and corporate events for which the theatre at MCC is rented.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Ticket Sales	347339-000	-	130,307	152,000	152,000	261,900
Box Office Svcs Fee	347340-000	-	35,069	32,000	32,000	20,000
Ticket Printing Fee-For Profit	347341-000	-	13,785	14,000	14,000	-
Credit Card Fee	347345-000	-	25,978	25,000	25,000	30,000
Facility Ticket Fee	347346-000	-	83,817	68,000	68,000	75,000
Internet Convenience Fee	347347-000	-	62,250	65,000	65,000	-
Marketing	347360-000	-	-	-	-	3,000
Production Staff Reimbursable	347371-000	-	94,927	100,000	100,000	140,000
Production Equipment Rental	347372-000	-	36,606	33,000	33,000	40,000
Production Outside Equip Renta	347373-000	-	1,588	-	-	-
Production Svcs Fee	347374-000	-	8,914	6,000	6,000	-
Production Svcs Incidental	347375-000	-	4,130	3,000	3,000	-
Theater Svcs Package	347380-000	-	52,399	70,000	70,000	52,000
Theater Addtl Svc Frnt of Hou	347382-000	-	-	2,300	2,300	-
Theater Insurance	347386-000	-	6,800	3,200	3,200	3,200
Rental-Theater	362205-000	-	-	-	-	108,000
Rental-Rooms	362206-000	-	66,753	60,000	60,000	10,750
Trfr Fr Fed Grant Fund	381162-000	-	-	-	40,000	-
Trfr Fr State & Cty Grant Fund	381163-000	-	106,119	-	132,452	10,000
Total		\$ -	\$ 729,441	\$ 633,500	\$ 805,952	\$ 753,850

### Expenditures by Category

Personnel Services	-	763,190	793,800	793,800	441,700
Operating Expense	-	352,216	485,600	452,015	1,272,600
Capital Outlay	-	1,300	1,233	1,233	1,233
Total	\$ -	\$ 1,116,706	\$ 1,280,633	\$ 1,247,048	\$ 1,715,533

### Percent of Time by Position

Box Office Manager	-	1.00	1.00	1.00	-
Community Relations & Marketing Coordinator	-	-	-	-	0.50
Cultural Affairs Event Service Aide - Part time (2)	-	-	-	-	1.00
Cultural Affairs Events & Activity Coordinator	-	-	-	-	1.00
Cultural Affairs Manager	-	0.25	0.25	-	-
Director of Cultural Affairs	-	0.50	0.50	0.50	-
Event Services Manager	-	1.00	1.00	1.00	-
Events Services Supervisor	-	-	-	-	1.00
Guest Relations & Ticketing Coordinator	-	1.00	0.50	0.50	-
Operations Manager	-	-	-	0.25	1.00
Production Manager	-	1.00	1.00	1.00	-
Senior Sales & Engagement Manager	-	-	-	0.50	-
Senior Sales Manager	-	0.50	0.50	-	-
Total	-	5.25	4.75	4.75	4.50



# Cultural Affairs Budget Summary by Program

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## Marketing and Sales Services—Program 682

### Description

This program provided coordination and administration of Marketing and Promotional initiatives for MCC as an institution and for its events and programs. Marketing and Sales Services managed multiple layers of promotion including advertising, marketing, press and publicity, social media engagement, and sponsorship fulfillment, and was responsible for using new and existing community and industry partnerships to increase outreach capacity.

This program was eliminated in the FY 2019 budget.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Marketing	347360-170	\$ 1,260	\$ 5,085	\$ 7,000	\$ 7,000	\$ -

### Expenditures by Category

Personnel Services	7,104	109,755	132,400	132,400	-
Operating Expense	215,317	299,847	334,600	204,000	-
Capital Outlay	-	-	-	-	-
Total	\$ 222,421	\$ 409,602	\$ 467,000	\$ 336,400	\$ -

### Percent of Time by Position

Communications & Audience Development Manager	1.00	1.00	1.00	1.00	-
Guest Relations & Ticketing Coordinator	-	-	0.25	0.25	-
Total	1.00	1.00	1.25	1.25	-

# Cultural Affairs Budget Summary by Program

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## Theatre Facilities—Program 689

### Description

This program managed the operation, maintenance and regulatory mandates required of this state-of-the-art theatre in our \$22 million dollar, 51,575 sq. ft. cultural venue. This program has been eliminated for the FY 2019 budget.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None		-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		-	83,285	93,800	93,800	-
Operating Expense		-	181,577	264,400	216,800	-
Capital Outlay		-	-	-	-	-
Total		\$ -	\$ 264,862	\$ 358,200	\$ 310,600	\$ -
<b>Percent of Time by Position</b>						
Cultural Affairs Manager		-	0.75	0.75	-	-
Operations Manager		-	-	-	0.75	-
Total		-	0.75	0.75	0.75	-





# Cultural Affairs Budget Summary by Program

## Client Management Services—Program 680

### Description

In FY 17, the Client Management Services Program was replaced with Theatre Production and Theatre Facilities Programs.

<b>Dedicated Revenues</b>	<b>Object #</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Group Sales Convenience Fee	347338	39	67	-	-	-
Ticket Sales	347339	145,575	-	-	-	-
Box Office Service Fee	347340	25,909	(1,000)	-	-	-
Ticket Printing Fee-For Profit	347341	7,004	-	-	-	-
Ticket Printing Fee-Non-Profit	347342	1,741	-	-	-	-
Facility Consignment Ticket Fee	347343	10,616	-	-	-	-
Facility Complementary Ticket Fee	347344	5,510	-	-	-	-
Credit Card Fee	347345	17,126	-	-	-	-
Facility Ticket Fee	347346	46,936	84	-	-	-
Internet Convenience Fee	347347	28,606	-	-	-	-
Telephone Convenience Fee	347348	8,914	-	-	-	-
Walk-Up Fee	347349	7,154	-	-	-	-
Production Staff Reimbursable	347371	104,619	-	-	-	-
Production Equipment Rental	347372	35,501	-	-	-	-
Production Outside Equip Rental	347373	4,998	-	-	-	-
Production Service Fee	347374	6,099	-	-	-	-
Production Services Incidental	347375	3,006	-	-	-	-
Theatre Service Package	347380	40,787	-	-	-	-
Theatre Service Package Half	347381	1,501	-	-	-	-
Theatre Addtl Srvc Fire Marsha	347385	250	-	-	-	-
Theatre Insurance	347386	1,600	-	-	-	-
Rental-Theatre	362205	59,396	-	-	-	-
Trfr Fr State & Cty Grant Fund	381163	5,000	-	-	-	-
<b>Total</b>		<b>\$ 567,886</b>	<b>\$ (849)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Expenditures by Category

Personnel Services	568,172	-	-	-	-
Operating Expense	536,682	37	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 1,104,854</b>	<b>\$ 37</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Percent of Time by Position

Box Office Manager	1.00	-	-	-	-
Event Services Manager	1.00	-	-	-	-
Guest Relations & Ticketing Coordinator	1.00	-	-	-	-
Operations Manager	0.50	-	-	-	-
Production Manager	0.70	-	-	-	-
Senior Sales Manager	0.75	-	-	-	-
<b>Total</b>	<b>4.95</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Cultural Affairs Budget Summary by Program

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## Client Management Services—Program 680

Percent of Time by Position	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Note: The following as needed temporary help positions</i>					
Admin Assistant	0.50	-	-	-	-
Banquet Server (3)	1.50	-	-	-	-
Bartender (2)	1.00	-	-	-	-
Concierge P/T	0.50	-	-	-	-
Contractor (4)	2.00	-	-	-	-
Field Marketing Rep	0.50	-	-	-	-
Event Svcs/Stg Assist	0.50	-	-	-	-
Lead Usher (2)	1.00	-	-	-	-
Maint Worker PT	0.50	-	-	-	-
Program Dev Manager	0.50	-	-	-	-
Stage Assistant I (5)	2.50	-	-	-	-
Stage Assistant II (7)	3.50	-	-	-	-
Stage Assistant III (16)	8.00	-	-	-	-
Stage Assistant IV (10)	5.00	-	-	-	-
Stage Assistant V (7)	3.50	-	-	-	-
Total As needed	31.00	-	-	-	-



# Cultural Affairs Expenditures by Object Code

## Administration—001-68-100-573

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Personnel Services</b>						
601200	Employee Salaries	378,317	209,051	204,000	187,100	306,000
601201	Salary Attrition	-	-	(10,000)	(10,000)	-
601205	Lump Sum Payout - Accrued Time	51,445	15,907	10,300	10,300	17,000
601215	Communication Stipend	350	-	-	-	1,300
601220	Longevity Pay	-	-	-	-	1,400
601400	Overtime-General	-	201	-	-	-
601410	Overtime-Holiday	179	(10)	-	-	-
601412	Overtime-Emergency	-	379	-	-	-
602100	FICA & MICA	33,214	17,567	15,600	15,600	23,500
602210	Pension-General	9,093	9,298	11,400	11,400	11,500
602235	Pension-Senior Mgmt	44,867	28,029	35,000	35,000	53,400
602260	Pension-401	4,781	260	-	-	-
602265	Pension-457	8,929	12,947	13,500	13,500	17,700
602300	Pmt In Lieu Of Insurance	4,397	4,165	10,900	10,900	6,200
602304	Health Insurance-PPO	-	-	-	-	7,300
602305	Health Insurance-HMO	21,397	5,805	6,400	6,400	24,800
602306	Dental Insurance-PPO	733	319	300	300	2,200
602307	Dental Insurance-HMO	285	10	-	-	-
602309	Basic Life Insurance	1,573	812	400	400	700
602311	Long-Term Disability Ins	414	194	300	300	400
602400	Workers' Compensation	25,100	39,900	42,700	42,700	42,600
	Sub-Total	585,072	344,834	340,800	323,900	516,000
<b>Operating Expense</b>						
603190	Prof Svcs-Other	12,140	-	5,000	3,250	20,000
603400	Contract Svcs-Other	3,345	2,346	3,000	47,800	-
603401	Janitorial Svcs	10,881	4,300	7,000	7,000	-
603455	Security Svcs	108,690	34,863	47,000	37,000	77,000
604001	Travel & Training	322	58	2,000	-	7,000
604100	Communication Svcs	-	1,935	4,000	2,162	3,000
604200	Postage	581	911	3,000	3,000	18,000
604301	Electricity Svcs	64,420	62,793	11,100	11,100	21,700
604400	Leased Equipment	-	-	1,000	-	1,000
604440	Leased Copiers	1,295	1,043	-	-	-
604500	Risk Internal Svcs Charge	14,900	-	-	-	-
604610	Fleet Internal Svcs Charge	1,267	1,176	2,800	2,800	3,000
604620	R&M Buildings	12,627	-	-	-	20,000
604700	Printing & Binding Svcs	1,271	874	1,000	1,000	-
604889	Marketing & Promotions	-	-	-	-	90,000
604901	Credit Card Svcs Fees	232	-	200	200	-
604920	License & Permit Fees	2,588	-	1,500	-	6,500
604989	IT Internal Svcs Charge	18,300	21,200	24,600	24,600	23,500
604997	Other Operating Expenses	1,394	400	1,000	1,000	1,000
604998	Contingency	175	-	-	-	-
605100	Office Supplies	3,108	1,674	3,000	4,500	2,000
605120	Computer Operating Expenses	978	3,374	1,000	4,073	2,000
605220	Vehicle Fuel-On-Site	61	-	700	700	1,000
605225	Equip Gas Oil & Lube	-	-	100	100	400
605247	Janitorial Supplies	9	-	-	-	-
605250	Noncap Furn (Item less 5000)	55	-	2,500	2,500	2,500
605251	Noncap Equip (Item less 5000)	660	-	1,000	1,000	1,000
605290	Other Operating Supplies	536	-	1,000	1,000	1,000
605410	Subscriptions & Memberships	2,764	3,140	4,000	2,000	4,000
	Sub-Total	262,599	140,087	127,500	156,785	305,600
<b>Total</b>		<b>\$ 847,671</b>	<b>\$ 484,921</b>	<b>\$ 468,300</b>	<b>\$ 480,685</b>	<b>\$ 821,600</b>



# Cultural Affairs Expenditures by Object Code

## Education & Gallery Services—001-68-683-573

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	97,817	97,947	174,500	93,300	340,000
601201	Salary Attrition	-	-	(5,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	2,004	6,392	4,200	4,200	15,600
601400	Overtime-General	73	-	-	-	-
602100	FICA & MICA	7,679	8,495	13,700	13,700	27,200
602210	Pension-General	-	-	2,400	2,400	21,600
602235	Pension-Senior Mgmt	10,940	15,416	19,300	19,300	36,600
602265	Pension-457	1,616	3,692	4,400	4,400	7,600
602300	Pmt In Lieu Of Insurance	-	3,604	7,800	7,800	9,300
602305	Health Insurance-HMO	3,168	291	2,000	2,000	19,200
602306	Dental Insurance-PPO	879	870	900	900	1,500
602307	Dental Insurance-HMO	2	-	-	-	200
602309	Basic Life Insurance	372	451	400	400	700
602311	Long-Term Disability Ins	122	123	200	200	500
602400	Workers' Compensation	11,700	18,600	19,900	19,900	19,900
	Sub-Total	136,374	155,881	244,700	163,500	499,900
<b><u>Operating Expense</u></b>						
603140	New Hire Screening	-	-	1,000	1,000	500
603400	Contract Svcs-Other	29,200	14,453	30,000	30,000	15,000
603480	Artist Contract	-	40,016	75,000	33,000	40,000
604001	Travel & Training	-	-	-	-	5,000
604300	Water/Wastewater Svcs	-	5,727	3,900	3,900	4,000
604301	Electricity Svcs	-	-	11,100	11,100	10,900
604440	Leased Copiers	-	789	-	-	-
604500	Risk Internal Svcs Charge	3,600	17,500	29,200	29,200	2,900
604610	Fleet Internal Svcs Charge	-	1,200	1,100	1,100	1,200
604870	Public Education	-	-	-	-	7,000
604892	Art Gallery	-	4,505	20,000	20,000	15,000
604916	Administrative Expense	-	-	4,000	4,000	-
604989	IT Internal Svcs Charge	14,900	30,600	35,500	35,500	23,500
604991	Summer Programs	48,348	18,503	23,800	23,800	23,800
605220	Vehicle Fuel-On-Site	-	32	600	600	500
605225	Equip Gas Oil & Lube	-	-	200	200	200
605230	Program Supplies	441	659	3,000	3,000	11,000
	Sub-Total	96,490	133,984	238,400	196,400	160,500
	<b>Total</b>	<b>\$ 232,864</b>	<b>\$ 289,864</b>	<b>\$ 483,100</b>	<b>\$ 359,900</b>	<b>\$ 660,400</b>



# Cultural Affairs Expenditures by Object Code

## Food & Beverage Services—001-68-684-579

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	333,215	251,382	259,500	259,500	169,600
601201	Salary Attrition	-	-	(10,000)	(10,000)	-
601205	Lump Sum Payout - Accrued Time	10,739	7,166	10,500	10,500	8,200
601215	Communication Stipend	1,310	1,300	1,300	1,300	1,300
601230	TempStaffAN	800	-	-	-	-
601400	Overtime-General	7,782	137	-	-	-
601402	Overtime-Special Events	-	578	7,000	-	7,000
601410	Overtime-Holiday	-	57	-	-	-
601412	Overtime-Emergency	-	810	-	-	-
602100	FICA & MICA	27,006	20,003	20,800	20,800	13,700
602210	Pension-General	-	-	9,500	9,500	8,500
602235	Pension-Senior Mgmt	20,665	24,025	29,600	29,600	17,600
602260	Pension-401	4,527	4,604	5,000	5,000	2,700
602265	Pension-457	2,496	4,552	5,200	5,200	4,500
602305	Health Insurance-HMO	13,719	20,077	29,600	29,600	24,800
602306	Dental Insurance-PPO	537	846	1,100	1,100	1,100
602307	Dental Insurance-HMO	77	169	200	200	100
602309	Basic Life Insurance	340	567	600	600	400
602311	Long-Term Disability Ins	189	238	400	400	200
602400	Workers' Compensation	21,200	33,700	36,100	36,100	36,000
	<b>Sub-Total</b>	<b>444,600</b>	<b>370,213</b>	<b>406,400</b>	<b>399,400</b>	<b>295,700</b>
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	7,432	8,202	12,000	12,000	10,000
603401	Janitorial Svcs	43,400	39,865	41,500	46,500	41,500
603425	Software License & Maint	-	-	5,000	5,000	1,000
603460	Landscape Svcs	277	426	3,000	3,000	500
603470	Temporary Help	3,909	2,498	5,000	2,500	5,000
604001	Travel & Training	18	20	2,500	-	2,500
604300	Water/Wastewater Svcs	-	5,727	3,900	3,900	4,000
604301	Electricity Svcs	-	-	11,100	11,100	10,900
604302	Gas-Propane	1,694	1,558	2,500	2,500	2,500
604500	Risk Internal Svcs Charge	81,000	47,400	31,500	31,500	65,300
604610	Fleet Internal Svcs Charge	-	1,196	1,100	1,100	1,200
604625	R&M Equipment	4,873	3,661	8,000	8,000	5,000
604910	Advertising Costs	-	5,109	7,500	-	-
604913	Reimburse Internal Event Costs	-	(9,832)	-	(17,500)	-
604916	Administrative Expense	-	360	2,700	700	2,700
604920	License & Permit Fees	2,625	2,574	4,000	4,000	3,000
604989	IT Internal Svcs Charge	25,300	23,600	27,400	27,400	13,100
604997	Other Operating Expenses	14,751	-	-	-	-
605220	Vehicle Fuel-On-Site	-	32	600	600	500
605225	Equip Gas Oil & Lube	-	-	200	200	200
605230	Program Supplies	4,064	4,211	8,000	20,000	8,000
605235	General Food & Beverage	76,354	80,826	95,000	105,000	60,000
605247	Janitorial Supplies	80	993	5,000	5,000	4,000
605252	Small Tools	310	-	-	-	-
605290	Other Operating Supplies	5,560	17,322	16,000	26,000	-
605500	Training-General	142	-	-	-	-
	<b>Sub-Total</b>	<b>271,790</b>	<b>235,748</b>	<b>293,500</b>	<b>298,500</b>	<b>240,900</b>
	<b>Total</b>	<b>\$ 716,390</b>	<b>\$ 605,961</b>	<b>\$ 699,900</b>	<b>\$ 697,900</b>	<b>\$ 536,600</b>



# Cultural Affairs Expenditures by Object Code

## Theatre Production—001-68-685-573

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	508,983	527,300	527,300	252,800
601201	Salary Attrition	-	-	(20,000)	(20,000)	-
601205	Lump Sum Payout - Accrued Time	-	27,817	24,500	24,500	13,200
601400	Overtime-General	-	1,780	-	-	-
601410	Overtime-Holiday	-	49	-	-	-
601412	Overtime-Emergency	-	372	-	-	-
602100	FICA & MICA	-	40,836	41,400	41,400	20,300
602210	Pension-General	-	-	4,800	4,800	13,100
602235	Pension-Senior Mgmt	-	66,370	82,100	82,100	27,500
602260	Pension-401	-	-	-	-	2,700
602265	Pension-457	-	8,824	15,500	15,500	5,800
602300	Pmt In Lieu Of Insurance	-	-	-	-	3,100
602304	Health Insurance-PPO	-	-	-	-	7,300
602305	Health Insurance-HMO	-	34,537	39,900	39,900	19,200
602306	Dental Insurance-PPO	-	1,341	1,400	1,400	1,000
602307	Dental Insurance-HMO	-	173	300	300	100
602309	Basic Life Insurance	-	1,621	1,100	1,100	500
602311	Long-Term Disability Ins	-	489	700	700	400
602400	Workers' Compensation	-	70,000	74,800	74,800	74,700
	Sub-Total	-	763,190	793,800	793,800	441,700
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	5,064	10,000	-	278,500
603400	Contract Svcs-Other	-	5,860	18,700	45,950	13,700
603401	Janitorial Svcs	-	27,867	32,500	32,500	25,500
603470	Temporary Help	-	-	5,000	2,500	3,000
604001	Travel & Training	-	-	3,000	3,000	1,000
604100	Communication Svcs	-	1,914	5,000	3,765	4,000
604300	Water/Wastewater Svcs	-	11,454	7,700	7,700	8,000
604301	Electricity Svcs	-	-	33,300	11,700	32,400
604440	Leased Copiers	-	2,481	-	-	-
604500	Risk Internal Svcs Charge	-	64,900	51,800	51,800	97,000
604610	Fleet Internal Svcs Charge	-	1,200	3,900	3,900	4,200
604625	R&M Equipment	-	3,003	10,000	10,000	10,000
604630	R&M Electric	-	1,797	12,000	12,000	7,000
604889	Marketing & Promotions	-	-	-	23,200	-
604890	Special Events-Other	-	375	6,500	300	1,500
604891	Theatre Productions	-	167,621	220,000	185,000	750,000
604910	Advertising Costs	-	5,758	3,500	-	-
604916	Administrative Expense	-	-	2,500	-	2,500
604920	License & Permit Fees	-	-	1,500	-	1,500
604989	IT Internal Svcs Charge	-	44,700	51,800	51,800	26,100
605220	Vehicle Fuel-On-Site	-	1,054	700	700	500
605225	Equip Gas Oil & Lube	-	-	200	200	200
605240	Uniforms Cost	-	-	1,000	1,000	1,000
605247	Janitorial Supplies	-	7,168	5,000	5,000	5,000
	Sub-Total	-	352,216	485,600	452,015	1,272,600
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	-	1,300	1,233	1,233	1,233
	Sub-Total	-	1,300	1,233	1,233	1,233
<b>Total</b>		<b>\$ -</b>	<b>\$ 1,116,706</b>	<b>\$ 1,280,633</b>	<b>\$ 1,247,048</b>	<b>\$ 1,715,533</b>



# Cultural Affairs Expenditures by Object Code

## Marketing & Sales Services—001-68-682-573

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	6,262	75,855	89,200	89,200	-
601201	Salary Attrition	-	-	(5,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	-	-	300	300	-
602100	FICA & MICA	478	5,878	6,900	6,900	-
602210	Pension-General	-	-	2,400	2,400	-
602235	Pension-Senior Mgmt	-	13,614	18,200	18,200	-
602265	Pension-457	-	1,374	2,700	2,700	-
602304	Health Insurance-PPO	302	12,095	15,000	15,000	-
602305	Health Insurance-HMO	-	-	2,000	2,000	-
602306	Dental Insurance-PPO	10	388	400	400	-
602309	Basic Life Insurance	41	443	200	200	-
602311	Long-Term Disability Ins	11	108	100	100	-
	Sub-Total	7,104	109,755	132,400	132,400	-
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	11,877	30,360	45,000	48,700	-
603400	Contract Svcs-Other	2,043	3,327	7,500	-	-
604001	Travel & Training	-	330	2,500	500	-
604100	Communication Svcs	(25)	522	1,000	-	-
604200	Postage	326	25,009	40,000	10,000	-
604440	Leased Copiers	-	540	-	-	-
604610	Fleet Internal Svcs Charge	-	1,200	1,100	1,100	-
604700	Printing & Binding Svcs	31,864	35,103	30,000	17,800	-
604889	Marketing & Promotions	-	(14)	-	-	-
604910	Advertising Costs	165,803	194,038	193,000	114,400	-
604989	IT Internal Svcs Charge	-	9,400	10,900	10,900	-
605220	Vehicle Fuel-On-Site	-	32	500	500	-
605225	Equip Gas Oil & Lube	-	-	100	100	-
605230	Program Supplies	3,428	-	3,000	-	-
	Sub-Total	215,317	299,847	334,600	204,000	-
	<b>Total</b>	<b>\$ 222,421</b>	<b>\$ 409,602</b>	<b>\$ 467,000</b>	<b>\$ 336,400</b>	<b>\$ -</b>



# Cultural Affairs Expenditures by Object Code

## Theatre Facilities—001-68-689-573

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>					
601200	Employee Salaries	-	58,086	62,600	62,600	-
601201	Salary Attrition	-	-	(5,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	-	3,523	7,900	7,900	-
602100	FICA & MICA	-	4,718	5,400	5,400	-
602235	Pension-Senior Mgmt	-	11,913	14,600	14,600	-
602265	Pension-457	-	-	1,900	1,900	-
602305	Health Insurance-HMO	-	4,537	5,900	5,900	-
602306	Dental Insurance-PPO	-	276	300	300	-
602309	Basic Life Insurance	-	155	100	100	-
602311	Long-Term Disability Ins	-	77	100	100	-
	Sub-Total	-	83,285	93,800	93,800	-
	<b><u>Operating Expense</u></b>					
603190	Prof Svcs-Other	-	314	25,000	300	-
603400	Contract Svcs-Other	-	1,700	5,000	5,000	-
603401	Janitorial Svcs	-	1,119	7,000	7,000	-
603455	Security Svcs	-	56,855	55,000	55,000	-
604100	Communication Svcs	-	-	1,000	1,000	-
604301	Electricity Svcs	-	-	11,100	11,100	-
604500	Risk Internal Svcs Charge	-	93,400	112,600	112,600	-
604620	R&M Buildings	-	20,711	38,500	15,600	-
604891	Theatre Productions	-	(149)	-	-	-
604920	License & Permit Fees	-	528	-	-	-
604989	IT Internal Svcs Charge	-	7,100	8,200	8,200	-
605247	Janitorial Supplies	-	-	1,000	1,000	-
	Sub-Total	-	181,577	264,400	216,800	-
	<b>Total</b>	<b>\$ -</b>	<b>\$ 264,862</b>	<b>\$ 358,200</b>	<b>\$ 310,600</b>	<b>\$ -</b>



# Cultural Affairs Expenditures by Object Code

## Client Management Services—001-68-680-573

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	359,959	-	-	-	-
601205	Lump Sum Payout - Accrued Time	20,417	-	-	-	-
601215	Communication Stipend	150	-	-	-	-
601220	Longevity Pay	558	-	-	-	-
601230	TempStaffAN	4,672	-	-	-	-
601400	Overtime-General	816	-	-	-	-
602100	FICA & MICA	28,340	-	-	-	-
602235	Pension-Senior Mgmt	78,130	-	-	-	-
602260	Pension-401	173	-	-	-	-
602265	Pension-457	2,205	-	-	-	-
602300	Pmt In Lieu Of Insurance	1,500	-	-	-	-
602305	Health Insurance-HMO	23,823	-	-	-	-
602306	Dental Insurance-PPO	1,226	-	-	-	-
602307	Dental Insurance-HMO	173	-	-	-	-
602309	Basic Life Insurance	1,318	-	-	-	-
602311	Long-Term Disability Ins	711	-	-	-	-
602400	Workers' Compensation	44,000	-	-	-	-
	Sub-Total	568,172	-	-	-	-
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	3,103	-	-	-	-
603401	Janitorial Svcs	48,757	-	-	-	-
603470	Temporary Help	18,729	-	-	-	-
604100	Communication Svcs	3,571	-	-	-	-
604200	Postage	517	-	-	-	-
604300	Water/Wastewater Svcs	39,215	-	-	-	-
604440	Leased Copiers	3,265	-	-	-	-
604500	Risk Internal Svcs Charge	105,400	-	-	-	-
604610	Fleet Internal Svcs Charge	1,000	-	-	-	-
604625	R&M Equipment	5,873	-	-	-	-
604630	R&M Electric	2,964	-	-	-	-
604891	Theatre Productions	228,254	-	-	-	-
604920	License & Permit Fees	1,131	-	-	-	-
604989	IT Internal Svcs Charge	72,000	-	-	-	-
605220	Vehicle Fuel-On-Site	168	37	-	-	-
605247	Janitorial Supplies	2,736	-	-	-	-
	Sub-Total	536,682	37	-	-	-
<b>Total</b>		<b>\$ 1,104,854</b>	<b>\$ 37</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Cultural Affairs Budget Justification

Object #	Account Description	Justification
<b><u>Expense</u></b>		
601402	Overtime-Special Events	This cost is for overtime for events held in the Banquet Hall, Theater, Town Center and Regional Park.
603190	Prof Svcs-Other	This cost is for professional services contracts related to RFP, Marketing, and Food & Beverage services for the MCC.
603400	Contract Svcs-Other	This cost is for annual and other contracts including the following: Pest Control, Pressure washing of exterior, Window Cleaning, Food and Beverage: Alarm Service-Fire, Security System Service Contract; Security Guard Services ,Carpet Cleaning, Elevator Maintenance, Generator Maintenance & Inspection, Generator Fuel, Pavers Maintenance in plaza & front of building, Cleaning Upholstery and Public Art Fountain (Botanical Garden) Event Setup and Breakdown Services, Emergency Spot Pressure Cleaning Alternative support services stipend for Theater.
603401	Janitorial Svcs	This line item is for the cost of a contracted janitorial services company to perform janitorial services.
603425	Software License & Maint	This cost for software licences and maintenance fees for VSI and RecTrac.
603455	Security Svcs	The cost is for non-event related and non-building related security services at the MCC.
603460	Landscape Svcs	This cost is for the Botanical Gardens maintenance.
603470	Temporary Help	This account represents costs associated with providing additional professional staff for clerical support to maintain work flow during extended employee absences.
603480	Artist Contract	This account is to account for payments to guest artists, teaching artists, production contracts, and all fees paid to artists or arts organizations.
604001	Travel & Training	This cost is for travel and training to attend annual meetings and conferences including National Association of Performing Arts Presenters' Conference (APAP), (South Arts) Performing Arts Exchange, and Americans for the Arts.
604100	Communication Svcs	This cost is to support Box Office and internet service for visiting entertainers, Voice and Data (Phone and Fax) Service, Finance Dept. communication shared costs for IP phone landline & mailboxes, T-1 access for outside lines, Fire and Burglar alarms, FIA card services: I-PAD 3G Service Charge; Constant Contact -eblast vendor monthly service fee, Volgistics.
604200	Postage	This cost is for allocated postage, mail outs, Fedex and UPS charges.
604300	Water/Wastewater Svcs	This cost is for water and wastewater consumption.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604302	Gas-Propane	This cost is for Food & Beverage Services use of propane gas for cooking purposes.
604400	Leased Equipment	This cost is for leased equipment that the city does not have.
604500	Risk Internal Svcs Charge	This is restricted for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles.
604625	R&M Equipment	This cost is for repair and maintenance of various equipment.
604630	R&M Electric	This line item represents the costs for maintaining electrical systems for all City buildings and facilities and irrigation systems.
604870	Public Education	These monies will be used for community outreach and promotion of our educational programs.
604889	Marketing & Promotions	These monies will be used to promote the various shows that the department produces each year. This includes radio and TV spots, trade magazines, local newspapers, web search advertisements, consulting fees and print material.
604890	Special Events-Other	This represents the cost necessary for the events and program activities.
604891	Theatre Productions	This expense account is used to record expenses related to theatre productions, both rental and MCC presents.
604892	Art Gallery	This account records all expenses related to visual art exhibitions.
604916	Administrative Expense	To provide for various administrative expenses incurred.
604920	License & Permit Fees	This cost is for various licenses and permits such as elevators, generators, termites, websites, Theatre Manager, VSI, constant contact, credit card processing units etc, Food Handler, Alcohol/Beverage License renewal and Food License renewal.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, computer licenses, database needs and support services.
604991	Summer Programs	This cost is associated with all Cultural Affairs Arts & Education Programs including summer camp and after school activities, contracted teaching artist, field trip transportation, musical instruments, administration materials & show/class expenses.



# Cultural Affairs Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
604997	Other Operating Expenses	This represents the cost for expenses that are not budgeted in another line item and are emergency related.
605100	Office Supplies	This represents the cost for office supplies for staff.
605120	Computer Operating Expenses	These costs are for the Print Management Service Agreement and computer related items.
605220	Vehicle Fuel-On-Site	To provide fuel for City vehicles assigned to department.
605225	Equip Gas Oil & Lube	To provide for equipment maintenance (gas, oil, lube) for vehicles assigned to department.
605230	Program Supplies	This account is for program supplies to support Education and Gallery Services Activities including outreach events, promotions, receptions, and quarterly events at the MCC.
605235	General Food & Beverage	This expense line item provides funds for purchase of food, beverage and alcohol to support events at the MCC.
605240	Uniforms Cost	This represents the cost of providing uniforms for all GAME members. The collective bargaining agreements provided for employees to receive uniforms and safety/special shoes.
605247	Janitorial Supplies	This cost is for various janitorial supplies such as paper products, light bulbs and other related items.
605250	Noncap Furn (Item less 5000)	This cost is for furniture and fixture that cost less than \$5,000 per item.
605251	Noncap Equip (Item less 5000)	This cost is for equipment that cost less than \$5,000 per item.
605290	Other Operating Supplies	The anticipated amount of funding is required for expenditures not budgeted in another line item.
605410	Subscriptions & Memberships	This cost is to maintain membership with professional associations, subscriptions and publications such as Volgistics, Florida Festival of Events (FFEA), and Sun Sentinel, etc.
606441	Vehicle Replacement Program	This \$1,233 budgeted amount is for escrow for future vehicle replacements.

# **General Fund**

# **Non-Departmental**





# General Fund Non-Departmental

## Description

The Non-Departmental budget is for expenditures that are not directly related to a specific operating department or for activities that are separate from departmental operations for control purposes. As such, goals, objectives, performance measures and accomplishments do not apply to this budget.

All General Fund departments benefit from this budget. Although no positions are assigned to this budget, personnel services are for retired employees pension, health and dental insurance, the City's portion of long term care insurance and medical insurance stipend. Operating expenses include debt service for short term debt payment and transfers out from the General Fund to other funds, including the Debt Service and Capital Projects Funds.

## Expenditure Summary

Summary by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services	742,545	983,661	1,016,500	1,079,500	1,016,500
Operating Expense	2,265,222	4,620,093	2,819,451	4,784,951	3,240,620
Capital Outlay	-	604,300	-	1,666,000	2,800,000
Debt Service	165,890	124,417	308,800	308,800	308,700
Transfers	6,682,096	7,301,900	7,276,900	7,446,900	8,080,469
Grants & Aids	-	-	-	12,000	730,000
Capital Improvement	-	35,250	-	40,052	-
Appropriated Fund Balance	-	-	-	-	7,291,339
<b>Total</b>	<b>\$ 9,855,752</b>	<b>\$ 13,669,621</b>	<b>\$ 11,421,651</b>	<b>\$ 15,338,203</b>	<b>\$ 23,467,628</b>

## Expenditure Detail Budget—001-70-Variou

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
001-70-Variou						
	<b><u>Debt Service-001-70-000-</u></b>					
607181	Prin-12 BB&T Lease Fire Truck	162,266	123,422	-	-	-
607183	Prin-2017 Motorola Lse-Radio	-	-	28,400	28,400	29,600
607281	Int-12 BB&T Fire Truck Lease	3,623	995	-	-	-
607283	Int-2017 Motorola Lse-Radio Eq	-	-	9,600	9,600	8,400
607184	Prin-2017 BOA M&P Radio Lse	-	-	239,700	239,700	244,100
607284	Int-2017 BOA M&P Radio Lse	-	-	31,100	31,100	26,600
	Sub-Total	165,890	124,417	308,800	308,800	308,700





# General Fund Non-Departmental

## Expenditure Detail Budget—001-90-000-519/581-000

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
602100	FICA & MICA	1,601	-	-	-	-
602245	Pension-Retiree	103,807	156,558	107,500	107,500	107,500
602308	Long-Term Care Insurance	10,200	2,338	11,000	11,000	11,000
602315	GAME Retiree Health & Dental	79,831	106,915	120,000	120,000	120,000
602318	NonRep Retiree Health & Dental	279,897	368,969	400,000	380,000	400,000
602320	PBA Retiree Stipend	204,170	230,960	280,000	280,000	280,000
602321	GAME Retiree Stipend	24,210	32,210	40,000	40,000	40,000
602322	Non-Rep Retiree Stipend	38,828	85,711	58,000	141,000	58,000
	Sub-Total	742,545	983,661	1,016,500	1,079,500	1,016,500
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	128,430	300,279	150,000	196,000	150,000
603192	Consulting Svcs	72,033	61,086	50,000	103,511	50,000
603601	Firefighters Pension Benefits	990,464	966,694	1,175,000	1,175,000	1,175,000
603602	Police Officers Pension Benef	962,925	1,032,724	914,000	914,000	914,000
604440	Leased Copiers	-	-	243,451	190,251	238,400
604669	Landscape & Irrigation	-	11,238	-	13,100	-
604890	Special Events-Other	-	-	-	2,000	-
604901	Credit Card Svcs Fees	43,751	-	-	-	-
604905	Bank Svcs Charges	6,682	7,430	12,000	5,200	5,000
604930	Record Storage Charges	19,804	21,744	30,000	30,000	30,000
604995	Special Assessment Expense	18,746	18,766	20,000	18,800	20,000
604998	Contingency	20,827	14,095	200,000	15,889	633,220
605295	Hurricane Supplies	1,559	77,958	25,000	56,940	25,000
603415	Debris Removal	-	2,108,080	-	2,064,260	-
	Sub-Total	2,265,222	4,620,093	2,819,451	4,784,951	3,240,620
<b><u>Dept. Capital Outlay</u></b>						
606100	Land Acquisition	-	590,000	-	1,500,000	2,800,000
	Sub-Total	-	590,000	-	1,500,000	2,800,000
<b><u>Grants &amp; Aids</u></b>						
608250	Economic Incentive	-	-	-	-	730,000
608306	Grants to others	-	-	-	12,000	-
	Sub-Total	-	-	-	12,000	730,000
<b><u>Capital Improvement</u></b>						
606211	Minor Building Repairs	-	14,300	-	166,000	-
606502	CIP-Plan/Design/Eng	-	-	-	40,000	-
606510	CIP-Construction	-	35,250	-	52	-
	Sub-Total	-	49,550	-	206,052	-
<b><u>Other</u></b>						
691201	Trfr To Debt Svcs	-	175,000	-	-	306,500
691203	Trfr To CIP Rev Bond	4,920,900	6,333,300	4,265,200	4,265,200	4,098,100
691204	Trfr To Debt Svcs	-	793,600	3,011,700	3,011,700	2,241,600
691395	Trfr To Capital Projects	1,761,196	-	-	170,000	1,434,269
609990	Appropriated Fund Balance	-	-	-	-	7,291,339
	Sub Total	6,682,096	7,301,900	7,276,900	7,446,900	15,371,808
	Total	<b>\$ 9,689,862</b>	<b>\$ 13,545,204</b>	<b>\$ 11,112,851</b>	<b>\$ 15,029,403</b>	<b>\$ 23,158,928</b>
	<b>Total Non-departmental</b>	<b>\$ 9,855,752</b>	<b>\$ 13,669,621</b>	<b>\$ 11,421,651</b>	<b>\$ 15,338,203</b>	<b>\$ 23,467,628</b>



# General Fund Non-Departmental Budget Justification

<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
<b><u>Expense</u></b>		
602245	Pension-Retiree	This account is for the annual pension amount for employees per IRS Code.
602308	Long-Term Care Insurance	This is the City's portion for long term care insurance.
602315	GAME Retiree Health & Dental	This account includes costs associated with retired employee health insurance benefits provided by Collective Bargaining Agreements.
602318	NonRep Retiree Health & Dental	This account includes costs associated with retired employee health insurance benefits for non-represented employees.
602320	PBA Retiree Stipend	This account includes costs associated with retired employee stipend payments provided by Collective Bargaining Agreements.
602321	GAME Retiree Stipend	This account includes costs associated with retired employee stipend payments provided by Collective Bargaining Agreements.
602322	Non-Rep Retiree Stipend	This account includes costs associated with retired employee stipend payments provided to non-represented employees.
603190	Prof Svcs-Other	This is for benefits and other related outside professional services.
603192	Consulting Svcs	This is for legal governmental consulting services.
603601	Firefighters' Pension Benefits	This account is a pass thru for revenues (312510) provided by the State to help fund Fire Pensions per F.S. 175. The revenues are generated based on a tax on property and casualty insurance policies.
603602	Police Officers' Pension Benef	This account is a pass thru for revenues (312520) provided by the State to help fund Police Pensions per F.S. 185. The revenues are generated based on a tax on property and casualty insurance policies.
604440	Leased Copiers	This account is for leased copy machines fixed cost, desktop printers and related supplies. Toner is only purchased if allotted meter amount is exceeded. Restricted for Procurement Department only.
604905	Bank Svcs Charges	This is for analyzed bank service charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604930	Record Storage Charges	This cost is for preparation of records for microfilming/optical disc scanning; offsite records storage and retrieval, equipment lease and supplies and on-going records management for the City
604995	Special Assessment Expense	This cost is associated with the addition of the Fire Protection Assessment to the annual TRIM notice mailed out by the Broward County Property Appraiser.
604998	Contingency	This is for one time expenditures that are not budgeted in another line item
605295	Hurricane Supplies	This represents possible anticipated hurricane supplies cost for all situations not budgeted in the departmental budgets.
606100	Land Acquisition	These monies will be used to purchase small land parcels in Historic Miramar, consolidate them into larger parcels, and sell them at a modest profit to developers that are looking for larger parcels to develop.
608250	Economic Incentive	These monies will be used as matching grants to those businesses in Historic Miramar that show an economic need to improve their facades or general structures. Those businesses that are excluded from receiving Federal, State or County grants will be prioritized.
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance in order to fund the pension irrevocable trust funds, 12% fund reserves and emergency fund.
691201	Trfr To Debt Svcs	Funds to be transferred to the debt service fund in this category will be used to pay the 2017 CIP Loan.
691203	Trfr To CIP Rev Bond	These funds will be used for debt service payment on 2015 CIP Refunding Revenue Bonds (\$5,962,500), the financing of five Fire-Rescue vehicles (\$337,700), and bank charges (\$2,000).
691204	Trfr To Debt Svcs	These funds will be used for the debt service payment on the Special Obligation Refunding and Improvement Revenue Bonds, Series 2013.
691395	Trfr To Capital Projects	These funds are to be transferred to the CIP Fund in order to fund various governmental CIP projects therein.



# General Fund Debt Service Budget Justification

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Object #	Account Description	Justification
<b><u>Expense</u></b>		
607183	Prin-2017 Motorola Lse-Radio	This is the Principal for the 2017-Motorola Back-Up Radio System Equipment 7-Year Lease (\$28,400 Annual Principal Payment). Principal and Interest is due Annually on March 1 through March 1, 2024, to begin March 1, 2018.
607184	Prin-2017 BOA M&P Radio Lse	This is the Principal for the 2017-Motorola Portable and Mobile Radios 7-Year Lease (\$229,200 Annual Principal Payment).
607283	Int-2017 Motorola Lse-Radio Eq	This is the Interest for the 2017-Motorola Back-Up Radio System Equipment 7-Year Lease (\$9,600 Annual Interest Payment). Principal and Interest is due Annually on March 1 through March 1, 2024, to begin March 1, 2018.
607284	Int-2017 BOA M&P Radio Lse	This is the Interest for the 2017-Motorola Portable and Mobile Radios 7-Year Lease (\$59,100 Annual Interest Payment).



# General Fund Capital Improvement

## Description

This section is for Capital Improvement Program (CIP) projects expenditures that cost over \$100,000 and are funded by the General Fund. These expenditures only reflect what will be the impact on FY 2019 Budget. All other details on these projects are in the Five Year Capital Improvement Budget.

## Expenditure Budget Summary

### Summary by Category

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Capital Outlay	-	35,250	-	40,052	-
Total	\$ -	\$ 35,250	\$ -	\$ 40,052	\$ -

### Summary by Department

	Dept. #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Construction & Facilities Management	53	-	35,250	-	40,052	-
Public Works	50	-	-	-	-	-
Total		\$ -	\$ 35,250	\$ -	\$ 40,052	\$ -

## Expenditure Detail Summary

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>CFM - 808</b>						
	<i>PBA / Civic Center Park Expansion</i>						
	<i>001-53-808-572-000</i>	51015					
606510	CIP-Construction		-	35,250	-	52	-
	Sub Total		-	35,250	-	52	-
	<b>CFM - 802</b>						
	<i>Add'l N Bnd Right Turn Ln-Dykes Rd</i>						
	<i>001-53-802-541-000</i>	52055					
606502	CIP-Plan/Design/Eng		-	-	-	40,000	-
	Sub Total		-	-	-	40,000	-
	Total		\$ -	\$ 35,250	\$ -	\$ 40,052	\$ -





# Special Revenue Funds

## Description

Special Revenue Funds are used to account for revenues that are legally restricted or committed to expenditures for a specific purpose other than debt service or capital projects. Currently, the City has eight Special Revenue Funds.

## Revenues and Expenditures Summary

Revenues by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	4,016,468	4,671,118	1,661,924	17,013,992	1,674,012
Charges for Services	1,463,651	1,445,672	1,244,800	1,570,700	1,609,300
Fines & Forfeitures	364,008	318,090	12,000	444,681	12,000
Miscellaneous Revenues	14,608	21,450	15,600	28,185	14,600
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	1,571,860	500
<b>Total</b>	<b>\$ 5,858,734</b>	<b>\$ 6,456,329</b>	<b>\$ 2,934,324</b>	<b>\$ 20,629,418</b>	<b>\$ 3,310,412</b>

Expenditures by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services	1,557,624	1,616,547	1,352,494	1,689,571	1,517,000
Operating Expenses	1,918,299	1,319,928	606,530	4,245,734	606,330
Capital Outlay	386,660	95,665	-	247,236	-
Grants & Aids	42,642	52,000	10,000	120,720	10,000
Total Operating Expenditures	3,905,225	3,084,140	1,969,024	6,303,262	2,133,330
Capital Improvement Program	791,361	2,123,105	-	10,365,838	-
Reserve	-	-	-	-	-
Restoration of Fund Balance	-	-	13,400	1,841,197	13,100
Transfer Out	1,175,507	1,117,075	951,900	2,119,121	1,163,982
<b>Total</b>	<b>\$ 5,872,093</b>	<b>\$ 6,324,319</b>	<b>\$ 2,934,324</b>	<b>\$ 20,629,418</b>	<b>\$ 3,310,412</b>

Revenues by Fund	Fund #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Police Education	110	11,814	12,383	12,600	12,600	12,900
Public Safety Outside Services	145	1,463,651	1,445,672	1,244,800	1,570,700	1,609,300
Law Enforcement Trust	160	359,096	318,706	13,700	2,027,468	13,700
Federal Grants	162	990,762	949,813	630,655	1,098,612	630,655
State & County Grants	163	1,204,996	2,570,832	321,245	11,699,365	333,327
Neighborhood Stabilization Prog (NSP)	164	429,796	164,887	-	875,433	-
S.H.I.P.	166	577,745	440,691	1,300	1,623,941	500
Community Develop Block Grant (CDBG)	167	820,875	553,346	710,024	1,721,299	710,030
<b>Total</b>		<b>\$ 5,858,734</b>	<b>\$ 6,456,329</b>	<b>\$ 2,934,324</b>	<b>\$ 20,629,418</b>	<b>\$ 3,310,412</b>

Expenditures by Fund	Fund #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Police Education	110	11,197	5,642	12,600	12,600	12,900
Public Safety Outside Services	145	1,440,527	1,505,652	1,244,800	1,570,700	1,609,300
Law Enforcement Trust	160	396,905	134,884	13,700	2,027,468	13,700
Federal Grants	162	990,762	949,813	630,655	1,098,612	630,655
State & County Grants	163	1,204,996	2,570,832	321,245	11,699,365	333,327
Neighborhood Stabilization Prog (NSP)	164	429,796	164,887	-	875,433	-
S.H.I.P.	166	577,035	439,264	1,300	1,623,941	500
Community Develop Block Grant (CDBG)	167	820,875	553,346	710,024	1,721,299	710,030
<b>Total</b>		<b>\$ 5,872,093</b>	<b>\$ 6,324,319</b>	<b>\$ 2,934,324</b>	<b>\$ 20,629,418</b>	<b>\$ 3,310,412</b>



# Police Education Fund

## Description Fund 110

This fund was established to pay for law enforcement officers training costs. Revenues are associated with the two dollars the City receives from each paid traffic citation, which by State Statute, must be used to further City's Police Officers education.

### Revenues and Expenditures Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 58,512	\$ 59,129	\$ 65,869	\$ 65,869	\$ 65,869
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	11,676	12,237	12,000	12,000	12,000
Miscellaneous Revenues	138	145	600	600	900
Transfer In	-	-	-	-	-
Other Sources	-	-	-	-	-
<b>Total</b>	<b>\$ 11,814</b>	<b>\$ 12,383</b>	<b>\$ 12,600</b>	<b>\$ 12,600</b>	<b>\$ 12,900</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	11,197	5,642	12,600	12,600	12,900
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>11,197</b>	<b>5,642</b>	<b>12,600</b>	<b>12,600</b>	<b>12,900</b>
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 11,197</b>	<b>\$ 5,642</b>	<b>\$ 12,600</b>	<b>\$ 12,600</b>	<b>\$ 12,900</b>
Excess/Deficiency	617	6,740	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ 59,129</b>	<b>\$ 65,869</b>	<b>\$ 65,869</b>	<b>\$ 65,869</b>	<b>\$ 65,869</b>



# Police Education Fund

## Revenues Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Fines &amp; Forfeitures</u></b>						
351501	Traffic Court Fines-PD Ed	11,676	12,237	12,000	12,000	12,000
	Sub-total	11,676	12,237	12,000	12,000	12,000
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	138	145	600	600	900
	Sub-total	138	145	600	600	900
	<b>Total</b>	<b>\$ 11,814</b>	<b>\$ 12,383</b>	<b>\$ 12,600</b>	<b>\$ 12,600</b>	<b>\$ 12,900</b>

## Expenditure Detail Budget—110-20-000-529-000-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense</u></b>						
604905	Bank Svcs Charges	68	71	100	100	150
605500	Training-General	11,129	5,572	12,500	12,500	12,750
	<b>Total</b>	<b>\$ 11,197</b>	<b>\$ 5,642</b>	<b>\$ 12,600</b>	<b>\$ 12,600</b>	<b>\$ 12,900</b>

## Police Education Fund Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
351501	Traffic Court Fines-PD Ed	Two dollars (\$2.00) is received from each paid traffic citation issued within the corporate limits of the City. These revenues are based on historical data and anticipated growth.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
605500	Training-General	This is for outside training and subject matter experts and includes registration fees. It is also to purchase materials needed to support training activities, such as range materials, training suits, floor mats, etc.



# Public Safety Outside Services Fund

## Description Fund 145

This fund was established to account for revenues and expenditures associated with services provided by off-duty police officers and firefighters in private customer details to various businesses and homeowner associations.

### Revenues and Expenditures Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 69,359</b>	<b>\$ 92,483</b>	<b>\$ 32,503</b>	<b>\$ 32,503</b>	<b>\$ 32,503</b>
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	1,463,651	1,445,672	1,244,800	1,570,700	1,609,300
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Other Source	-	-	-	-	-
<b>Total</b>	<b>\$ 1,463,651</b>	<b>\$ 1,445,672</b>	<b>\$ 1,244,800</b>	<b>\$ 1,570,700</b>	<b>\$ 1,609,300</b>
<b>Expenditures by Category</b>					
Personnel Services	1,440,547	1,505,652	1,244,800	1,570,700	1,409,300
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	(19)	-	-	-	-
<b>Total Operating Expenditures</b>	<b>1,440,527</b>	<b>1,505,652</b>	<b>1,244,800</b>	<b>1,570,700</b>	<b>1,409,300</b>
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	200,000
<b>Total</b>	<b>\$ 1,440,527</b>	<b>\$ 1,505,652</b>	<b>\$ 1,244,800</b>	<b>\$ 1,570,700</b>	<b>\$ 1,609,300</b>
Excess/Deficiency	23,124	(59,980)	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ 92,483</b>	<b>\$ 32,503</b>	<b>\$ 32,503</b>	<b>\$ 32,503</b>	<b>\$ 32,503</b>

# Public Safety Outside Services Fund

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Charges for Services</u></b>						
342140	Police Special Details	1,228,730	1,201,520	1,060,800	1,382,900	1,400,000
342150	PD Special Detail Admin Fee	200,814	195,446	174,700	174,700	200,000
342200	Fire Special Details	34,108	48,705	9,300	13,100	9,300
	Sub-total	1,463,651	1,445,672	1,244,800	1,570,700	1,609,300
	<b>Total</b>	<b>\$ 1,463,651</b>	<b>\$ 1,445,672</b>	<b>\$ 1,244,800</b>	<b>\$ 1,570,700</b>	<b>\$ 1,609,300</b>

## Expenditure Detail Budget—145-20-000-521-000-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601310	Special Duty Pay	1,196,822	1,217,254	1,078,800	1,369,400	1,243,300
602100	FICA & MICA	85,008	87,343	82,600	100,400	82,600
602304	Health Insurance-PPO	11,947	16,554	-	3,600	-
602305	Health Insurance-HMO	85,030	94,351	-	11,700	-
602306	Dental Insurance-PPO	5,071	5,638	-	1,600	-
602307	Dental Insurance-HMO	620	500	-	200	-
602309	Basic Life Insurance	1,396	1,522	-	300	-
602311	Long-Term Disability Ins	1,053	1,089	-	100	-
602400	Workers' Compensation	53,600	81,400	83,400	83,400	83,400
	Sub-total	1,440,547	1,505,652	1,244,800	1,570,700	1,409,300
<b><u>Grants &amp; Aids</u></b>						
608305	PAL Donation	(19)	-	-	-	-
691001	Trfr To General Fund	-	-	-	-	200,000
	Sub-total	(19)	-	-	-	200,000
	<b>Total</b>	<b>\$ 1,440,527</b>	<b>\$ 1,505,652</b>	<b>\$ 1,244,800</b>	<b>\$ 1,570,700</b>	<b>\$ 1,609,300</b>

## Budget Justification

342140	Police Special Details	This line item is for authorizing, contracting, scheduling, employing and accounting for hours worked by City-paid Police Officers in private customer service.
342150	PD Special Detail Admin Fee	This line item is to reimburse the cost of City support staff for the administration, book-keeping and coordination of special duty activities
342200	Fire Special Details	This line item is the activity of authorizing, contracting, scheduling, employing and accounting for hours worked by City-paid Firefighters in private customer service.

### **Expense**

691001	Trfr To General Fund	This line is to account for the transfer to the General Fund of Administrative Fees collected in the Public Safety Outside Services Fund. The Administrative Fee is used to reimburse the cost of City support staff for the administration, book-keeping and coordination of special duty activities.
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# Law Enforcement Trust Fund

## Description Fund 160

This fund was established to account for the awards provided by the Federal, Treasury, and State agencies related to confiscated and forfeited contraband found during police operations. Due to the unpredictable nature of funding needs, outside of bank service charges, no additional funds will be budgeted for FY19.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 1,425,848</b>	<b>\$ 1,388,039</b>	<b>\$ 1,571,860</b>	<b>\$ 1,571,860</b>	<b>\$ 1,841,197</b>
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	352,332	305,852	-	432,681	-
Miscellaneous Revenues	6,764	12,853	13,700	22,927	13,700
Transfer In	-	-	-	-	-
Other Source	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	1,571,860	-
<b>Total</b>	<b>\$ 359,096</b>	<b>\$ 318,706</b>	<b>\$ 13,700</b>	<b>\$ 2,027,468</b>	<b>\$ 13,700</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	14,869	38,169	300	72,051	600
Capital Outlay	341,874	54,715	-	-	-
Appropriated Fund Balance	-	-	13,400	1,841,197	13,100
Grants & Aids	40,162	42,000	-	78,220	-
<b>Total Operating Expenditures</b>	<b>396,905</b>	<b>134,884</b>	<b>13,700</b>	<b>1,991,468</b>	<b>13,700</b>
Capital Improvement	-	-	-	36,000	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 396,905</b>	<b>\$ 134,884</b>	<b>\$ 13,700</b>	<b>\$ 2,027,468</b>	<b>\$ 13,700</b>
Excess/Deficiency	(37,809)	183,822	-	-	13,100
Appropriation of Fund Balance	-	-	-	269,337	-
<b>Ending Fund Balance</b>	<b>\$ 1,388,039</b>	<b>\$ 1,571,860</b>	<b>\$ 1,571,860</b>	<b>\$ 1,841,197</b>	<b>\$ 1,854,297</b>
<b>Position Detail</b>					
PRIME Analyst - Temp Full-time	1.00	-	-	-	-
<b>Total</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Law Enforcement Trust Fund

## Revenue Projections

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Fines &amp; Forfeitures</u></b>							
355100	Federal Forfeiture-Justice	92220	61,601	56,933	-	288,919	-
355101	Federal Forfeiture-Treasury	92221	18,770	11,217	-	593	-
356100	State Forfeiture	93200	271,961	237,703	-	143,169	-
	Sub-total		352,332	305,852	-	432,681	-
<b><u>Miscellaneous Revenues</u></b>							
361100	Int Earnings		6,764	12,853	13,700	22,927	13,700
	Sub-total		6,764	12,853	13,700	22,927	13,700
<b><u>Other Source</u></b>							
399999	Appropriation Of Fund Balance		-	-	-	1,571,860	-
	<b>Total</b>		<b>\$ 359,096</b>	<b>\$ 318,706</b>	<b>\$ 13,700</b>	<b>\$ 2,027,468</b>	<b>\$ 13,700</b>

## Expenditure Detail Budget—160-20-000-521-000-

Object #	Account Description	Project	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>							
601200	Employee Salaries		-	-	-	-	-
601400	Non-Pensionable Earnings		-	-	-	-	-
602100	FICA & MICA		-	-	-	-	-
601410	Overtime-Holiday		-	-	-	-	-
602400	Workers' Compensation		-	-	-	-	-
	Sub-total		-	-	-	-	-
<b><u>Operating Expense</u></b>							
603124	Legal Svcs-Forfeiture-State		-	-	-	-	-
603502	Confidential Informant		6,000	4,000	-	6,000	-
604001	Travel & Training		-	33,767	-	65,383	-
604905	Bank Svcs Charges		390	402	300	668	600
605251	Noncap Equip (Item less 5000)		8,479	-	-	-	-
	Sub-total		14,869	38,169	300	72,051	600
<b><u>Dept. Capital Outlay</u></b>							
606400	Machinery & Equipment		341,874	9,890	-	-	-
606440	Vehicles Purchase		-	44,825	-	-	-
	Sub-total		341,874	54,715	-	-	-
<b><u>Capital Improvement</u></b>							
<i>Equitable Sharing-Justice</i>							
606700	Law Enforce. Memorial/Display	52050	-	-	-	36,000	-
	Sub-total		-	-	-	36,000	-
<b><u>Grants &amp; Aids</u></b>							
608304	Crime Prev Program		40,162	42,000	-	78,220	-
	Sub-total		40,162	42,000	-	78,220	-
<b><u>Other</u></b>							
609990	Appropriated Fund Balance		-	-	13,400	1,841,197	13,100
	Sub-total		-	-	13,400	1,841,197	13,100
	<b>Total</b>		<b>\$ 396,905</b>	<b>\$ 134,884</b>	<b>\$ 13,700</b>	<b>\$ 2,027,468</b>	<b>\$ 13,700</b>

## Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
361100	Int Earnings	This is expected interest on balances in the Equitable Sharing Program.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.



# Federal Grants Fund

## Description Fund 162

This fund was established to account for revenues and expenditures associated with funding from various Federal granting agencies which is not recorded in a separate special revenue fund. In prior years, the grant revenues were allocated directly to the applicable funds where the corresponding expenses were budgeted. Funds are provided to the City under the Older Americans Act and are used to subsidize the Senior Services operation. These funds are allocated between Social Services and Public Works (Transit Operations) departments.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	990,762	949,813	630,655	1,098,612	630,655
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Total</b>	<b>\$ 990,762</b>	<b>\$ 949,813</b>	<b>\$ 630,655</b>	<b>\$ 1,098,612</b>	<b>\$ 630,655</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	179,175	277,974	-	231,236	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>179,175</b>	<b>277,974</b>	<b>-</b>	<b>231,236</b>	<b>-</b>
Capital Improvement Program	44,786	8,895	-	126,890	-
Debt Service	-	-	-	-	-
Transfer Out	766,801	662,944	630,655	740,487	630,655
<b>Total</b>	<b>\$ 990,762</b>	<b>\$ 949,813</b>	<b>\$ 630,655</b>	<b>\$ 1,098,612</b>	<b>\$ 630,655</b>
Excess/Deficiency	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Position Detail</b>					
Firefighter Paramedic	12.00	-	-	-	-
<b>Total</b>	<b>12.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Summary by Department</b>	<b>Dept. #</b>				
Police	20	74,039	100,966	-	97,640
Fire-Rescue	30	96,608	121,321	-	126,178
Community & Economic Development	41	88,919	92,989	-	163,628
Public Works	50	371,982	354,573	400,995	400,994
Social Services	63	359,214	279,963	229,660	229,661
Cultural Affairs	68	-	-	-	40,000
<b>Total</b>		<b>\$ 990,762</b>	<b>\$ 949,813</b>	<b>\$ 630,655</b>	<b>\$ 1,098,612</b>



# Federal Grants Fund

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Intergovernmental Revenues</u></b>						
331249	Fed Grant - HVE	10,185	8,888	-	6,800	-
331254	Fed Grant-UASI	96,608	117,635	-	119,178	-
331253	Fed Grant-JAGS	20,219	50,584	-	38,863	-
331508	Fed Grant-USAR	-	3,687	-	-	-
331509	EMPG CERT	-	-	-	7,000	-
331620	Fed Grant-HOME	88,919	92,989	-	163,628	-
331621	Fed Grant-EHEAP	22,406	50,353	-	38,489	-
331690	Fed Grant-Area Agency on Aging	708,790	584,183	630,655	632,678	630,655
331710	Fed Grant-Art Works	-	-	-	40,000	-
331796	Fed Grant-VOCA	43,635	41,494	-	51,977	-
331495	Fed Grant Section 5310 Prgm	-	-	-	-	-
	Sub total	990,762	949,813	630,655	1,098,612	630,655
<b>Total</b>		<b>\$ 990,762</b>	<b>\$ 949,813</b>	<b>\$ 630,655</b>	<b>\$ 1,098,612</b>	<b>\$ 630,655</b>

## Expenditure Detail Budget—162 - Various

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense</u></b>							
<b><u>162-20-900/901-529</u></b>							
603190	Prof Svcs-Other	- 92266	3,516	24,121	-	-	-
605251	Noncap Equip (Item less 5000)	- 92266	-	9,898	-	-	-
605251	Noncap Equip (Item less 5000)	- 92267	16,703	2,265	-	3,523	-
<b><u>162-30-901-529</u></b>							
603425	Software License & Maint	- 92222	51,822	-	-	-	-
603425	Software License & Maint	- 92223	-	27,628	-	-	-
603425	Software License & Maint	- 92224	-	-	-	27,628	-
605500	Training-General	- 91700	-	-	-	1,330	-
605251	Noncap Equip (Item less 5000)	- 91700	-	-	-	5,670	-
605251	Noncap Equip (Item less 5000)	- 92223	-	90,007	-	-	-
<b><u>162-41-900-554</u></b>							
603114	Admin Svcs-CRA	- 92659	7,645	-	-	-	-
603114	Admin Svcs-CRA	- 92660	-	10,160	-	4,744	-
603114	Admin Svcs-CRA	- 92661	-	-	-	16,890	-
604680	Home Repairs	- 92657	12,657	-	-	-	-
604680	Home Repairs	- 92659	60,275	-	-	-	-
604680	Home Repairs	- 92660	8,342	82,829	-	18,128	-
604680	Home Repairs	- 92661	-	-	-	123,865	-
<b><u>162-63-900-569</u></b>							
604301	Electricity Svcs	- 92506	7,058	15,598	-	-	-
604301	Electricity Svcs	- 92507	-	15,467	-	29,458	-
604301	Electricity Svcs	- 92505	11,157	-	-	-	-
	Sub total		179,175	277,974	-	231,236	-





# Federal Grants Fund

## Expenditure Detail Budget—162 - Various

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Capital Outlay</b>							
<b>162-20-901-529</b>							
606400	Machinery & Equipment	- 92267	-	8,895	-	1,100	-
606400	Machinery & Equipment	- 92268	-	-	-	34,240	-
<b>162-30-901-529</b>							
606400	Machinery & Equipment	- 92222	44,786	-	-	-	-
606400	Machinery & Equipment	- 92224	-	-	-	91,550	-
	Sub total		44,786	8,895	-	126,890	-
<b>Other</b>							
<b>162-30-900-525</b>							
691001	Trfr To General Fund	- 95006	-	3,687	-	-	-
<b>162-20-902-581</b>							
691001	Trfr To General Fund	- 91263	-	5,405	-	-	-
691001	Trfr To General Fund	- 92286	43,635	-	-	-	-
691001	Trfr To General Fund	- 92287	-	41,494	-	-	-
691001	Trfr To General Fund	- 92288	-	-	-	51,977	-
691001	Trfr To General Fund	- 95005	10,185	8,888	-	6,800	-
<b>162-63-900/901-581</b>							
691001	Trfr To General Fund	- 92505	2,754	-	-	-	-
691001	Trfr To General Fund	- 92506	1,437	14,951	-	-	-
691001	Trfr To General Fund	- 92507	-	4,336	-	9,032	-
691001	Trfr To General Fund	- 92554	223,459	-	-	-	-
691001	Trfr To General Fund	- 92555	113,348	72,895	-	-	-
691001	Trfr To General Fund	- 92557	-	-	172,245	182,663	72,946
691001	Trfr To General Fund	- 92558	-	-	-	-	156,715
<b>162-68-900-581</b>							
691001	Trfr To General Fund	- 92600	-	-	-	40,000	-
<b>162-50-901-581</b>							
691001	Trfr To General Fund	- 92556	-	325,537	100,249	86,970	-
691001	Trfr To General Fund	- 92556	-	156,715	57,415	61,432	-
691001	Trfr To General Fund	- 92555	371,982	29,036	-	-	-
691001	Trfr To General Fund	- 92557	-	-	300,746	301,612	75,457
691001	Trfr To General Fund	- 92558	-	-	-	-	325,537
	Sub total		766,801	662,944	630,655	740,487	630,655
<b>Total</b>			<b>\$ 990,762</b>	<b>\$ 949,813</b>	<b>\$ 630,655</b>	<b>\$ 1,098,612</b>	<b>\$ 630,655</b>

## Budget Justification

Object #	Account Description	Justification
<b>Revenue</b>		
331690	Fed Grant-Area Agency on Aging	This is Older Americans Act Grant revenue for program year 2019. Funder: Area Agency on Aging.
<b>Expense</b>		
691001	Trfr To General Fund	This line is to account for grant reimbursed Public Works transportation expenses. Older Americans Grant, program year 2019.

# State and County Grants Fund

## Description Fund 163

This fund was established to account for revenues and expenditures associated with funding from various State granting agencies which is not recorded in a separate Special Revenue Fund. In prior years, the grant revenues were allocated directly to the applicable funds where the corresponding expenses were budgeted.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	1,198,000	2,563,808	321,245	11,696,006	333,327
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	6,996	7,024	-	3,359	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Total</b>	<b>\$ 1,204,996</b>	<b>\$ 2,570,832</b>	<b>\$ 321,245</b>	<b>\$ 11,699,365</b>	<b>\$ 333,327</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	6,996	7,024	-	3,359	-
Capital Outlay	-	32,055	-	41,802	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>6,996</b>	<b>39,079</b>	<b>-</b>	<b>45,160</b>	<b>-</b>
Capital Improvement Program	791,361	2,078,105	-	10,329,838	-
Debt Service	-	-	-	-	-
Transfer Out	406,639	453,648	321,245	1,324,367	333,327
<b>Total</b>	<b>\$ 1,204,996</b>	<b>\$ 2,570,832</b>	<b>\$ 321,245</b>	<b>\$ 11,699,365</b>	<b>\$ 333,327</b>
Excess/Deficiency	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Summary by Department</b>					
	<b>Dept. #</b>				
Fire-Rescue	30	-	32,055	-	41,802
Community & Economic Development	41	371	5,198	-	3,359
Public Works	50	74,682	181,757	-	84,861
Construction & Facilities Management	53	676,764	1,823,726	-	4,641,272
Utilities	55	114,597	146,837	-	6,438,566
Parks & Recreation	60	196,845	190,597	179,695	188,909
Social Services	63	136,737	84,543	141,550	158,145
Cultural Affairs	68	5,000	106,119	-	132,452
<b>Total</b>		<b>\$ 1,204,996</b>	<b>\$ 2,570,832</b>	<b>\$ 321,245</b>	<b>\$ 11,689,365</b>
		<b>\$ 333,327</b>			



# State and County Grants Fund

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Intergovernmental Revenues</u></b>						
334380	State Grant-FDOT Hwy Maint	68,057	82,389	-	84,861	-
334381	Highway Beautification Grant	-	97,542	-	-	-
334385	LSP Area Agency on Aging	136,737	84,543	141,550	158,145	141,550
334690	State Grant-EMS Grants	-	32,055	-	41,802	-
334691	State Grant-DFS	-	-	-	750,000	-
334832	State Grnt General Prog Supprt	5,000	75,319	-	43,852	10,000
334833	Cult Fac 17.9.300.545	-	500,000	-	-	-
334834	State Grnt FRDAP	-	-	-	110,000	-
337301	Local Grant-Miramar Parkway	-	-	-	197,736	-
337376	Loc Grt-Shirley Branca	535,562	826,172	-	69,141	-
337377	Loc Grt-Complete Streets	-	-	-	1,500,000	-
337378	Civic Center Prk Expand Phase1	-	75,000	-	-	-
337379	Civic Center Prk Expand Phase2	61,125	13,875	-	-	-
337380	Local Grt-Brwd Water Improve	114,597	146,837	-	6,438,566	-
337382	Loc Grt-Pembroke Road Widening	-	114,425	-	2,011,710	-
337383	LOC GRT-USTA TENNIS CT RESURF	-	10,000	-	-	-
337601	Loc Grant-Water Safety	47,908	39,243	30,000	39,214	30,000
337602	Loc Grant-Child Svcs Council	148,936	141,354	149,695	149,695	151,777
337603	Capital Challenge Grant	80,077	294,254	-	2,685	-
337606	Local Grant-Art of Community	-	-	-	53,000	-
337607	Loc Grant-Cult. Incent. Prog.	-	30,800	-	35,600	-
337608	NLC LIFT UP	-	-	-	10,000	-
	Sub-total	1,198,000	2,563,808	321,245	11,696,006	333,327
<b><u>Miscellaneous</u></b>						
366106	GRO1000 Gardens/Green Space	6,996	7,024	-	3,359	-
	Sub-total	6,996	7,024	-	3,359	-
	<b>Total</b>	<b>\$ 1,204,996</b>	<b>\$ 2,570,832</b>	<b>\$ 321,245</b>	<b>\$ 11,699,365</b>	<b>\$ 333,327</b>



# State and County Grants Fund

## Expenditure Detail Budget—163 - Various

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense</u></b>							
<i>GRO1000 GARDENS &amp; GREEN SPACES</i>							
<i><u>163-41-900-519-000-</u></i>							
603190	Prof Svcs-Other	95004	-	-	-	1,500	-
605230	Program Supplies	95004	371	5,198	-	1,859	-
605230	Program Supplies	95004	6,625	1,826	-	-	-
	Sub-total		6,996	7,024	-	3,359	-
<b><u>Capital Outlay</u></b>							
<i>EMS 2016</i>							
<i><u>163-30-900-525-000-</u></i>							
606400	Machinery & Equipment	93503	-	32,055	-	-	-
<i>EMS 2017</i>							
<i><u>163-30-900-525-000-</u></i>							
606400	Machinery & Equipment	93504	-	-	-	41,802	-
	Sub-total		-	32,055	-	41,802	-
<b><u>Capital Improvement</u></b>							
<i>Park Improvements-Variou</i>							
<i><u>163-60-900-572-000-</u></i>							
606510	CIP-Construction	51003	-	10,000	-	-	-
<i>Ansin Sports Complex-Phase II</i>							
<i><u>163-53-900-572-000-</u></i>							
606511	CIP-Furniture Fixtures & Equip	51005	-	-	-	95,000	-
606510	CIP-Construction	51005	-	-	-	15,000	-
<i>Amphitheater-Miramar Regional Park</i>							
<i><u>163-53-801-572-000-/163-53-802-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51006	80,077	28,905	-	2,685	-
606510	CIP-Construction	51006	-	265,349	-	-	-
606510	CIP-Construction	51006	-	500,000	-	-	-
<i>Shirley Branca Park Community Band</i>							
<i><u>163-53-800-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51009	1,024	17,078	-	13,794	-
606505	CIP-Permits	51009	23,246	1,515	-	7,196	-
606510	CIP-Construction	51009	511,292	750,902	-	47,500	-
606511	CIP-Furniture Fixtures & Equip	51009	-	56,677	-	650	-



# State and County Grants Fund

## Expenditure Detail Budget—163 - Various

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>PBA / Civic Center Park Expansion</i>							
<del>163-53-900-572-000-/163-53-901-572-000-</del>							
606511	CIP-Furniture Fixtures & Equip	51015	-	75,000	-	-	-
606510	CIP-Construction	51015	35,000	-	-	-	-
606513	CIP-Landscaping	51015	26,125	13,875	-	-	-
<i>Pembroke Rd Widening-Dykes to Silv Shrs</i>							
<del>163-53-808-541-000-</del>							
606502	CIP-Plan/Design/Eng	52026	-	114,425	-	71,887	-
606510	CIP-Construction	52026	-	-	-	1,939,823	-
<i>Landscaping &amp; Beautification/Mir Pkwy</i>							
<del>163-50-900-539-000-</del>							
606513	CIP-Landscaping	52036	-	97,542	-	-	-
<i>Historic Miramar Complete Streets</i>							
<del>163-53-800-541-000-</del>							
606510	CIP-Construction	52050	-	-	-	1,500,000	-
<i>Miramar Pkwy Streetscape (SW 64/SW 68)</i>							
<del>163-53-900-541-000-</del>							
606502	CIP-Plan/Design/Eng	52059	-	-	-	-	-
606510	CIP-Construction	52059	-	-	-	197,736	-
606520	CIP-Contingency	52059	-	-	-	-	-
<i>Broward Co Waterlines Improvement</i>							
<del>163-55-900-536-000-</del>							
606502	CIP-Plan/Design/Eng	94400	104,109	17,216	-	44,035	-
606505	CIP-Permits	94400	10,488	-	-	1,512	-
606510	CIP-Construction	94400	-	129,621	-	6,393,019	-
	Sub-total		791,361	2,078,105	-	10,329,838	-
<b>Transfers</b>							
<del>163-01-900-511-000-</del>							
691001	Trfr To General Fund	91800	-	-	-	10,000	-
<del>163-50-900-581-000-</del>							
691001	Trfr To General Fund	93800	68,057	82,389	-	84,861	-
<del>163-60-900-581-000-</del>							
691001	Trfr To General Fund	94105	47,908	39,243	30,000	39,214	30,000
691001	Trfr To General Fund	94106	-	-	-	-	-
691001	Trfr To General Fund	94107	148,936	126,085	149,695	-	-
691001	Trfr To General Fund	93550	107,839	-	-	-	-
691001	Trfr To General Fund	94108	-	15,269	-	149,695	151,777
691001	Trfr To General Fund	93551	28,898	62,233	-	-	-
691001	Trfr To General Fund	93552	-	22,311	-	119,239	-
<del>163-68-900-581-000-</del>							
691001	Trfr To General Fund	92400	5,000	75,319	-	-	-
691001	Trfr To General Fund	92401	-	-	-	43,852	-
691001	Trfr To General Fund	92402	-	-	-	-	10,000
691001	Trfr To General Fund	93900	-	30,800	-	-	-
691001	Trfr To General Fund	93901	-	-	-	35,600	-
691001	Trfr To General Fund	93400	-	-	-	53,000	-
<del>163-63-900-581-000-</del>							
691001	Trfr To General Fund	93553	-	-	106,162	38,906	106,162
691001	Trfr To General Fund	93554	-	-	35,388	-	35,388
<del>163-53-900-522-000-</del>							
691381	Trfr To Fire CIP Fund	91900	-	-	-	135,217	-
691388	Trans to CIP Revenue Bd Fd	91900	-	-	-	614,783	-
	Sub-total		406,639	453,648	321,245	1,324,367	333,327
<b>Total</b>			<b>\$ 1,204,996</b>	<b>\$ 2,570,832</b>	<b>\$ 321,245</b>	<b>\$ 11,699,365</b>	<b>\$ 333,327</b>



# State and County Grants Fund

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## **Budget Justification**

<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
<b><u>Revenue</u></b>		
334385	LSP Area Agency on Aging	LSP Area Agency on Aging grant. Grant Period: Jul 2018-Jun 2019
334832	State Grnt General Prog Supprt	Revenues for this program are from a new executed "General Program Support Grant" agreement for FY 2019. The grant is for Cultural Arts to support general programs (performances).
337601	Loc Grant-Water Safety	These funds are provided to the City from the Swim Central Grant.
337602	Loc Grant-Child Svcs Council	Revenue provided by the Maximizing Out of School Time (MOST) Grant. Funded by the Children Services Council.
<b><u>Expense</u></b>		
691001	Trfr To General Fund	This represents funds transferred to the General Fund for services rendered as part of various grants.



# Neighborhood Stabilization Program Fund

## Description Fund 164

This fund was established to account for Federal Funds received from the United States Department of Housing and Urban Development (HUD) through the Neighborhood Stabilization Program (NSP). The purpose of the program is to develop viable urban communities by providing decent housing and a suitable living environment.

The NSP program is administered by the Community & Economic Development Department. Due to the unpredictable nature of funding source, no funds will be budgeted for FY19.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	429,796	164,887	-	875,433	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Total</b>	<b>\$ 429,796</b>	<b>\$ 164,887</b>	<b>\$ -</b>	<b>\$ 875,433</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	427,728	164,405	-	821,165	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>427,728</b>	<b>164,405</b>	<b>-</b>	<b>821,165</b>	<b>-</b>
Capital Improvement Program	-	-	-	-	-
Renewal & Replacement	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	2,068	482	-	54,268	-
<b>Total</b>	<b>\$ 429,796</b>	<b>\$ 164,887</b>	<b>\$ -</b>	<b>\$ 875,433</b>	<b>\$ -</b>
Excess/Deficiency	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Neighborhood Stabilization Program Fund

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Intergovernmental Revenues</u></b>						
331503	Fed Grant-NSP	84,642	164,887	-	759,222	-
331625	Fed Grant-Reimb Prog Inc	345,154	-	-	116,211	-
	<b>Total</b>	<b>\$ 429,796</b>	<b>\$ 164,887</b>	<b>\$ -</b>	<b>\$ 875,433</b>	<b>\$ -</b>

## Expenditure Detail Budget—164-41-900-554-000

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense</u></b>							
<b>NSP1</b>	<del>164-41-900-554-000-</del>						
603121	City Attorney Svcs	- 92690	-	-	-	11,868	-
604001	Travel & Training	- 92690	-	-	-	3,700	-
604301	Electricity Svcs	- 92690	-	-	-	1,000	-
604390	Utilities NSP (50)	- 92690	-	-	-	1,000	-
604692	Rehab Assist (51-120)	- 92690	-	-	-	53,211	-
604693	Rehab Assistance (50)	- 92690	4,070	164,405	-	1,950	-
604694	Acq. Rehab (50)	- 92690	-	-	-	438,579	-
604695	Acq. Rehab (51-120)	- 92690	-	-	-	40,000	-
604973	NSP Purch Assist (50)	- 92690	420,000	-	-	240,850	-
604974	NSP Purch Assist (51-120)	- 92690	-	-	-	23,000	-
605100	Office Supplies	- 92690	-	-	-	577	-
605250	Noncap Furn (Item less 5000)	- 92690	-	-	-	1,000	-
605290	Other Operating Supplies	- 92690	3,658	-	-	4,430	-
	Subtotal		427,728	164,405	-	821,165	-
<b><u>Transfers</u></b>							
	<del>164-41-900-581-000-</del>						
691001	Trfr To General Fund		2,068	482	-	54,268	-
	Sub-total		2,068	482	-	54,268	-
	<b>Total</b>		<b>\$ 429,796</b>	<b>\$ 164,887</b>	<b>\$ -</b>	<b>\$ 875,433</b>	<b>\$ -</b>



# State Housing Initiatives Partnership

## Description Fund 166

The State Housing Initiatives Partnership (SHIP) fund was established to award money for deferred loan grants to eligible applicants for minor home repair/weatherization and for purchase assistance programs. SHIP program provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multi-family housing. Funds may be used for home repairs, new construction, down payment and closing cost assistance, construction and gap financing, mortgage buy-downs, property acquisitions, impact fees, homeownership counsel benefiting very low, low and moderate income households.

This is an ongoing program and funds not used are rolled over to the next year. Amounts are only budgeted when the agreements are executed and approved by the City Commission. Community & Economic Development Department oversees this program.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 3,011	\$ 3,721	\$ 5,149	\$ 5,149	\$ 5,149
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	577,035	439,264	-	1,622,641	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	710	1,428	1,300	1,300	-
Transfer In	-	-	-	-	-
Other Source	-	-	-	-	500
<b>Total</b>	<b>\$ 577,745</b>	<b>\$ 440,691</b>	<b>\$ 1,300</b>	<b>\$ 1,623,941</b>	<b>\$ 500</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	577,035	439,264	1,300	1,623,941	500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>577,035</b>	<b>439,264</b>	<b>1,300</b>	<b>1,623,941</b>	<b>500</b>
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 577,035</b>	<b>\$ 439,264</b>	<b>\$ 1,300</b>	<b>\$ 1,623,941</b>	<b>\$ 500</b>
Excess/Deficiency	710	1,428	-	-	(500)
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ 3,721</b>	<b>\$ 5,149</b>	<b>\$ 5,149</b>	<b>\$ 5,149</b>	<b>\$ 4,649</b>

# State Housing Initiatives Partnership

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## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Intergovernmental Revenues</u></b>						
334900	State Grant-SHIP	577,035	439,264	-	1,622,641	-
	Sub-total	577,035	439,264	-	1,622,641	-
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	710	1,428	1,300	1,300	-
399999	Appropriation Of Fund Balance	-	-	-	-	500
	Sub-total	710	1,428	1,300	1,300	500
<b>Total</b>		<b>\$ 577,745</b>	<b>\$ 440,691</b>	<b>\$ 1,300</b>	<b>\$ 1,623,941</b>	<b>\$ 500</b>



# State Housing Initiatives Partnership

## Expenditure Detail Budget—166-43-900-554-000

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Operating Expense</b>							
604905	Bank Svcs Charges		-	-	1,300	1,300	500
	Subtotal		-	-	1,300	1,300	500
<b>SHIP (14/15)</b>							
<u>166-41-900-554-000-</u>							
603185	Counseling Svcs	- 93606	12,000	1,000	-	-	-
604680	Home Repairs	- 93606	259,856	12,879	-	-	-
	Subtotal		271,856	13,879	-	-	-
<b>SHIP (15/16)</b>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93607	42,540	-	-	2,801	-
603185	Counseling Svcs	- 93607	-	10,000	-	-	-
604680	Home Repairs	- 93607	80,969	116,316	-	129,539	-
604685	Purchase Assistance		160,000	80,000	-	-	-
	Subtotal		283,509	206,316	-	132,340	-
<b>SHIP (16/17)</b>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93608	18,921	64,563	-	2,756	-
603185	Counseling Svcs	- 93608	-	3,500	-	40,248	-
604680	Home Repairs	- 93608	2,750	84,236	-	262,929	-
604682	Emergency Repair	- 93608	-	-	-	50,000	-
604685	Purchase Assistance	- 93608	-	50,000	-	260,000	-
604686	Security/Utility Deposits	- 93608	-	-	-	22,500	-
	Subtotal		21,671	202,299	-	638,433	-
<b>SHIP (17/18)</b>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93609	-	16,770	-	43,245	-
603185	Counseling Svcs	- 93609	-	-	-	18,000	-
604680	Home Repairs	- 93609	-	-	-	422,890	-
604682	Emergency Repair	- 93609	-	-	-	25,000	-
604685	Purchase Assistance	- 93609	-	-	-	120,000	-
604686	Security/Utility Deposits	- 93609	-	-	-	18,000	-
604688	Disaster Repair	- 93609	-	-	-	26,042	-
	Subtotal		-	16,770	-	673,176	-
<b>SHIP (18/19)</b>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93610	-	-	-	17,869	-
604682	Emergency Repair	- 93610	-	-	-	25,000	-
604685	Purchase Assistance	- 93610	-	-	-	135,822	-
	Subtotal		-	16,770	-	178,691	-
<b>Total</b>			<b>\$ 577,035</b>	<b>\$ 439,264</b>	<b>\$ 1,300</b>	<b>\$ 1,623,941</b>	<b>\$ 500</b>

### Budget Justification

Object #	Account Description	Justification
<b>Revenue</b>		
399999	Appropriation Of Fund Balance	This account is primarily for the use of fund balance.
<b>Expense</b>		
604905	Bank Svcs Charges	Bank Service Charges.



# Community Development Block Grant

## Description Fund 167

The Community Development Block Grant (CDBG) fund was established to award money to eligible applicants for minor home repair/weatherization, commercial rehabilitation and to provide for the cost of equipment and renovations for community parks. This program is a Federal entitlement grant program administered by the U.S. Department of Housing and Urban Development. The primary objective of this program is for the development of viable urban communities by providing decent housing, suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.

This CDBG Program is ongoing and is a reimbursement grant. As such, funds not used in one year are rolled over to the next year. The Community and Economic Development Department administers this program, and the Social Services Department administers the Youth and Family Outreach Program. The Youth and Family Outreach program is comprised of two full-time budgeted positions which are partially funded by the grant.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	820,875	553,346	710,024	1,721,299	710,030
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Total</b>	<b>\$ 820,875</b>	<b>\$ 553,346</b>	<b>\$ 710,024</b>	<b>\$ 1,721,299</b>	<b>\$ 710,030</b>
<b>Expenditures by Category</b>					
Personnel Services	117,077	110,896	107,694	118,871	107,700
Operating Expense	701,298	387,451	592,330	1,481,383	592,330
Capital Outlay	-	-	-	78,545	-
Grants & Aids	2,500	10,000	10,000	42,500	10,000
<b>Total Operating Expenditures</b>	<b>820,875</b>	<b>508,346</b>	<b>710,024</b>	<b>1,721,299</b>	<b>710,030</b>
Capital Improvement Program	-	45,000	-	-	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 820,875</b>	<b>\$ 553,346</b>	<b>\$ 710,024</b>	<b>\$ 1,721,299</b>	<b>\$ 710,030</b>
Excess/Deficiency	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Position Detail</b>					
Community Outreach Specialist I	1.00	1.00	1.00	1.00	1.00
Family Services Superintendent	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>



# Community Development Block Grant

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Intergovernmental Revenues</u></b>					
331623	Fed Grant-CDBG	820,875	553,346	710,024	1,721,299	710,030
	Sub-total	820,875	553,346	710,024	1,721,299	710,030
	<b>Total</b>	<b>\$ 820,875</b>	<b>\$ 553,346</b>	<b>\$ 710,024</b>	<b>\$ 1,721,299</b>	<b>\$ 710,030</b>

## Expenditure Detail Budget—167-41/43-900-554-000

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>						
601200	Employee Salaries		-	-	-	-	-
601200	Employee Salaries		9,845	4,266	-	9,396	-
602100	FICA & MICA		753	326	-	719	-
602100	FICA & MICA		-	-	-	-	-
602400	Workers' Compensation		25	10	-	22	-
	Sub-total		\$ 10,623	\$ 4,602	\$ -	\$ 10,136	\$ -
	<b><u>Operating Expense</u></b>						
603114	Admin Svcs-CRA	- 92624	92,150	-	-	-	-
603114	Admin Svcs-CRA	- 92625	-	92,120	-	-	-
603410	Grant Administration	- 92624	14,337	-	-	9,677	-
603410	Grant Administration	- 92625	-	18,056	-	26,512	-
604360	Util Connect-Residential	- 92621	10,625	3,950	-	-	-
604360	Util Connect-Residential	- 92622	125	-	-	-	-
604360	Util Connect-Residential	- 92624	-	-	-	5,000	-
604680	Home Repairs	- 92625	-	104,721	-	727,455	-
604680	Home Repairs	- 92620	20,550	-	-	-	-
604680	Home Repairs	- 92621	174,484	47	-	-	-
604680	Home Repairs	- 92622	96,102	16,425	-	-	-
604680	Home Repairs	- 92623	219,069	90,274	-	-	-
604680	Home Repairs	- 92624	73,856	61,858	-	-	-
604681	Commercial Rehab	- 92625	-	-	-	100,000	-
	Sub-total		\$ 701,298	\$ 387,451	\$ -	\$ 868,644	\$ -
	<b><u>Capital Outlay</u></b>						
606319	Park Improvement	- 92622	-	-	-	78,545	-
	Sub-total		\$ -	\$ -	\$ -	\$ 78,545	\$ -
	<b><u>Grants And Aides</u></b>						
608270	Small Business Assistance	- 92622	2,500	2,500	-	-	-
608270	Small Business Assistance	- 92625	-	-	-	32,500	-
	Sub-total		\$ 2,500	\$ 10,000	\$ -	\$ 32,500	\$ -
	<b>Total</b>		<b>\$ 714,421</b>	<b>\$ 402,052</b>	<b>\$ -</b>	<b>\$ 989,825</b>	<b>\$ -</b>



# Community Development Block Grant

## Outreach—167-41-905-569-000/167-41-900-554-000

Object #	Account Description	Project #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Personnel Services</b>							
<u>167-41-905-569-000-</u>							
601200	Employee Salaries		73,736	72,768	61,700	62,741	67,000
601205	Lump Sum Payout - Accrued Ti		-	-	2,994	2,994	1,500
602100	FICA & MICA		5,472	5,713	5,000	5,000	5,200
602210	Pension-General		7,976	5,773	5,600	5,600	6,000
602235	Pension-Senior Mgmt		6,452	9,442	8,100	8,100	8,200
602265	Pension-457		-	-	4,000	4,000	1,200
602305	Health Insurance-HMO		11,421	11,235	15,800	15,800	14,500
602306	Dental Insurance-PPO		728	699	400	400	300
602307	Dental Insurance-HMO		41	-	200	200	200
602309	Basic Life Insurance		328	374	300	300	100
602311	Long-Term Disability Ins		108	113	200	200	100
602400	Workers' Compensation		191	178	3,400	3,400	3,400
	Subtotal		106,454	106,294	107,694	108,735	107,700
<u>CDBG 2014</u>							
<u>167-41-900-554-000-</u>							
606510	CIP-Construction	92623	-	45,000	-	-	-
	Sub-total		-	45,000	-	-	-
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92626	-	-	92,121	94,237	-
603410	Grant Administration	- 92626	-	-	49,604	46,083	-
604680	Home Repairs	- 92626	-	-	450,605	372,419	-
604681	Commercial Rehab	- 92626	-	-	-	100,000	-
608270	Small Business Assistance	- 92626	-	-	10,000	10,000	-
	Subtotal		-	-	602,330	622,739	-
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92627	-	-	-	-	92,121
603410	Grant Administration	- 92627	-	-	-	-	49,604
604680	Home Repairs	- 92627	-	-	-	-	450,605
608270	Small Business Assistance	- 92627	-	-	-	-	10,000
	Subtotal		-	-	-	-	602,330
<b>Total</b>			<b>\$ 106,454</b>	<b>\$ 151,294</b>	<b>\$ 710,024</b>	<b>\$ 731,474</b>	<b>\$ 710,030</b>





# Community Development Block Grant

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Object #	Account Description	Justification
<b><u>Revenue</u></b>		
331623	Fed Grant-CDBG	Community Development Block Grant. Funded by HUD. Program Year 2018. (To be available in FY19).
<b><u>Expense</u></b>		
601200	Employee Salaries	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
601205	Lump Sum Payout - Accrued Time	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602100	FICA & MICA	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602210	Pension-General	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602235	Pension-Senior Mgmt	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602265	Pension-457	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602305	Health Insurance-HMO	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602306	Dental Insurance-PPO	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602307	Dental Insurance-HMO	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602309	Basic Life Insurance	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602311	Long-Term Disability Ins	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
602400	Workers' Compensation	Financial assistance to fund 2 Community Outreach Specialist positions necessary for the Community Outreach Center. CDBG grant funded activity.
603114	Admin Svcs-CRA	Grant funds payable to CRA, the City's consultant for client intake and administration services.
603410	Grant Administration	City's portion of CDBG grant administration funds.
604680	Home Repairs	Financial assistance for minor home repair to low and moderate income homeowners CDBG grant funded activity.
608270	Small Business Assistance	Financial assistance for small business. CDBG grant funded activity.

# Debt Service Funds

## Description

Debt Service Funds were established to account for the servicing of general long term general obligation debt not being financed by proprietary funds. They are comprised of funds 201, 203 and 204. Fund 201 is the major debt service fund. Fund 203 is for the Capital Improvement Refunding Revenue Bonds, Series 2015 and the debt service for the US Bancorp Fire Truck Lease/Purchase. Fund 204 is for Special Obligation Refunding and Improvement Revenue Bonds, Series 2013.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	
<b>Beginning Fund Balance</b>	<b>\$ 10,639,082</b>	<b>\$ 8,081,688</b>	<b>\$ 7,104,895</b>	<b>\$ 7,104,895</b>	<b>\$ 4,105,195</b>	
<b>Revenues by Category</b>						
General Taxes	-	-	-	-	-	
Permits, Fees, Special Assessment	-	-	-	-	-	
Intergovernmental Revenues	-	-	-	-	-	
Charges for Services	-	-	-	-	-	
Fines & Forfeitures	-	-	-	-	-	
Miscellaneous Revenues	30,814	40,538	33,000	37,500	9,600	
Transfer In	5,734,500	9,408,000	9,786,900	9,786,900	11,472,300	
Appropriation of Fund Balance	-	-	2,999,700	2,999,700	1,400,000	
<b>Total</b>	<b>\$ 5,765,314</b>	<b>\$ 9,448,538</b>	<b>\$ 12,819,600</b>	<b>\$ 12,824,100</b>	<b>\$ 12,881,900</b>	
<b>Expenditures by Category</b>						
Personnel Services	-	-	-	-	-	
Operating Expense	3,441	1,765	1,700	1,700	2,800	
Capital Outlay	-	-	-	-	-	
<b>Total Operating Expenditures</b>	<b>3,441</b>	<b>1,765</b>	<b>1,700</b>	<b>1,700</b>	<b>2,800</b>	
Debt Service	8,319,268	10,423,565	12,817,900	12,822,400	12,879,100	
Transfer Out	-	-	-	-	-	
<b>Total</b>	<b>\$ 8,322,709</b>	<b>\$ 10,425,330</b>	<b>\$ 12,819,600</b>	<b>\$ 12,824,100</b>	<b>\$ 12,881,900</b>	
Excess/Deficiency	(2,557,394)	(976,792)	-	-	-	
Appropriation of Fund Balance	-	-	(2,999,700)	(2,999,700)	(1,400,000)	
<b>Ending Fund Balance</b>	<b>\$ 8,081,688</b>	<b>\$ 7,104,895</b>	<b>\$ 4,105,195</b>	<b>\$ 4,105,195</b>	<b>\$ 2,705,195</b>	
<b>Revenues by Fund</b>	<b>Fund #</b>					
Debt Service	201	821,140	1,753,599	1,966,500	1,971,000	1,976,100
Capital Improvement Rev. Bonds 2015	203	4,934,506	6,352,763	6,321,500	6,321,500	6,304,700
CIP Bonds 2013	204	9,668	1,342,176	4,531,600	4,531,600	4,601,100
<b>Total</b>		<b>\$ 5,765,314</b>	<b>\$ 9,448,538</b>	<b>\$ 12,819,600</b>	<b>\$ 12,824,100</b>	<b>\$ 12,881,900</b>
<b>Expenditures by Fund</b>						
Debt Service	201	810,017	1,394,988	1,966,500	1,971,000	1,976,100
Capital Improvement Rev. Bonds 2015	203	4,817,259	6,335,149	6,321,500	6,321,500	6,304,700
CIP Revenue Bond 2013	204	2,695,433	2,695,193	4,531,600	4,531,600	4,601,100
<b>Total</b>		<b>\$ 8,322,709</b>	<b>\$ 10,425,330</b>	<b>\$ 12,819,600</b>	<b>\$ 12,824,100</b>	<b>\$ 12,881,900</b>



# Debt Service—Fund 201

## Description Fund 201—Debt Service

This is the City's major debt service fund. Currently, the 2012 BB&T Transportation Improvement Revenue Note, the FY 2017 CIP Loan, and related administrative costs are being accounted for in this fund.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 1,950,505	\$ 1,961,628	\$ 2,320,239	\$ 2,320,239	\$ 1,356,839
<b>Revenues by Category</b>					
General Government Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	7,540	20,299	8,000	12,500	6,000
Transfer In	813,600	1,733,300	995,100	995,100	1,470,100
Appropriation of Fund Balance	-	-	963,400	963,400	500,000
<b>Total</b>	<b>\$ 821,140</b>	<b>\$ 1,753,599</b>	<b>\$ 1,966,500</b>	<b>\$ 1,971,000</b>	<b>\$ 1,976,100</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	962	363	400	400	500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>962</b>	<b>363</b>	<b>400</b>	<b>400</b>	<b>500</b>
Capital Improvement Program	-	-	-	-	-
Debt Service	809,054	1,394,625	1,966,100	1,970,600	1,975,600
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 810,017</b>	<b>\$ 1,394,988</b>	<b>\$ 1,966,500</b>	<b>\$ 1,971,000</b>	<b>\$ 1,976,100</b>
Excess/Deficiency	11,123	358,610	-	-	-
Appropriation of Fund Balance	-	-	(963,400)	(963,400)	(500,000)
<b>Ending Fund Balance</b>	<b>\$ 1,961,628</b>	<b>\$ 2,320,239</b>	<b>\$ 1,356,839</b>	<b>\$ 1,356,839</b>	<b>\$ 856,839</b>

# Debt Service—Fund 201

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Misc. Revenues</u></b>					
361100	Int Earnings	7,540	20,299	8,000	12,500	6,000
	Sub-total	7,540	20,299	8,000	12,500	6,000
	<b><u>Other Sources</u></b>					
381001	Trfr Fr General Fund	-	175,000	-	-	306,500
381381	Transfer from Fire and EMS CIP	-	-	-	-	122,000
381385	Trfr Fr Street Constr&Maint Fd	813,600	808,300	995,100	995,100	963,100
381387	Transfer from Park Development	-	-	-	-	78,500
381395	Trfr Fr Capital Projects Fund	-	750,000	-	-	-
399999	Appropriation of Fund Balance	-	-	963,400	963,400	500,000
	Sub-total	813,600	1,733,300	1,958,500	1,958,500	1,970,100
	<b>Total</b>	<b>\$ 821,140</b>	<b>\$ 1,753,599</b>	<b>\$ 1,966,500</b>	<b>\$ 1,971,000</b>	<b>\$ 1,976,100</b>

## Expenditure Detail Budget—201-70-000-517-000

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Operating Expense</u></b>					
604905	Bank Svcs Charges	962	363	400	400	500
	Sub-total	962	363	400	400	500
	<b><u>Debt Service</u></b>					
607125	Prin-2017 CIP Loan	-	410,000	885,000	885,000	910,000
607150	Prin-12 Trans Imp Rev Note	710,800	726,800	742,900	742,900	759,400
607225	Int-2017 CIP Loan	-	131,188	269,900	269,900	243,700
607250	Int-12 Trans Imp Rev Note	98,254	82,413	66,300	70,800	60,500
607322	Admin Costs	-	44,224	2,000	2,000	2,000
	Sub-total	809,054	1,394,625	1,966,100	1,970,600	1,975,600
	<b>Total</b>	<b>\$ 810,017</b>	<b>\$ 1,394,988</b>	<b>\$ 1,966,500</b>	<b>\$ 1,971,000</b>	<b>\$ 1,976,100</b>



# Debt Service—Fund 201 Budget Justification

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Object #	Account Description	Justification
<b><u>Revenue</u></b>		
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
381001	Trfr Fr General Fund	This transfer is for a portion of revenues that are pledged to pay the debt service on the Capital Improvement Revenue Bonds Series 2015 (\$5,996,500), the financing of 5 Fire-Rescue vehicles (\$337,800), and bank charges (\$4,000).
381381	Transfer from Fire and EMS CIP	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
381385	Trfr Fr Street Constr&Maint Fd	Funds transfered to service the 2012 BB&T Transportation Improvement Revenue Note.
381387	Transfer from Park Development	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
399999	Appropriation Of Fund Balance	This account is primarily for the use of fund balance.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
607125	Prin-2017 CIP Loan	This is the principal portion for the FY17 CIP Note.
607150	Prin-12 Trans Imp Rev Note	This is the principal for the 2012 Transportation Improvement Revenue Note that was issued in January 2012 for various transportation projects. Principal and interest is due quarterly on Jan, April, July and October 1 through October 1, 2021. Note is secured by the 1-5 Cents Local Option Fuel Tax revenues.
607225	Int-2017 CIP Loan	This is the interest portion for the FY17 CIP Note.
607250	Int-12 Trans Imp Rev Note	This is the interest for the 2012 Transportation Improvement Revenue Note that was issued in January 2012 for various transportation projects. Principal and interest is due quarterly on Jan, April, July and October 1 through October 1, 2021. Note is secured by the 1-5 Cents Local Option Fuel Tax revenues.
607322	Admin Costs	This expenditure is for related to debt service administrative costs such as handling Loans, Bonds, Payments, etc.

# Debt Service—Fund 203

## Description Fund 203—Capital Improvement Revenue Bonds Series 2015

This Fund is used to account for the debt service for the Capital Improvement Refunding Revenue Bonds, Series 2015. This revenue bond replaced the \$93 Million CIP Revenue Bond. Payments for Principal and Interest will be made annually beginning 10/1/2015 and Interest only to be paid annually beginning 4/1/2016. This fund is also used to account for the debt service for the US Bancorp Fire Truck Lease/Purchase.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 4,613,161</b>	<b>\$ 4,730,408</b>	<b>\$ 4,748,023</b>	<b>\$ 4,748,023</b>	<b>\$ 2,711,723</b>
<b>Revenues by Category</b>					
General Government Taxes	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	13,606	19,463	20,000	20,000	3,000
Transfer In	4,920,900	6,333,300	4,265,200	4,265,200	5,401,700
Appropriation of Fund Balance	-	-	2,036,300	2,036,300	900,000
<b>Total</b>	<b>\$ 4,934,506</b>	<b>\$ 6,352,763</b>	<b>\$ 6,321,500</b>	<b>\$ 6,321,500</b>	<b>\$ 6,304,700</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	1,896	1,058	800	800	2,000
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>1,896</b>	<b>1,058</b>	<b>800</b>	<b>800</b>	<b>2,000</b>
Capital Improvement Program	-	-	-	-	-
Debt Service	4,815,364	6,334,090	6,320,700	6,320,700	6,302,700
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 4,817,259</b>	<b>\$ 6,335,149</b>	<b>\$ 6,321,500</b>	<b>\$ 6,321,500</b>	<b>\$ 6,304,700</b>
Excess/(Deficiency)	117,247	17,614	-	-	-
Appropriation of Fund Balance	-	-	(2,036,300)	(2,036,300)	(900,000)
<b>Ending Fund Balance</b>	<b>\$ 4,730,408</b>	<b>\$ 4,748,023</b>	<b>\$ 2,711,723</b>	<b>\$ 2,711,723</b>	<b>\$ 1,811,723</b>



# Debt Service—Fund 203

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>Miscellaneous</b>					
361100	Int Earnings	13,606	19,463	20,000	20,000	3,000
	Sub-total	13,606	19,463	20,000	20,000	3,000
	<b>Other Sources</b>					
381001	Trfr Fr General Fund	4,920,900	6,333,300	4,265,200	4,265,200	4,098,100
381381	Transfer from Fire and EMS CIP	-	-	-	-	392,300
381385	Trfr Fr Street Constr&Maint Fd	-	-	-	-	259,600
381387	Transfer from Park Development	-	-	-	-	651,700
399999	Appropriation Of Fund Balance	-	-	2,036,300	2,036,300	900,000
	Sub-total	4,920,900	6,333,300	6,301,500	6,301,500	6,301,700
	<b>Total</b>	<b>\$ 4,934,506</b>	<b>\$ 6,352,763</b>	<b>\$ 6,321,500</b>	<b>\$ 6,321,500</b>	<b>\$ 6,304,700</b>

## Expenditure Detail Budget—203-70-000-517-000

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>Operating Expense</b>					
604905	Bank Svcs Charges	1,896	1,058	800	800	2,000
	Subtotal	1,896	1,058	800	800	2,000
	<b>Debt Service</b>					
607131	Prin-15 Cap Imp Rev Bond	1,115,000	2,700,000	2,780,000	2,780,000	2,890,000
607182	Prin-USBancorp Fire Truck Leas	151,290	306,226	311,200	311,200	316,200
607231	Int-15 Cap Imp Rev Bond	3,531,531	3,296,425	3,200,400	3,200,400	3,072,500
607282	Int-USBancorp Fire Truck Leas	17,543	31,440	26,600	26,600	21,500
607322	Admin Costs	-	-	2,500	2,500	2,500
	Subtotal	4,815,364	6,334,090	6,320,700	6,320,700	6,302,700
	<b>Total</b>	<b>\$ 4,817,259</b>	<b>\$ 6,335,149</b>	<b>\$ 6,321,500</b>	<b>\$ 6,321,500</b>	<b>\$ 6,304,700</b>



# Capital Imp Revenue Bonds 2015 Budget Justification

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Object #	Account Description	Justification
<b><u>Revenue</u></b>		
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
381001	Trfr Fr General Fund	This transfer is for a portion of revenues that are pledged to pay the debt service on the Capital Improvement Revenue Bonds Series 2015 (\$5,962,500), the financing of 5 Fire-Rescue vehicles (\$337,700), and bank charges (\$4,000).
381381	Transfer from Fire and EMS CIP	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
381385	Trfr Fr Street Constr&Maint Fd	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
381387	Transfer from Park Development	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
399999	Appropriation Of Fund Balance	This account is primarily for the use of fund balance.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
607131	Prin-15 Cap Imp Rev Bond	This is the principal for the 2015 CIP Revenue Bonds which was issued in March 2015 to refund the outstanding Capital Improvement Revenue Bonds, Series 2005 and the Public Service Tax Refunding Revenue Bonds, Series 2003. Principal and interest are paid semi annually on April and October 1 through October 2035.
607182	Prin-USBancorp Fire Truck Leas	This is the principal portion for the U.S. Bancorp Lease/Purchase Agreement in FY17 for the five Fire-Rescue vehicles.
607231	Int-15 Cap Imp Rev Bond	This is the interest for the 2015 CIP Revenue Bonds which was issued in March 2015 to refund the outstanding Capital Improvement Revenue Bonds, Series 2005 and the Public Service Tax Refunding Revenue Bonds, Series 2003. Principal and interest are paid semi annually on April and October 1 through October 2035.
607282	Int-USBancorp Fire Truck Leas	This is the interest portion for the U.S. Bancorp Lease/Purchase Agreement in FY17 for the five Fire-Rescue vehicles.
607322	Admin Costs	This expenditure is for related to debt service administrative costs such as handling Loans, Bonds, Payments, etc.





# Debt Service—Fund 204

## Description Fund 204—Capital Improvement Revenue Bonds Series 2013

This fund was established to account for capital projects associated with the CIP revenue bonds issued in 2013.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 4,075,416</b>	<b>\$ 1,389,651</b>	<b>\$ 36,634</b>	<b>\$ 36,634</b>	<b>\$ 36,634</b>
<b>Revenues</b>	-	-	-	-	-
General Government Taxes	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	9,668	776	5,000	5,000	600
Transfer In	-	1,341,400	4,526,600	4,526,600	4,600,500
Other Sources	-	-	-	-	-
<b>Total</b>	<b>\$ 9,668</b>	<b>\$ 1,342,176</b>	<b>\$ 4,531,600</b>	<b>\$ 4,531,600</b>	<b>\$ 4,601,100</b>
<b>Expenditures</b>	-	-	-	-	-
Personnel Services	-	-	-	-	-
Operating Expense	583	343	500	500	300
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>583</b>	<b>343</b>	<b>500</b>	<b>500</b>	<b>300</b>
Capital Improvement Program	-	-	-	-	-
Debt Service	2,694,850	2,694,850	4,531,100	4,531,100	4,600,800
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 2,695,433</b>	<b>\$ 2,695,193</b>	<b>\$ 4,531,600</b>	<b>\$ 4,531,600</b>	<b>\$ 4,601,100</b>
Excess/Deficiency	(2,685,765)	(1,353,017)	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ 1,389,651</b>	<b>\$ 36,634</b>	<b>\$ 36,634</b>	<b>\$ 36,634</b>	<b>\$ 36,634</b>



# Debt Service—Fund 204

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Miscellaneous</u></b>					
361100	Int Earnings	9,668	776	5,000	5,000	600
	Sub-total	9,668	776	5,000	5,000	600
	<b><u>Other Sources</u></b>					
381001	Trfr Fr General Fund	-	793,600	3,011,700	3,011,700	2,241,600
381380	Transfer from Police CIP Fund	-	100,000	400,400	400,400	625,400
381381	Transfer from Fire and EMS CIP	-	133,500	411,500	411,500	156,700
381385	Trfr Fr Street Constr&Maint Fd	-	-	-	-	31,900
381387	Transfer from Park Development	-	314,300	703,000	703,000	1,544,900
	Sub-total	-	1,341,400	4,526,600	4,526,600	4,600,500
	<b>Total</b>	<b>\$ 9,668</b>	<b>\$ 1,342,176</b>	<b>\$ 4,531,600</b>	<b>\$ 4,531,600</b>	<b>\$ 4,601,100</b>

## Expenditure Detail Budget—204-70-000-517-000

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Operating Expense</u></b>					
604905	Bank Svcs Charges	583	343	500	500	300
	Subtotal	583	343	500	500	300
	<b><u>Debt Service</u></b>					
607151	Prin- 13 Improve Rev Bond	-	-	1,865,000	1,865,000	2,000,000
607251	Interest-13 Improve Revenue Bonds	2,694,850	2,694,850	2,664,600	2,664,600	2,599,300
607322	Admin Costs	-	-	1,500	1,500	1,500
	Subtotal	2,694,850	2,694,850	4,531,100	4,531,100	4,600,800
	<b>Total</b>	<b>\$ 2,695,433</b>	<b>\$ 2,695,193</b>	<b>\$ 4,531,600</b>	<b>\$ 4,531,600</b>	<b>\$ 4,601,100</b>



# CIP Revenue Bond 2013 Budget Justification

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Object #	Account Description	Justification
<b><u>Revenue</u></b>		
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
381001	Trfr Fr General Fund	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
381380	Transfer from Police CIP Fund	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
381381	Transfer from Fire and EMS CIP	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
381385	Trfr Fr Street Constr&Maint Fd	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
381387	Transfer from Park Development	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
607151	Prin- 13 Improve Rev Bond	This is the Principal for the Special Obligation Refunding and Improvement Revenue Bonds, Series 2013 which was used to pay off the then outstanding \$10,000,000 Capital Improvement Revenue Note, Series 2018, and to be used for various future capital projects. Principal is due annually on October 1 through October 2038, to begin October 1, 2017.
607251	Interest-13 Improve Rev Bond	This is the interest on the Special Obligation Refunding and Improvement Revenue Bonds, Series 2013 in September 2013. It was used to pay off the Capital Improvement Revenue Note, Series 2008 and for various capital projects.
607322	Admin Costs	This expenditure is for related to debt service administrative costs such as handling Loans, Bonds, Payments, etc.

# Capital Projects Funds

## Description

These funds were established to account for financial resources used for the acquisition and/or construction of major capital assets within the City, except for those financed by proprietary funds. Currently, the City has seven capital project funds: Street Construction and Maintenance, Police CIP, Fire & EMS CIP, Park Development, CIP Bonds 2013, 2017 CIP Loan and Capital Projects.

## Revenues and Expenditures Budget Summary

Revenues by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
General Taxes	2,331,763	2,448,223	2,400,000	2,430,000	2,519,059
Permits, Fees, Special Assessment	737,541	2,209,590	1,486,700	1,081,400	5,948,500
Intergovernmental Revenues	977,747	1,050,540	1,093,200	1,482,569	1,093,200
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	2,446,443	10,336,755	140,000	467,429	91,200
Transfer In	4,371,151	-	-	920,000	1,434,269
Other/Loan Proceeds	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	4,860,107	26,342,794	2,331,741
<b>Total</b>	<b>\$ 10,864,645</b>	<b>\$ 16,045,108</b>	<b>\$ 9,980,007</b>	<b>\$ 32,724,191</b>	<b>\$ 13,417,969</b>

## Expenditures by Category

Personnel Services	-	-	-	-	-
Operating Expense	6,340	5,433	5,000	6,500	8,500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>6,340</b>	<b>5,433</b>	<b>5,000</b>	<b>6,500</b>	<b>8,500</b>
Capital Improvement Program	24,131,945	14,063,930	4,910,107	26,722,791	4,921,010
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Transfer Out	5,759,783	5,293,820	4,927,100	5,107,100	7,171,600
Appropriated Fund Balance	-	-	137,800	887,800	1,316,859
<b>Total</b>	<b>\$ 29,898,068</b>	<b>\$ 19,363,183</b>	<b>\$ 9,980,007</b>	<b>\$ 32,724,191</b>	<b>\$ 13,417,969</b>

## Revenues by Fund

Revenues by Fund	Fund #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Police CIP	380	1,236,163	193,196	400,800	1,067,485	625,900
Fire & EMS CIP	381	1,562,214	232,348	411,900	547,117	671,500
Street Construction & Maintenance	385	3,326,497	3,516,639	3,501,600	7,297,749	3,620,659
Public Safety CIP	386	-	-	-	-	-
Park Development	387	577,827	1,829,047	703,300	1,135,380	5,624,400
CIP Bonds 2013	388	128,990	148,440	37,500	10,685,425	603,616
2017 CIP Loan	389	-	10,063,003	4,910,107	8,876,020	191,622
Capital Projects	395	4,032,954	62,436	14,800	3,115,016	2,080,272
<b>Total</b>		<b>\$ 10,864,645</b>	<b>\$ 16,045,108</b>	<b>\$ 9,980,007</b>	<b>\$ 32,724,191</b>	<b>\$ 13,417,969</b>

## Expenditures by Fund

Police CIP	380	450,437	219,493	400,800	1,067,485	625,900
Fire & EMS CIP	381	41,963	1,453,907	411,900	547,117	671,500
Street Construction & Maintenance	385	3,773,457	4,052,857	3,501,600	7,297,749	3,620,659
Public Safety CIP	386	2,609,955	-	-	-	-
Park Development	387	372,369	2,094,422	703,300	1,135,380	5,624,400
CIP Bonds 2013	388	15,236,512	6,188,233	37,500	10,685,425	603,616
2017 CIP Loan	389	-	986,646	4,910,107	8,876,020	191,622
Capital Projects	395	7,413,375	4,367,626	14,800	3,115,016	2,080,272
<b>Total</b>		<b>\$ 29,898,068</b>	<b>\$ 19,363,183</b>	<b>\$ 9,980,007</b>	<b>\$ 32,724,191</b>	<b>\$ 13,417,969</b>



# Police CIP

## Description Fund 380

This fund was established in Fiscal Year 2016 to account for impact fees derived from new development and restricted by Ordinance for Police Capital Improvements, including buildings and equipment. This funding source will assist the City to provide police capital improvements which are required by growth in new development.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ 785,727	\$ 759,429	\$ 759,429	\$ 92,744
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	83,173	188,293	397,800	397,800	624,400
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	4,610	4,903	3,000	3,000	1,500
Transfer In	1,148,380	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	666,685	-
<b>Total</b>	<b>\$ 1,236,163</b>	<b>\$ 193,196</b>	<b>\$ 400,800</b>	<b>\$ 1,067,485</b>	<b>\$ 625,900</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	437	453	400	400	500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>437</b>	<b>453</b>	<b>400</b>	<b>400</b>	<b>500</b>
Capital Improvement Program	450,000	119,041	-	666,685	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	100,000	400,400	400,400	625,400
<b>Total</b>	<b>\$ 450,437</b>	<b>\$ 219,493</b>	<b>\$ 400,800</b>	<b>\$ 1,067,485</b>	<b>\$ 625,900</b>
Excess/Deficiency	785,727	(26,298)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(666,685)	-
<b>Ending Fund Balance</b>	<b>\$ 785,727</b>	<b>\$ 759,429</b>	<b>\$ 759,429</b>	<b>\$ 92,744</b>	<b>\$ 92,744</b>

# Police CIP

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Licenses, Permits &amp; Fees</u></b>						
324110	Impact Fees-PD-Residential	83,173	188,293	397,800	397,800	624,400
	Sub-total	83,173	188,293	397,800	397,800	624,400
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	4,610	4,903	3,000	3,000	1,500
381386	Trfr Fr Public Safety CIP	1,148,380	-	-	-	-
	Sub-total	1,152,991	4,903	3,000	3,000	1,500
<b><u>Other Sources</u></b>						
399900	CIP Carryover	-	-	-	666,685	-
	Sub-total	-	-	-	666,685	-
	<b>Total</b>	<b>\$ 1,236,163</b>	<b>\$ 193,196</b>	<b>\$ 400,800</b>	<b>\$ 1,067,485</b>	<b>\$ 625,900</b>

## Expenditure Detail Budget—380-90-000-519-000

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense: 380-90-000-519-000-</u></b>							
604905	Bank Svcs Charges		437	453	400	400	500
691204	Trfr To Debt Svcs		-	100,000	400,400	400,400	625,400
	Sub-total		437	100,453	400,800	400,800	625,900
<b><u>Capital Improvement</u></b>							
<i>Police Headquarters Facility</i>							
<i><u>380-53-801-521-000-</u></i>							
606510	CIP-Construction	53001	450,000	-	-	-	-
	Sub-total		450,000	-	-	-	-
<i>Historic Miramar Public Safety Complex</i>							
<i><u>380-53-800-521-000-</u></i>							
606502	CIP-Plan/Design/Eng	53018	-	119,041	-	394,971	-
606510	CIP-Construction		-	-	-	271,714	-
	Sub-total		-	119,041	-	666,685	-
	<b>Total</b>		<b>\$ 450,437</b>	<b>\$ 219,493</b>	<b>\$ 400,800</b>	<b>\$ 1,067,485</b>	<b>\$ 625,900</b>

## Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
324110	Impact Fees-PD-Residential	These are impact fees paid for by new development that will fund additional Police related capital items caused by the impact of increased demand for services on the community.
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
691204	Transfer to Debt Service	This is the proportional amount that can be utilized to fund Capital Improvement Plan (CIP) related debt service, as determined by Finance.



# Fire & EMS CIP

## Description Fund 381

This fund was established in Fiscal Year 2016 to account for impact fees derived from new development and restricted by Ordinance for Fire and Emergency Medical Services Capital Improvements, including buildings and equipment. This funding source will assist the City to provide fire and emergency medical services capital improvements which are required by growth in new development.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ 1,520,251	\$ 298,692	\$ 298,692	\$ 433,909
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	93,743	223,504	405,900	405,900	570,700
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	6,897	8,844	6,000	6,000	800
Transfer In	1,461,575	-	-	135,217	-
Appropriation of Fund Balance/Carryover	-	-	-	-	100,000
<b>Total</b>	<b>\$ 1,562,214</b>	<b>\$ 232,348</b>	<b>\$ 411,900</b>	<b>\$ 547,117</b>	<b>\$ 671,500</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	499	402	400	400	500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>499</b>	<b>402</b>	<b>400</b>	<b>400</b>	<b>500</b>
Capital Improvement Program	41,464	1,320,005	-	-	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	135,217	-
Transfer Out	-	133,500	411,500	411,500	671,000
<b>Total</b>	<b>\$ 41,963</b>	<b>\$ 1,453,907</b>	<b>\$ 411,900</b>	<b>\$ 547,117</b>	<b>\$ 671,500</b>
Excess/Deficiency	1,520,251	(1,221,559)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	135,217	(100,000)
<b>Ending Fund Balance</b>	<b>\$ 1,520,251</b>	<b>\$ 298,692</b>	<b>\$ 298,692</b>	<b>\$ 433,909</b>	<b>\$ 333,909</b>



# Fire & EMS CIP

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Licenses, Permits &amp; Fees</u></b>						
324115	Impact Fees-Fire-Residential	93,743	223,504	405,900	405,900	570,700
	Sub-total	93,743	223,504	405,900	405,900	570,700
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	6,897	8,844	6,000	6,000	800
381163	Trfr Fr State & Cty Grant Fund	-	-	-	135,217	-
381386	Trfr Fr Public Safety CIP	1,461,575	-	-	-	-
	Sub-total	1,468,472	8,844	6,000	141,217	800
<b><u>Other Sources</u></b>						
399999	Appropriation Of Fund Balance	-	-	-	-	100,000
	Sub-total	-	-	-	-	100,000
	<b>Total</b>	<b>\$ 1,562,214</b>	<b>\$ 232,348</b>	<b>\$ 411,900</b>	<b>\$ 547,117</b>	<b>\$ 671,500</b>

## Expenditure Detail Budget—380-90-000-519-000

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense: 381-90-000-519-000-</u></b>							
604905	Bank Svcs Charges		499	402	400	400	500
	Sub-total		499	402	400	400	500
<b><u>Capital Improvement Projects</u></b>							
<i>Temporary Fire Station 107</i>							
<del>381-30-800-522-000-</del>							
		53011					
606510	CIP-Construction		1,525	-	-	-	-
606520	CIP-Contingency		39,939	7,355	-	-	-
	Sub-total		41,464	7,355	-	-	-
<i>Fire Station 107</i>							
<del>381-53-800-522-000-</del>							
		53012					
606510	CIP-Construction		-	1,312,650	-	-	-
	Sub-total		-	1,312,650	-	-	-
<b><u>Other: 381-90-000-519-000-</u></b>							
609990	Appropriated Fund Balance		-	-	-	135,217	-
691201	Trfr To Debt Svcs		-	-	-	-	122,000
691203	Trfr To CIP Rev Bond		-	-	-	-	392,300
691204	Trfr To Debt Svcs		-	133,500	411,500	411,500	156,700
	Sub-total		-	133,500	411,500	546,717	671,000
	<b>Total</b>		<b>\$ 41,963</b>	<b>\$ 1,453,907</b>	<b>\$ 411,900</b>	<b>\$ 547,117</b>	<b>\$ 671,500</b>





# Fire & EMS CIP

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## **Budget Justification**

<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
<b><u>Revenue</u></b>		
324115	Impact Fees-Fire-Residential	These are impact fees paid for by new development that will fund additional Fire and Emergency Medical Services related capital items caused by the impact of increased demand for services on the community.
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
691201	Transfer to Debt Service	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
691203	Transfer to CIP Revenue Bond	This will be used for debt service payment on the 2015 CIP Refunding Revenue Bonds.
691204	Transfer to Debt Service	This is the proportional amount that can be utilized to fund Capital Improvement Plan (CIP) related debt service, as determined by Finance.

# Street Construction and Maintenance

## Description Fund 385

This fund was established to account for the City's proportional share of state revenue sharing and local option gas tax funds, in accordance with State Statute 336.025(7). Funds are limited to be used for the purchase of transportation and the improvement and maintenance of roads and streets within the City.

Expenditures will be accounted for in the General Fund by designating specific expenditure accounts in the Public Works Department, Streets Maintenance Program and the Capital Improvement Program. Transfer to the General Fund will be made quarterly to reimburse the fund for actual expenditures made from the designated expenditure accounts.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 5,251,802</b>	<b>\$ 4,804,842</b>	<b>\$ 4,268,624</b>	<b>\$ 4,268,624</b>	<b>\$ 590,675</b>
<b>Revenues by Category</b>					
General Taxes	2,331,763	2,448,223	2,400,000	2,430,000	2,519,059
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	977,747	1,050,540	1,093,200	1,093,200	1,093,200
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	16,987	17,875	8,400	8,400	8,400
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	3,766,149	-
<b>Total</b>	<b>\$ 3,326,497</b>	<b>\$ 3,516,639</b>	<b>\$ 3,501,600</b>	<b>\$ 7,297,749</b>	<b>\$ 3,620,659</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	1,052	924	1,200	1,200	1,500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>1,052</b>	<b>924</b>	<b>1,200</b>	<b>1,200</b>	<b>1,500</b>
Capital Improvement Program	622,577	762,912	-	3,766,149	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	88,200	88,200	19,059
Transfer Out	3,149,828	3,289,020	3,412,200	3,442,200	3,600,100
<b>Total</b>	<b>\$ 3,773,457</b>	<b>\$ 4,052,857</b>	<b>\$ 3,501,600</b>	<b>\$ 7,297,749</b>	<b>\$ 3,620,659</b>
Excess/Deficiency	(446,960)	(536,218)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(3,677,949)	88,200
<b>Ending Fund Balance</b>	<b>\$ 4,804,842</b>	<b>\$ 4,268,624</b>	<b>\$ 4,268,624</b>	<b>\$ 590,675</b>	<b>\$ 678,875</b>



# Street Construction and Maintenance

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Intergovernmental Revenues</u></b>						
312410	Local Option Gas Tax-First	1,358,481	1,429,999	1,400,000	1,430,000	1,473,993
312420	Local Option Gas Tax-Second	973,282	1,018,224	1,000,000	1,000,000	1,045,066
335120	State Revenue Sharing-Proceeds	977,747	1,050,540	1,093,200	1,093,200	1,093,200
	Sub-total	3,309,510	3,498,763	3,493,200	3,523,200	3,612,259
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	16,987	17,875	8,400	8,400	8,400
	Sub-total	16,987	17,875	8,400	8,400	8,400
<b><u>Other Sources</u></b>						
399900	CIP Carryover	-	-	-	2,973,828	-
399999	Appropriation Of Fund Balance	-	-	-	792,321	-
	Sub-total	-	-	-	3,766,149	-
<b>Total</b>		<b>\$ 3,326,497</b>	<b>\$ 3,516,639</b>	<b>\$ 3,501,600</b>	<b>\$ 7,297,749</b>	<b>\$ 3,620,659</b>

## Expenditure Detail Budget—385- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense: 385-90-000-519-000-</u></b>							
604905	Bank Svcs Charges		1,052	924	1,200	1,200	1,500
	Sub-total		1,052	924	1,200	1,200	1,500
<b><u>Capital Improvement Projects</u></b>							
<i>Pembroke Road Overpass</i>							
<del>385-53-801-541-000-</del>							
606510	CIP-Construction	52008	180,000	360,000	-	-	-
	Sub-total		180,000	360,000	-	-	-
<i>Street Construction &amp; Resurfacing-Variou</i>							
<del>385-50/53-804-541-000-</del>							
606502	CIP-Plan/Design/Eng	52022	127,701	-	-	4,356	-
606510	CIP-Construction		42,869	79,846	-	1,221,316	-
606520	CIP-Contingency		-	9,990	-	-	-
	Sub-total		170,570	89,836	-	1,225,672	-
<i>Traffic Signal-Silver Shores/Pembroke</i>							
<del>385-53-807-541-000-</del>							
606502	CIP-Plan/Design/Eng	52025	7,443	9,711	-	-	-
606510	CIP-Construction		2,054	221,292	-	-	-
	Sub-total		9,497	231,003	-	-	-



# Street Construction and Maintenance

## Expenditure Detail Budget—385- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Pembroke Road Widening-Dykes to Silver Shores</i>							
<u>385-53-808-541-000-</u> 52026							
606502	CIP-Plan/Design/Eng		-	(114,425)	-	114,425	-
606510	CIP-Construction		-	-	-	2,026,915	-
	Sub-total		-	(114,425)	-	2,141,340	-
<i>Drainage Improvements</i>							
<u>385-50/53-809-541-</u> 52035							
606502	CIP-Plan/Design/Eng		-	-	-	244,021	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	-	-	14,070	-
	Sub-total		-	-	-	268,091	-
<i>Landscaping &amp; Beautification along Miramar Parkway</i>							
<u>385-50/53-800-539-000-</u> 52036							
606502	CIP-Plan/Design/Eng		13,072	1,484	-	934	-
606505	CIP-Permits		-	1,140	-	20,000	-
606510	CIP-Construction		-	102,267	-	4,044	-
	Sub-total		13,072	104,891	-	24,978	-
<i>Historic Miramar Complete Streets</i>							
<u>385-53-810-541-000-</u> 52050							
606510	CIP-Construction		-	-	-	97,675	-
	Sub-total		-	-	-	97,675	-
<i>Pembroke Road Buffer Wall at Harbour</i>							
<u>385-53-810-541-000-</u> 52054							
606505	CIP-Permits		2,977	-	-	-	-
606510	CIP-Construction		246,461	-	-	-	-
	Sub-total		249,438	-	-	-	-
<i>Miramar Pkwy Streetscape (SW 64 to SW 68)</i>							
<u>385-53-811-541-000-</u> 52059							
606502	CIP-Plan/Design/Eng		-	91,608	-	8,392	-
	Sub-total		-	91,608	-	8,392	-
<u>Other: 385-90-000-581-000-</u>							
609990	Appropriated Fund Balance		-	-	88,200	88,200	19,059
691001	Trfr To General Fund		2,336,228	2,480,720	2,417,100	2,447,100	2,345,500
691201	Trfr To Debt Svcs		813,600	808,300	995,100	995,100	963,100
691203	Trfr To CIP Rev Bond		-	-	-	-	259,600
691204	Trfr To Debt Svcs		-	-	-	-	31,900
	Sub-total		3,149,828	3,289,020	3,500,400	3,530,400	3,619,159
	<b>Total</b>		<b>\$ 3,773,457</b>	<b>\$ 4,052,857</b>	<b>\$ 3,501,600</b>	<b>\$ 7,297,749</b>	<b>\$ 3,620,659</b>



# Street Construction and Maintenance

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## Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
312410	Local Option Gas Tax-First	This relates to the 1 to 6 Cents Local Option Fuel Tax. Revenues received in this category are distributed to municipalities from the Local Option Gas Tax Trust Fund that was also established to provide monies restricted for use on street related projects. This fuel tax is authorized to be used for roadway and right-of-way maintenance. The amount is based on State of Florida estimates.
312420	Local Option Gas Tax-Second	This relates to the 1 to 5 Cents Local Option Fuel Tax. Revenues received in this category are distributed to municipalities from the Local Option Gas Tax Trust Fund that was also established to provide monies restricted for use on street related projects. This fuel tax is authorized to be used for roadway related capital improvements or debt service for any roadway related capital improvement debt. Routine maintenance of roads is not considered an authorized expenditure. The amount is based on State of Florida estimates.
335120	State Revenue Sharing- Proceeds	State of Florida distributes revenues collected to local governments per the 1972 Florida Revenue Sharing Act. 76.94% of the revenues received are from sales and use tax collections and are included in the General Fund and 23.06% are from the fuel tax on motor fuel and are included in the Street Maintenance Fund. The fuel tax related funds are authorized to be used for roadway and transportation maintenance. More information about this revenue source can be found in the Local Government Information Handbook published by the Florida Office of Economic & Demographic Research.
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.
691001	Transfer to General Fund	This includes funds transferred to the General Fund for the purposes of roadway and right-of-way maintenance.
691201	Transfer to Debt Service	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
690203	Transfer to CIP Revenue Bond	This will be used for debt service payment on the 2015 CIP Refunding Revenue Bonds.
691204	Transfer to Debt Service	This is the proportional amount that can be utilized to fund Capital Improvement Plan (CIP) related debt service, as determined by Finance.

# Public Safety CIP

## Description Fund 386

This fund was established to account for impact fees derived from new development and restricted by Ordinance for Police, Fire and Emergency Medical Services Capital Improvements, including buildings and equipment. This funding source will assist the City to provide police, fire and emergency medical services capital improvements which are required by growth in new development.

In FY 2016, this fund was split into Police CIP Fund 380 and Fire and EMS CIP Fund 381.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance *</b>	\$ 2,609,955	\$ -	\$ -	\$ -	\$ -
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	-	-	-	-	-
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	2,609,955	-	-	-	-
<b>Total</b>	\$ 2,609,955	\$ -	\$ -	\$ -	\$ -
Excess/Deficiency	(2,609,955)	-	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
<b>Ending Fund Balance *</b>	\$ -	\$ -	\$ -	\$ -	\$ -

\* Note: Effective 10/1/15, the Public Safety CIP Fund 386 was split into Police CIP Fund 380, and Fire and EMS CIP Fund 381.



# Public Safety CIP

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## Expenditure Detail Budget—386- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<u>Other/Transfer: 386-90-000-581-000-</u>						
691380	Trfr To Police CIP Fund		1,148,380	-	-	-	-
691381	Trfr To Fire CIP Fund		1,461,575	-	-	-	-
	Sub-total		2,609,955	-	-	-	-
	<b>Total</b>		<b>\$ 2,609,955</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Park Development

## Description Fund 387

This fund was established specifically to collect park and recreation impact fees to be used for capital improvements and development to the City's parks, recreational facilities and new park sites.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 3,339,101</b>	<b>\$ 3,544,559</b>	<b>\$ 3,279,184</b>	<b>\$ 3,279,184</b>	<b>\$ 2,441,804</b>
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	560,626	1,797,794	683,000	277,700	4,753,400
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	17,201	31,253	20,300	20,300	21,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	837,380	850,000
<b>Total</b>	<b>\$ 577,827</b>	<b>\$ 1,829,047</b>	<b>\$ 703,300</b>	<b>\$ 1,135,380</b>	<b>\$ 5,624,400</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	721	600	300	900	1,500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>721</b>	<b>600</b>	<b>300</b>	<b>900</b>	<b>1,500</b>
Capital Improvement Program	371,648	1,779,522	-	431,480	2,050,000
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	1,297,800
Transfer Out	-	314,300	703,000	703,000	2,275,100
<b>Total</b>	<b>\$ 372,369</b>	<b>\$ 2,094,422</b>	<b>\$ 703,300</b>	<b>\$ 1,135,380</b>	<b>\$ 5,624,400</b>
Excess/Deficiency	205,458	(265,375)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(837,380)	447,800
<b>Ending Fund Balance</b>	<b>\$ 3,544,559</b>	<b>\$ 3,279,184</b>	<b>\$ 3,279,184</b>	<b>\$ 2,441,804</b>	<b>\$ 2,889,604</b>

### Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Permits, Fees, Special Assessment</b>						
324610	Impact Fees-Recreation-Dev	218,881	153,557	463,900	245,100	912,500
324611	Impact Fees-Park	341,745	1,644,237	219,100	32,600	3,840,900
	Sub-total	560,626	1,797,794	683,000	277,700	4,753,400
<b>Miscellaneous Revenues</b>						
361100	Int Earnings	17,201	31,253	20,300	20,300	21,000
	Sub-total	17,201	31,253	20,300	20,300	21,000
<b>Other Sources</b>						
399900	CIP Carryover	-	-	-	181,480	-
399999	Appropriation Of Fund Balance	-	-	-	655,900	850,000
	Sub-total	-	-	-	837,380	850,000
<b>Total</b>		<b>\$ 577,827</b>	<b>\$ 1,829,047</b>	<b>\$ 703,300</b>	<b>\$ 1,135,380</b>	<b>\$ 5,624,400</b>





# Park Development

## Expenditure Detail Budget—387- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Operating Expense: 387-90-000-519-000-</b>							
604905	Bank Svcs Charges		721	600	300	900	1,500
	Sub-total		721	600	300	900	1,500
<b>Capital Improvement Projects</b>							
<i>Miramar Regional Park-Phase III</i>							
<u>387-53-803-572-000-</u>							
606510	CIP-Construction	51002	239,904	-	-	-	-
	Sub-total		239,904	-	-	-	-
<i>Ansini Sports Complex-Phase II</i>							
<u>387-53-802-572-000-</u>							
606502	CIP-Plan/Design/Eng	51005	-	-	-	-	80,000
606505	CIP-Permits		-	-	-	-	48,658
606510	CIP-Construction		-	-	-	-	547,184
606511	CIP-Furniture Fixtures & Equip		-	-	-	2,497	-
606520	CIP-Contingency		-	-	-	-	97,316
	Sub-total		-	-	-	2,497	773,158
<i>Amphitheater-Miramar Regional Park</i>							
<u>387-53-800-572-000-</u>							
606502	CIP-Plan/Design/Eng	51006	59,928	107,896	-	-	-
606505	CIP-Permits		12,622	152,694	-	-	-
606510	CIP-Construction		985	1,326,279	-	173,981	-
606511	CIP-Furniture Fixtures & Equip		-	113,104	-	220,000	-
606520	CIP-Contingency		69	-	-	-	-
606810	CIP-Tech Software/Hardware		-	-	-	-	126,842
	Sub-total		73,604	1,699,973	-	393,981	126,842
<i>Monarch Lakes Park</i>							
<u>387-53-801-572-000-</u>							
606502	CIP-Plan/Design/Eng	51007	-	-	-	4,580	-
606510	CIP-Construction		-	-	-	9,347	-
	Sub-total		-	-	-	13,927	-
<i>PBA / Civic Center Park Expansion</i>							
<u>387-53-806-572-000-</u>							
606502	CIP-Plan/Design/Eng	51015	11,708	6,571	-	-	-
606505	CIP-Permits		6,513	294	-	-	-
606510	CIP-Construction		39,836	64,000	-	21,075	-
606511	CIP-Furniture Fixtures & Equip		-	8,684	-	-	-
606520	CIP-Contingency		84	-	-	-	-
	Sub-total		58,140	79,549	-	21,075	-
<i>Amphitheater at MRP-Concessions</i>							
<u>387-55-808-572-000-</u>							
606510	CIP-Construction	51018	-	-	-	-	600,000
	Sub-total		-	-	-	-	600,000
<i>Forcina Park Renovations</i>							
<u>387-55-800-572-000-</u>							
606510	CIP-Construction	51020	-	-	-	-	400,000
	Sub-total		-	-	-	-	400,000
<i>Public Information Signs</i>							
<u>387-55-800-539-000-</u>							
606510	CIP-Construction	52009	-	-	-	-	150,000
	Sub-total		-	-	-	-	150,000
<b>Other Uses: 387-90-000-572/519-000-</b>							
691201	Trfr To Debt Svcs		-	-	-	-	78,500
691203	Trfr To CIP Rev Bond		-	-	-	-	651,700
691204	Trfr To Debt Svcs		-	314,300	703,000	703,000	1,544,900
609990	Appropriated Fund Balance		-	-	-	-	1,297,800
	Sub-total		-	314,300	703,000	703,000	3,572,900
<b>Total</b>			<b>\$ 372,369</b>	<b>\$ 2,094,422</b>	<b>\$ 703,300</b>	<b>\$ 1,135,380</b>	<b>\$ 5,624,400</b>



# Park Development Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
324610	Impact Fees-Recreation-Dev	These are impact fees paid for by new development that will fund additional Recreation related capital items caused by the impact of increased demand for services on the community.
324611	Impact Fees-Park	These are impact fees paid for by new development that will fund additional Parks related capital items caused by the impact of the increased demand for services on the community.
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.

## **Expense**

604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.
691201	Transfer to Debt Service	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
691203	Transfer to CIP Revenue Bond	This will be used for debt service payment on the 2015 CIP Refunding Revenue Bonds.
691204	Transfer to Debt Service	This is the proportional amount that can be utilized to fund Capital Improvement Plan (CIP) related debt service, as determined by Finance.

## **Capital Improvement Projects**

Object #	Project	Justification
<b><u>Ansin Sports Complex - Phase II/III</u></b>		
606502 / 606505 / 606510 / 606520	51005	This project is to install shade coverage for the seating area, which was part of the original master plan.
<b><u>Amphitheater at Miramar Regional Park</u></b>		
606810	51006	This project is to enclose the 100' x 40' partially open perimeter walls surrounding the Amphitheater to provide protection from the elements, and to construct a Back-of-House to provide dressing rooms, green room, restrooms for performers, office and storage areas. The additional funding in FY19 will assist with the installation of Wi-Fi infrastructure, which will provide wireless internet access coverage that is not connected to the City's infrastructure.
<b><u>Amphitheater at MRP-Concessions &amp; Walkways</u></b>		
606510	51018	This project will provide two permanent concession buildings at the Amphitheater at Miramar Regional Park to serve the patrons as well as covered walkways to both the concession areas and public restroom buildings.
<b><u>Forcina Park Renovations</u></b>		
606510	51020	This project encompasses constructing an open play field, basketball courts, pre fabricated bathroom building, lighting improvements, associated parking, drainage improvements, landscaping and new fencing. It will also include the removal of the existing baseball field for the construction of the new facilities.
<b><u>Public Informational Signs</u></b>		
606510	52009	This project will start with the construction of Public Informational Signs (LED) at the site of the Cultural Arts Center, the Regional Park and Shirley Branca Park. These signs will announce the upcoming events at the performance arts centers to drivers passing by. The next phase of the project will be city limits or gateway Monument Signs to replace the City's existing seventeen (17) "Welcome to Miramar" signs as part of the City's "Wayfinding" signage program, and to provide night-time illumination for the new signs.



# CIP Bonds 2013

## Description Fund 388

In FY13, this special obligation refunding and improvement revenue bonds fund was established to account for various capital projects.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 31,783,574</b>	<b>\$ 16,676,052</b>	<b>\$ 10,636,259</b>	<b>\$ 10,636,259</b>	<b>\$ 1,254,000</b>
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	128,990	148,440	37,500	37,500	37,500
Transfer In	-	-	-	614,783	-
Appropriation of Fund Balance/Carryover	-	-	-	10,033,142	566,116
<b>Total</b>	<b>\$ 128,990</b>	<b>\$ 148,440</b>	<b>\$ 37,500</b>	<b>\$ 10,685,425</b>	<b>\$ 603,616</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	2,280	1,011	1,400	1,400	500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>\$ 2,280</b>	<b>\$ 1,011</b>	<b>\$ 1,400</b>	<b>\$ 1,400</b>	<b>\$ 500</b>
Capital Improvement Program	15,234,232	6,187,222	-	10,033,142	603,116
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	36,100	650,883	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 15,236,512</b>	<b>\$ 6,188,233</b>	<b>\$ 37,500</b>	<b>\$ 10,685,425</b>	<b>\$ 603,616</b>
Excess/Deficiency	(15,107,522)	(6,039,793)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(9,382,259)	84,767
<b>Ending Fund Balance</b>	<b>\$ 16,676,052</b>	<b>\$ 10,636,259</b>	<b>\$ 10,636,259</b>	<b>\$ 1,254,000</b>	<b>\$ 1,338,767</b>

# CIP Bonds 2013

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Miscellaneous/Other Sources</b>						
361100	Int Earnings	136,856	149,991	37,500	37,500	37,500
361300	Net Inc/Dec in FMV of Invest	(7,866)	(1,552)	-	-	-
381163	Trfr Fr State & Cty Grant Fund	-	-	-	614,783	-
399900	CIP Carryover	-	-	-	10,033,142	-
399999	Appropriation Of Fund Balance	-	-	-	-	566,116
<b>Total</b>		<b>\$ 128,990</b>	<b>\$ 148,440</b>	<b>\$ 37,500</b>	<b>\$ 10,685,425</b>	<b>\$ 603,616</b>

## Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Operating Expense: 388-90-000-519-000-</b>							
604905	Bank Svcs Charge		2,280	1,011	1,400	1,400	500
	Sub-total		2,280	1,011	1,400	1,400	500
<b>Capital Improvement Projects</b>							
<i>Vizcaya Park</i>							
<u>388-53-800-572-000-</u>							
		51001					
606505	CIP-Permits		63	-	-	-	-
606510	CIP-Construction		1,054	-	-	-	-
606511	CIP-Furniture Fixtures & Equip		36,318	-	-	4,166	-
606520	CIP-Contingency		391	-	-	234	-
	Sub-total		37,825	-	-	4,400	-
<i>Miramar Regional Park-Phase III</i>							
<u>388-53-801-572-000-</u>							
		51002					
606502	CIP-Plan/Design/Eng		8,904	2,715	-	2,026	-
606505	CIP-Permits		2,120	-	-	-	-
606510	CIP-Construction		192,073	1,171,681	-	-	-
606520	CIP-Contingency		411	-	-	-	-
	Sub-total		203,507	1,174,396	-	2,026	-
<i>Ansin Sports Complex-Phase II</i>							
<u>388-53-803-572-000-</u>							
		51005					
606502	CIP-Plan/Design/Eng		13,890	14,597	-	71,514	-
606505	CIP-Permits		2,800	-	-	17,200	-
606510	CIP-Construction		-	110,475	-	189,525	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	65,172	-
606520	CIP-Contingency		-	-	-	30,000	-
	Sub-total		16,690	125,072	-	373,411	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>388-53-802-572-000-</u>							
		51006					
606505	CIP-Permits		460	-	-	-	-
606510	CIP-Construction		2,323,138	1,330,424	-	16,299	-
	Sub-total		2,323,598	1,330,424	-	16,299	-
<i>Monarch Lakes Park</i>							
<u>388-53-804-572-000-</u>							
		51007					
606502	CIP-Plan/Design/Eng		44,725	48,199	-	13,544	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	352,224	-	732,462	-
606520	CIP-Contingency		23	-	-	0	-
	Sub-total		44,748	400,423	-	756,005	-
<i>Fairway Park</i>							
<u>388-53-806-572-000-</u>							
		51008					
606502	CIP-Plan/Design/Eng		9,986	-	-	-	-
606505	CIP-Permits		180	-	-	-	-
606510	CIP-Construction		225,767	-	-	-	-
	Sub-total		235,933	-	-	-	-



# CIP Bonds 2013

## Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Corp Pav Reno/Admin Bldg Mir Reg Pk</i>							
<u>388-53-807-572-000-</u>							
		51010					
606502	CIP-Plan/Design/Eng		8,585	-	-	1	-
606505	CIP-Permits		-	24,200	-	2,800	-
606510	CIP-Construction		192,550	511,552	-	247	-
606520	CIP-Contingency		-	-	-	47,786	-
606810	CIP-Tech Software/Hardware		-	6,077	-	-	-
	Sub-total		201,135	541,829	-	50,834	-
<i>Forzano Park Improvements</i>							
<u>388-50/53-808-572-000-</u>							
		51011					
606502	CIP-Plan/Design/Eng		606	1,845	-	-	-
606505	CIP-Permits		250	864	-	-	-
606510	CIP-Construction		750	189,000	-	12,484	-
606520	CIP-Contingency		-	-	-	5,326	-
	Sub-total		1,606	191,709	-	17,810	-
<i>Lakeshore Park Improvements</i>							
<u>388-53-809-572-000-</u>							
		51012					
606502	CIP-Plan/Design/Eng		853	23,477	-	13,862	-
606505	CIP-Permits		-	250	-	-	-
606510	CIP-Construction		-	-	-	224,364	-
606520	CIP-Contingency		23	-	-	-	-
	Sub-total		876	23,727	-	238,225	-
<i>River Run Park Improvements</i>							
<u>388-53-810-572-000-</u>							
		51013					
606502	CIP-Plan/Design/Eng		1,860	1,240	-	-	-
606505	CIP-Permits		12,419	-	-	-	-
606510	CIP-Construction		506,222	-	-	-	-
606520	CIP-Contingency		111	-	-	-	-
	Sub-total		520,612	1,240	-	-	-
<i>Harbour Lakes Park</i>							
<u>388-53-811-572-000-</u>							
		51014					
606502	CIP-Plan/Design/Eng		3,200	-	-	-	-
606510	CIP-Construction		302,709	-	-	-	-
	Sub-total		305,909	-	-	-	-
<i>Parks Restrooms Facilites</i>							
<u>388-60-812-572-000-</u>							
		51017					
606502	CIP-Plan/Design/Eng		-	-	-	20,000	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	-	-	50,000	-
606520	CIP-Contingency		-	-	-	20,000	-
	Sub-total		-	-	-	100,000	-
<i>Amphitheater at MRP-Concessions</i>							
<u>388-53-813-572-000-</u>							
		51018					
606502	CIP-Plan/Design/Eng		-	-	-	-	21,070
	Sub-total		-	-	-	-	21,070
<i>Historic Miramar Canal Improvements</i>							
<u>388-50/53-800-537-000-</u>							
		52021					
606510	CIP-Construction		12,675	(10,100)	-	297,390	-
606520	CIP-Contingency		-	35	-	-	-
	Sub-total		12,675	(10,065)	-	297,390	-
<i>Street Construction &amp; Resurfacing-Variou</i>							
<u>388-50-802-541-000-</u>							
		52022					
606510	CIP-Construction		-	-	-	65,000	172,138
	Sub-total		-	-	-	65,000	172,138
<i>Landscaping &amp; Beautification along Miramar Parkway</i>							
<u>388-53-802-539-000-</u>							
		52036					
606502	CIP-Plan/Design/Eng		-	71,814	-	45,521	-
606510	CIP-Construction		-	-	-	182,665	-
	Sub-total		-	71,814	-	228,186	-



# CIP Bonds 2013

## Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Historic Miramar Complete Streets</i>							
<u>388-50-801/53-803-541-000-/53-</u>							
606502	CIP-Plan/Design/Eng	52050	2,986	91,502	-	58,132	-
606505	CIP-Permits		-	1,070	-	73	-
606510	CIP-Construction		-	-	-	31,293	-
606520	CIP-Contingency		-	280	-	-	-
	Sub-total		2,986	92,852	-	89,498	-
<i>Historic Downtown Revitalization</i>							
<u>388-53-801-541-000-</u>							
606502	CIP-Plan/Design/Eng	52051	47,185	30,960	-	28,840	-
606505	CIP-Permits		2,774	805	-	-	-
606510	CIP-Construction		-	-	-	1,088,907	-
606520	CIP-Contingency		-	530	-	-	-
	Sub-total		49,958	32,295	-	1,117,747	-
<i>Pembroke Road Buffer Wall at Harbour</i>							
<u>388-53-802-541-000-</u>							
606510	CIP-Construction	52054	240,000	-	-	-	-
	Sub-total		240,000	-	-	-	-
<i>Police Headquarters Facility</i>							
<u>388-53-800-521-000-</u>							
606510	CIP-Construction	53001	8,386,571	0	-	-	-
606511	CIP-Furniture Fixtures & Equip		987,605	14,449	-	-	-
606515	CIP-Professional Fees		9,879	-	-	-	-
	Sub-total		9,384,055	14,450	-	-	-
<i>Historic District Police Substation</i>							
<u>388-53-803-521-000-</u>							
606505	CIP-Permits	53009	(1,000)	-	-	-	-
	Sub-total		(1,000)	-	-	-	-
<i>Fire Station 107</i>							
<u>388-53-800-522-000-</u>							
606502	CIP-Plan/Design/Eng	53012	238,852	161,312	-	13,382	-
606505	CIP-Permits		788	68,082	-	84,812	-
606510	CIP-Construction		-	1,900,441	-	1,493,562	-
606511	CIP-Furniture Fixtures & Equip		-	39,840	-	89,132	-
606520	CIP-Contingency		1,250	-	-	12,203	-
	Sub-total		240,890	2,169,675	-	1,693,090	-
<i>Adult Daycare Facility</i>							
<u>388-53-800-569-000-</u>							
606510	CIP-Construction	53014	1,315,265	-	-	-	-
	Sub-total		1,315,265	-	-	-	-
<i>Facilities Capital Improvement</i>							
<u>388-53-800-519-000-</u>							
606502	CIP-Plan/Design/Eng	53016	88,788	25,500	-	94,839	-
606505	CIP-Permits		-	-	-	40,700	-
606510	CIP-Construction		-	-	-	317,282	-
606520	CIP-Contingency		-	-	-	52,321	-
	Sub-total		88,788	25,500	-	505,141	-
<i>Historic Public Safety Complex</i>							
<u>388-53-804-521-000-</u>							
606501	CIP-Pre-Construction	53018	7,672	958	-	69,488	-
606502	CIP-Plan/Design/Eng		504	23	-	38,575	-
606505	CIP-Permits		-	-	-	10,573	-
606510	CIP-Construction		-	-	-	4,359,443	409,908
606520	CIP-Contingency		-	900	-	-	-
	Sub-total		8,176	1,881	-	4,478,079	409,908
<i>Other: 388-90-000-582-000-</i>							
609990	Appropriated Fund Balance		-	-	36,100	650,883	-
	Sub-total		-	-	36,100	650,883	-
<b>Total</b>			<b>\$ 15,236,512</b>	<b>\$ 6,188,233</b>	<b>\$ 37,500</b>	<b>\$ 10,685,425</b>	<b>\$ 603,616</b>



# CIP Bonds 2013 Budget Justification

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Object #	Account Description	Justification
<b><u>Revenue</u></b>		
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.

**Expense**

604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
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**Capital Improvement Projects**

Object #	Project	Justification
<b><u>Amphitheater at MRP-Concessions &amp; Walkways</u></b>		
606502	51018	This project will provide two permanent concession buildings at the Amphitheater at Miramar Regional Park to serve the patrons as well as covered walkways to both the concession areas and public restroom buildings.
<b><u>Street Construction and Resurfacing - Various</u></b>		
606510	52022	This project includes asphalt overlay (and milling if necessary), pavement installation, re-construction, patching, asphalt crack sealing and surface seal treatments. This includes replacement of surface safety stripping and MOT (maintenance of traffic) throughout the project's construction phase.
<b><u>Historic Miramar Public Safety Complex</u></b>		
606510	53018	This project will include a new 24,000 sq. ft. building complex in Historic Miramar to accommodate the Historic District Police Substation, Crime Lab and Evidence Storage, and Logistics at one central location.

# 2017 CIP Loan

## Description Fund 389

This fund was established in Fiscal Year 2017 to account for loan proceeds and expenditures associated with the 2017 bank loan to be used for various capital improvement projects within the City.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ -	\$ -	\$ 9,076,358	\$ 9,076,358	\$ 345,537
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	10,063,003	50,000	145,200	20,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	4,860,107	8,730,820	171,622
<b>Total</b>	<b>\$ -</b>	<b>\$ 10,063,003</b>	<b>\$ 4,910,107</b>	<b>\$ 8,876,020</b>	<b>\$ 191,622</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	-	954	-	900	1,000
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>\$ -</b>	<b>\$ 954</b>	<b>\$ -</b>	<b>\$ 900</b>	<b>\$ 1,000</b>
Capital Improvement Program	-	985,692	4,910,107	8,875,120	190,622
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 986,646</b>	<b>\$ 4,910,107</b>	<b>\$ 8,876,020</b>	<b>\$ 191,622</b>
Excess/Deficiency	-	9,076,358	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	(4,860,107)	(8,730,820)	(171,622)
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ 9,076,358</b>	<b>\$ 4,216,251</b>	<b>\$ 345,537</b>	<b>\$ 173,915</b>

### Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Miscellaneous/Other Sources</b>						
361100	Int Earnings	-	63,003	50,000	145,200	20,000
384200	Other Financing Sources	-	10,000,000	-	-	-
399900	CIP Carryover	-	-	-	3,965,013	-
399999	Appropriation Of Fund Balance	-	-	4,860,107	4,765,807	171,622
	<b>Total</b>	<b>\$ -</b>	<b>\$ 10,063,003</b>	<b>\$ 4,910,107</b>	<b>\$ 8,876,020</b>	<b>\$ 191,622</b>





# 2017 CIP Loan

## Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Operating Expense: 388-90-000-519-000-</b>							
604905	Bank Svcs Charge		-	954	-	900	1,000
	Sub-total		-	954	-	900	1,000
<b>Capital Improvement Projects</b>							
<i>Park Improvements-Variou</i>							
<u>389-60-800-572-000-</u>							
606510	CIP-Construction	51003	-	49,985	100,000	95,240	-
606511	CIP-Furniture Fixtures & Equip		-	50,000	-	4,760	-
	Sub-total		-	99,985	100,000	100,000	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>389-53-805-572-000-</u>							
606510	CIP-Construction	51006	-	-	-	233,701	-
	Sub-total		-	-	-	233,701	-
<i>Monarch Lakes Park</i>							
<u>389-53-800-572-000-</u>							
606510	CIP-Construction	51007	-	-	-	16,299	-
	Sub-total		-	-	-	16,299	-
<i>Lakeshore Park Improvements</i>							
<u>389-53-803-572-000-</u>							
606502	CIP-Plan/Design/Eng	51012	-	23	-	4,120	-
606505	CIP-Permits		-	-	-	15,000	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	14,977	-
606520	CIP-Contingency		-	-	-	15,880	-
	Sub-total		-	23	-	49,977	-
<i>Park Field Renovations and Irrigation</i>							
<u>389-60-801-572-000-</u>							
606510	CIP-Construction	51016	-	99,980	-	100,000	-
	Sub-total		-	99,980	-	100,000	-
<i>Public Information Signs</i>							
<u>389-53-801-539-000-</u>							
606502	CIP-Plan/Design/Eng	52009	-	-	-	8,500	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	30,000	-	235,500	-
606520	CIP-Contingency		-	-	-	16,000	-
	Sub-total		-	30,000	-	270,000	-
<i>Street Construction &amp; Resurfacing-Variou</i>							
<u>389-50-801-541-000-</u>							
606510	CIP-Construction	52022	-	-	-	15,000	-
	Sub-total		-	-	-	15,000	-
<i>Landscaping &amp; Beautification along Miramar Parkway</i>							
<u>389-53-800-539-000-</u>							
606510	CIP-Construction	52036	-	-	-	300,000	-
	Sub-total		-	-	-	300,000	-
<i>Historic Miramar Complete Streets</i>							
<u>389-53-803-541-000-</u>							
606501	CIP-Pre-Construction	52050	-	-	-	1,654	-
606502	CIP-Plan/Design/Eng		-	-	-	11,290	-
606505	CIP-Permits		-	-	-	20,009	-
606510	CIP-Construction		-	-	356,808	323,856	-
	Sub-total		-	-	356,808	356,808	-
<i>Historic Downtown Revitalization</i>							
<u>389-53-801-541-000-</u>							
606502	CIP-Plan/Design/Eng	52051	-	-	-	32,070	-
606505	CIP-Permits		-	-	-	26,000	-
606510	CIP-Construction		-	-	-	342,023	-
606520	CIP-Contingency		-	-	-	99,907	-
	Sub-total		-	-	-	500,000	-



# 2017 CIP Loan

## Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Miramar Pkwy Streetscape (SW 64 to SW 68)</i>							
<del>389-53-802-541-000-</del> 52059							
606502	CIP-Plan/Design/Eng		-	-	-	56,158	-
606505	CIP-Permits		-	4,792	-	5,208	-
606510	CIP-Construction		-	-	1,327,021	1,360,863	-
606520	CIP-Contingency		-	-	121,000	171,000	-
	Sub-total		-	4,792	1,448,021	1,593,229	-
<i>AC Replacement Program</i>							
<del>389-50-800-539-000-</del> 52060							
606511	CIP-Furniture Fixtures & Equip		-	15,416	-	118,584	-
	Sub-total		-	15,416	-	118,584	-
<i>Repair/Replace Existing Sidewalks</i>							
<del>389-50-800-541-000-</del> 52063							
606510	CIP-Construction		-	101,413	200,000	298,587	-
	Sub-total		-	101,413	200,000	298,587	-
<i>Fire Station 107</i>							
<del>389-53-800-522-000-</del> 53012							
606510	CIP-Construction		-	-	-	1,783	-
606511	CIP-Furniture Fixtures & Equip		-	10,883	-	84,056	-
606520	CIP-Contingency		-	-	-	46,259	-
606810	CIP-Tech Software/Hardware		-	6,880	-	3,140	-
	Sub-total		-	17,763	-	135,238	-
<i>Facilities Capital Improvement</i>							
<del>389-53-800-519-000-</del> 53016							
606502	CIP-Plan/Design/Eng		-	6,984	15,000	68,017	-
606505	CIP-Permits		-	-	10,000	35,000	-
606510	CIP-Construction		-	63,689	125,000	226,311	-
	Sub-total		-	70,673	150,000	329,327	-
<i>Historic Public Safety Complex</i>							
<del>389-53-800-521-000-</del> 53018							
606505	CIP-Permits		-	-	124,392	-	-
606510	CIP-Construction		-	-	2,345,886	3,359,027	190,622
606520	CIP-Contingency		-	-	185,000	-	-
	Sub-total		-	-	2,655,278	3,359,027	190,622
<i>Portable &amp; Mobile Radios</i>							
<del>389-30-800-529-000-</del> 54008							
606511	CIP-Furniture Fixtures & Equip		-	345,989	-	-	-
606519	CIP-Contract Labor		-	80,000	-	-	-
	Sub-total		-	425,989	-	-	-
<i>Phone System Replacement</i>							
<del>389-58-800-516-000-</del> 54009							
606517	CIP-Implementation Fees		-	84,125	-	-	-
	Sub-total		-	84,125	-	-	-
<i>Building Plans Digital Conversion</i>							
<del>389-41-800-524-000-</del> 54011							
606511	CIP-Furniture Fixtures & Equip		-	28,084	-	18,022	-
606519	CIP-Contract Labor		-	-	-	143,642	-
606810	CIP-Tech Software/Hardware		-	7,450	-	2,678	-
	Sub-total		-	35,534	-	164,342	-
<i>Advanced Life Support Rescue St-107</i>							
<del>389-30-800-522-000-</del> 54012							
606514	CIP-Vehicles		-	-	-	375,000	-
	Sub-total		-	-	-	375,000	-
<i>Advanced Life Support Engine St-107</i>							
<del>389-30-801-522-000-</del> 54013							
606514	CIP-Vehicles		-	-	-	560,000	-
	Sub-total		-	-	-	560,000	-
	<b>Total</b>		<b>\$ -</b>	<b>\$ 986,646</b>	<b>\$ 4,910,107</b>	<b>\$ 8,876,020</b>	<b>\$ 191,622</b>



# 2017 CIP Loan Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
<b><u>Revenue</u></b>		
361100	Interest Earnings	Revenues received from interest on 2017 CIP Loan.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.

## **Capital Improvement Projects**

<b>Object #</b>	<b>Project</b>	<b>Justification</b>
<b><u>Historic Miramar Public Safety Complex</u></b>		
606510	53018	This project will include a new 24,000 sq. ft. building complex in Historic Miramar to accommodate the Historic District Police Substation, Crime Lab and Evidence Storage, and Logistics at one central location.

# Capital Projects

## Description Fund 395

This fund was established to account for financial resources used for the acquisition and/or construction of major capital assets within the City, except for those financed by propriety funds.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$ 10,638,231</b>	<b>\$ 7,257,810</b>	<b>\$ 2,952,621</b>	<b>\$ 2,952,621</b>	<b>\$ 657,503</b>
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	389,369	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	2,271,758	62,436	14,800	247,029	2,000
Transfer In	1,761,196	-	-	170,000	1,434,269
Other Source	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	2,308,618	644,003
<b>Total</b>	<b>\$ 4,032,954</b>	<b>\$ 62,436</b>	<b>\$ 14,800</b>	<b>\$ 3,115,016</b>	<b>\$ 2,080,272</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	1,351	1,090	1,300	1,300	3,000
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>1,351</b>	<b>1,090</b>	<b>1,300</b>	<b>1,300</b>	<b>3,000</b>
Capital Improvement Program	7,412,024	2,909,536	-	2,950,216	2,077,272
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	13,500	13,500	-
Transfer Out	-	1,457,000	-	150,000	-
<b>Total</b>	<b>\$ 7,413,375</b>	<b>\$ 4,367,626</b>	<b>\$ 14,800</b>	<b>\$ 3,115,016</b>	<b>\$ 2,080,272</b>
Excess/Deficiency	(3,380,421)	(4,305,189)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(2,295,118)	(644,003)
<b>Ending Fund Balance</b>	<b>\$ 7,257,810</b>	<b>\$ 2,952,621</b>	<b>\$ 2,952,621</b>	<b>\$ 657,503</b>	<b>\$ 13,500</b>



# Capital Projects

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Miscellaneous</b>						
334381	Highway Beautification Grant	-	-	-	100,000	-
331391	U.S.Dept Agriculture EWP#5072	-	-	-	289,369	-
361100	Int Earnings	44,756	27,961	14,800	14,800	2,000
361300	Net Inc/Dec in FMV of Invest	(4,961)	(525)	-	-	-
366202	Developer Contrib/Donations	-	35,000	-	232,229	-
	Sub-total	39,795	62,436	14,800	636,398	2,000
<b>Other Sources</b>						
381001	Trfr Fr General Fund	1,761,196	-	-	170,000	1,434,269
384200	Other Financing Sources	2,231,963	-	-	-	-
399900	CIP Carryover	-	-	-	2,308,618	-
399999	Appropriation Of Fund Balance	-	-	-	-	644,003
	Sub-total	3,993,159	-	-	2,478,618	2,078,272
	<b>Total</b>	<b>\$ 4,032,954</b>	<b>\$ 62,436</b>	<b>\$ 14,800</b>	<b>\$ 3,115,016</b>	<b>\$ 2,080,272</b>

## Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Operating Expense: 395-90-000-519-000</b>							
604905	Bank Svcs Charges		1,351	1,090	1,300	1,300	3,000
	Sub-Total		1,351	1,090	1,300	1,300	3,000
<b>Capital Improvement Projects</b>							
<i>Vizcaya Park</i>							
<u>395-53-800-572-000-</u>							
606502	CIP-Plan/Design/Eng	51001	1,290	-	-	7,435	-
606510	CIP-Construction		274,796	-	-	3,405	-
606511	CIP-Furniture Fixtures & Equip		29,454	-	-	279	-
	Sub-total		305,541	-	-	11,119	-
<i>Miramar Regional Park-Phase III</i>							
<u>395-53-801-572-000-</u>							
606502	CIP-Plan/Design/Eng	51002	5,062	11,491	-	-	-
606505	CIP-Permits		-	6,084	-	11,917	-
606510	CIP-Construction		-	216,106	-	12,000	-
606520	CIP-Contingency		504	-	-	24,787	-
	Sub-total		5,566	233,682	-	48,704	-
<i>Park Improvements-Variou</i>							
<u>395-60-800-572-000-</u>							
606510	CIP-Construction	51003	78,786	21,207	-	-	283,000
606511	CIP-Furniture Fixtures & Equip		7,863	-	-	-	-
	Sub-total		86,649	21,207	-	-	283,000
<i>Ansin Sports Complex-Phase II</i>							
<u>395-53-803-572-000-</u>							
606502	CIP-Plan/Design/Eng	51005	-	-	-	5,087	-
606505	CIP-Permits		-	-	-	190	-
	Sub-total		-	-	-	5,277	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>395-53-806-572-000-</u>							
606505	CIP-Permits	51006	500	-	-	-	-
606510	CIP-Construction		157,666	141,834	-	-	-
	Sub-total		158,166	141,834	-	-	-



# Capital Projects

## Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Shirley Branca Park Community Band</i>							
	<u>395-53-805-572-000-</u>	51009					
606502	CIP-Plan/Design/Eng		16,461	819	-	1,966	-
606505	CIP-Permits		-	-	-	80	-
606510	CIP-Construction		1,527	42,082	-	18,249	-
606520	CIP-Contingency		23	17,370	-	31,401	-
	Sub-total		18,011	60,271	-	51,696	-
<i>Corp Pav Reno/Admin Bldg Mir Reg Pk</i>							
	<u>395-53-812-572-000-</u>	51010					
606510	CIP-Construction		-	-	-	2,000	-
	Sub-total		-	-	-	2,000	-
<i>Forzano Park Improvements</i>							
	<u>395-53-814-572-000-</u>	51011					
606510	CIP-Construction		-	2,843	-	27,157	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	5,000	-
	Sub-total		-	2,843	-	32,157	-
<i>Lakeshore Park Improvements</i>							
	<u>395-53-809-572-000-</u>	51012					
606510	CIP-Construction		-	-	-	238,286	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	11,714	-
	Sub-total		-	-	-	250,000	-
<i>River Run Park Improvements</i>							
	<u>395-53-811-572-000-</u>	51013					
606502	CIP-Plan/Design/Eng		16,244	4,945	-	-	-
606505	CIP-Permits		-	1,080	-	-	-
606510	CIP-Construction		228,650	11,443	-	-	-
606511	CIP-Furniture Fixtures & Equip		29,999	-	-	-	-
	Sub-total		274,893	17,469	-	-	-
<i>Harbour Lakes Park</i>							
	<u>395-53-810-572-000-</u>	51014					
606502	CIP-Plan/Design/Eng		4,000	-	-	-	-
606505	CIP-Permits		2,389	284	-	-	-
606510	CIP-Construction		74,182	1,500	-	-	-
606520	CIP-Contingency		23	-	-	-	-
	Sub-total		80,594	1,784	-	-	-
<i>PBA / Civic Center Park Expansion</i>							
	<u>395-53-808-572-000-</u>	51015					
606510	CIP-Construction		-	39,698	-	20,500	-
	Sub-total		-	39,698	-	20,500	-
<i>Parks Restrooms Facilites</i>							
	<u>395-60-802-572-000-</u>	51017					
606510	CIP-Construction		-	-	-	-	150,000
	Sub-total		-	-	-	-	150,000
<i>Street Construction &amp; Resurfacing-Variouis</i>							
	<u>395-50-804-541-000-</u>	52022					
606510	CIP-Construction		-	-	-	170,000	-
	Sub-total		-	-	-	170,000	-
<i>Historical Miramar Neighborhood Streetlight Upgrade Program</i>							
	<u>395-50-800-541-000-</u>	52034					
606510	CIP-Construction		26,601	54,765	-	16,690	-
606520	CIP-Contingency		-	-	-	10,000	-
	Sub-total		26,601	54,765	-	26,690	-
<i>Landscaping &amp; Beautification along Miramar Parkway</i>							
	<u>395-50-800/53-802-539-000-</u>	52036					
606502	CIP-Plan/Design/Eng		-	-	-	25,000	-
606510	CIP-Construction		-	-	-	309,700	-
606513	CIP-Landscaping		-	-	-	100,000	-
606520	CIP-Contingency		-	-	-	65,300	-
	Sub-total		-	-	-	500,000	-
<i>Miramar Parkway Berm Restoration</i>							
	<u>395-50-801-541-000-</u>	52043					
606513	CIP-Landscaping		65,339	-	-	-	-
	Sub-total		65,339	-	-	-	-



# Capital Projects

## Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Embankment Stabilize and Storm Mgmt</i>							
<u>395-50-801-537-000-</u>							
606502	CIP-Plan/Design/Eng	52052	-	-	-	15,000	-
606510	CIP-Construction		45,540	-	-	89,460	-
	Sub-total		45,540	-	-	104,460	-
<i>Pemb Rd fr SW 184 to US27/Mir Ext</i>							
<u>395-53-804-541-000-</u>							
606502	CIP-Plan/Design/Eng	52061	-	-	-	170,000	-
	Sub-total		-	-	-	170,000	-
<i>Left-Turn from Red Rd to Town Ctr</i>							
<u>395-53-805-541-000-</u>							
606502	CIP-Plan/Design/Eng	52062	-	21,505	-	13,495	-
	Sub-total		-	21,505	-	13,495	-
<i>Repair/Replace Existing Sidewalks</i>							
<u>395-50-807-541-000-</u>							
606510	CIP-Construction	52063	-	-	-	-	200,000
	Sub-total		-	-	-	-	200,000
<i>Additional Southbound left turn lane along SW 145 Ave at Miramar Pkwy</i>							
<u>395-53-806-541-000-</u>							
606502	CIP-Plan/Design/Eng	52067	-	-	-	80,000	-
606510	CIP-Construction		-	-	-	152,229	-
	Sub-total		-	-	-	232,229	-
<i>Installation of Addtl Streetlights</i>							
<u>395-50-805-541-000-</u>							
606502	CIP-Plan/Design/Eng	52068	-	-	-	10,000	-
606510	CIP-Construction		-	-	-	90,000	-
	Sub-total		-	-	-	100,000	-
<i>CW Streetlights Upgrade LED</i>							
<u>395-50-806-541-000-</u>							
606505	CIP-Permits	52069	-	-	-	5,000	-
606510	CIP-Construction		-	-	-	135,000	-
606520	CIP-Contingency		-	-	-	10,000	-
	Sub-total		-	-	-	150,000	-
<i>Monument Signs for Social Svcs Fac</i>							
<u>395-55-800-539-000-</u>							
606505	CIP-Permits	52073	-	-	-	-	5,000
606510	CIP-Construction		-	-	-	-	97,159
606520	CIP-Contingency		-	-	-	-	10,000
	Sub-total		-	-	-	-	112,159
<i>ADA Evaluation and Corrective Act</i>							
<u>395-55-800-541-000-</u>							
606502	CIP-Plan/Design/Eng	52074	-	-	-	-	100,000
	Sub-total		-	-	-	-	100,000
<i>IT Office Remodel</i>							
<u>395-55-801-539-000-</u>							
606501	CIP-Pre-Construction	52075	-	-	-	-	17,195
606505	CIP-Permits		-	-	-	-	3,931
606510	CIP-Construction		-	-	-	-	61,420
606511	CIP-Furniture Fixtures & Equip		-	-	-	-	800
606515	CIP-Professional Fees		-	-	-	-	5,503
606520	CIP-Contingency		-	-	-	-	11,792
	Sub-total		-	-	-	-	100,641
<i>Police Headquarters Facility</i>							
<u>395-53-800-521-000-</u>							
606502	CIP-Plan/Design/Eng	53001	109,149	-	-	51,244	-
606505	CIP-Permits		67,941	241	-	-	-
606510	CIP-Construction		5,356,507	-	-	81,428	-
606511	CIP-Furniture Fixtures & Equip		71,395	23,054	-	3,355	-
606515	CIP-Professional Fees		27,040	-	-	-	-
606520	CIP-Contingency		36,560	-	-	111,643	-
	Sub-total		5,668,591	23,295	-	247,670	-
<i>Fire Station 107</i>							
<u>395-53-800-522-000-</u>							
606510	CIP-Construction	53012	-	-	-	255,773	-
	Sub-total		-	-	-	255,773	-



# Capital Projects

## Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Adult Daycare Facility</i>							
<u>395-53-801-569-000-</u>							
		53014					
606502	CIP-Plan/Design/Eng		71,211	2,500	-	-	-
606505	CIP-Permits		32,240	-	-	-	-
606510	CIP-Construction		436,406	-	-	-	-
606511	CIP-Furniture Fixtures & Equip		-	50,000	-	-	-
606520	CIP-Contingency		23	50	-	-	-
	Sub-total		539,881	52,550	-	-	-
<i>Historic Public Safety Complex</i>							
<u>395-53-803-521-000-</u>							
		53018					
606502	CIP-Plan/Design/Eng		-	-	-	-	10,000
606505	CIP-Permits		-	-	-	-	30,000
606510	CIP-Construction		-	-	-	18,122	554,003
606520	CIP-Contingency		-	-	-	-	50,000
	Sub-total		-	-	-	18,122	644,003
<i>Repl Bay Doors &amp; Instal Trf FS 19</i>							
<u>395-50-800-522-000-</u>							
		53020					
606510	CIP-Construction		-	-	-	-	105,840
606520	CIP-Contingency		-	-	-	-	5,000
	Sub-total		-	-	-	-	110,840
<i>Repl Bay Doors &amp; Install Trf FS 70</i>							
<u>395-50-801-522-000-</u>							
		53021					
606510	CIP-Construction		-	-	-	-	128,111
606520	CIP-Contingency		-	-	-	-	4,277
	Sub-total		-	-	-	-	132,388
<i>Repl Bay Doors &amp; Install Trf FS 84</i>							
<u>395-50-802-522-000-</u>							
		53022					
606510	CIP-Construction		-	-	-	-	137,028
606520	CIP-Contingency		-	-	-	-	4,440
	Sub-total		-	-	-	-	141,468
<i>Repl Bay Doors &amp; Install Trf FS 100</i>							
<u>395-50-803-522-000-</u>							
		53023					
606510	CIP-Construction		-	-	-	-	99,773
606520	CIP-Contingency		-	-	-	-	3,000
	Sub-total		-	-	-	-	102,773
<i>Enterprise Resource Plan Sys-STEAM</i>							
<u>395-10/58-800-513-000-</u>							
		54002					
606515	CIP-Professional Fees		53,483	37,845	-	42,091	-
606517	CIP-Implementation Fees		18,351	3,994	-	191,353	-
606810	CIP-Tech Software/Hardware		11,000	9,846	-	17,511	-
	Sub-total		82,835	51,686	-	250,955	-
<i>Social Services Bus Replacements</i>							
<u>395-50-800-544-000-</u>							
		54004					
606514	CIP-Vehicles		9,304	-	-	-	-
	Sub-total		9,304	-	-	-	-
<i>Fire-Rescue Vehicles Leasing</i>							
<u>395-30-801-522-000-</u>							
		54010					
606514	CIP-Vehicles		44,515	2,186,948	-	-	-
	Sub-total		44,515	2,186,948	-	-	-
<i>Emergency Watershed Protection-EWP</i>							
<u>395-50-900-539-000-</u>							
		93700					
606502	CIP-Plan/Design/Eng		-	-	-	26,306	-
606510	CIP-Construction		-	-	-	263,063	-
	Other		-	-	-	289,369	-
<u>Transfers: 395-90-000-581/590-000-</u>							
691001	Trfr To General Fund		-	-	-	150,000	-
691201	Trfr To Debt Svcs		-	750,000	-	-	-
691503	Trfr To Fleet Fund		-	707,000	-	-	-
	Sub-Total		-	1,457,000	-	150,000	-
<u>Other uses: 395-90-000-590-000-</u>							
609990	Appropriated Fund Balance		-	-	13,500	13,500	-
	Sub-Total		-	-	13,500	13,500	-
<b>Total</b>			<b>\$ 7,413,375</b>	<b>\$ 4,367,626</b>	<b>\$ 14,800</b>	<b>\$ 3,115,016</b>	<b>\$ 2,080,272</b>





# Capital Projects Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
381001	Transfer from General Fund	Funds transferred in from the General Fund to provide financial resources needed for Capital Improvement projects.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.

## **Expense**

604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
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## **Capital Improvement Projects**

Object #	Project	Justification
<b><u>Park Improvements - Various</u></b>		
606510	51003	This project will include improvements to various parks throughout the City.
<b><u>Park Restroom Facilities</u></b>		
606510	51017	This project includes restroom renovations at various parks throughout the City.
<b><u>Repair/Replacement of Existing Sidewalks</u></b>		
606510	52063	This project will repair the existing sidewalks to increase pedestrian mobility, reduce tripping hazards and enhance the City's efforts at satisfying the Americans with Disabilities Act (ADA) requirements.
<b><u>Monument Signs for Social Services Facilities</u></b>		
606505 / 606510 / 606520	52073	This project will erect a monument sign at the Adult Day Care Center site as well as at each of the four Child Care Facility locations.
<b><u>ADA Evaluation and Corrective Action</u></b>		
606502	52074	This project will evaluate and implement corrective actions for all of the facilities, roadways and parks that were identified in the ADA Transition Plan so that the City is in compliance with the American with Disabilities Act (ADA).
<b><u>IT Office Remodel</u></b>		
606501 / 606505 / 606510 / 606511 / 606515 / 606520	52075	This project includes the remodeling of open space in the server room to create four additional cubicles to accommodate for needed work and office spaces for all Information Technology (IT) staff.
<b><u>Historic Miramar Public Safety Complex</u></b>		
606502 / 606505 / 606510 / 606520	53018	This project will include a new 24,000 sq. ft. building complex in Historic Miramar to accommodate the Historic District Police Substation, Crime Lab and Evidence Storage, and Logistics at one central location.
<b><u>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 19</u></b>		
606510 / 606520	53020	This project will include the replacement of bay doors and installation of a manual generator transfer switch at Fire Station 19.
<b><u>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 70</u></b>		
606510 / 606520	53021	This project will include the replacement of bay doors and installation of a manual generator transfer switch at Fire Station 70.
<b><u>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 84</u></b>		
606510 / 606520	53022	This project will include the replacement of bay doors, installation of a manual generator transfer switch, replacement of hurricane proof windows, replace existing propane generator and re-stuccoing and re-sealing building façade to water proof the building at Fire Station 84.
<b><u>Replace Bay Doors &amp; Install Transfer Switch - Fire Station 100</u></b>		
606510 / 606520	53023	This project will include the replacement of bay doors and installation of a manual generator transfer switch at Fire Station 100.

# Utility Funds





# Utility Fund

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	<b>\$256,414,902</b>	<b>257,424,452</b>	<b>262,038,870</b>	<b>262,038,870</b>	<b>250,478,374</b>
<b>Revenues</b>					
Current Revenues	40,224,425	43,258,795	42,038,700	65,244,700	44,645,448
Transfer In	2,832	202,905	-	11,899,200	-
Appropriation of Fund Balance/Carryover	-	-	-	23,542,031	-
<b>Total</b>	<b>\$ 40,227,257</b>	<b>\$ 43,461,700</b>	<b>\$ 42,038,700</b>	<b>\$ 100,685,931</b>	<b>\$ 44,645,448</b>
<b>Expenditures</b>					
<b>Departmental</b>					
Financial Services-Utility Billing	1,064,908	1,400,735	1,591,500	1,591,500	1,634,300
Construction & Facilities Management	2,458,172	-	-	-	-
Utilities	18,482,977	19,990,228	23,747,900	23,793,275	25,353,500
<b>Sub-Total</b>	<b>22,006,058</b>	<b>21,390,963</b>	<b>25,339,400</b>	<b>25,384,775</b>	<b>26,987,800</b>
<b>Non-Departmental</b>					
Non-Departmental	5,863,611	6,603,513	7,190,165	7,190,165	7,170,601
Debt Service	1,859,654	1,809,660	3,700,200	3,700,200	3,276,200
Transfers to Other Funds	842,919	808,430	526,600	526,600	530,400
Grants and Aides	-	-	-	-	2,000,000
Other	6,074,495	3,233,356	82,335	11,981,535	2,980,447
<b>Sub-Total</b>	<b>14,640,679</b>	<b>12,454,959</b>	<b>11,499,300</b>	<b>23,398,500</b>	<b>15,957,648</b>
<b>Capital Improvement (CIP)</b>					
Public Works	-	-	-	50,933	-
Construction & Facilities Management	-	524	-	1,276	-
Utilities	2,570,971	4,965,830	5,200,000	51,504,572	1,700,000
Information Technology	-	35,005	-	345,875	-
<b>Sub-Total</b>	<b>2,570,971</b>	<b>5,001,359</b>	<b>5,200,000</b>	<b>51,902,656</b>	<b>1,700,000</b>
<b>Total</b>	<b>\$ 39,217,708</b>	<b>\$ 38,847,281</b>	<b>\$ 42,038,700</b>	<b>\$ 100,685,931</b>	<b>\$ 44,645,448</b>
<b>Excess/Deficiency</b>	1,009,550	4,614,419	-	-	2,980,447
Appropriation of Fund Balance	-	-	-	(11,560,496)	-
<b>Ending Fund Balance</b>	<b>\$ 257,424,452</b>	<b>\$262,038,870</b>	<b>\$ 262,038,870</b>	<b>\$ 250,478,374</b>	<b>\$ 253,458,821</b>
<b>Revenue by Category</b>					
Permits, Fees, Special Assessment	317,062	17,237	14,000	14,000	821,750
Intergovernmental Revenues	-	-	-	150,000	-
Charges for Services	39,242,748	41,139,284	41,562,200	41,562,200	43,358,698
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	664,616	2,102,273	462,500	23,518,500	465,000
Other Sources	-	-	-	-	-
Transfer In	2,832	202,905	-	11,899,200	-
Appropriation of Fund Balance	-	-	-	23,542,031	-
<b>Total</b>	<b>\$ 40,227,257</b>	<b>\$ 43,461,700</b>	<b>\$ 42,038,700</b>	<b>\$ 100,685,931</b>	<b>\$ 44,645,448</b>
<b>Expenditure by Category</b>					
Personnel Services	13,833,361	12,094,261	13,303,100	13,303,100	15,807,200
Operating Expense	13,261,671	15,214,656	18,501,365	18,472,029	17,750,601
Capital Outlay	774,636	685,559	725,100	799,812	600,600
Grants & Aids	-	-	-	-	2,000,000
<b>Total Operating Expenditures</b>	<b>27,869,669</b>	<b>27,994,476</b>	<b>32,529,565</b>	<b>32,574,940</b>	<b>36,158,401</b>
Capital Improvement Program	2,570,971	5,001,359	5,200,000	51,902,656	1,700,000
Debt Service	1,859,654	1,809,660	3,700,200	3,700,200	3,276,200
Depreciation	8,500,020	8,571,017	-	-	-
Capital Asset Clearing	(2,425,525)	(5,337,661)	-	-	-
Transfer Out	842,919	808,430	526,600	526,600	530,400
Other Uses	-	-	82,335	11,981,535	2,980,447
<b>Total</b>	<b>\$ 39,217,708</b>	<b>\$ 38,847,281</b>	<b>\$ 42,038,700</b>	<b>\$ 100,685,931</b>	<b>\$ 44,645,448</b>



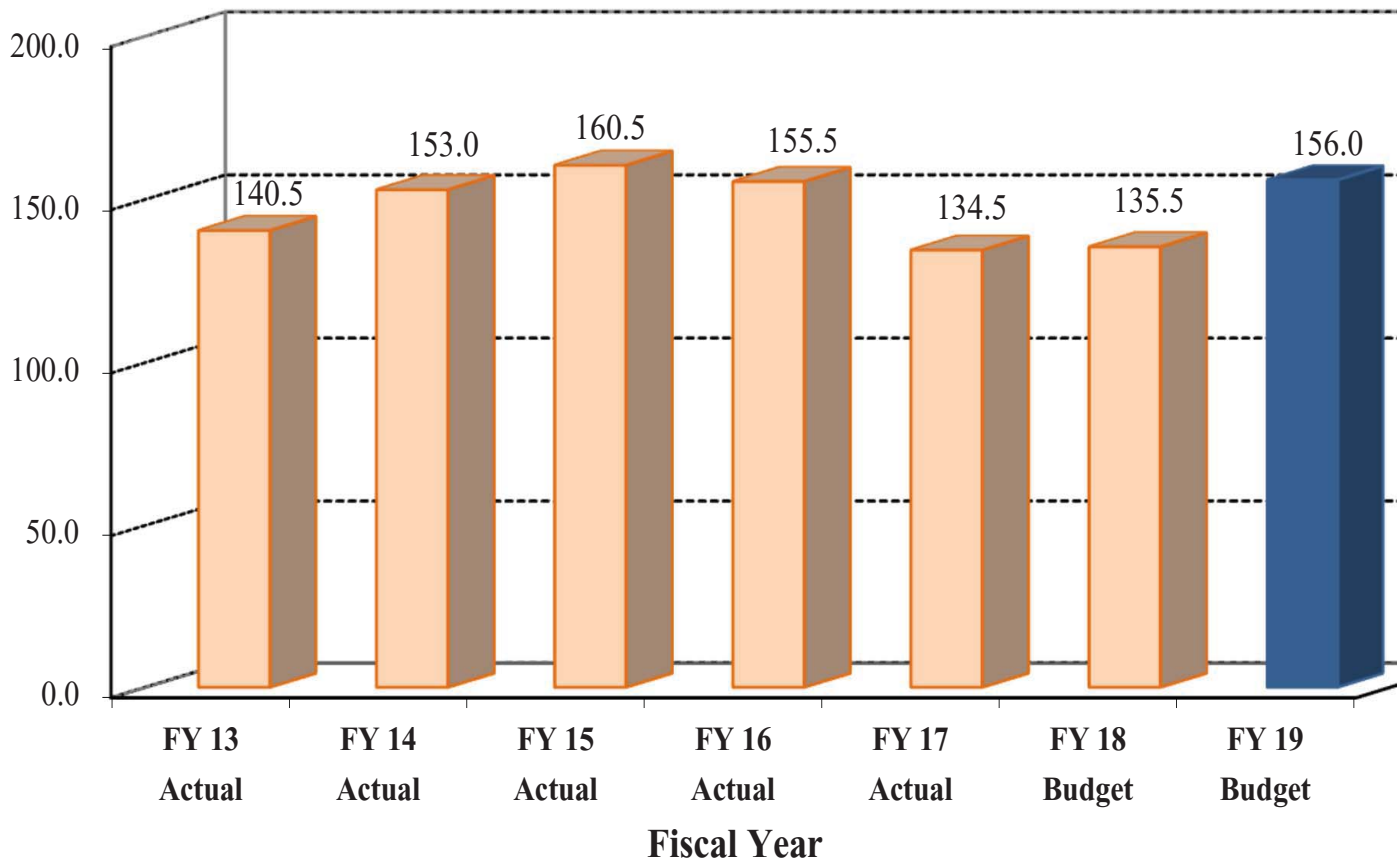
# Utility Fund

## Position Comparison Summary

As indicated, FY 2019 Utility Fund budget includes a total of 156 FTE (Full-time equivalent) authorized positions. This reflects an increase of 20.5 FTEs from the FY18 Budget. This total is comprised of 154 full-time and 4 (2 FTEs) part-time budgeted positions.

Department	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget	# of FTE Change
Financial Services-Utility Billing	8.50	8.50	8.50	9.00	9.00	0.50
Construction & Facilities Management	20.50	-	-	-	-	-
Utilities	126.50	126.00	127.00	127.00	147.00	20.00
<b>Total Full and Part-time Positions</b>	<b>155.50</b>	<b>134.50</b>	<b>135.50</b>	<b>136.00</b>	<b>156.00</b>	<b>20.50</b>

## Number of Full-Time Equivalent Positions



# Utility Fund Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Permits, Fees, Special Assessment</u></b>						
329100	Engineering Permits	\$ 299,129	\$ -	\$ -	\$ -	\$ 803,750
329102	Pretreatment Permit	17,932	17,237	14,000	14,000	18,000
	Sub-Total	\$ 317,062	\$ 17,237	\$ 14,000	\$ 14,000	\$ 821,750
<b><u>Charges for Services</u></b>						
343312	Water Sales	16,595,691	17,384,191	17,500,000	17,500,000	18,286,017
343313	New Occupant Account	123,300	114,475	158,000	158,000	120,000
343314	Delinquent Charge	1,153,329	1,134,113	1,200,000	1,200,000	1,189,300
343315	Other Svcs Charge	101,005	90,638	106,000	106,000	100,000
343321	Meter Purchase	46,121	32,029	50,000	50,000	35,000
343322	Termination Fee	126,225	118,250	138,000	138,000	150,000
343323	After Hours Turn-On	14,715	10,445	14,000	14,000	13,000
343324	Turn-Ons/Offs Fee	341,901	317,800	350,000	350,000	325,000
343333	Sewer Connection Loan	(6,397)	5,193	-	-	-
343511	Wastewater Sales	20,073,111	21,061,955	21,140,000	21,140,000	22,129,881
343512	Wastewater- Broward	503,913	519,211	525,000	525,000	550,000
343517	Wastewater Blockage	2,285	255	2,000	2,000	500
343520	Backflow Fees	38,198	66,701	48,000	48,000	70,000
343910	Lab Testing Fees	120	210	-	-	-
347345	Credit Card Fee	129,230	283,818	331,200	331,200	390,000
	Sub-Total	\$ 39,242,748	\$ 41,139,284	\$ 41,562,200	\$ 41,562,200	\$ 43,358,698
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	232,352	487,897	327,500	327,500	350,000
361105	Int-UB Residential	104,300	85,027	110,000	110,000	90,000
361300	Net Inc/Dec in FMV of Invest	(5,650)	(1,253)	-	-	-
364101	Disp of Fixed Assets-Prop	(1,383)	-	-	-	-
369900	Miscellaneous Revenue	42,576	18,251	25,000	25,000	25,000
384200	Other Financing Sources	-	-	-	23,056,000	-
389801	Capital Cont from Developer	292,420	1,512,351	-	-	-
	Sub-Total	\$ 664,616	\$ 2,102,273	\$ 462,500	\$ 23,518,500	\$ 465,000
<b><u>Other Source</u></b>						
337381	Local Grt-Reclaim Wtr Sys Exp	-	-	-	150,000	-
381413	Trfr Fr Util Cons Bo	-	-	-	11,899,200	-
381414	Trfr Fr CIAC	2,832	202,905	-	-	-
399900	CIP Carryover	-	-	-	23,196,156	-
399999	Appropriation Of Fund Balance	-	-	-	345,875	-
	Sub-Total	\$ 2,832	\$ 202,905	\$ -	\$ 35,591,231	\$ -
<b>Total</b>		<b>\$ 40,227,257</b>	<b>\$ 43,461,700</b>	<b>\$ 42,038,700</b>	<b>\$ 100,685,931</b>	<b>\$ 44,645,448</b>



# Utility Fund Budget Justification—Revenues

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
329100	Engineering Permits	Permit fees are collected as per Resolution 14-157 to offset the cost of providing services by engineering staff for managing the infrastructure construction inspection services.
329102	Pretreatment Permit	This is for a permit for industrial wastewater pretreatment prior to discharge into our sanitary sewage system.
343312	Water Sales	This revenue is derived directly from those users serviced by the City's water plants. In accordance with the requirements of the City's Bond Issue as well as good business principles, revenues for Water and Sewer Fund must be of a sufficient amount in order to pay for the operating and maintenance expenses of the utility operation.
343313	New Occupant Account	Administrative fee of \$25 charged every time an occupant opens a new account.
343314	Delinquent Charge	This fee is assessed on the current portion of utility bills when they become past due on a monthly basis.
343315	Other Svcs Charge	Revenue derived from Utility Billing fees such as turn off fees, NSF fees, late fees, etc.
343321	Meter Purchase	This revenue is derived from purchase of water meters for utility service.
343322	Termination Fee	Revenue derived from fees for termination of utility service.
343323	After Hours Turn-On	These revenues are derived from turning on/off fees for after hours turn on/off for utility service.
343324	Turn-Ons/Offs Fee	These revenues are derived from turning on/off fees for turn on/off for utility service.
343511	Wastewater Sales	These revenues are derived from the charges for sewage transmitted to and treated at the City's wastewater treatment plant. The basis for the quantity of sewage charged to each of the City's users is the level of the consumption of water. In accordance with the requirements of the City's Bond Issue as well as good business principles, in that, revenues for Water and Sewer fund must be of a sufficient amount in order to pay for the operating and maintenance expenses of the utility operation.
343512	Wastewater- Broward	These revenues are derived from the charges for sewage transmitted to and treated at the City's wastewater treatment plant and are billed and collected on behalf of the City by Broward County. The basis for the quantity of sewage charged to each of the City's users is the level of the consumption of water. In accordance with the requirements of the City's Bond Issue as well as good business principles, in that, revenues for Water and Sewer fund must be of a sufficient amount in order to pay for the operating and maintenance expenses of the utility operation.
343517	Wastewater Blockage	This revenue source is for services provided to remove sewer blockage.
343520	Backflow Fees	This revenue is derived from back-flows that needs annual re-certifications.
347345	Credit Card Fee	Credit card fee of 2% to help recover credit card fees charged by our electronic vendors for all credit/debit card transactions. Fee is consistent with fees charged by other municipalities.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361105	Int-UB Residential	This account is for the interest paid on residential accounts.
369900	Miscellaneous Revenue	Collections that cannot be classified in any other account.

# Utility Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	8,250,232	6,922,762	7,613,800	7,613,800	9,349,900
601205	Lump Sum Payout - Accrued Time	348,033	215,224	274,600	274,600	348,000
601215	Communication Stipend	7,575	2,763	3,300	3,300	9,800
601220	Longevity Pay	37,262	33,933	35,800	35,800	50,600
601400	Overtime-General	754,844	831,415	775,600	775,600	801,900
601410	Overtime-Holiday	130,887	175,227	229,100	229,100	239,400
601412	Overtime-Emergency	-	261,483	-	-	-
601600	Compensated Absences	255,098	(82,492)	-	-	-
602100	FICA & MICA	711,657	625,147	633,100	633,100	740,100
602210	Pension-General	736,453	777,759	1,212,600	1,212,600	1,324,700
602235	Pension-Senior Mgmt	531,971	173,007	324,600	324,600	494,200
602260	Pension-401	23,347	16,846	17,100	17,100	27,900
602265	Pension-457	99,411	60,075	81,800	81,800	149,700
602300	Pmt In Lieu Of Insurance	101,013	75,056	80,900	80,900	112,100
602304	Health Insurance-PPO	256,543	257,105	328,300	328,300	394,400
602305	Health Insurance-HMO	906,219	919,336	1,231,100	1,231,100	1,239,600
602306	Dental Insurance-PPO	54,317	45,887	46,300	46,300	56,200
602307	Dental Insurance-HMO	8,633	8,879	11,900	11,900	11,000
602309	Basic Life Insurance	25,483	21,321	16,400	16,400	20,100
602311	Long-Term Disability Ins	11,006	9,237	10,800	10,800	13,200
602321	GAME Retiree Stipend	2,200	-	-	-	-
602322	Non-Rep Retiree Stipend	6,421	1,920	-	-	-
602400	Workers' Compensation	257,200	343,100	376,000	376,000	424,400
602600	OPEB	317,556	399,269	-	-	-
	Sub-Total	13,833,361	12,094,261	13,303,100	13,303,100	15,807,200
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	27,121	41,551	95,000	132,000	160,300
603121	City Attorney Svcs	30,828	32,566	25,000	25,000	25,000
603141	Existing Employee Screening	1,640	-	-	-	-
603190	Prof Svcs-Other	103,603	135,903	716,100	505,955	319,900
603200	Audit Fees	50,240	47,280	62,800	40,000	40,000
603400	Contract Svcs-Other	1,390,075	1,671,953	2,105,400	2,243,165	1,784,700
603401	Janitorial Svcs	17,666	17,524	26,700	26,700	26,700
603402	Contracted Lab Testing	89,056	88,308	86,000	82,869	100,000
603404	Air Condition Svcs	-	15,000	32,000	32,000	32,000
603425	Software License & Maint	56,246	72,942	100,100	98,100	91,200
603455	Security Svcs	45,401	37,156	65,000	65,000	50,000
603460	Landscape Svcs	98,803	107,491	146,100	165,600	157,300
603470	Temporary Help	2,156	31,553	-	16,000	2,000
604001	Travel & Training	9,359	13,132	30,800	34,600	33,000
604100	Communication Svcs	16,010	33,674	40,400	40,400	49,400
604200	Postage	220,946	211,968	229,600	231,525	231,600
604300	Water/Wastewater Svcs	40,104	37,585	32,700	32,700	65,100
604301	Electricity Svcs	2,180,942	2,334,466	2,434,700	2,434,700	2,632,400
604302	Gas-Propane	4,345	2,973	8,000	8,000	8,000
604320	Hollywood Large User	108,730	108,175	140,000	200,000	140,000
604330	Brow Cty Wtr/Wst Collect Fee	21,012	21,256	20,000	20,000	20,000
604400	Leased Equipment	6,595	9,051	19,400	19,400	14,600
604402	Leased Vehicles	6,300	-	-	-	-
604440	Leased Copiers	30,908	16,548	61,365	61,365	66,500
604500	Risk Internal Svcs Charge	438,900	439,500	412,700	412,700	385,100
604605	Fleet Intr Chrg-Collision Rpr	-	121	-	5,000	-
604610	Fleet Internal Svcs Charge	355,772	389,444	348,100	348,100	401,200
604613	Vehicle Detail	-	-	1,800	1,800	1,000
604620	R&M Buildings	9,642	15,061	303,000	265,760	189,900
604625	R&M Equipment	9,966	9,924	10,000	10,000	10,000





# Utility Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
604630	R&M Electric	64,055	65,993	69,000	89,992	84,400
604640	R&M Machinery	208,881	110,805	178,300	220,800	245,300
604641	R&M Membrane Elements	-	176,823	-	21,240	49,500
604650	R&M Office Equip	2,747	900	2,500	1,500	3,000
604661	R&M Distribution System	208,772	156,680	228,600	228,600	185,000
604662	R&M Lift Station-Minor	218,897	211,386	250,800	250,800	200,000
604664	R&M Telemetry	30,415	32,487	67,000	70,961	72,400
604665	R&M Air Conditioning	15,447	1,899	17,000	13,039	10,000
604669	Landscape & Irrigation	-	-	15,000	-	2,500
604700	Printing & Binding Svcs	12,664	5,084	22,600	14,988	12,300
604870	Public Education	20,012	27,491	40,000	40,000	30,000
604901	Credit Card Svcs Fees	226,611	287,144	331,200	331,200	390,000
604905	Bank Svcs Charges	57,638	54,818	60,000	60,000	60,000
604910	Advertising Costs	780	-	7,000	7,000	7,000
604915	Pmt in Lieu of Taxes	1,144,200	1,877,000	2,127,000	2,127,000	2,255,000
604916	Administrative Expense	931	2,347	4,000	4,000	4,500
604920	License & Permit Fees	25,912	40,667	139,600	139,600	129,500
604931	Recording Fees	260	90	1,500	900	1,500
604989	IT Internal Svcs Charge	541,500	566,500	548,600	548,600	814,900
604996	Admin Chg from Gen Fund	3,600,000	4,153,200	4,368,200	4,368,200	3,949,201
604997	Other Operating Expenses	8,404	16,017	15,400	23,408	15,400
604998	Contingency	448	-	140,500	67,631	151,000
605100	Office Supplies	20,132	14,657	23,200	23,200	24,500
605120	Computer Operating Expenses	1,659	16,952	15,700	23,700	15,700
605210	Water Meters	9,730	-	30,000	30,000	15,000
605220	Vehicle Fuel-On-Site	139,322	121,810	140,100	140,100	169,000
605225	Equip Gas Oil & Lube	21,046	66,108	48,700	48,700	55,900
605240	Uniforms Cost	35,130	38,264	73,700	73,700	72,800
605242	Protective Clothing and Shoes	23,831	20,387	29,800	29,800	31,700
605246	Safety Equipment Supplies	5,192	6,826	13,300	13,300	14,900
605250	Noncap Furn (Item less 5000)	2,785	4,904	5,300	5,900	7,800
605251	Noncap Equip (Item less 5000)	20,143	21,795	77,900	77,900	78,600
605266	Photography	-	-	100	100	-
605280	Chemicals	1,029,398	979,499	1,516,300	1,495,300	1,244,100
605285	Lab Supplies	86,366	71,312	106,300	111,300	109,400
605290	Other Operating Supplies	62,777	74,962	79,100	62,699	94,200
605410	Subscriptions & Memberships	7,751	10,418	17,300	17,300	17,300
605500	Training-General	23,580	19,846	74,000	69,000	53,400
605510	Tuition Reimbursement	11,889	17,479	64,000	62,131	37,000
	<b>Sub-Total</b>	<b>13,261,671</b>	<b>15,214,656</b>	<b>18,501,365</b>	<b>18,472,029</b>	<b>17,750,601</b>
	<b>Capital Improvement Program</b>					
606502	CIP-Plan/Design/Eng	729,237	592,126	200,000	1,326,892	300,000
606510	CIP-Construction	1,080,686	4,150,617	4,735,000	49,497,091	1,150,000
606810	CIP-Tech Software/Hardware	-	-	-	149,500	50,000
606501	CIP-Pre-Construction	-	524	-	1,276	-
606505	CIP-Permits	33,178	16,635	15,000	192,919	-
606511	CIP-Furniture Fixtures & Equip	676,912	193,372	250,000	673,047	200,000
606515	CIP-Professional Fees	34,720	13,080	-	-	-
606517	CIP-Implementation Fees	-	35,005	-	-	-
606520	CIP-Contingency	16,239	-	-	61,931	-
	<b>Sub-Total</b>	<b>2,570,971</b>	<b>5,001,359</b>	<b>5,200,000</b>	<b>51,902,656</b>	<b>1,700,000</b>
	<b>Capital Asset Clearing</b>					
606900	Capital Asset Clearing Account	(2,425,525)	(5,337,661)	-	-	-
	<b>Sub-Total</b>	<b>(2,425,525)</b>	<b>(5,337,661)</b>	<b>-</b>	<b>-</b>	<b>-</b>



# Utility Fund Expenditure Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Dept Capital Outlay</u></b>					
606360	Lift Station Rehab	98,585	161,251	78,600	78,600	78,600
606400	Machinery & Equipment	279,720	328,768	176,000	223,257	334,800
606440	Vehicles Purchase	391,511	195,541	465,200	485,659	187,200
606450	Radio Equipment	-	-	5,300	5,300	-
606470	Computer Equipment	4,821	-	-	6,995	-
	Sub-Total	774,636	685,559	725,100	799,812	600,600
	<b><u>Grants &amp; Aides</u></b>					
609501	Econom.Dev.Init.-Int. Loan	-	-	-	-	2,000,000
	Sub-Total	-	-	-	-	2,000,000
	<b><u>Debt Service</u></b>					
607128	Princ-15 Util System Bond	485,000	465,000	490,000	490,000	480,000
607135	Prin-07 Util System Bond	1,078,575	1,127,825	1,172,200	1,172,200	-
607138	2017 Util Sys Rev Bd-Prin	-	-	-	-	950,000
607228	Int-15 Util System Bond	291,390	279,147	269,700	269,700	256,900
607235	Int-Util Sys Bond 07	1,543,042	1,504,699	1,766,300	1,766,300	-
607238	2017 Util Sys Rev Bd-Int	-	-	-	-	1,587,300
607290	Int-Custom Deposits	9,410	10,002	1,000	1,000	1,000
607320	Cost Of Issuance	8,513	8,513	-	-	-
607322	Admin Costs	500	500	1,000	1,000	1,000
607324	Bond Discount Amortization	6,798	6,798	-	-	-
607999	Debt Svcs Clearing	(1,563,575)	(1,592,825)	-	-	-
	Sub-Total	1,859,654	1,809,660	3,700,200	3,700,200	3,276,200
	<b><u>Depreciation</u></b>					
605915	Depreciation-Proprietary	8,500,020	8,571,017	-	-	-
	Sub-Total	8,500,020	8,571,017	-	-	-
	<b><u>Other</u></b>					
609990	Appropriated Fund Balance	-	-	82,335	11,981,535	2,980,447
	Sub-Total	-	-	82,335	11,981,535	2,980,447
	<b><u>Transfers</u></b>					
691413	Trfr To Utility Const Rev Bond	296,019	286,430	-	-	-
691414	Trfr To CIAC	546,900	522,000	526,600	526,600	530,400
	Sub-Total	842,919	808,430	526,600	526,600	530,400
	<b>Total</b>	<b>\$ 39,217,708</b>	<b>\$ 38,847,281</b>	<b>\$ 42,038,700</b>	<b>\$100,685,931</b>	<b>\$ 44,645,448</b>





# Utility Billing

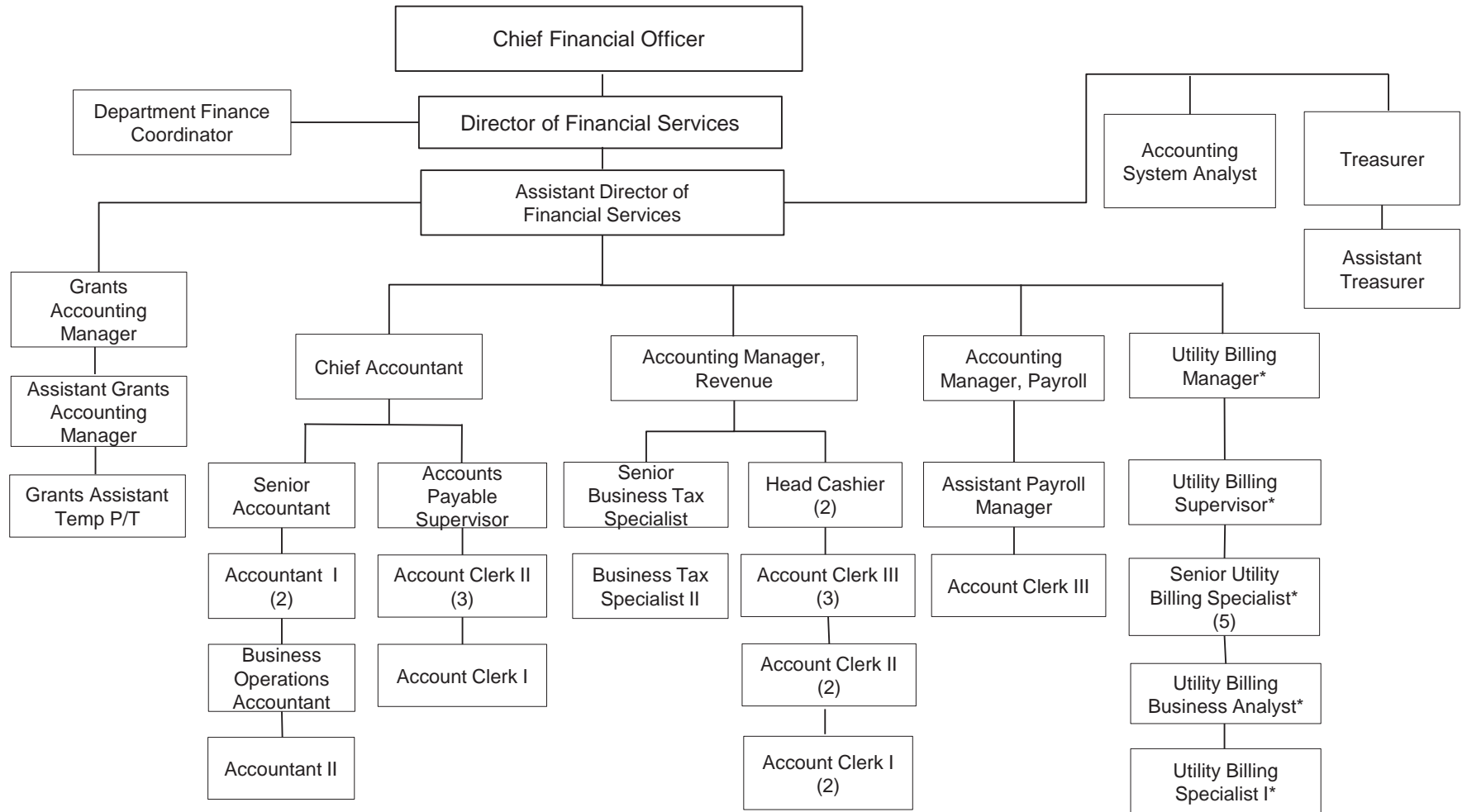
## Financial Services Department

### Mission

*To provide excellent customer service to both internal and external customers, while making sure City ordinances are followed for fees, and working to collect revenues and reduce delinquencies on behalf of the City.*



# Utility Billing Organizational Chart



\* Positions budgeted in Utility Fund 410-Utility Billing



# Utility Billing Program

## Description

The Utility Billing Program is responsible for the monthly billing of utility services including water, sewer, sanitation, and recycling services. Miramar Code provides that all owners and occupants of residences/businesses in Miramar are required to have garbage collection service which is collected twice a week on a regular basis. Bulk pick up is also provided with this service once a month.

The Financial Services Department administers this program. As indicated in the Position Detail, this program is comprised of nine full-time budgeted positions.

## FY 2018 Accomplishments

- Transitioned commercial sanitation billing to WastePro.
- Implemented Deferred Payment Agreements.

## Program Revenues, Expenditures and Position Summary

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
New Occupant Account	343313	123,300	114,475	158,000	158,000	120,000
Delinquent Charge	343314	1,153,329	1,134,113	1,200,000	1,200,000	1,189,300
Other Service Charge	343315	101,005	90,638	106,000	106,000	100,000
Termination Fee	343322	126,225	118,250	138,000	138,000	150,000
Credit Card Fee	347345	129,230	283,818	331,200	331,200	390,000
<b>Total</b>		<b>\$ 1,633,090</b>	<b>\$ 1,741,294</b>	<b>\$ 1,933,200</b>	<b>\$ 1,933,200</b>	<b>\$ 1,949,300</b>

## Expenditures by Program

Utility Billing	\$ 1,064,908	\$ 1,400,735	\$ 1,591,500	\$ 1,591,500	\$ 1,634,300
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## Expenditures by Category












Personnel Services	682,943	749,340	822,100	822,100	811,100
Operating Expense	381,966	651,395	769,400	769,400	823,200
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 1,064,908</b>	<b>\$ 1,400,735</b>	<b>\$ 1,591,500</b>	<b>\$ 1,591,500</b>	<b>\$ 1,634,300</b>

## Position Detail

Account Clerk III	1.00	1.00	1.00	-	-
Senior Utility Billing Specialist	1.00	1.00	1.00	5.00	5.00
Utility Billing Business Analyst	-	-	-	1.00	1.00
Utility Billing Manager	1.00	1.00	1.00	1.00	1.00
Utility Billing Specialist I	1.00	-	-	1.00	1.00
Utility Billing Specialist I - Part-time	0.50	0.50	0.50	-	-
Utility Billing Specialist II	3.00	4.00	4.00	-	-
Utility Billing Supervisor	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>9.00</b>	<b>9.00</b>









# Utility Billing Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of Open Payment Arrangement reports issued for the fiscal year		Actual	1.00
		YTD Actual	3.00
		EOY Target	3.00
		% Target	100.00%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	389,624.44
		YTD Actual	1,413,815.74
		EOY Target	1,591,500.00
		% Target	88.84%
		% Goal	100.00%
 Number of training sessions held/offered	 Improve supervisory leadership skills	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	389,624.44
		YTD Actual	1,413,815.74
		EOY Projection	1,647,087.96
		% Target	85.84%
		% Goal	100.00%
 Number of training sessions held/offered	 Improve staff customer service skills - including conflict resolution and communication skills	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	430,237.94
		YTD Actual	1,694,888.13
		EOY Target	1,933,200.00
		% Target	87.67%
		% Goal	100.00%



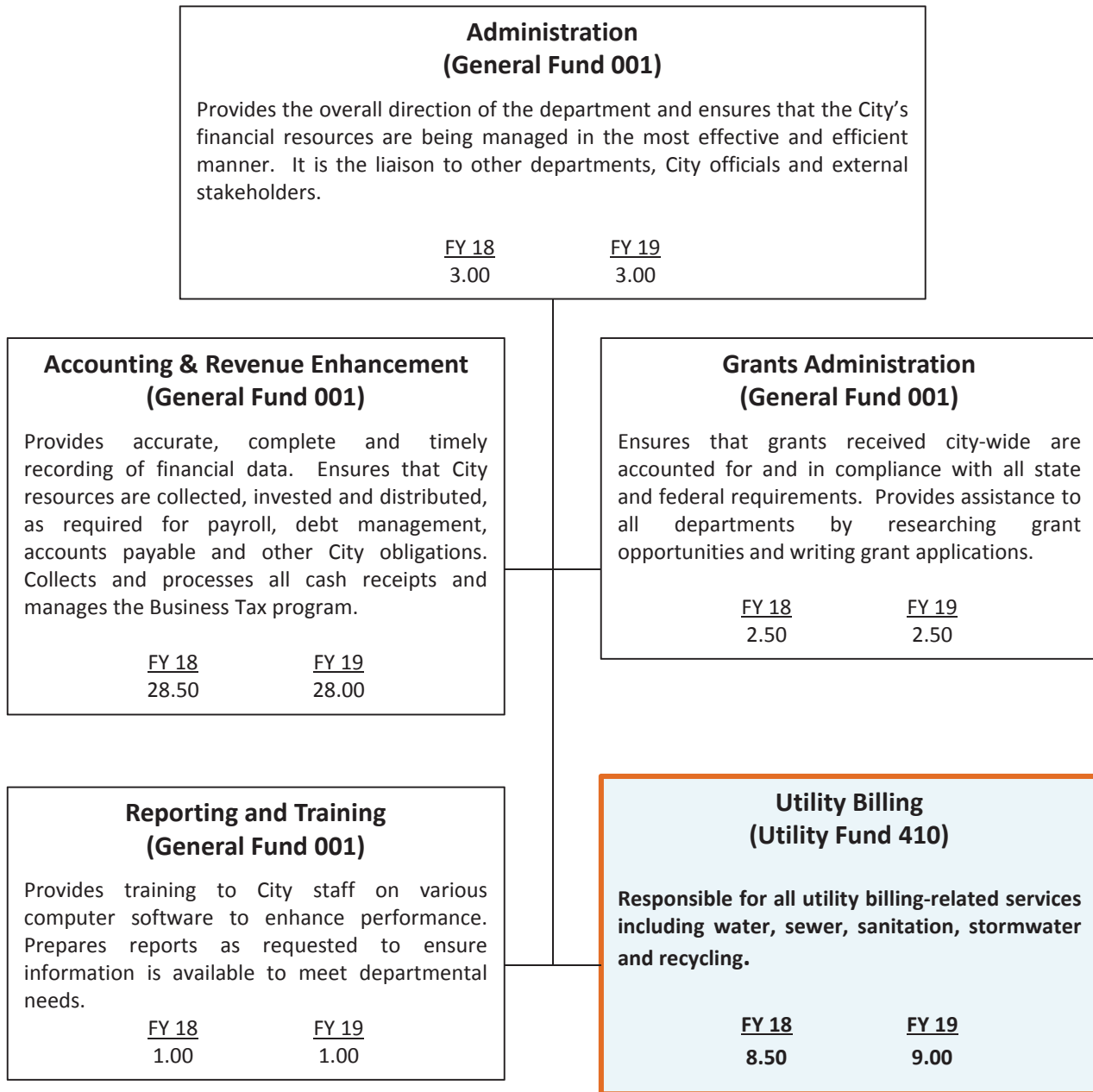
# Utility Billing Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Number of updates per fiscal year	 Maintain updated ownership records of water billing	Actual	0.00
		YTD Actual	1.00
		EOY Target	1.00
		% Target	100.00%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 430,237.94
		YTD Actual	\$ 1,694,888.13
		EOY Projection	\$ 1,908,825.00
		% Target	88.79%
		% Goal	100.00%
 Test and Develop Plan to implement field computer tablets	 Improve service order updates by field technician	Actual	0%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%





# Utility Billing FTE's by Program



# Utility Billing Expenditures by Object Code

## Utility Billing—410-10-110-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	443,474	461,064	495,300	495,300	514,300
601205	Lump Sum Payout - Accrued Time	15,777	28,624	23,100	23,100	17,300
601215	Communication Stipend	655	650	700	700	-
601220	Longevity Pay	1,139	1,136	1,300	1,300	1,400
601400	Overtime-General	1,635	4,315	5,000	5,000	5,000
601410	Overtime-Holiday	722	2,348	1,000	1,000	1,000
601412	Overtime-Emergency	-	842	-	-	-
602100	FICA & MICA	33,791	36,007	39,800	39,800	41,400
602210	Pension-General	40,749	47,335	80,000	80,000	70,000
602235	Pension-Senior Mgmt	21,366	16,988	20,200	20,200	23,400
602265	Pension-457	1,545	1,618	4,200	4,200	5,600
602300	Pmt In Lieu Of Insurance	6,047	6,001	6,200	6,200	6,200
602304	Health Insurance-PPO	-	-	-	-	14,500
602305	Health Insurance-HMO	75,977	87,601	114,700	114,700	78,700
602306	Dental Insurance-PPO	3,021	3,520	3,600	3,600	2,700
602307	Dental Insurance-HMO	1,015	908	1,200	1,200	1,100
602309	Basic Life Insurance	1,119	1,140	1,100	1,100	1,100
602311	Long-Term Disability Ins	615	626	700	700	700
602400	Workers' Compensation	17,800	24,600	24,000	24,000	26,700
602600	OPEB	16,496	24,016	-	-	-
	Sub-Total	682,943	749,340	822,100	822,100	811,100
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	61,242	66,726	91,100	103,900	126,900
603200	Audit Fees	50,240	47,280	62,800	40,000	40,000
603425	Software License & Maint	1,302	3,254	6,000	4,000	4,000
603470	Temporary Help	-	-	-	16,000	-
604001	Travel & Training	2,135	2,199	3,000	6,800	8,000
604200	Postage	219,088	207,693	220,000	220,000	220,000
604301	Electricity Svcs	4,180	4,597	4,600	4,600	4,700
604440	Leased Copiers	11,454	3,485	-	-	-
604500	Risk Internal Svcs Charge	22,400	23,100	22,400	22,400	17,300
604650	R&M Office Equip	963	125	1,000	-	1,000
604700	Printing & Binding Svcs	3,143	997	12,000	2,200	1,000
604901	Credit Card Svcs Fees	884	287,144	331,200	331,200	390,000
604931	Recording Fees	260	90	1,500	900	1,500
605100	Office Supplies	2,998	1,739	4,300	4,300	4,300
605120	Computer Operating Expenses	-	1,389	1,900	9,900	1,900
605240	Uniforms Cost	567	470	600	600	600
605250	Noncap Furn (Item less 5000)	1,029	913	1,200	1,800	1,200
605290	Other Operating Supplies	80	193	800	800	800
605500	Training-General	-	-	5,000	-	-
	Sub-Total	381,966	651,395	769,400	769,400	823,200
<b>Total</b>		<b>\$ 1,064,908</b>	<b>\$ 1,400,735</b>	<b>\$ 1,591,500</b>	<b>\$ 1,591,500</b>	<b>\$ 1,634,300</b>



# Utility Billing Budget Justification

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Object #	Account Description	Justification
<b><u>Expense</u></b>		
601400	Overtime-General	Overtime is necessary to meet commitments and scheduled deadlines such as, software conversion, billing, counter customer service, etc. Implementation of ERP modules continues.
601410	Overtime-Holiday	This expenditure is for overtime hours worked on contractual holidays per the individual collective bargaining agreements.
603190	Prof Svcs-Other	This cost incurred for non-employee services including the production of utility bills and system support provided by Third Party vendors.
603200	Audit Fees	Represents 40% of the contracted cost between the City and its outside auditors for the annual year-end financial audit. The remaining 60% is budgeted in the General Fund.
603425	Software License & Maint	This account records the annual license and maintenance costs for meter reading software and for the modular mailing system used to send various customer communications.
604001	Travel & Training	This account is for out-of-town travel and accommodations for specialized training and certification courses or conferences, such as Munis Conference, which includes registration, airline travel, meals, etc.
604200	Postage	This account is used to record postage charges incurred for the mailing of utility bills, late notices and customer communication including those sent to the Lockbox processor and subsequently re-routed to the Utility Billing department for follow up. US Postal service charges for providing customer address updates/changes are also recorded in this account.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This account represents allocated property and liability insurance premiums.
604650	R&M Office Equip	Represents costs associated with repair and maintenance of small office equipment and mailer equipment.
604700	Printing & Binding Svcs	This cost is for printing late notices, special envelopes and a new resident brochure. Reduction due to outsourcing of utility bills.
604901	Credit Card Svcs Fees	Bank charges for handling credit card payments.
604931	Recording Fees	For required fees paid to record and release utility liens.
605100	Office Supplies	This cost is for desktop office supplies such as pens, pencils, etc., to conduct the operation of the office.
605120	Computer Operating Expenses	This cost is for Print Management Service Agreement and computer related items.
605240	Uniforms Cost	This expenditure represents funding for uniforms for employees which includes, but not limited to t-shirts, hats, uniform rental and safety shoes on an average of \$125.00 annually per person per year.
605250	Noncap Furn (Item less 5000)	This is for furniture that cost less than \$5,000 per unit.
605290	Other Operating Supplies	The anticipated amount of funding required for miscellaneous expenditures not included in other accounts. Includes funding for additional fill, plants, and sod for restoration.

# Construction & Facilities Management (CFM)

## Mission

*To implement and support administration of infrastructure, City owned facilities, interdepartmental capital improvements and public/private development through technology and sound engineering principles; and provide a high level of sustainable customer service to the residents and businesses established in the City of Miramar.*





# CFM Department Overview

This department was moved into the General Fund in FY17. It will move back into the Utility Fund as two programs under the Utilities Department in FY19. Refer to Support Services and Engineering Services programs for details.

## Program Revenues, Expenditures and Position Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Development Engineering	299,129	-	-	-	-
<b>Expenditures by Program</b>					
Administration	567,900	-	-	-	-
Development Engineering	513,551	-	-	-	-
Construction & Facilities Management	1,376,720	-	-	-	-
Construction Management	-	-	-	-	-
<b>Total</b>	<b>\$ 2,458,172</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	2,378,012	-	-	-	-
Operating Expense	80,160	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 2,458,172</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Positions by Program</b>					
Administration	5.50	-	-	-	-
Development Engineering	7.00	-	-	-	-
Construction & Facilities Management	8.00	-	-	-	-
<b>Total</b>	<b>20.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Position Detail</b>					
Administration Services Coordinator	1.00	-	-	-	-
Assistant Director of Construction & Facilities Mgmt.	1.00	-	-	-	-
City Engineer	1.00	-	-	-	-
Civil Engineer IV	1.00	-	-	-	-
Construction Engineer/Inspector Supervisor	1.00	-	-	-	-
Customer Service Support - Temp Part-time	0.50	-	-	-	-
Development Engineer	1.00	-	-	-	-
Director of Construction & Facilities Management	1.00	-	-	-	-
Emergency Management Planner	1.00	-	-	-	-
Engineer Inspector II	1.00	-	-	-	-
Engineer Inspector III	1.00	-	-	-	-
Engineering Technician	1.00	-	-	-	-
Executive Assistant to the Director	1.00	-	-	-	-
General Manager	1.00	-	-	-	-
Operations & Logistics Manager	1.00	-	-	-	-
Operations Service Administrator	1.00	-	-	-	-
Procurement Analyst II	1.00	-	-	-	-
Project Manager	4.00	-	-	-	-
<b>Total FTE's</b>	<b>20.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# CFM Revenue & Expenditure Summary by Program

## Administration—Program 100

### Description

This department was moved into the General Fund in FY17.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		518,700	-	-	-	-
Operating Expense		49,201	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 567,900	\$ -	\$ -	\$ -	\$ -
<b>Percent of Time by Position</b>						
Administration Services Coordinator		1.00	-	-	-	-
Customer Service Support - Temp PT		0.50	-	-	-	-
Director of Construction & Facilities Management		1.00	-	-	-	-
Executive Assistant to the Director		1.00	-	-	-	-
Operations & Logistics Manager		1.00	-	-	-	-
Operations Service Administrator		1.00	-	-	-	-
Total		5.50	-	-	-	-

## Development Engineering—Program 530

### Description

This department was moved into the General Fund in FY17.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Engineering Permits	329100	299,129	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		497,647	-	-	-	-
Operating Expense		15,905	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 513,551	\$ -	\$ -	\$ -	\$ -
<b>Percent of Time by Position</b>						
City Engineer		1.00	-	-	-	-
Civil Engineer IV		1.00	-	-	-	-
Construction Engineer/Inspection Supervisor		1.00	-	-	-	-
Development Engineer		1.00	-	-	-	-
Engineer Inspector II		1.00	-	-	-	-
Engineer Inspector III		1.00	-	-	-	-
Engineer Technician		1.00	-	-	-	-
Total		7.00	-	-	-	-



# CFM Revenue & Expenditure Summary by Program

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## Construction & Facilities Management—Program 532

### Description

This department was moved into the General Fund in FY17.

	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>						
None	-	-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		1,361,666	-	-	-	-
Operating Expenses		15,055	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 1,376,720	\$ -	\$ -	\$ -	\$ -
<b>Percent of Time by Position</b>						
Assist Director of Construction & Facilities Mgmt.		1.00	-	-	-	-
Emergency Management Planner		1.00	-	-	-	-
General Manager		1.00	-	-	-	-
Procurement Analyst II		1.00	-	-	-	-
Project Manager		4.00	-	-	-	-
Total FTE's		8.00	-	-	-	-





# CFM Expenditures by Object Code

## Administration—410-53-100-539-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	335,522	-	-	-	-
601205	Lump Sum Payout - Accrued Time	12,190	-	-	-	-
601220	Longevity Pay	1,583	-	-	-	-
601400	Overtime-General	2	-	-	-	-
602100	FICA & MICA	26,712	-	-	-	-
602210	Pension-General	23,258	-	-	-	-
602235	Pension-Senior Mgmt	54,113	-	-	-	-
602265	Pension-457	17,205	-	-	-	-
602300	Pmt In Lieu Of Insurance	4,251	-	-	-	-
602305	Health Insurance-HMO	25,528	-	-	-	-
602306	Dental Insurance-PPO	1,389	-	-	-	-
602307	Dental Insurance-HMO	328	-	-	-	-
602309	Basic Life Insurance	1,247	-	-	-	-
602311	Long-Term Disability Ins	361	-	-	-	-
602400	Workers' Compensation	4,700	-	-	-	-
602600	OPEB	10,310	-	-	-	-
	Sub-Total	518,700	-	-	-	-
<b><u>Operating Expense</u></b>						
603425	Software License & Maint	1,041	-	-	-	-
604001	Travel & Training	939	-	-	-	-
604100	Communication Svcs	677	-	-	-	-
604200	Postage	153	-	-	-	-
604301	Electricity Svcs	10,369	-	-	-	-
604440	Leased Copiers	3,757	-	-	-	-
604500	Risk Internal Svcs Charge	22,700	-	-	-	-
604610	Fleet Internal Svcs Charge	3,200	-	-	-	-
604700	Printing & Binding Svcs	626	-	-	-	-
604998	Contingency	108	-	-	-	-
605100	Office Supplies	1,088	-	-	-	-
605120	Computer Operating Expenses	425	-	-	-	-
605220	Vehicle Fuel-On-Site	1,735	-	-	-	-
605290	Other Operating Supplies	96	-	-	-	-
605500	Training-General	1,489	-	-	-	-
605510	Tuition Reimbursement	798	-	-	-	-
	Sub-Total	49,201	-	-	-	-
	<b>Total</b>	<b>\$ 567,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# CFM Expenditures by Object Code

## Development Engineering—410-53-530-539-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	303,777	-	-	-	-
601205	Lump Sum Payout - Accrued Time	14,748	-	-	-	-
601215	Communication Stipend	1,225	-	-	-	-
601220	Longevity Pay	2,685	-	-	-	-
601410	Overtime-Holiday	225	-	-	-	-
602100	FICA & MICA	25,542	-	-	-	-
602210	Pension-General	21,128	-	-	-	-
602235	Pension-Senior Mgmt	52,170	-	-	-	-
602260	Pension-401	8,194	-	-	-	-
602265	Pension-457	7,076	-	-	-	-
602300	Pmt In Lieu Of Insurance	9,343	-	-	-	-
602304	Health Insurance-PPO	16,011	-	-	-	-
602305	Health Insurance-HMO	11,173	-	-	-	-
602306	Dental Insurance-PPO	2,231	-	-	-	-
602307	Dental Insurance-HMO	1	-	-	-	-
602309	Basic Life Insurance	861	-	-	-	-
602311	Long-Term Disability Ins	423	-	-	-	-
602400	Workers' Compensation	6,400	-	-	-	-
602600	OPEB	14,434	-	-	-	-
	Sub-Total	497,647	-	-	-	-
<b><u>Operating Expense</u></b>						
603425	Software License & Maint	2,686	-	-	-	-
604610	Fleet Internal Svcs Charge	6,467	-	-	-	-
604650	R&M Office Equip	434	-	-	-	-
604700	Printing & Binding Svcs	656	-	-	-	-
605100	Office Supplies	643	-	-	-	-
605120	Computer Operating Expenses	73	-	-	-	-
605220	Vehicle Fuel-On-Site	3,408	-	-	-	-
605240	Uniforms Cost	1,037	-	-	-	-
605290	Other Operating Supplies	500	-	-	-	-
	Sub-Total	15,905	-	-	-	-
	<b>Total</b>	<b>\$ 513,551</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# CFM Expenditures by Object Code

## Construction & Facilities Management—410-53-532-539-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	891,640	-	-	-	-
601205	Lump Sum Payout - Accrued Time	72,242	-	-	-	-
601215	Communication Stipend	5,040	-	-	-	-
601220	Longevity Pay	1,083	-	-	-	-
601400	Overtime-General	66	-	-	-	-
602100	FICA & MICA	72,059	-	-	-	-
602235	Pension-Senior Mgmt	186,898	-	-	-	-
602260	Pension-401	241	-	-	-	-
602265	Pension-457	19,278	-	-	-	-
602300	Pmt In Lieu Of Insurance	20,881	-	-	-	-
602304	Health Insurance-PPO	2,457	-	-	-	-
602305	Health Insurance-HMO	54,821	-	-	-	-
602306	Dental Insurance-PPO	3,246	-	-	-	-
602307	Dental Insurance-HMO	658	-	-	-	-
602309	Basic Life Insurance	3,048	-	-	-	-
602311	Long-Term Disability Ins	911	-	-	-	-
602400	Workers' Compensation	10,600	-	-	-	-
602600	OPEB	16,496	-	-	-	-
	Sub-Total	1,361,666	-	-	-	-
<b><u>Operating Expense</u></b>						
603425	Software License & Maint	4,322	-	-	-	-
604100	Communication Svcs	625	-	-	-	-
604610	Fleet Internal Svcs Charge	6,300	-	-	-	-
604700	Printing & Binding Svcs	626	-	-	-	-
604920	License & Permit Fees	55	-	-	-	-
604997	Other Operating Expenses	174	-	-	-	-
605100	Office Supplies	993	-	-	-	-
605220	Vehicle Fuel-On-Site	778	-	-	-	-
605240	Uniforms Cost	396	-	-	-	-
605250	Noncap Furn (Item less 5000)	204	-	-	-	-
605290	Other Operating Supplies	234	-	-	-	-
605500	Training-General	348	-	-	-	-
	Sub-Total	15,055	-	-	-	-
	<b>Total</b>	<b>\$ 1,376,720</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



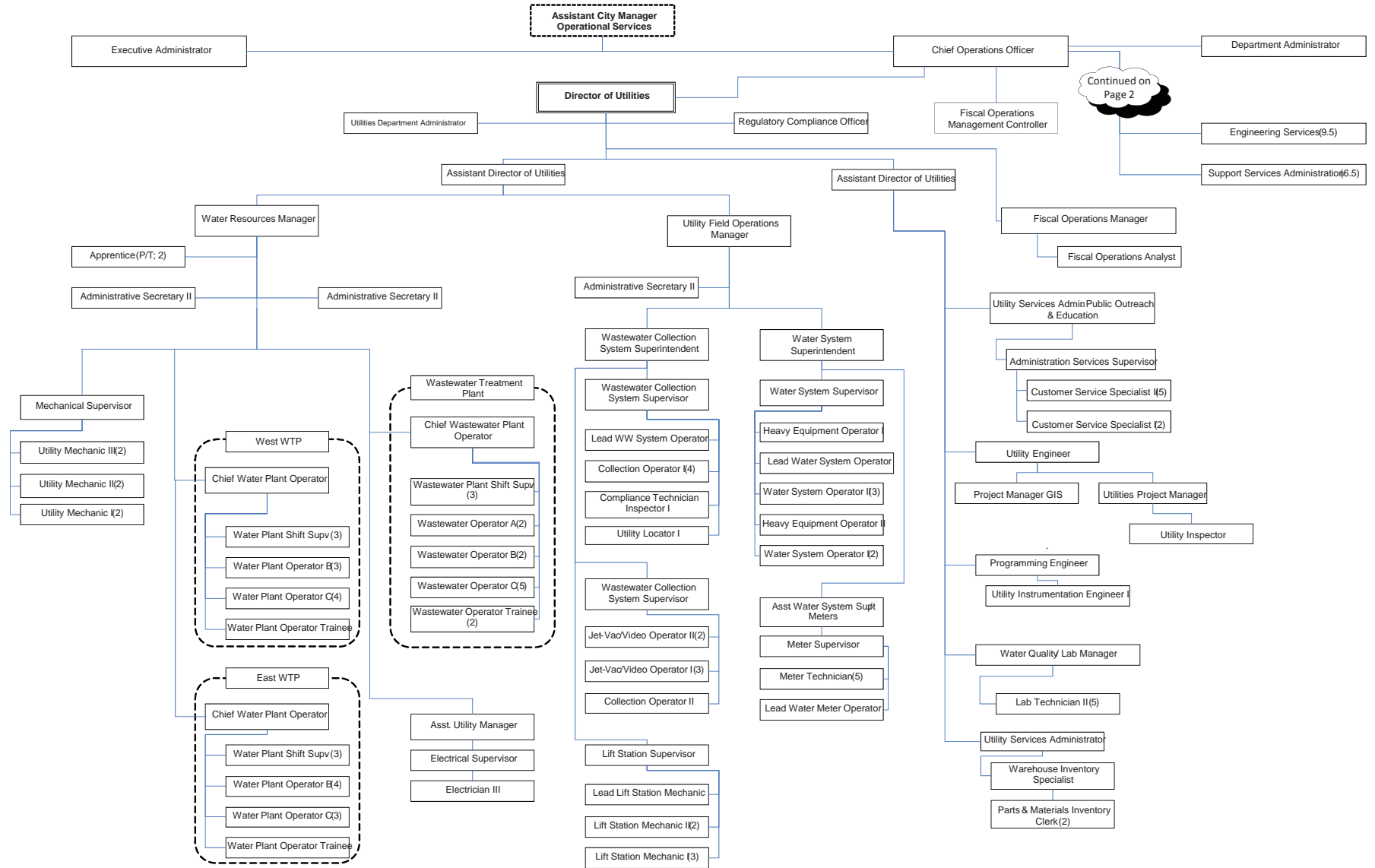
# Utilities Department

## Mission

*To provide the City's residents and businesses with safe drinking water, wastewater treatment and disposal services in compliance with federal, state and local agencies' rules and regulations.*



# Utilities Organizational Chart

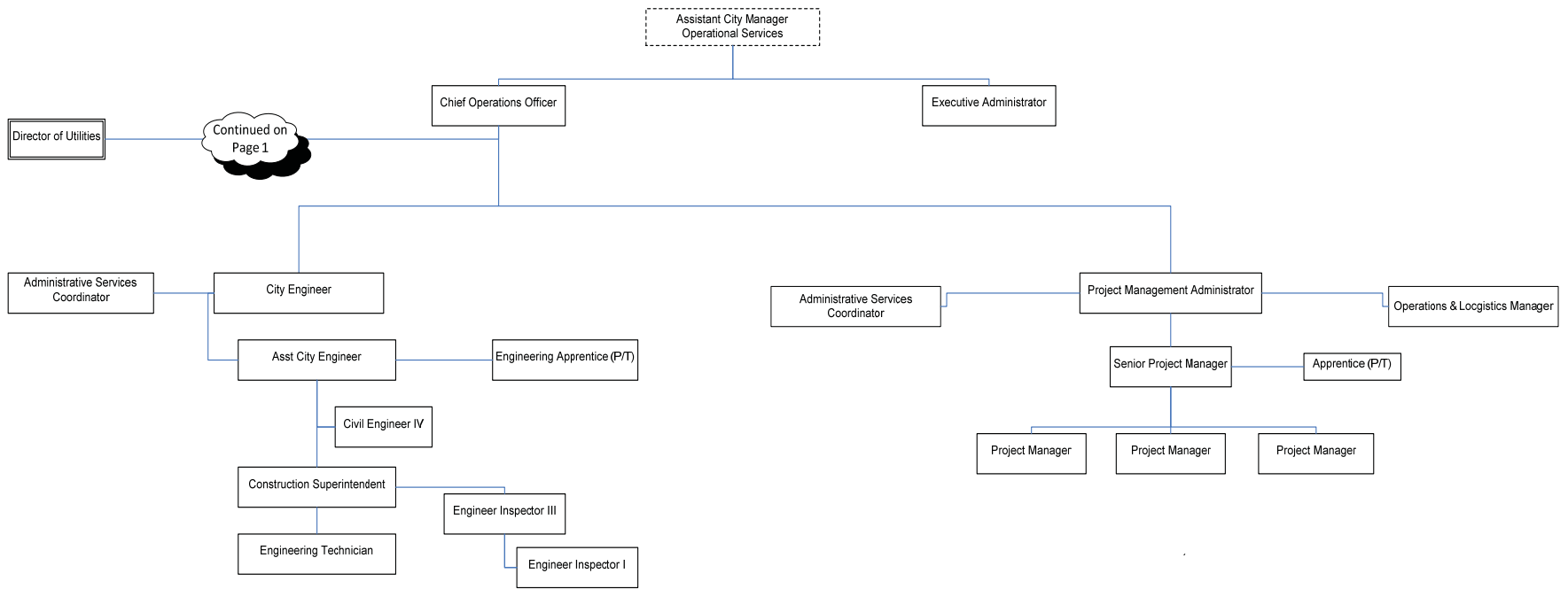


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# Utilities Organizational Chart





## Department Overview

The Utilities operation is a pure and essential government service recognized as a business enterprise. Contrary to other departmental operations, this department's functions are directly drawn from an "enterprise fund" that earns its revenues by selling water and wastewater services. This business characteristic has long been recognized as a viable revenue source based on water, wastewater and other infrastructure assets. This return on revenue assets allows the City to fulfill a primary function in providing effective environmentally sound water treatment, wastewater treatment and disposal services. In the provision of these services, it is critical to meet regulatory guidelines in order to sustain the health and safety of citizens and customers of the City of Miramar. It is the goal of this Department to provide our residents, customers and the business community a clean, safe and productive environment through high water quality and infrastructure enhancement.

As indicated in the Position Detail, this department is comprised of 147 budgeted positions, 145 full-time and four part-time employees. The twelve major programs provided are:

1. Administration
2. Office of Operational Services
3. Electrical Instrumentation and Control
4. Water Treatment and Supply
5. Wastewater Treatment and Disposal
6. Plant Maintenance
7. Water Transmission and Distribution Maintenance
8. Water Accountability
9. Wastewater Collection Maintenance
10. Water and Wastewater Quality Control
11. Support Services
12. Engineering Services

## FY 2018 Accomplishments

- The Utilities System achieved Credit Ratings of AAA from Standard & Poor's Financial Services LLC and Aa2 from Moody's Investors Service, Inc.
- Rehabilitation of Lift Station Nos. 83 and 17.
- Sewer Line Rehabilitation in Historic Miramar (Basin Areas 001 and 011).
- Continued with construction of the Historic Miramar Infrastructure Improvement – Phase III Project.
- Continued with construction of the East Water Treatment Plant Renovation Project.
- Completed the construction of the Historic Miramar Re-Development Transmission and Distribution Improvement Project.
- Completed the design of the Wastewater Reclamation Facility Reclaimed Water System Expansion Project.
- City-wide water service line repairs detected by Leak Detection Program (+/- 220 repairs, approximately 400,000 g.p.d. water saved per day).
- Completed the design of the West Water Plant New Laboratory Facility.

## Program Revenue, Expenditures and Positions Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Water & Wastewater Quality Control	120	210	-	-	-
Engineering Services	-	-	-	-	803,750
<b>Total</b>	<b>\$ 120</b>	<b>\$ 210</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 803,750</b>





# Utilities

<b>Expenditures by Program</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Administration	2,004,547	2,276,106	3,049,200	2,873,468	2,687,900
Office of Operational Services	1,123,524	978,279	1,379,700	1,379,700	1,519,300
Electrical Instrumentation & Control	742,395	881,688	990,900	990,900	983,200
Water Treatment & Supply	4,314,848	4,846,752	5,610,000	5,637,106	5,618,000
Wastewater Treatment & Disposal	3,212,761	3,315,222	3,944,700	3,944,700	4,086,400
Plant Maintenance	745,501	716,142	915,500	915,500	892,200
Water Transmission & Distribution Maintenance	1,287,527	1,176,159	1,558,100	1,558,100	1,531,700
Water Accountability	678,898	1,016,709	1,136,900	1,149,523	1,064,300
Wastewater Collection Maintenance	3,579,770	3,887,031	4,073,900	4,255,278	3,752,800
Water & Wastewater Quality Control	793,206	896,138	1,089,000	1,089,000	1,074,900
Support Services	-	-	-	-	1,142,300
Engineering Services	-	-	-	-	1,000,500
<b>Total</b>	<b>\$ 18,482,977</b>	<b>\$ 19,990,228</b>	<b>\$ 23,747,900</b>	<b>\$ 23,793,275</b>	<b>\$ 25,353,500</b>

## Expenditures by Category

Personnel Services	10,508,688	11,425,492	12,481,000	12,481,000	14,996,100
Operating Expense	7,199,653	7,879,176	10,541,800	10,512,464	9,756,800
Capital Outlay	774,636	685,559	725,100	799,812	600,600
<b>Total</b>	<b>\$ 18,482,977</b>	<b>\$ 19,990,228</b>	<b>\$ 23,747,900</b>	<b>\$ 23,793,275</b>	<b>\$ 25,353,500</b>

## Positions by Program

Administration	14.00	14.00	15.00	15.00	15.00
Office of Operational Services	12.50	12.00	13.00	13.00	13.00
Electrical Instrumentation & Control	5.00	5.00	5.00	5.00	5.00
Water Treatment & Supply (East-12 & West-11)	23.00	23.00	23.00	23.00	25.00
Wastewater Treatment & Disposal	14.00	14.00	14.00	14.00	16.00
Plant Maintenance	7.00	7.00	7.00	7.00	7.00
Water Transmission & Distribution Maintenance	10.00	11.00	10.00	10.00	10.00
Water Accountability	9.00	8.00	8.00	8.00	8.00
Wastewater Collection Maintenance	25.00	25.00	25.00	25.00	25.00
Water & Wastewater Quality Control	7.00	7.00	7.00	7.00	7.00
Support Services	-	-	-	-	7.50
Engineering Services	-	-	-	-	8.50
<b>Total</b>	<b>126.50</b>	<b>126.00</b>	<b>127.00</b>	<b>127.00</b>	<b>147.00</b>

## Position Detail

Administration Services Coordinator	-	-	-	-	2.00
Administration Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	4.00	4.00	4.00	2.00	2.00
Apprentice - Part-time (3)	1.50	1.00	1.00	1.00	1.50
Assistant City Engineer	-	-	-	-	1.00
Assistant Director of Utilities	2.00	2.00	2.00	2.00	2.00
Assistant Superintendent of Regulatory Compliance	1.00	-	-	-	-
Assistant Utility Field Operations Manager	1.00	-	-	-	-
Assistant Utility Manager	1.00	1.00	1.00	1.00	1.00
Assistant Water System Superintendent	1.00	1.00	1.00	1.00	1.00
Chief Operation Officer	1.00	1.00	1.00	1.00	1.00
Chief Wastewater Plant Operator	1.00	1.00	1.00	1.00	1.00
Chief Water Plant Operator	2.00	2.00	2.00	2.00	2.00
City Engineer	-	-	-	-	1.00
Civil Engineer IV*	-	-	-	-	1.00



# Utilities

Position Detail	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Collection Operator I	4.00	4.00	4.00	4.00	4.00
Collection Operator II	1.00	1.00	1.00	1.00	1.00
Compliance Technician Inspector I	1.00	1.00	1.00	1.00	1.00
Construction Superintendent	-	-	-	-	1.00
Customer Contact & Marketing Relations Manager	-	-	-	1.00	-
Customer Service Specialist I	3.00	2.00	2.00	2.00	2.00
Customer Service Specialist II	4.00	5.00	5.00	5.00	5.00
Department Administrator	-	-	-	1.00	1.00
Director of Utilities	1.00	1.00	1.00	1.00	1.00
Electrical Supervisor	1.00	1.00	1.00	1.00	1.00
Electrician III	1.00	1.00	1.00	1.00	1.00
Engineer Inspector I	-	-	-	-	1.00
Engineer Inspector III	-	-	-	-	1.00
Engineering Apprentice - Part-time	-	-	-	-	0.50
Engineering Technician	-	-	-	-	1.00
Executive Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Director	1.00	-	1.00	-	-
Fiscal Operations Analyst	-	-	-	1.00	1.00
Fiscal Operations Management Controller	-	-	-	-	1.00
Fiscal Operations Manager	1.00	1.00	1.00	1.00	1.00
GIS Analyst II	1.00	1.00	1.00	-	-
Heavy Equipment Operator I	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator II	1.00	1.00	1.00	1.00	1.00
Jet-Vac/Video Operator I	3.00	3.00	3.00	3.00	3.00
Jet-Vac/Video Operator II	2.00	2.00	2.00	2.00	2.00
Laboratory Technician I	1.00	-	-	-	-
Laboratory Technician II	4.00	5.00	5.00	5.00	5.00
Lead Lift Station Mechanic	1.00	1.00	1.00	1.00	1.00
Lead Wastewater System Operator	1.00	1.00	1.00	1.00	1.00
Lead Water Meter Operator	1.00	1.00	1.00	1.00	1.00
Lead Water System Operator	1.00	1.00	1.00	1.00	1.00
Lift Station Mechanic I	3.00	3.00	3.00	3.00	3.00
Lift Station Mechanic II	2.00	2.00	2.00	2.00	2.00
Lift Station Supervisor	1.00	1.00	1.00	1.00	1.00
Mechanical Supervisor	1.00	1.00	1.00	1.00	1.00
Meter Supervisor	1.00	1.00	1.00	1.00	1.00
Meter Technician	5.00	5.00	5.00	5.00	5.00
Operations & Logistics Manager	-	-	-	-	1.00
Parts & Material Inventory Clerk	2.00	2.00	2.00	2.00	2.00
Programming Engineer	1.00	1.00	1.00	1.00	1.00
Project Management Administrator	-	-	-	-	1.00
Project Manager	-	-	-	-	3.00
Project Manager/GIS	-	-	-	1.00	1.00
Regulatory Compliance Officer	-	1.00	1.00	1.00	1.00
Regulatory Compliance Superintendent	1.00	-	-	-	-
Senior Project Manager	-	-	-	-	1.00
Utilities Department Administrator	-	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Utilities Project Manager	-	1.00	1.00	1.00	1.00



# Utilities

Position Detail	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Utility Field Operations Manager	1.00	1.00	1.00	1.00	1.00
Utility Inspector	1.00	1.00	1.00	1.00	1.00
Utility Instrumentation Engineer I	1.00	1.00	1.00	1.00	1.00
Utility Locator I	1.00	1.00	1.00	1.00	1.00
Utility Mechanic I	2.00	2.00	2.00	2.00	2.00
Utility Mechanic II	2.00	2.00	2.00	2.00	2.00
Utility Mechanic III	2.00	2.00	2.00	2.00	2.00
Utility Service Administrator	2.00	2.00	2.00	2.00	2.00
Warehouse Inventory Specialist	1.00	1.00	1.00	1.00	1.00
Wastewater Collection System Superintendent	1.00	1.00	1.00	1.00	1.00
Wastewater Collection System Supervisor	2.00	2.00	2.00	2.00	2.00
Wastewater Operator A	2.00	2.00	2.00	2.00	2.00
Wastewater Operator B	5.00	4.00	4.00	2.00	2.00
Wastewater Operator C	2.00	2.00	2.00	5.00	5.00
Wastewater Operator Trainee	-	1.00	1.00	-	2.00
Wastewater Plant Shift Supervisor	3.00	3.00	3.00	3.00	3.00
Water Plant Operator A	1.00	1.00	1.00	-	-
Water Plant Operator B	8.00	6.00	6.00	7.00	7.00
Water Plant Operator C	4.00	7.00	7.00	7.00	7.00
Water Plant Operator Trainee	1.00	-	-	-	2.00
Water Plant Shift Supervisor	6.00	6.00	6.00	6.00	6.00
Water Quality/Lab Manager	-	1.00	1.00	1.00	1.00
Water Resources Manager	1.00	1.00	1.00	1.00	1.00
Water System Operator I	2.00	2.00	2.00	2.00	2.00
Water System Operator II	3.00	3.00	3.00	3.00	3.00
Water System Superintendent	1.00	1.00	1.00	1.00	1.00
Water System Supervisor	1.00	1.00	1.00	1.00	1.00
<b>Total FTE's</b>	126.50	126.00	127.00	127.00	147.00

\* Block Budgeted position for Civil Engineer I, II, III, IV



# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
● Number of calls into the call center	■ Provide Quality Customer Service	Actual	14,535.00
		YTD Actual	64,262.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
● Number of e-mails into the call center	■ Provide Quality Customer Service	Actual	3,308.00
		YTD Actual	13,885.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
↑ Average Customer Wait Time to Answer Calls ● Number of after hours calls	■ Provide Quality Customer Service	Actual	122.00
		YTD Actual	108.25
		EOY Target	120.00
		% Target	90.21%
		% Goal	100.00%
● Number of field assessments	■ Provide Quality Customer Service	Actual	35.00
		YTD Actual	196.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
● Number of work orders entered	■ Promote Accountability by Monitoring the Volume of Work-Orders	Actual	1,434.00
		YTD Actual	5,107.00
		EOY Target	
		% Target	
		% Goal	100.00%













# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: blue;">●</span> Number of meter turn-offs and turn-ons	<span style="color: gray;">■</span> Promote Accountability by Monitoring the Volume of Work-Orders	Actual	3,908.00
		YTD Actual	14,699.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
<span style="color: green;">▲</span> Number of water accounts read	<span style="color: gray;">■</span> Promote Accountability by Monitoring the Volume of Work-Orders	Actual	34,049.00
		YTD Actual	34,036.75
		EOY Target	34,359.00
		% Target	99.06%
		% Goal	100.00%
<span style="color: green;">▲</span> Percent of zero meters recorded	<span style="color: gray;">■</span> Promote Accountability by Monitoring the Volume of Work-Orders	Actual	5.00%
		YTD Actual	3.58%
		EOY Target	5.00%
		% Target	71.50%
		% Goal	100.00%
<span style="color: green;">▲</span> Percentage of calls answered within two minutes threshold		Actual	90.00%
		YTD Actual	89.50%
		EOY Target	90.00%
		% Target	99.44%
		% Goal	100.00%
<span style="color: green;">▲</span> % of Work Orders Completed		Actual	98.00%
		YTD Actual	93.25%
		EOY Target	90.00%
		% Target	103.61%
		% Goal	100.00%
<span style="color: blue;">●</span> Number of water quality complaints	<span style="color: gray;">■</span> Monitor and Trend System Corrective Actions	Actual	36.00
		YTD Actual	110.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%



# Utilities Balanced Scorecard









Measure	Objectives	Series Status	Sep-18
 Number of water leaks reported	 Monitor and Trend System Corrective Actions	Actual	311.00
		YTD Actual	1,096.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
 % of Underground Locate Requests Conducted within the Mandatory 2 business days		Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Number of sewer blockage calls	 Monitor and Trend System Corrective Actions	Actual	68.00
		YTD Actual	317.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
 Miramar Historic Infrastructure Improvement Project - Phase III ,% of Construction Completed		Actual	30.00%
		YTD Actual	17.50%
		EOY Target	50.00%
		% Target	35.00%
		% Goal	100.00%
 Number of underground locate requests	 Monitor and Trend System Corrective Actions	Actual	1,735.00
		YTD Actual	6,168.00
		EOY Target	0.00
		% Target	
		% Goal	25.00%
 Outreach Events	 Engage Stakeholders in Water Resource Systems, Protection and Conservation Endeavors	Actual	5.00
		YTD Actual	28.00
		EOY Target	16.00
		% Target	175.00%
		% Goal	100.00%



# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 WWRF Reclaimed Water Distribution System Expansion % of Budget Expended		Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Customer service training	 Continued Customer Service Improvements	Actual	4.00
		YTD Actual	9.00
		EOY Target	4.00
		% Target	225.00%
		% Goal	100.00%
 WWRF Reclaimed Water Distribution System Expansion % of Design Completed		Actual	
		YTD Actual	
		EOY Target	100.00%
		% Target	
		% Goal	100.00%
 Proficiency evaluations	 Continued Customer Service Improvements	Actual	2.00
		YTD Actual	16.00
		EOY Target	12.00
		% Target	133.33%
		% Goal	100.00%
 West Water Treatment Plant Improvements % of Design completed		Actual	15.00%
		YTD Actual	5.00%
		EOY Target	75.00%
		% Target	6.67%
		% Goal	50.00%
 Meets budget target - Expenses	 Finances	Actual	18,034,685.19
		YTD Actual	52,428,739.90
		EOY Target	47,813,952.00
		% Target	109.65%
		% Goal	100.00%

# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 West Water Treatment Plant Improvements % of Design Budget Expended		Actual	15.00%
		YTD Actual	5.00%
		EOY Target	75.00%
		% Target	6.67%
		% Goal	100.00%
 Huntington Well % of Design Completed		Actual	5.00%
		YTD Actual	1.25%
		EOY Target	75.00%
		% Target	1.67%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	18,034,685.19
		YTD Actual	52,428,739.90
		EOY Projection	80,514,156.79
		% Target	65.12%
		% Goal	100.00%
 Huntington Well % of Design Budget Expended		Actual	0%
		YTD Actual	0%
		EOY Target	75.00%
		% Target	0%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	24,680,675.96
		YTD Actual	53,235,897.08
		EOY Target	40,105,500.00
		% Target	132.74%
		% Goal	80.00%
 Historic Miramar Infrastructure Improvement Phase III Wastewater Construction Budget Expended		Actual	\$ 682,320.00
		YTD Actual	\$ 1,523,448.00
		EOY Target	\$ 3,267,699.00
		% Target	46.62%
		% Goal	100.00%

















# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Meets projected target - Revenues	<span style="color: gray;">■</span> Finances	Actual	24,680,675.96
		YTD Actual	53,235,897.08
		EOY Projection	42,651,244.34
		% Target	124.82%
		% Goal	80.00%
<span style="color: green;">↑</span> Average daily water demand vs. permitted capacity	<span style="color: gray;">■</span> Ensure Safe & Sustainable Water Supply	Actual	79.00%
		YTD Actual	78.75%
		EOY Target	100.00%
		% Target	78.75%
		% Goal	100.00%
<span style="color: green;">↑</span> Percent of reclaimed water utilized	<span style="color: gray;">■</span> Ensure Safe & Sustainable Water Supply	Actual	100.00%
		YTD Actual	99.50%
		EOY Target	100.00%
		% Target	99.50%
		% Goal	100.00%
<span style="color: green;">↑</span> Total wastewater flow treated vs. permitted capacity	<span style="color: gray;">■</span> Ensure safe wastewater treatment and disposal services	Actual	78.00%
		YTD Actual	76.50%
		EOY Target	90.00%
		% Target	85.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Average effluent disposed vs. treated capacity (deep wells)	<span style="color: gray;">■</span> Ensure safe wastewater treatment and disposal services	Actual	57.00%
		YTD Actual	54.75%
		EOY Target	65.00%
		% Target	84.23%
		% Goal	100.00%
<span style="color: green;">↑</span> Compliance with Drinking Water Standards (% Days)	<span style="color: gray;">■</span> Compliance with permitted conditions	Actual	100.00
		YTD Actual	98.00
		EOY Target	100.00
		% Target	98.00%
		% Goal	100.00%
<span style="color: green;">↑</span> 20-YR Water Use Permit (WUP) Compliance Rate (in percent %)	<span style="color: gray;">■</span> Compliance with permitted conditions	Actual	100.00
		YTD Actual	100.00














# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
		EOY Target	100.00
		% Target	100.00%
		% Goal	100.00%
 Compliance with Wastewater Standards (% quarterly)	 Compliance with permitted conditions	Actual	100.00
		YTD Actual	100.00
		EOY Target	100.00
		% Target	100.00%
		% Goal	100.00%
 Number of service line leaks repaired	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	
		YTD Actual	
		EOY Target	0.00
		% Target	
		% Goal	0%
 Percent of Non-Emergency service line repaired completed in 14 days	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Percent of Emergency Repairs completed in 24-hour	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	100.00%
		YTD Actual	100.00%
		EOY Target	100.00%
		% Target	100.00%
		% Goal	100.00%
 Percent of Restoration completed in 30 days	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	98.00%
		YTD Actual	98.00%
		EOY Target	100.00%
		% Target	98.00%
		% Goal	100.00%
 Number of fire hydrants repaired	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	10.00
		YTD Actual	27.00



# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
		EOY Target	0.00
		% Target	
		% Goal	100.00%
 Number of fire hydrants flushed	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	30.00
		YTD Actual	88.00
		EOY Target	80.00
		% Target	110.00%
		% Goal	100.00%
 Water Distribution Valves exercised	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	261.00
		YTD Actual	651.00
		EOY Target	700.00
		% Target	93.00%
		% Goal	100.00%
 Wastewater Mainline Valves Exercised	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	29.00
		YTD Actual	100.00
		EOY Target	100.00
		% Target	100.00%
		% Goal	100.00%
 Number of SCADA generated lift station alarms and inspections	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	306.00
		YTD Actual	1,045.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
 Linear feet of sewer lines cleaned	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	5,000.00
		YTD Actual	22,195.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
 Number of manholes inspected/cleaned	 Ensure the operational readiness of the transmission, distribution and collection systems	Actual	15.00

# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
		YTD Actual	160.00
		EOY Target	0.00
		% Target	
		% Goal	100.00%
<span style="color: green;">↑</span> Number of lab tests for plants and water main clearances	<span style="color: gray;">■</span> Provide quality testing/lab services	Actual	3,949.00
		YTD Actual	13,621.00
		EOY Target	7,500.00
		% Target	181.61%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of water quality tests	<span style="color: gray;">■</span> Provide quality testing/lab services	Actual	4,172.00
		YTD Actual	15,499.00
		EOY Target	9,000.00
		% Target	172.21%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of training sessions attended (per staff)	<span style="color: gray;">■</span> Develop leadership and management expertise through organized and individual educational opportunities	Actual	6.00
		YTD Actual	24.00
		EOY Target	25.00
		% Target	96.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of conferences attended (per staff)	<span style="color: gray;">■</span> Develop leadership and management expertise through organized and individual educational opportunities	Actual	2.00
		YTD Actual	11.00
		EOY Target	12.00
		% Target	91.67%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of college courses taken (per staff)	<span style="color: gray;">■</span> Develop leadership and management expertise through organized and individual educational opportunities	Actual	3.00
		YTD Actual	20.00
		EOY Target	20.00
		% Target	100.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Attending water resource related meetings (i.e. TAC, Water Advisory Board, etc.)	<span style="color: gray;">■</span> Participate with Regional Water Supply planning programs to assure the City's interest are included and protected	Actual	2.00





# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
		YTD Actual	11.00
		EOY Target	12.00
		% Target	91.67%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of safety training sessions classes	<span style="color: gray;">▬</span> Promote a Safe and Productive Environment	Actual	4.00
		YTD Actual	35.00
		EOY Target	20.00
		% Target	175.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of full staff meetings to disseminate information	<span style="color: gray;">▬</span> Promote a Safe and Productive Environment	Actual	3.00
		YTD Actual	9.00
		EOY Target	10.00
		% Target	90.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Historic Miramar Infrastructure Improvement Phase III Water Construction Budget Expended		Actual	\$ 21,474.00
		YTD Actual	\$ 2,219,215.00
		EOY Target	\$ 3,184,014.00
		% Target	69.70%
		% Goal	100.00%
<span style="color: green;">↑</span> Historic Miramar Infrastructure Improvement Phase III Stormwater Construction Budget Expended		Actual	\$ 369,835.00
		YTD Actual	\$ 1,857,575.00
		EOY Target	\$ 4,036,671.75
		% Target	46.02%
		% Goal	100.00%
<span style="color: green;">↑</span> East Water Treatment Plant Renovation Project Construction completed %		Actual	4.00%
		YTD Actual	75.00%
		EOY Target	60.00%
		% Target	125.00%
		% Goal	100.00%
<span style="color: green;">↑</span> East Water Treatment Plant Renovation Project Construction Budget Expended		Actual	\$ 3,046,569.65
		YTD Actual	\$ 15,433,107.25



# Utilities Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
		EOY Target	\$ 16,000,000.00
		% Target	96.46%
		% Goal	100.00%
 Historic Miramar Fire Hydrant and Lines Improvements Project Construction completed %		Actual	1.00%
		YTD Actual	92.00%
		EOY Target	100.00%
		% Target	92.00%
		% Goal	100.00%
 Historic Miramar Fire Hydrant and Lines Improvements Project Construction Budget Expended		Actual	\$ 257,766.00
		YTD Actual	\$ 4,372,293.00
		EOY Target	\$ 5,389,122.00
		% Target	81.13%
		% Goal	100.00%



# Utilities FTE's by Program

<b>Administration</b> Responsible to provide planning, supervision, coordination and oversight of the day to day operations and the completion of operational goals and objectives established for the operations, as well as developing an effective long-range Capital Improvement and Financing Plan to meet the City of Miramar's future development. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">15.00</td> <td style="text-align: center;">15.00</td> </tr> </table>		<u>FY 18</u>	<u>FY 19</u>	15.00	15.00				
<u>FY 18</u>	<u>FY 19</u>								
15.00	15.00								
<b>Office of Operational Services</b> Responsible for oversight and guidance of all departments that comprise of Operational Services, including Utilities, Public Works, Parks & Recreation and Construction & Facilities Management. Also includes the Customer Service Response Team component that provides public outreach, customer service and after-hour emergency assistance for operational issues. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">13.00</td> <td style="text-align: center;">13.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	13.00	13.00	<b>Water Treatment &amp; Supply</b> Provides quality potable water service to the citizens and businesses within Miramar service area on demand 24 hours per day, 365 days per year. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">23.00</td> <td style="text-align: center;">25.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	23.00	25.00
<u>FY 18</u>	<u>FY 19</u>								
13.00	13.00								
<u>FY 18</u>	<u>FY 19</u>								
23.00	25.00								
<b>Electrical Instrumentation &amp; Control</b> Provides ongoing inspection, preventative and corrective maintenance of all Utilities' Electrical, Instrumentation, and Supervisory Control and Data Acquisition (SCADA) Systems. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">5.00</td> <td style="text-align: center;">5.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	5.00	5.00	<b>Wastewater Treatment &amp; Disposal</b> Responsible for the treatment and disposal of wastewater & the production of reclaimed water generated in the City's services area. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">14.00</td> <td style="text-align: center;">16.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	14.00	16.00
<u>FY 18</u>	<u>FY 19</u>								
5.00	5.00								
<u>FY 18</u>	<u>FY 19</u>								
14.00	16.00								
<b>Plant Maintenance</b> Provides ongoing inspection and preventative and corrective maintenance of the City's mechanical equipment at the Wastewater Reclamation Facility and East & West Water Treatment Plants. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">7.00</td> <td style="text-align: center;">7.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	7.00	7.00	<b>Water Transmission &amp; Distribution Maintenance</b> Responsible for the delivery of high quality water to our customers, to provide ongoing inspection of the water transmission system, corrective and preventative maintenance to ensure an uninterrupted water supply. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">10.00</td> <td style="text-align: center;">10.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	10.00	10.00
<u>FY 18</u>	<u>FY 19</u>								
7.00	7.00								
<u>FY 18</u>	<u>FY 19</u>								
10.00	10.00								
<b>Water and Wastewater Quality Control</b> Provides water quality testing and monitoring in compliance with the Safe Drinking Water Act (SDWA) for the East Water Treatment Plant and West Water Treatment Plant, and the Clean Water Act (CWA) for the WWRF. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">7.00</td> <td style="text-align: center;">7.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	7.00	7.00	<b>Water Accountability</b> Responsible for the accurate and timely reading of all water meters throughout the city. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">8.00</td> <td style="text-align: center;">8.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	8.00	8.00
<u>FY 18</u>	<u>FY 19</u>								
7.00	7.00								
<u>FY 18</u>	<u>FY 19</u>								
8.00	8.00								
<b>Support Services</b> Responsible for the upkeep of the City's real assets including life cycle analysis, strategies for repair and renovation, design, coordination, procurement contract administration and construction management services. Support services are provided to assure cost effective project delivery for public infrastructure and municipal facilities. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">0.00</td> <td style="text-align: center;">7.50</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	0.00	7.50	<b>Wastewater Collection Maintenance</b> Responsible for ensuring the health and safety of the City's residents by efficiently pumping sewage away from areas where it can come into contact with the public and the environment. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>FY 18</u></td> <td style="text-align: center;"><u>FY 19</u></td> </tr> <tr> <td style="text-align: center;">25.00</td> <td style="text-align: center;">25.00</td> </tr> </table>	<u>FY 18</u>	<u>FY 19</u>	25.00	25.00
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0.00	7.50								
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25.00	25.00								
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<u>FY 18</u>	<u>FY 19</u>								
0.00	8.50								



# Utilities Budget Summary by Program

## Administration—Program 100

### Description

This program is responsible for developing an effective long-range Capital Improvement and Financing Plan to meet the City of Miramar's future development. Capital facilities represent a major investment of the City and, therefore, professional management, budgeting oversight and an annual review of the City's vision are mandated as part of the department's goals/objectives. This program provides planning, supervision, coordination and oversight of the day to day operations and the completion of operational goals and objectives established for the operations. This program also provides engineering and construction management services for utility infrastructure expansion and rehabilitation projects.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

Expenditures by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services	1,430,825	1,613,595	1,773,100	1,773,100	1,886,300
Operating Expense	571,431	644,729	1,230,400	1,044,455	794,000
Capital Outlay	2,292	17,782	45,700	55,913	7,600
<b>Total</b>	<b>\$ 2,004,547</b>	<b>\$ 2,276,106</b>	<b>\$ 3,049,200</b>	<b>\$ 2,873,468</b>	<b>\$ 2,687,900</b>

### Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Assistant Director of Utilities	2.00	2.00	2.00	2.00	2.00
Director of Utilities	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Director	1.00	-	-	-	-
Fiscal Operations Manager	1.00	1.00	1.00	1.00	1.00
GIS Analyst II	1.00	1.00	1.00	-	-
Parts & Material Inventory Clerk	2.00	2.00	2.00	2.00	2.00
Project Manager/GIS	-	-	-	1.00	1.00
Utilities Project Manager	-	-	1.00	1.00	1.00
Utilities Department Administrator	-	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	1.00	1.00
Utility Inspector	1.00	1.00	1.00	1.00	1.00
Utility Service Administrator	1.00	1.00	1.00	1.00	1.00
Warehouse Inventory Specialist	1.00	1.00	1.00	1.00	1.00
Water Resources Manager	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>14.00</b>	<b>14.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>





# Utilities Budget Summary by Program

## Office of Operational Services—Program 550

### Description

This program is responsible for the oversight and guidance of all departments under the City's Operational Services which includes Utilities, Public Works and Construction & Facilities Management. This program also includes the customer service component that is designed to provide Miramar's residential and commercial customers with a centralized, accessible, friendly, efficient and effective issue resolution services and general informational needs. It includes water billing inquiry and payment support services, bulk and regular trash pick up assistance, recycle bin distribution and replacements, call dispatching and conducts field assessments to assist in customer issue resolutions. The customer service staff also manages after-hour calls to assist with emergency operational issues outside of regular hours of operation.

In addition, this program offers residents and business owners immediate contact and interaction with local government and its functions through receiving and expediting resident concerns as well as community outreach through attending civic organization meetings, schools, and city events, thereby creating the viable relationship necessary to ensure the overall City goal and objective of providing quality care and service.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	1,019,481	840,878	1,171,900	1,171,900	1,353,700
Operating Expense	104,043	137,402	185,300	185,300	165,600
Capital Outlay	-	-	22,500	22,500	-
<b>Total</b>	<b>\$ 1,123,524</b>	<b>\$ 978,279</b>	<b>\$ 1,379,700</b>	<b>\$ 1,379,700</b>	<b>\$ 1,519,300</b>

### Percent of Time by Position

Administration Services Supervisor	1.00	1.00	1.00	1.00	1.00
Apprentice-PT (2)	1.50	1.00	1.00	1.00	1.00
Chief Operations Officer	1.00	1.00	1.00	1.00	1.00
Customer Contact & Marketing Relations Manager	-	-	-	1.00	-
Customer Service Specialist I	3.00	2.00	2.00	2.00	2.00
Customer Service Specialist II	4.00	5.00	5.00	5.00	5.00
Executive Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Director	-	-	1.00	-	-
Fiscal Operations Management Controller	-	-	-	-	1.00
Utility Service Administrator	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>12.50</b>	<b>12.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>



# Utilities Budget Summary by Program

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## Electrical Instrumentation and Control—Program 553

### Description

This program provides ongoing inspection, preventative and corrective maintenance, repair, replacement, routine maintenance and emergency services of all Utilities' Electrical, Air Conditioning (AC) units, Instrumentation, Supervisory Control and Data Acquisition (SCADA) System. Program also includes services and supports for plant operations, data collection and reporting, process treatments and capital improvement to ensure City compliance with regulatory and permit requirements.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

Expenditures		FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services		490,461	588,054	637,200	637,200	632,000
Operating Expense		151,666	196,512	353,700	347,760	291,200
Capital Outlay		100,268	97,123	-	5,940	60,000
Total		\$ 742,395	\$ 881,688	\$ 990,900	\$ 990,900	\$ 983,200

### Percent of Time by Position

Assistant Utility Manager (Electrical)	1.00	1.00	1.00	1.00	1.00	1.00
Electrical Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Electrician III	1.00	1.00	1.00	1.00	1.00	1.00
Programming Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Utility Instrumentation Engineer I	1.00	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00	5.00	5.00



# Utilities Budget Summary by Program

## Water Treatment & Supply—Program 554

### Description

This program provides quality potable water service to the citizens and businesses within Miramar service area which ensures their health, safety, and welfare. The treated water must meet all Federal and State Regulatory Standards mandated by the U.S. Environmental Protection Agency (USEPA), the Florida Department of Environmental Protection (FDEP), the South Florida Water Management District (SFWMD) and the Broward County Health Department (BCHD). The operation of this program provides potable water on demand 24 hours per day, 365 days per year.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	1,960,112	2,112,851	2,212,000	2,212,000	2,356,500
Operating Expense	2,336,565	2,539,106	3,296,200	3,296,200	3,124,000
Capital Outlay	18,172	194,794	101,800	128,906	137,500
<b>Total</b>	<b>\$ 4,314,848</b>	<b>\$ 4,846,752</b>	<b>\$ 5,610,000</b>	<b>\$ 5,637,106</b>	<b>\$ 5,618,000</b>

### Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Chief Water Plant Operator	2.00	2.00	2.00	2.00	2.00
Water Plant Operator A	1.00	1.00	1.00	-	-
Water Plant Operator B	8.00	6.00	6.00	7.00	7.00
Water Plant Operator C	4.00	7.00	7.00	7.00	7.00
Water Plant Operator Trainee	1.00	-	-	-	2.00
Water Plant Shift Supervisor	6.00	6.00	6.00	6.00	6.00
<b>Total</b>	<b>23.00</b>	<b>23.00</b>	<b>23.00</b>	<b>23.00</b>	<b>25.00</b>



# Utilities Budget Summary by Program

## Wastewater Treatment & Disposal—Program 555

### Description

This program provides treatment and disposal of wastewater generated in the City's service area from the Wastewater Reclamation Facility (WWRF). The wastewater plant is designed to produce public access reclaimed water suitable for irrigation applications.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures</b>						
Personnel Services		1,215,920	1,320,271	1,418,700	1,418,700	1,562,600
Operating Expense		1,910,273	1,994,951	2,476,000	2,476,000	2,483,800
Capital Outlay		86,568	-	50,000	50,000	40,000
Total		\$ 3,212,761	\$ 3,315,222	\$ 3,944,700	\$ 3,944,700	\$ 4,086,400

### Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	-	-
Chief Wastewater Plant Operator	1.00	1.00	1.00	1.00	1.00
Fiscal Operations Analyst	-	-	-	1.00	1.00
Wastewater Operator A	2.00	2.00	2.00	2.00	2.00
Wastewater Operator B	5.00	4.00	4.00	2.00	2.00
Wastewater Operator C	2.00	2.00	2.00	5.00	5.00
Wastewater Operator Trainee	-	1.00	1.00	-	2.00
Wastewater Plant Shift Supervisor	3.00	3.00	3.00	3.00	3.00
Total	14.00	14.00	14.00	14.00	16.00



# Utilities Budget Summary by Program

## Plant Maintenance—Program 556

### Description

Plant Maintenance provides ongoing inspection and preventative and corrective maintenance of the City's mechanical equipment at the Wastewater Reclamation Facility, and East and West Water Treatment Plants.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures</b>						
Personnel Services		557,519	519,130	544,300	544,300	531,900
Operating Expense		187,982	197,012	295,500	295,500	320,300
Capital Outlay		-	-	75,700	75,700	40,000
Total		\$ 745,501	\$ 716,142	\$ 915,500	\$ 915,500	\$ 892,200

### Percent of Time by Position

Mechanical Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Mechanic I	2.00	2.00	2.00	2.00	2.00
Utility Mechanic II	2.00	2.00	2.00	2.00	2.00
Utility Mechanic III	2.00	2.00	2.00	2.00	2.00
Total	7.00	7.00	7.00	7.00	7.00

# Utilities Budget Summary by Program

## Water Transmission & Distribution Maintenance—Program 557

### Description

This program is responsible for the delivery of high quality water to our customers, to provide ongoing inspection of the water transmission system, corrective and preventative maintenance to ensure an uninterrupted water supply from treatment facilities to our customers in accordance with all local, state and federal regulations and standards.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	705,848	816,883	886,400	886,400	909,600
Operating Expense	389,962	344,504	558,600	558,600	442,500
Capital Outlay	191,717	14,773	113,100	113,100	179,600
Total	\$ 1,287,527	\$ 1,176,159	\$ 1,558,100	\$ 1,558,100	\$ 1,531,700

### Percent of Time by Position

Assistant Utility Field Operations Manager	1.00	-	-	-	-
Heavy Equipment Operator I	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator II	1.00	1.00	1.00	1.00	1.00
Lead Water System Operator	1.00	1.00	1.00	1.00	1.00
Utilities Project Manager	-	1.00	-	-	-
Water System Operator I	1.00	2.00	2.00	2.00	2.00
Water System Operator II	3.00	3.00	3.00	3.00	3.00
Water System Superintendent	1.00	1.00	1.00	1.00	1.00
Water System Supervisor	1.00	1.00	1.00	1.00	1.00
Total	10.00	11.00	10.00	10.00	10.00



# Utilities Budget Summary by Program

## Water Accountability—Program 558

### Description

The Water Accountability program is responsible for the accurate and timely reading of all water meters throughout the City. This program also provides meter maintenance and tracks the use of all temporary and new development meters as well as responds to customer service calls and a large volume of non-payment service deactivation and reactivation requests from Financial Services-Utility Billing staff.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures</b>						
Personnel Services		504,238	741,140	760,100	760,100	771,700
Operating Expense		171,010	168,693	352,800	352,800	292,600
Capital Outlay		3,650	106,877	24,000	36,623	-
Total		\$ 678,898	\$ 1,016,709	\$ 1,136,900	\$ 1,149,523	\$ 1,064,300

### Percent of Time by Position

Assistant Water System Superintendent	1.00	1.00	1.00	1.00	1.00
Lead Water Meter Operator	1.00	1.00	1.00	1.00	1.00
Meter Supervisor	1.00	1.00	1.00	1.00	1.00
Meter Technician	5.00	5.00	5.00	5.00	5.00
Water System Operator I	1.00	-	-	-	-
Total	9.00	8.00	8.00	8.00	8.00



# Utilities Budget Summary by Program

## Wastewater Collection Maintenance—Program 559

### Description

This program is responsible for ensuring the health and safety of the City's residents by efficiently pumping sewage away from areas where it comes into contact with the public and the environment. Ultimately, ensuring that sewage discharges into the City's collection system from all connected dwelling units are safely contained and transported through 263 miles of gravity mains and over 6,537 manholes to the receiving lift station facilities. By ensuring containment, the program also ensures that groundwater infiltration and rain water inflow (I/I) are minimized. Also, it is responsible for maintenance, minor installations and major repairs to the City's collection system requiring excavation. It covers 81 miles of pressurized force mains and over 300 FM flow control valves.

In addition, this program is responsible for the maintenance and repair of the City's 44 miles of pressurized reuse water mains, flushing hydrants, and for providing locating services for all underground water, sewer and reuse pipes upon request from other City departments, the general public and the development community.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-
<b>Expenditures by Category</b>						
Personnel Services		2,070,495	2,231,741	2,373,600	2,373,600	2,325,200
Operating Expense		1,178,533	1,444,775	1,446,000	1,608,549	1,329,000
Capital Outlay		330,742	210,514	254,300	273,129	98,600
Total		\$ 3,579,770	\$ 3,887,031	\$ 4,073,900	\$ 4,255,278	\$ 3,752,800

### Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Collection Operator II	1.00	1.00	1.00	1.00	1.00
Collection Operator I	4.00	4.00	4.00	4.00	4.00
Compliance Technician Inspector I	1.00	1.00	1.00	1.00	1.00
Jet-Vac/Video Operator I	3.00	3.00	3.00	3.00	3.00
Jet-Vac/Video Operator II	2.00	2.00	2.00	2.00	2.00
Lead Lift Station Mechanic	1.00	1.00	1.00	1.00	1.00
Lead Wastewater System Operator	1.00	1.00	1.00	1.00	1.00
Lift Station Mechanic I	3.00	3.00	3.00	3.00	3.00
Lift Station Mechanic II	2.00	2.00	2.00	2.00	2.00
Lift Station Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Field Operations Manager	1.00	1.00	1.00	1.00	1.00
Utility Locator I	1.00	1.00	1.00	1.00	1.00
Wastewater Collection System Superintendent	1.00	1.00	1.00	1.00	1.00
Wastewater Collection System Supervisor	2.00	2.00	2.00	2.00	2.00
Total	25.00	25.00	25.00	25.00	25.00





# Utilities Budget Summary by Program

## Water & Wastewater Quality Control—Program 563

### Description

This program provides vital and specialized technical services to the Miramar community. As a facility certified by the National Environmental Laboratory Accreditation Conference (NELAC), this program is able to provide water quality testing and monitoring in compliance with the Safe Drinking Water Act (SDWA) for the East Water Treatment Plant and West Water Treatment Plant, and the Clean Water Act (CWA) for the WWRF. It also provides quality assurance and control of wastes entering the wastewater treatment process from domestic, commercial and institutional discharges.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Lab Testing Fees	343910	120	210	-	-	-

### Expenditures

Personnel Services	553,789	640,949	703,700	703,700	692,900
Operating Expense	198,190	211,492	347,300	347,300	344,700
Capital Outlay	41,227	43,697	38,000	38,000	37,300
<b>Total</b>	<b>\$ 793,206</b>	<b>\$ 896,138</b>	<b>\$ 1,089,000</b>	<b>\$ 1,089,000</b>	<b>\$ 1,074,900</b>

### Percent of Time by Position

Assistant Superintendent of Regulatory Compliance	1.00	-	-	-	-
Laboratory Technician I	1.00	-	-	-	-
Laboratory Technician II	4.00	5.00	5.00	5.00	5.00
Regulatory Compliance Officer	-	1.00	1.00	1.00	1.00
Regulatory Compliance Superintendent	1.00	-	-	-	-
Water Quality/Lab Manager	-	1.00	1.00	1.00	1.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

# Utilities Budget Summary by Program

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## Support Services—Program 564

### Description

The Support Services Program is responsible for the upkeep of the City's real assets including life cycle analysis, strategies for repair and renovation, design, coordination, procurement contract administration and construction management services. Support services are provided to ensure cost effective project delivery for public infrastructure and municipal facilities.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
None	-	-	-	-	-	-

### Expenditures by Category

Personnel Services	-	-	-	-	-	1,070,200
Operating Expenses	-	-	-	-	-	72,100
Capital Outlay	-	-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ 1,142,300

### Percent of Time by Position

Administration Services Coordinator	-	-	-	-	-	1.00
Apprentice-PT	-	-	-	-	-	0.50
Operations & Logistics Manager	-	-	-	-	-	1.00
Project Management Administrator	-	-	-	-	-	1.00
Project Manager	-	-	-	-	-	3.00
Senior Project Manager	-	-	-	-	-	1.00
Total FTE's		-	-	-	-	7.50



# Utilities Budget Summary by Program

## Engineering Services—Program 565

### Description

The Engineering program was established to address traffic engineering related issues; manage design & construction of infrastructure capital projects; review design plans, issue permits, and to provide construction inspection services for private utility company's work as well as infrastructure construction within private developments and the City's capital projects.

Dedicated Revenues	Object #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Engineering Permits	329100	-	-	-	-	803,750

### Expenditures by Category

Personnel Services	-	-	-	-	903,500			
Operating Expense	-	-	-	-	97,000			
Capital Outlay	-	-	-	-	-			
<b>Total</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,000,500</b>

### Percent of Time by Position

Administration Services Coordinator					1.00
Assistant City Engineer	-	-	-	-	1.00
City Engineer	-	-	-	-	1.00
Civil Engineer IV*	-	-	-	-	1.00
Construction Superintendent	-	-	-	-	1.00
Engineering Apprentice - Part-time	-	-	-	-	0.50
Engineer Inspector I	-	-	-	-	1.00
Engineer Inspector III	-	-	-	-	1.00
Engineer Technician	-	-	-	-	1.00
<b>Total FTE's</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8.50</b>

\*Block Budgeted position for Civil Engineer I, II, III, IV



# Utilities Expenditures by Object Code

## Administration—410-55-100-536-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	927,096	1,029,280	1,089,800	1,089,800	1,194,800
601205	Lump Sum Payout - Accrued Time	47,327	67,166	82,000	82,000	65,500
601215	Communication Stipend	143	1,835	2,600	2,600	2,600
601220	Longevity Pay	3,977	5,222	5,900	5,900	5,300
601400	Overtime-General	12,764	18,032	15,000	15,000	20,000
601410	Overtime-Holiday	2,123	4,384	6,000	6,000	10,000
601412	Overtime-Emergency	-	13,885	-	-	-
602100	FICA & MICA	75,246	86,664	87,100	87,100	93,700
602210	Pension-General	42,318	51,884	67,500	67,500	72,900
602235	Pension-Senior Mgmt	130,843	99,948	164,100	164,100	166,700
602260	Pension-401	6,932	7,035	7,200	7,200	7,200
602265	Pension-457	21,410	36,259	49,000	49,000	52,600
602300	Pmt In Lieu Of Insurance	25,375	28,444	31,200	31,200	31,200
602304	Health Insurance-PPO	22,774	24,581	30,500	30,500	29,100
602305	Health Insurance-HMO	51,717	54,270	89,100	89,100	88,200
602306	Dental Insurance-PPO	5,159	5,729	5,900	5,900	6,100
602307	Dental Insurance-HMO	381	340	700	700	500
602309	Basic Life Insurance	3,262	3,383	2,400	2,400	2,600
602311	Long-Term Disability Ins	1,111	1,125	1,500	1,500	1,700
602400	Workers' Compensation	22,000	32,100	35,600	35,600	35,600
602600	OPEB	28,869	42,028	-	-	-
	Sub-Total	1,430,825	1,613,595	1,773,100	1,773,100	1,886,300
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	-	32,265	40,000	40,000	40,000
603141	Existing Employee Screening	1,640	-	-	-	-
603190	Prof Svcs-Other	-	-	530,000	344,055	150,000
603400	Contract Svcs-Other	2,515	2,609	9,600	9,600	9,600
603401	Janitorial Svcs	9,625	8,917	14,800	14,800	14,800
603425	Software License & Maint	16,150	17,931	40,000	40,000	25,000
603455	Security Svcs	45,401	37,156	65,000	65,000	50,000
604001	Travel & Training	5,870	4,334	7,000	7,000	6,500
604100	Communication Svcs	1,266	2,600	2,600	2,600	5,400
604200	Postage	196	3,916	9,600	11,525	9,600
604300	Water/Wastewater Svcs	34,119	32,081	23,700	23,700	61,200
604440	Leased Copiers	7,271	7,846	-	-	-
604500	Risk Internal Svcs Charge	393,800	416,400	390,300	390,300	315,600
604610	Fleet Internal Svcs Charge	24,133	42,700	17,400	17,400	21,400
604613	Vehicle Detail	-	-	1,000	1,000	500
604620	R&M Buildings	75	87	800	800	800
604650	R&M Office Equip	1,350	775	1,500	1,500	1,500
604700	Printing & Binding Svcs	3,295	2,800	3,500	5,688	3,500
604870	Public Education	1,676	1,773	5,000	5,000	5,000
604910	Advertising Costs	780	-	5,000	5,000	5,000
604916	Administrative Expense	356	516	1,000	1,000	1,000
604997	Other Operating Expenses	1,202	3,595	5,500	5,500	5,500
604998	Contingency	-	-	20,000	15,886	20,000
605100	Office Supplies	2,756	4,377	4,200	4,200	6,000
605120	Computer Operating Expenses	158	569	2,700	2,700	2,700
605220	Vehicle Fuel-On-Site	7,418	5,576	8,000	8,000	6,600
605240	Uniforms Cost	2,032	1,845	5,800	5,800	5,800
605251	Noncap Equip (Item less 5000)	-	87	500	500	500
605290	Other Operating Supplies	(117)	72	500	500	500
605410	Subscriptions & Memberships	4,960	8,463	9,700	9,700	9,700
605500	Training-General	3,502	5,438	5,700	5,700	5,300
605510	Tuition Reimbursement	-	-	-	-	5,000
	Sub-Total	571,431	644,729	1,230,400	1,044,455	794,000



# Utilities Expenditures by Object Code

## Administration—410-55-100-536-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Dept Capital Outlay</u></b>					
606440	Vehicles Purchase	-	17,782	45,700	48,918	7,600
606470	Computer Equipment	2,292	-	-	6,995	-
	Sub-Total	2,292	17,782	45,700	55,913	7,600
	<b>Total</b>	<b>\$ 2,004,547</b>	<b>\$ 2,276,106</b>	<b>\$ 3,049,200</b>	<b>\$ 2,873,468</b>	<b>\$ 2,687,900</b>

# Utilities Expenditures by Object Code

## Office of Operational Services—410-55-550-536-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	654,962	495,287	722,600	722,600	831,500
601205	Lump Sum Payout - Accrued Time	29,962	11,684	16,100	16,100	27,700
601215	Communication Stipend	513	278	-	-	2,600
601220	Longevity Pay	1,263	2,076	1,800	1,800	1,800
601400	Overtime-General	26,564	37,341	30,000	30,000	40,000
601410	Overtime-Holiday	3,671	3,112	7,500	7,500	8,200
601412	Overtime-Emergency	-	19,752	-	-	-
602100	FICA & MICA	50,626	42,228	84,000	84,000	63,000
602210	Pension-General	46,456	41,862	68,400	68,400	68,100
602235	Pension-Senior Mgmt	37,879	11,673	51,900	51,900	81,100
602260	Pension-401	7,980	9,811	9,900	9,900	9,900
602265	Pension-457	17,328	12,124	10,600	10,600	24,900
602300	Pmt In Lieu Of Insurance	-	2,525	-	-	-
602304	Health Insurance-PPO	-	-	-	-	14,500
602305	Health Insurance-HMO	85,893	73,069	122,800	122,800	132,700
602306	Dental Insurance-PPO	4,405	3,459	2,800	2,800	3,600
602307	Dental Insurance-HMO	252	566	1,400	1,400	1,400
602309	Basic Life Insurance	1,796	1,625	1,500	1,500	1,800
602311	Long-Term Disability Ins	688	581	1,000	1,000	1,200
602400	Workers' Compensation	24,500	35,800	39,600	39,600	39,700
602600	OPEB	24,745	36,024	-	-	-
	Sub-Total	1,019,481	840,878	1,171,900	1,171,900	1,353,700
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	18,153	7,069	30,000	30,000	20,000
603190	Prof Svcs-Other	41,513	48,341	40,000	40,000	40,000
603400	Contract Svcs-Other	-	-	20,000	20,000	20,000
603425	Software License & Maint	291	3,775	2,500	2,500	2,500
603470	Temporary Help	2,156	31,553	-	-	-
604001	Travel & Training	39	4,926	6,000	6,000	6,000
604100	Communication Svcs	642	1,500	1,500	1,500	3,000
604402	Leased Vehicles	6,300	-	-	-	-
604610	Fleet Internal Svcs Charge	6,272	6,000	5,500	5,500	8,700
604613	Vehicle Detail	-	-	300	300	-
604700	Printing & Binding Svcs	43	111	300	300	2,500
604870	Public Education	18,336	25,718	35,000	35,000	25,000
604910	Advertising Costs	-	-	2,000	2,000	2,000
604916	Administrative Expense	575	1,831	3,000	3,000	3,000
604997	Other Operating Expenses	(267)	365	2,800	2,800	2,800
604998	Contingency	-	-	10,500	10,500	10,500
605100	Office Supplies	5,293	2,294	5,500	5,500	3,000
605120	Computer Operating Expenses	162	1,368	3,500	3,500	3,500
605220	Vehicle Fuel-On-Site	3,448	336	1,700	1,700	1,600
605240	Uniforms Cost	424	1,321	4,200	4,200	2,000
605290	Other Operating Supplies	98	424	2,000	2,000	2,000
605410	Subscriptions & Memberships	567	471	1,500	1,500	1,000
605500	Training-General	-	-	2,500	2,500	1,500
605510	Tuition Reimbursement	-	-	5,000	5,000	5,000
	Sub-Total	104,043	137,402	185,300	185,300	165,600
<b><u>Dept Capital Outlay</u></b>						
606440	Vehicles Purchase	-	-	22,500	22,500	-
	Sub-Total	-	-	22,500	22,500	-
<b>Total</b>		<b>\$ 1,123,524</b>	<b>\$ 978,279</b>	<b>\$ 1,379,700</b>	<b>\$ 1,379,700</b>	<b>\$ 1,519,300</b>



# Utilities Expenditures by Object Code

## Electrical Instrumentation & Controls—410-55-553-539-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	304,138	364,136	373,700	373,700	379,100
601205	Lump Sum Payout - Accrued Time	23,347	23,095	33,300	33,300	30,700
601220	Longevity Pay	2,596	3,108	3,100	3,100	4,100
601400	Overtime-General	3,944	2,831	6,000	6,000	4,500
601410	Overtime-Holiday	489	908	4,000	4,000	3,000
601412	Overtime-Emergency	-	7,374	-	-	-
602100	FICA & MICA	26,077	30,852	31,400	31,400	31,700
602210	Pension-General	32,287	36,034	45,100	45,100	47,200
602235	Pension-Senior Mgmt	23,449	18,760	36,900	36,900	33,400
602265	Pension-457	5,226	5,389	7,400	7,400	7,400
602300	Pmt In Lieu Of Insurance	5,654	5,611	6,200	6,200	6,200
602304	Health Insurance-PPO	23,966	30,154	37,400	37,400	33,200
602305	Health Insurance-HMO	17,376	28,547	35,600	35,600	34,300
602306	Dental Insurance-PPO	1,711	1,847	1,800	1,800	1,800
602307	Dental Insurance-HMO	67	308	300	300	300
602309	Basic Life Insurance	899	1,208	800	800	800
602311	Long-Term Disability Ins	424	482	500	500	500
602400	Workers' Compensation	8,500	12,400	13,700	13,700	13,800
602600	OPEB	10,310	15,010	-	-	-
	Sub-Total	490,461	588,054	637,200	637,200	632,000
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	19,679	63,250	114,700	116,760	51,700
603404	Air Condition Svcs	-	15,000	32,000	32,000	32,000
603425	Software License & Maint	7,569	10,654	13,500	13,500	11,000
604100	Communication Svcs	1,671	3,317	3,300	3,300	3,100
604200	Postage	215	-	-	-	-
604610	Fleet Internal Svcs Charge	12,400	11,600	10,900	10,900	11,600
604630	R&M Electric	52,817	49,900	69,000	69,992	74,400
604664	R&M Telemetry	30,415	32,487	67,000	70,961	72,400
604665	R&M Air Conditioning	15,447	1,899	17,000	13,039	10,000
604920	License & Permit Fees	-	99	400	400	400
604997	Other Operating Expenses	-	137	1,000	8	1,000
604998	Contingency	-	-	8,000	-	8,000
605100	Office Supplies	460	417	500	500	500
605220	Vehicle Fuel-On-Site	5,795	3,876	6,700	6,700	6,400
605240	Uniforms Cost	1,354	1,385	4,600	4,600	4,600
605242	Protective Clothing and Shoes	125	330	400	400	400
605246	Safety Equipment Supplies	451	542	-	-	-
605251	Noncap Equip (Item less 5000)	1,582	900	1,200	1,200	1,200
605290	Other Operating Supplies	1,282	530	500	500	500
605500	Training-General	405	189	3,000	3,000	2,000
	Sub-Total	151,666	196,512	353,700	347,760	291,200
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	100,268	97,123	-	5,940	60,000
	Sub-Total	100,268	97,123	-	5,940	60,000
<b>Total</b>		<b>\$ 742,395</b>	<b>\$ 881,688</b>	<b>\$ 990,900</b>	<b>\$ 990,900</b>	<b>\$ 983,200</b>



# Utilities Expenditures by Object Code

## Water Treatment & Supply—410-55-554-533-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>					
601200	Employee Salaries	1,170,204	1,224,200	1,267,000	1,267,000	1,370,600
601205	Lump Sum Payout - Accrued Time	18,510	4,335	13,700	13,700	4,600
601220	Longevity Pay	10,207	7,722	8,500	8,500	8,900
601400	Overtime-General	166,739	144,935	148,100	148,100	155,000
601410	Overtime-Holiday	55,280	56,485	73,600	73,600	77,000
601412	Overtime-Emergency	-	55,923	-	-	-
602100	FICA & MICA	106,226	108,450	99,600	99,600	106,900
602210	Pension-General	135,668	135,822	232,000	232,000	276,700
602265	Pension-457	2,371	-	-	-	-
602300	Pmt In Lieu Of Insurance	6,047	6,001	6,200	6,200	12,400
602304	Health Insurance-PPO	30,958	30,084	46,800	46,800	43,500
602305	Health Insurance-HMO	158,751	199,096	240,400	240,400	224,000
602306	Dental Insurance-PPO	5,074	5,284	5,600	5,600	6,300
602307	Dental Insurance-HMO	2,528	2,843	2,900	2,900	2,700
602309	Basic Life Insurance	3,421	3,869	2,700	2,700	2,900
602311	Long-Term Disability Ins	1,702	1,756	1,800	1,800	1,900
602400	Workers' Compensation	39,000	57,000	63,100	63,100	63,100
602600	OPEB	47,427	69,047	-	-	-
	Sub-Total	1,960,112	2,112,851	2,212,000	2,212,000	2,356,500
	<b><u>Operating Expense</u></b>					
603110	Engineering Svcs	8,968	2,218	25,000	25,000	-
603190	Prof Svcs-Other	-	19,512	15,000	15,000	-
603400	Contract Svcs-Other	239,028	184,821	386,500	413,255	278,000
603401	Janitorial Svcs	4,056	4,540	6,900	6,900	6,900
603460	Landscape Svcs	34,004	32,691	48,700	59,700	59,900
604001	Travel & Training	-	-	4,000	4,000	3,000
604100	Communication Svcs	1,079	2,501	2,700	2,700	2,700
604300	Water/Wastewater Svcs	5,984	5,504	9,000	9,000	3,900
604301	Electricity Svcs	1,110,416	1,167,963	1,281,800	1,281,800	1,462,900
604400	Leased Equipment	2,749	2,445	8,800	8,800	4,000
604440	Leased Copiers	3,615	2,087	-	-	-
604605	Fleet Intr Chrg-Collision Rpr	-	121	-	-	-
604610	Fleet Internal Svcs Charge	8,200	9,028	8,400	8,400	9,100
604620	R&M Buildings	5,663	625	107,000	75,760	82,400
604630	R&M Electric	11,238	16,093	-	20,000	10,000
604640	R&M Machinery	1,444	-	-	-	18,000
604641	R&M Membrane Elements	-	176,823	-	21,240	49,500
604700	Printing & Binding Svcs	-	43	800	800	800
604920	License & Permit Fees	14,584	31,885	27,100	27,100	20,400
604997	Other Operating Expenses	1,004	2,437	2,700	2,700	2,700
604998	Contingency	-	-	29,500	2,745	40,000
605100	Office Supplies	1,582	1,743	1,900	1,900	1,900
605120	Computer Operating Expenses	326	-	2,800	2,800	2,800
605220	Vehicle Fuel-On-Site	2,331	1,256	3,200	3,200	2,500
605225	Equip Gas Oil & Lube	3,646	32,611	24,700	24,700	31,200
605240	Uniforms Cost	7,367	8,418	15,400	15,400	15,400
605242	Protective Clothing and Shoes	8,054	4,992	5,600	5,600	5,600
605246	Safety Equipment Supplies	830	900	900	900	900
605250	Noncap Furn (Item less 5000)	1,552	3,991	1,100	1,100	1,100
605251	Noncap Equip (Item less 5000)	840	487	3,800	3,800	3,800
605280	Chemicals	775,192	740,290	1,178,600	1,157,600	900,000
605285	Lab Supplies	30,568	19,429	26,500	26,500	26,000
605290	Other Operating Supplies	47,021	56,960	35,800	35,800	58,600
605410	Subscriptions & Memberships	1,955	700	2,500	2,500	2,500
605500	Training-General	3,269	2,598	12,500	12,500	10,500
605510	Tuition Reimbursement	-	3,395	17,000	17,000	7,000





# Utilities Expenditures by Object Code

## Water Treatment & Supply—410-55-554-533-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	Sub-Total	2,336,565	2,539,106	3,296,200	3,296,200	3,124,000
	<b><u>Dept Capital Outlay</u></b>					
606400	Machinery & Equipment	18,172	173,084	72,000	96,916	137,500
606440	Vehicles Purchase	-	21,710	29,800	31,990	-
	Sub-Total	18,172	194,794	101,800	128,906	137,500
	<b>Total</b>	<b>\$ 4,314,848</b>	<b>\$ 4,846,752</b>	<b>\$ 5,610,000</b>	<b>\$ 5,637,106</b>	<b>\$ 5,618,000</b>

# Utilities Expenditures by Object Code

## Wastewater Treatment & Disposal—410-55-555-535-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	728,536	737,747	805,700	805,700	913,200
601205	Lump Sum Payout - Accrued Time	30,205	9,325	17,500	17,500	14,100
601220	Longevity Pay	2,998	4,311	4,300	4,300	7,000
601400	Overtime-General	79,122	93,908	80,000	80,000	80,000
601410	Overtime-Holiday	25,488	24,184	30,000	30,000	40,000
601412	Overtime-Emergency	-	39,087	-	-	-
602100	FICA & MICA	63,808	66,472	64,800	64,800	73,000
602210	Pension-General	82,942	104,407	168,300	168,300	181,200
602235	Pension-Senior Mgmt	-	-	-	-	13,100
602265	Pension-457	1,266	-	-	-	1,900
602300	Pmt In Lieu Of Insurance	2,482	-	-	-	-
602304	Health Insurance-PPO	70,382	80,095	99,300	99,300	91,600
602305	Health Insurance-HMO	66,440	74,612	101,100	101,100	98,600
602306	Dental Insurance-PPO	5,664	5,309	5,300	5,300	6,200
602307	Dental Insurance-HMO	863	873	1,100	1,100	900
602309	Basic Life Insurance	1,982	2,079	1,700	1,700	2,000
602311	Long-Term Disability Ins	1,075	1,034	1,100	1,100	1,300
602400	Workers' Compensation	23,800	34,800	38,500	38,500	38,500
602600	OPEB	28,869	42,028	-	-	-
	Sub-Total	1,215,920	1,320,271	1,418,700	1,418,700	1,562,600
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	-	-	-	37,000	50,000
603190	Prof Svcs-Other	848	1,324	40,000	3,000	3,000
603400	Contract Svcs-Other	694,986	770,812	795,300	815,300	850,000
603401	Janitorial Svcs	2,385	2,476	3,000	3,000	3,000
603460	Landscape Svcs	47,450	63,772	80,800	89,300	80,800
604001	Travel & Training	-	682	3,000	3,000	1,000
604100	Communication Svcs	971	1,148	1,200	1,200	1,200
604200	Postage	305	358	-	-	-
604301	Electricity Svcs	725,062	799,472	806,500	806,500	814,000
604302	Gas-Propane	4,345	2,973	8,000	8,000	8,000
604330	Brow Cty Wtr/Wst Collect Fee	21,012	21,256	20,000	20,000	20,000
604440	Leased Copiers	2,509	1,043	-	-	-
604610	Fleet Internal Svcs Charge	6,633	8,600	12,800	12,800	13,700
604620	R&M Buildings	1,795	11,043	183,500	177,500	100,000
604640	R&M Machinery	105,164	9,946	45,000	57,500	65,000
604669	Landscape & Irrigation	-	-	15,000	-	2,500
604700	Printing & Binding Svcs	85	-	500	500	500
604920	License & Permit Fees	6,333	4,885	40,300	40,300	40,300
604997	Other Operating Expenses	1,173	961	1,000	1,000	1,000
604998	Contingency	-	-	20,000	-	20,000
605100	Office Supplies	1,414	1,200	1,500	1,500	1,500
605120	Computer Operating Expenses	516	2,493	2,900	2,900	2,900
605220	Vehicle Fuel-On-Site	910	1,752	2,400	2,400	2,100
605225	Equip Gas Oil & Lube	17,400	33,486	21,500	21,500	22,100
605240	Uniforms Cost	5,144	5,128	8,400	8,400	8,400
605242	Protective Clothing and Shoes	5,705	6,914	8,600	8,600	8,600
605246	Safety Equipment Supplies	891	821	5,600	5,600	5,600
605250	Noncap Furn (Item less 5000)	-	-	-	-	1,000
605251	Noncap Equip (Item less 5000)	3,179	2,136	3,500	3,500	3,500
605280	Chemicals	251,938	236,812	333,600	333,600	340,000



# Utilities Expenditures by Object Code

## Wastewater Treatment & Disposal—410-55-555-535-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
605285	Lab Supplies	1,803	2,479	5,000	5,000	2,000
605290	Other Operating Supplies	246	36	1,500	1,500	1,500
605410	Subscriptions & Memberships	-	-	600	600	600
605500	Training-General	70	943	5,000	5,000	5,000
605510	Tuition Reimbursement	-	-	-	-	5,000
	Sub-Total	1,910,273	1,994,951	2,476,000	2,476,000	2,483,800
	<b><u>Dept Capital Outlay</u></b>					
606400	Machinery & Equipment	-	-	50,000	50,000	40,000
606440	Vehicles Purchase	86,568	-	-	-	-
	Sub-Total	86,568	-	50,000	50,000	40,000
	<b>Total</b>	<b>\$ 3,212,761</b>	<b>\$ 3,315,222</b>	<b>\$ 3,944,700</b>	<b>\$ 3,944,700</b>	<b>\$ 4,086,400</b>

# Utilities Expenditures by Object Code

## Plant Maintenance—410-55-556-536-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	371,899	327,099	343,200	343,200	331,400
601205	Lump Sum Payout - Accrued Time	19,171	(129)	2,500	2,500	2,100
601220	Longevity Pay	1,905	1,554	1,300	1,300	1,300
601400	Overtime-General	3,287	5,907	6,500	6,500	10,000
601410	Overtime-Holiday	550	1,886	5,000	5,000	5,000
601412	Overtime-Emergency	-	14,626	-	-	-
602100	FICA & MICA	31,270	27,345	26,500	26,500	25,600
602210	Pension-General	43,321	44,634	71,700	71,700	70,500
602265	Pension-457	5,184	-	-	-	-
602300	Pmt In Lieu Of Insurance	12,491	16,548	18,700	18,700	12,500
602304	Health Insurance-PPO	8,173	-	-	-	-
602305	Health Insurance-HMO	27,696	34,857	43,300	43,300	48,200
602306	Dental Insurance-PPO	3,253	2,623	2,600	2,600	2,000
602307	Dental Insurance-HMO	-	-	-	-	200
602309	Basic Life Insurance	879	999	700	700	700
602311	Long-Term Disability Ins	505	466	500	500	500
602400	Workers' Compensation	13,500	19,700	21,800	21,800	21,900
602600	OPEB	14,434	21,014	-	-	-
	Sub-Total	557,519	519,130	544,300	544,300	531,900
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	50,947	49,948	101,100	71,100	90,000
604001	Travel & Training	-	-	2,500	2,500	2,500
604100	Communication Svcs	610	698	700	700	2,000
604400	Leased Equipment	299	2,993	4,400	4,400	4,400
604610	Fleet Internal Svcs Charge	34,000	35,000	29,900	29,900	32,000
604625	R&M Equipment	9,966	9,924	10,000	10,000	10,000
604640	R&M Machinery	75,373	79,082	116,500	146,500	150,000
604998	Contingency	-	-	5,000	5,000	5,000
605100	Office Supplies	-	195	200	200	200
605120	Computer Operating Expenses	-	-	200	200	200
605220	Vehicle Fuel-On-Site	2,780	3,481	3,700	3,700	3,700
605240	Uniforms Cost	2,307	2,425	4,400	4,400	4,400
605242	Protective Clothing and Shoes	863	741	2,300	2,300	3,000
605246	Safety Equipment Supplies	-	471	500	500	500
605251	Noncap Equip (Item less 5000)	7,509	7,586	3,300	3,300	4,600
605290	Other Operating Supplies	-	600	600	600	600
605410	Subscriptions & Memberships	30	-	200	200	200
605500	Training-General	990	-	5,000	5,000	2,000
605510	Tuition Reimbursement	2,308	3,868	5,000	5,000	5,000
	Sub-Total	187,982	197,012	295,500	295,500	320,300
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	-	-	40,000	40,000	40,000
606440	Vehicles Purchase	-	-	35,700	35,700	-
	Sub-Total	-	-	75,700	75,700	40,000
	<b>Total</b>	<b>\$ 745,501</b>	<b>\$ 716,142</b>	<b>\$ 915,500</b>	<b>\$ 915,500</b>	<b>\$ 892,200</b>



# Utilities Expenditures by Object Code

## Water Transmission & Distribution Maintenance—410-55-557-533-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	384,127	386,835	462,700	462,700	475,600
601205	Lump Sum Payout - Accrued Time	5,948	18,788	14,600	14,600	19,900
601220	Longevity Pay	1,039	1,375	2,000	2,000	3,200
601400	Overtime-General	88,185	121,543	100,000	100,000	100,000
601410	Overtime-Holiday	3,743	7,052	15,000	15,000	15,000
601412	Overtime-Emergency	-	21,024	-	-	-
602100	FICA & MICA	35,623	41,180	36,700	36,700	38,100
602210	Pension-General	57,489	60,128	81,800	81,800	85,500
602235	Pension-Senior Mgmt	-	11,465	16,600	16,600	15,700
602265	Pension-457	-	952	2,100	2,100	2,200
602304	Health Insurance-PPO	21,088	24,971	31,000	31,000	43,800
602305	Health Insurance-HMO	62,807	57,773	86,700	86,700	73,200
602306	Dental Insurance-PPO	4,494	4,568	5,000	5,000	5,400
602307	Dental Insurance-HMO	163	209	400	400	200
602309	Basic Life Insurance	1,372	1,285	1,000	1,000	1,000
602311	Long-Term Disability Ins	549	515	700	700	700
602400	Workers' Compensation	18,600	27,200	30,100	30,100	30,100
602600	OPEB	20,621	30,020	-	-	-
	Sub-Total	705,848	816,883	886,400	886,400	909,600
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	135,676	130,097	300,200	300,200	150,000
604100	Communication Svcs	1,158	3,000	3,000	3,000	3,500
604200	Postage	408	-	-	-	-
604440	Leased Copiers	987	1,043	-	-	-
604610	Fleet Internal Svcs Charge	84,000	85,200	87,300	87,300	101,100
604640	R&M Machinery	135	3,768	3,100	3,100	3,100
604661	R&M Distribution System	115,879	58,337	74,500	74,500	85,000
604700	Printing & Binding Svcs	395	207	600	600	600
604920	License & Permit Fees	-	-	500	500	500
604997	Other Operating Expenses	222	925	900	900	900
604998	Contingency	340	-	15,000	15,000	15,000
605100	Office Supplies	547	653	1,200	1,200	1,200
605220	Vehicle Fuel-On-Site	23,261	29,353	27,900	27,900	35,900
605240	Uniforms Cost	2,855	2,883	5,900	5,900	5,900
605242	Protective Clothing and Shoes	3,084	2,918	2,900	2,900	2,900
605246	Safety Equipment Supplies	1,084	1,862	2,300	2,300	2,300
605251	Noncap Equip (Item less 5000)	2,373	2,579	5,800	5,800	5,800
605290	Other Operating Supplies	10,849	13,395	13,100	13,100	13,400
605410	Subscriptions & Memberships	60	385	400	400	400
605500	Training-General	4,693	4,558	9,000	9,000	10,000
605510	Tuition Reimbursement	1,956	3,343	5,000	5,000	5,000
	Sub-Total	389,962	344,504	558,600	558,600	442,500
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	45,158	14,773	-	-	-
606440	Vehicles Purchase	146,560	-	113,100	113,100	179,600
	Sub-Total	191,717	14,773	113,100	113,100	179,600
<b>Total</b>		<b>\$ 1,287,527</b>	<b>\$ 1,176,159</b>	<b>\$ 1,558,100</b>	<b>\$ 1,558,100</b>	<b>\$ 1,531,700</b>



# Utilities Expenditures by Object Code

## Water Accountability—410-55-558-533-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	256,947	359,251	396,100	396,100	411,200
601205	Lump Sum Payout - Accrued Time	16,129	17,004	23,300	23,300	23,400
601220	Longevity Pay	1,848	2,689	2,400	2,400	3,600
601400	Overtime-General	81,452	117,393	85,000	85,000	85,000
601410	Overtime-Holiday	4,662	9,039	12,000	12,000	12,000
601412	Overtime-Emergency	-	17,698	-	-	-
602100	FICA & MICA	27,055	38,775	32,300	32,300	33,500
602210	Pension-General	33,290	52,239	82,700	82,700	87,500
602300	Pmt In Lieu Of Insurance	-	4,316	6,200	6,200	6,200
602304	Health Insurance-PPO	11,583	12,485	15,500	15,500	14,600
602305	Health Insurance-HMO	36,537	63,039	79,600	79,600	69,300
602306	Dental Insurance-PPO	2,774	3,984	3,600	3,600	4,400
602307	Dental Insurance-HMO	313	377	700	700	200
602309	Basic Life Insurance	802	942	900	900	900
602311	Long-Term Disability Ins	387	491	600	600	600
602400	Workers' Compensation	11,900	17,400	19,200	19,200	19,300
602600	OPEB	18,558	24,016	-	-	-
	Sub-Total	504,238	741,140	760,100	760,100	771,700
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	14,603	585	32,000	32,000	20,000
604100	Communication Svcs	1,999	6,337	9,700	9,700	9,700
604200	Postage	175	-	-	-	-
604440	Leased Copiers	-	1,043	-	-	-
604610	Fleet Internal Svcs Charge	27,233	27,300	25,500	25,500	38,900
604640	R&M Machinery	887	1,707	1,700	1,700	1,200
604661	R&M Distribution System	92,892	98,343	154,100	154,100	100,000
604700	Printing & Binding Svcs	324	-	200	200	200
604920	License & Permit Fees	-	-	60,300	60,300	60,300
604997	Other Operating Expenses	390	1,035	-	-	-
604998	Contingency	-	-	2,000	2,000	2,000
605100	Office Supplies	223	189	900	900	900
605120	Computer Operating Expenses	-	10,414	-	-	-
605210	Water Meters	9,730	-	30,000	30,000	15,000
605220	Vehicle Fuel-On-Site	14,639	13,019	15,300	15,300	26,300
605240	Uniforms Cost	2,419	3,005	5,100	5,100	4,300
605242	Protective Clothing and Shoes	1,317	995	2,000	2,000	2,000
605246	Safety Equipment Supplies	160	-	1,000	1,000	1,000
605251	Noncap Equip (Item less 5000)	2,630	1,914	8,900	8,900	3,200
605290	Other Operating Supplies	508	351	700	700	800
605410	Subscriptions & Memberships	-	375	200	200	200
605500	Training-General	880	2,081	3,200	3,200	6,600
	Sub-Total	171,010	168,693	352,800	352,800	292,600
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	3,650	-	-	-	-
606440	Vehicles Purchase	-	106,877	24,000	36,623	-
	Sub-Total	3,650	106,877	24,000	36,623	-
<b>Total</b>		<b>\$ 678,898</b>	<b>\$ 1,016,709</b>	<b>\$ 1,136,900</b>	<b>\$ 1,149,523</b>	<b>\$ 1,064,300</b>



# Utilities Expenditures by Object Code

## Wastewater Collection Maintenance—410-55-559-535-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	1,105,919	1,144,722	1,240,900	1,240,900	1,219,600
601205	Lump Sum Payout - Accrued Time	38,992	27,392	37,000	37,000	30,800
601220	Longevity Pay	4,937	4,062	4,500	4,500	5,400
601400	Overtime-General	286,150	270,574	285,000	285,000	285,000
601410	Overtime-Holiday	28,540	60,356	60,000	60,000	60,000
601412	Overtime-Emergency	-	59,811	-	-	-
602100	FICA & MICA	109,747	116,206	98,100	98,100	96,100
602210	Pension-General	131,906	150,321	244,100	244,100	244,300
602235	Pension-Senior Mgmt	25,253	14,174	16,900	16,900	15,200
602265	Pension-457	1,524	2,104	4,300	4,300	4,300
602300	Pmt In Lieu Of Insurance	8,443	5,611	6,200	6,200	12,500
602304	Health Insurance-PPO	33,140	37,456	46,400	46,400	29,200
602305	Health Insurance-HMO	183,535	184,553	243,500	243,500	235,000
602306	Dental Insurance-PPO	10,913	8,588	9,100	9,100	10,800
602307	Dental Insurance-HMO	953	1,279	1,900	1,900	1,400
602309	Basic Life Insurance	3,341	3,223	2,700	2,700	2,600
602311	Long-Term Disability Ins	1,651	1,559	1,800	1,800	1,700
602400	Workers' Compensation	44,000	64,700	71,200	71,200	71,300
602600	OPEB	51,551	75,051	-	-	-
	Sub-Total	2,070,495	2,231,741	2,373,600	2,373,600	2,325,200
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	226,448	463,169	320,600	439,550	295,600
603401	Janitorial Svcs	1,600	1,591	2,000	2,000	2,000
603460	Landscape Svcs	17,349	11,028	16,600	16,600	16,600
604100	Communication Svcs	4,907	11,973	14,300	14,300	14,300
604301	Electricity Svcs	330,916	362,434	341,800	341,800	339,200
604320	Hollywood Large User	108,730	108,175	140,000	200,000	140,000
604400	Leased Equipment	908	-	1,200	1,200	1,200
604440	Leased Copiers	1,314	-	-	-	-
604605	Fleet Intr Chrg-Collision Rpr	-	-	-	5,000	-
604610	Fleet Internal Svcs Charge	127,533	155,317	142,200	142,200	140,400
604620	R&M Buildings	2,110	3,306	11,700	11,700	6,700
604640	R&M Machinery	25,877	16,304	12,000	12,000	8,000
604662	R&M Lift Station-Minor	218,897	211,386	250,800	250,800	200,000
604700	Printing & Binding Svcs	285	43	700	700	700
604920	License & Permit Fees	1,440	298	3,700	3,700	2,600
604997	Other Operating Expenses	4,348	6,561	-	-	-
604998	Contingency	-	-	20,000	15,000	20,000
605100	Office Supplies	1,034	475	1,500	1,500	1,500
605120	Computer Operating Expenses	-	-	400	400	400
605220	Vehicle Fuel-On-Site	71,419	61,948	69,200	69,200	75,400
605225	Equip Gas Oil & Lube	-	12	2,500	2,500	2,600
605240	Uniforms Cost	8,263	8,407	15,700	15,700	15,700
605242	Protective Clothing and Shoes	3,277	2,737	3,400	3,400	4,600
605246	Safety Equipment Supplies	839	2,230	2,000	2,000	3,600
605251	Noncap Equip (Item less 5000)	2,030	2,156	6,100	6,100	7,000
605266	Photography	-	-	100	100	-
605280	Chemicals	2,268	2,396	4,100	4,100	4,100
605290	Other Operating Supplies	1,980	2,400	23,600	7,199	15,000
605410	Subscriptions & Memberships	-	-	800	800	800
605500	Training-General	7,934	3,558	19,000	19,000	6,000
605510	Tuition Reimbursement	6,827	6,872	20,000	20,000	5,000
	Sub-Total	1,178,533	1,444,775	1,446,000	1,608,549	1,329,000



# Utilities Expenditures by Object Code

## Wastewater Collection Maintenance—410-55-559-535-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Dept Capital Outlay</u></b>					
606360	Lift Station Rehab	98,585	161,251	78,600	78,600	78,600
606400	Machinery & Equipment	92,584	91	-	16,401	20,000
606440	Vehicles Purchase	137,044	49,172	170,400	172,828	-
606450	Radio Equipment	-	-	5,300	5,300	-
606470	Computer Equipment	2,529	-	-	-	-
	Sub-Total	330,742	210,514	254,300	273,129	98,600
	<b>Total</b>	<b>\$ 3,579,770</b>	<b>\$ 3,887,031</b>	<b>\$ 4,073,900</b>	<b>\$ 4,255,278</b>	<b>\$ 3,752,800</b>





# Utilities Expenditures by Object Code

## Water & Wastewater Quality Control—410-55-563-533-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	371,992	393,142	416,800	416,800	418,100
601205	Lump Sum Payout - Accrued Time	3,485	7,940	11,500	11,500	9,800
601220	Longevity Pay	-	678	700	700	1,300
601400	Overtime-General	4,935	14,636	15,000	15,000	15,400
601410	Overtime-Holiday	5,394	5,472	15,000	15,000	6,200
601412	Overtime-Emergency	-	11,460	-	-	-
602100	FICA & MICA	27,875	30,967	32,800	32,800	32,800
602210	Pension-General	45,641	53,092	71,000	71,000	74,900
602235	Pension-Senior Mgmt	-	-	18,000	18,000	14,000
602265	Pension-457	-	1,629	4,200	4,200	3,900
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602304	Health Insurance-PPO	16,011	17,279	21,400	21,400	33,100
602305	Health Insurance-HMO	47,967	61,919	74,300	74,300	53,700
602306	Dental Insurance-PPO	984	977	1,000	1,000	2,200
602307	Dental Insurance-HMO	1,110	1,176	1,300	1,300	500
602309	Basic Life Insurance	1,455	1,570	900	900	900
602311	Long-Term Disability Ins	605	600	600	600	600
602400	Workers' Compensation	11,900	17,400	19,200	19,200	19,300
602600	OPEB	14,434	21,014	-	-	-
	Sub-Total	553,789	640,949	703,700	703,700	692,900
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	6,194	6,663	25,400	25,400	15,400
603402	Contracted Lab Testing	89,056	88,308	86,000	82,869	100,000
603425	Software License & Maint	22,885	37,328	38,100	38,100	42,500
604001	Travel & Training	375	990	5,300	5,300	2,300
604100	Communication Svcs	405	600	1,400	1,400	1,400
604200	Postage	406	-	-	-	-
604400	Leased Equipment	2,638	3,613	5,000	5,000	5,000
604610	Fleet Internal Svcs Charge	9,400	8,700	8,200	8,200	8,700
604613	Vehicle Detail	-	-	500	500	500
604700	Printing & Binding Svcs	3,188	885	4,000	4,000	1,000
604920	License & Permit Fees	3,500	3,500	7,300	7,300	5,000
604997	Other Operating Expenses	159	-	1,500	10,500	1,500
604998	Contingency	-	-	10,500	1,500	10,500
605100	Office Supplies	1,100	1,376	1,500	1,500	1,500
605120	Computer Operating Expenses	-	719	1,300	1,300	1,300
605220	Vehicle Fuel-On-Site	1,399	1,212	2,000	2,000	2,600
605240	Uniforms Cost	966	2,978	3,600	3,600	3,600
605242	Protective Clothing and Shoes	1,406	761	4,600	4,600	4,600
605246	Safety Equipment Supplies	938	-	1,000	1,000	1,000
605250	Noncap Furn (Item less 5000)	-	-	3,000	3,000	2,000
605251	Noncap Equip (Item less 5000)	-	3,950	44,800	44,800	49,000
605285	Lab Supplies	53,995	49,404	74,800	79,800	81,400
605410	Subscriptions & Memberships	180	24	1,400	1,400	1,400
605500	Training-General	-	482	4,100	4,100	2,500
605510	Tuition Reimbursement	-	-	12,000	10,131	-
	Sub-Total	198,190	211,492	347,300	347,300	344,700
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	19,889	43,697	14,000	14,000	37,300
606440	Vehicles Purchase	21,339	-	24,000	24,000	-
	Sub-Total	41,227	43,697	38,000	38,000	37,300
<b>Total</b>		<b>\$ 793,206</b>	<b>\$ 896,138</b>	<b>\$ 1,089,000</b>	<b>\$ 1,089,000</b>	<b>\$ 1,074,900</b>



# Utilities Expenditures by Object Code

## Support Services—410-55-564-539-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	-	-	-	694,800
601205	Lump Sum Payout - Accrued Time	-	-	-	-	65,200
601215	Communication Stipend	-	-	-	-	2,000
601220	Longevity Pay	-	-	-	-	1,900
601400	Overtime-General	-	-	-	-	1,000
602100	FICA & MICA	-	-	-	-	57,700
602210	Pension-General	-	-	-	-	11,800
602235	Pension-Senior Mgmt	-	-	-	-	113,100
602265	Pension-457	-	-	-	-	25,400
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602305	Health Insurance-HMO	-	-	-	-	67,100
602306	Dental Insurance-PPO	-	-	-	-	1,800
602307	Dental Insurance-HMO	-	-	-	-	1,100
602309	Basic Life Insurance	-	-	-	-	1,500
602311	Long-Term Disability Ins	-	-	-	-	1,000
602400	Workers' Compensation	-	-	-	-	18,600
	Sub-Total	-	-	-	-	1,070,200
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	-	-	-	-	300
603400	Contract Svcs-Other	-	-	-	-	4,400
603425	Software License & Maint	-	-	-	-	3,700
603470	Temporary Help	-	-	-	-	2,000
604001	Travel & Training	-	-	-	-	3,700
604100	Communication Svcs	-	-	-	-	2,600
604200	Postage	-	-	-	-	2,000
604301	Electricity Svcs	-	-	-	-	11,600
604500	Risk Internal Svcs Charge	-	-	-	-	21,500
604610	Fleet Internal Svcs Charge	-	-	-	-	8,700
604700	Printing & Binding Svcs	-	-	-	-	1,200
604916	Administrative Expense	-	-	-	-	500
605100	Office Supplies	-	-	-	-	1,600
605220	Vehicle Fuel-On-Site	-	-	-	-	2,700
605240	Uniforms Cost	-	-	-	-	600
605250	Noncap Furn (Item less 5000)	-	-	-	-	2,500
605290	Other Operating Supplies	-	-	-	-	500
605410	Subscriptions & Memberships	-	-	-	-	500
605500	Training-General	-	-	-	-	1,500
	Sub-Total	-	-	-	-	72,100
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,142,300</b>



# Utilities Expenditures by Object Code

## Engineering Services—410-55-565-539-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	-	-	-	595,700
601205	Lump Sum Payout - Accrued Time	-	-	-	-	36,900
601215	Communication Stipend	-	-	-	-	2,600
601220	Longevity Pay	-	-	-	-	5,400
601400	Overtime-General	-	-	-	-	1,000
601410	Overtime-Holiday	-	-	-	-	2,000
602100	FICA & MICA	-	-	-	-	46,600
602210	Pension-General	-	-	-	-	34,100
602235	Pension-Senior Mgmt	-	-	-	-	18,500
602260	Pension-401	-	-	-	-	10,800
602265	Pension-457	-	-	-	-	21,500
602300	Pmt In Lieu Of Insurance	-	-	-	-	12,500
602304	Health Insurance-PPO	-	-	-	-	47,300
602305	Health Insurance-HMO	-	-	-	-	36,600
602306	Dental Insurance-PPO	-	-	-	-	2,900
602307	Dental Insurance-HMO	-	-	-	-	500
602309	Basic Life Insurance	-	-	-	-	1,300
602311	Long-Term Disability Ins	-	-	-	-	800
602400	Workers' Compensation	-	-	-	-	26,500
	Sub-Total	-	-	-	-	903,500
<b><u>Operating Expense</u></b>						
603110	Engineering Svcs	-	-	-	-	50,000
603425	Software License & Maint	-	-	-	-	2,500
604100	Communication Svcs	-	-	-	-	500
604500	Risk Internal Svcs Charge	-	-	-	-	30,700
604610	Fleet Internal Svcs Charge	-	-	-	-	6,900
604650	R&M Office Equip	-	-	-	-	500
604700	Printing & Binding Svcs	-	-	-	-	300
605100	Office Supplies	-	-	-	-	400
605220	Vehicle Fuel-On-Site	-	-	-	-	3,200
605240	Uniforms Cost	-	-	-	-	1,500
605500	Training-General	-	-	-	-	500
	Sub-Total	-	-	-	-	97,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,500</b>



# Utilities Budget Justification

Object #	Account Description	Justification
<b>Expense</b>		
601400	Overtime-General	Overtime is required for the following reasons: (1) repairs to utility lines; (2) holiday shift work, illness, vacation and emergency plant operations; (3) supervision and inspection of construction.
601410	Overtime-Holiday	This expenditure is for regular and overtime hours worked on contractual holidays, to include days worked and not worked per the individual collective bargaining agreements.
603110	Engineering Svcs	This cost is for required services such as survey, design on existing water and sewer projects relating to the current requirements and permitting of construction, maintenance and repair of Utilities infrastructure, plant operations and analysis, etc. This line is required for the following reasons: (1) Boundary Surveys and Traffic Studies, (2) Topographic Surveys, (3) Soil Testing, (4) Environmental Studies, (5) Engineering Studies (6) Property Appraisals for park agreement, and other professional services as needed for administrative and health and wellness programs.
603190	Prof Svcs-Other	This cost is for services required for utility rates, impact fees and other professional services.
603400	Contract Svcs-Other	This line item represents funds for services performed by outside contractors such as: cleaning, grounds maintenance, repairs to lift stations, and laboratory equipment maintenance. Includes approved above base requests: \$138,500 (program 555) for increased costs for hauling, sand removal, and grit removal; \$112,400 (program 559) for covered area for generator storage, fence repairs and generator repairs; \$41,800 (program 556) for motor repair, welding services, and air compressor inspection/services for 3 plants; \$15,000 (program 558) for contractual meter replacement work; \$73,000 (program 553) for replacement of two roadway light poles, service electric switchgears, SCADA security assessment, and upgrade to SCADA HMI Software.
603401	Janitorial Svcs	This line item is for services performed by outside contractors for cleaning.
603402	Contracted Lab Testing	This is for outside service for wastewater laboratory analysis required by the City of Hollywood Large User Agreement and for related water laboratory analysis required by Federal, State and Local regulations.
603404	Air Condition Svcs	Repairs and maintenance for A/C equipment as needed.
603425	Software License & Maint	Contracted software license and maintenance.
603455	Security Svcs	This line item is for outside security services at the water plant.
603460	Landscape Svcs	Costs to maintain landscape and several Utilities plants and lift station properties located throughout the city.
603470	Temporary Help	Temporary services from outside help.
604001	Travel & Training	This costs is for approved out of area travel for trainings, conference, seminars, etc., and includes registration, airline travel, mileage, meals and other related expense.
604100	Communication Svcs	This account is for radios, hand held units and cell phone services.
604200	Postage	This account represents allocated costs for regular and bulk mailings and delivery services for FedEx, U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	This represents costs for water and sewer usage for the water plant, lift stations and other buildings.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604302	Gas-Propane	Purchase of Propane Gas to fuel the WWRF Digesters and Boilers.
604320	Hollywood Large User	The City of Miramar is part of the Large User Agreement for the treatment of wastewater at the City of Hollywood Regional Facility. The City pays monthly service charges & fees.
604330	Brow Cty Wtr/Wst Collect Fee	Funding for costs associated with utilities for Broward County Services.
604400	Leased Equipment	Allocated costs for copier rental. Toner is only purchase if exceed allotted meter amount.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account is for the repair and maintenance of city vehicles as allocated by Public Works Fleet Maintenance.
604613	Vehicle Detail	Cleaning services for City vehicles.
604620	R&M Buildings	This represents funding for repair and maintenance of all buildings associated with the Utility Fund.
604625	R&M Equipment	Repairs and maintenance for equipment as needed.
604630	R&M Electric	Cost of electrical maintenance and parts. Includes \$74,400 (program 553) and \$10,000 (program 554).



# Utilities Budget Justification

Object #	Account Description	Justification
604640	R&M Machinery	This line item represents repair and maintenance of all pumps, motors and power equipment utilized in the Utilities Operations. Includes funding for additional equipment rehabilitation and spare parts for three plants (approved above base request).
604641	R&M Membrane Elements	This budget is to fund the cost of membrane elements.
604650	R&M Office Equip	Repair of office related equipment such as the plans copier and plotter.
604661	R&M Distribution System	This represents funding for the purchase of all materials and supplies required to maintain meters and to upgrade the City's existing water and sewer mains and fire hydrants.
604662	R&M Lift Station-Minor	This represents funding for the maintenance and repair of lift stations city-wide including but not limited to pump repairs, control system services and parts, painting and structural improvements and repairs.
604664	R&M Telemetry	This account is used to pay cost associated with electronic supplies for telemetry system.
604665	R&M Air Conditioning	This represents funding for repairs and maintenance related to city-wide air conditioning systems.
604669	Landscape & Irrigation	The line is for landscape and irrigation
604700	Printing & Binding Svcs	This line item is for special anticipated flyers for compliance with the Safe Water Drinking Act, service related door hangers, meter cards, books, and copier overages. It also represents printing services related to letterhead, envelopes, business cards and other project related materials. Copy overages will also be charged to this account.
604870	Public Education	This line item is for Public Outreach and Information Program for reclaimed water, water conservation and water and wastewater utility system.
604910	Advertising Costs	This line item supports specialized advertising for recruiting Utilities staff and public notices to be advertised in newspapers per Federal, State, and Local regulations pertaining to water/wastewater.
604916	Administrative Expense	This is for petty cash reimbursements and expenses incurred with administrative sponsored meetings, trainings, etc.
604920	License & Permit Fees	This line item represents funding for permits associated with wastewater and water, permits, storage tanks registrations, operation and professional licenses.
604997	Other Operating Expenses	This account is for expenditures that cannot be accounted for in another line item.
604998	Contingency	For various one time unanticipated expenses.
605100	Office Supplies	This represents funding for miscellaneous office supplies for the department to function.
605120	Computer Operating Expenses	This line item is computer related hardware/items.
605210	Water Meters	This represents funding for renewal and replacement meters.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles. Allocation provided by Public Works Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works department provided the budgeted amount.
605240	Uniforms Cost	This expenditure represents funding for uniforms for employees which includes, but not limited to t-shirts, hats, uniform rental and safety shoes \$125.00 annually per person per year.
605242	Protective Clothing and Shoes	This line item provides for required protective items such as gloves, safety goggles, full body suits, and rubber boots.
605246	Safety Equipment Supplies	This expenditure is for safety equipment supplies such as: traffic cones, barricades, gas detectors, etc.
605250	Noncap Furn (Item less 5000)	Furniture costing under \$5,000 for each item.
605251	Noncap Equip (Item less 5000)	This expenditure is for the purchase of new and replacement of small hand and power tools and other associated accessories utilized in the Utilities Department that cost under \$5,000. Includes funding for additional tools and Toughbook laptops as well as sample stations for monthly required testing.
605280	Chemicals	This line represents funding for different types of chemicals used in water treatment such as: lime, chlorine, fluoride coagulant poly-phosphate, and calcium carbonate remover. Chemicals used in the sewer department include sewer solvent, lift station control, grease eliminator, deodorant blocks and art cleaners.
605285	Lab Supplies	This amount is for the cost of laboratory supplies to test water quality.
605290	Other Operating Supplies	The anticipated amount of funding required for miscellaneous expenditures not included in other accounts. Includes funding for additional fill, plants, and sod for restoration.



# Utilities Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
605410	Subscriptions & Memberships	This line item is for various professional organizations memberships such as AWWA; SFAPMS; FWPCOA; FSA; FSCE; SEFLUC; NFBPA; APW and other related Licenses. Maintain memberships in professional associations and subscriptions to Engineering related magazines.
605500	Training-General	This expenditure represents funds needed to attend various seminars such as: AWWA, W.E.F., NIGP, GPASE, FAPPO, NFBPA, and Sacramento Training Correspondence Courses. This expenditure represents funds needed to attend various seminars/classes required for PE and PLS license renewals, computer training and other professional development locally.
605510	Tuition Reimbursement	This line item is to provide educational funding as a benefit for employees to further enhance their knowledge, skills and abilities through educational programs.
606360	Lift Station Rehab	Includes: pump seals and three 20hp pump replacements.
606400	Machinery & Equipment	Includes: program 555 (\$40,000 for A/C units for buildings, \$10,000 for microwave solids analyzer); program 556 (\$40,000 for West Plant transfer pump 3 & 4 spare motor and train 6 feed pump spare motor); program 554 (\$137,500 for recirculation pumps and lift station pump/motor); program 563 (\$37,300 for two auto-samplers).
606440	Vehicles Purchase	This budgeted amount is for the replacement of 4 vehicles and equipment



# Utility Fund Non-Departmental

## Description

The Utility Fund Non-Departmental section includes expenditures not directly related to a specific operating department service activities or that are separate from departmental operations for control purposes. As such, goals, objectives, performance measures and accomplishments do not apply to this budget.

Non-Departmental expenses include debt service payments for short term debt, other expenses not charged to utility fund programs, budgeting for mandatory renewal and replacement reserves, and inter-fund transfers to other funds, such as the Contribution in Aid of Construction (CIAC) fund for State Revolving Fund (SRF) loans.

## Expenditure Budget Summary

Summary by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services	263,718	(80,572)	-	-	-
Operating Expense	5,599,893	6,684,085	7,190,165	7,190,165	7,170,601
Capital Outlay	-	-	-	-	-
Debt Service	1,859,654	1,809,660	3,700,200	3,700,200	3,276,200
Depreciation	8,500,020	8,571,017	-	-	-
Total Operating Expenditures	16,223,285	16,984,190	10,890,365	10,890,365	10,446,801
Transfer Out	842,919	808,430	526,600	526,600	530,400
Capital Asset Clearing	(2,425,525)	(5,337,661)	-	-	-
Grants & Aids	-	-	-	-	2,000,000
Other Uses	-	-	-	-	-
Appropriated Fund Balance	-	-	82,335	11,981,535	2,980,447
Total	\$ 14,640,679	\$ 12,454,959	\$ 11,499,300	\$ 23,398,500	\$ 15,957,648





# Utility Fund Non-Departmental

## Expenditure Detail Budget—410-70-000-517-000-/410-90-000-519-/536/581/590-000-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Debt Service-70-000-517-000</u></b>						
607135	Prin-07 Util System Bond	1,078,575	1,127,825	1,172,200	1,172,200	-
607128	Princ-15 Util System Bond	485,000	465,000	490,000	490,000	480,000
607138	2017 Util Sys Rev Bd-Prin	-	-	-	-	950,000
607228	Int-15 Util System Bond	291,390	279,147	269,700	269,700	256,900
607235	Int-Util Sys Bond 07	1,543,042	1,504,699	1,766,300	1,766,300	-
607238	2017 Util Sys Rev Bd-Int	-	-	-	-	1,587,300
607290	Int-Custom Deposits	9,410	10,002	1,000	1,000	1,000
607320	Cost Of Issuance	8,513	8,513	-	-	-
607322	Admin Costs	500	500	1,000	1,000	1,000
607324	Bond Discount Amortization	6,798	6,798	-	-	-
607999	Debt Svcs Clearing	(1,563,575)	(1,592,825)	-	-	-
	Sub-Total	1,859,654	1,809,660	3,700,200	3,700,200	3,276,200
<b><u>Personnel Services-90-000-519/536-000</u></b>						
601600	Compensated Absences	255,098	(82,492)	-	-	-
602321	GAME Retiree Stipend	2,200	-	-	-	-
602322	Non-Rep Retiree Stipend	6,421	1,920	-	-	-
	Sub-Total	263,718	(80,572)	-	-	-
<b><u>Operating Expense-90-000-519/536-000</u></b>						
603111	Rev Enhancement	-	-	-	-	-
603121	City Attorney Svcs	30,828	32,566	25,000	25,000	25,000
604440	Leased Copiers	-	-	61,365	61,365	66,500
604901	Credit Card Svcs Fees	225,727	-	-	-	-
604905	Bank Svcs Charges	57,638	54,818	60,000	60,000	60,000
604915	Pmt in Lieu of Taxes	1,144,200	1,877,000	2,127,000	2,127,000	2,255,000
604989	IT Internal Svcs Charge	541,500	566,500	548,600	548,600	814,900
604996	Admin Chg from Gen Fund	3,600,000	4,153,200	4,368,200	4,368,200	3,949,201
	Sub-Total	5,599,893	6,684,085	7,190,165	7,190,165	7,170,601
<b><u>Dept. Capital Outlay-90-000-536-000</u></b>						
606499	Capital Outlay Reserve	-	-	-	-	-
	Sub-Total	-	-	-	-	-
<b><u>Other/Appr Fund Bal-90-000-536/590-000</u></b>						
605915	Depreciation-Proprietary	8,500,020	8,571,017	-	-	-
606900	Capital Asset Clearing Account	(2,425,525)	(5,337,661)	-	-	-
609501	Econom.Dev.Init.-Int. Loan	-	-	-	-	2,000,000
609990	Appropriated Fund Balance	-	-	82,335	11,981,535	2,980,447
	Sub-Total	6,074,495	3,233,356	82,335	11,981,535	4,980,447
<b><u>Transfers-90-000-581-000</u></b>						
691413	Trfr To Utility Const Rev Bond	296,019	286,430	-	-	-
691414	Trfr To CIAC	546,900	522,000	526,600	526,600	530,400
	Sub-Total	842,919	808,430	526,600	526,600	530,400
<b>Total</b>		<b>\$ 14,640,679</b>	<b>\$ 12,454,959</b>	<b>\$ 11,499,300</b>	<b>\$ 23,398,500</b>	<b>\$ 15,957,648</b>





# Utility Fund Non-Departmental Budget Justification

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Object #	Account Description	Justification
<b><u>Expense</u></b>		
603121	City Attorney Svcs	This is Utility's portion for city attorney's service.
604440	Leased Copiers	This account is for leased copy machines fixed cost, desktop printers and related supplies. Toner is only purchased if allotted meter amount is exceeded. Restricted for Procurement Department only.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604915	Pmt in Lieu of Taxes	This account is for payment that property owners are not subject to taxes and make the City compensate for services that the property owners receive that are normally financed through property taxes.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604996	Admin Chg from Gen Fund	This is for charges from the general fund for administrative service cost.
609501	Econom.Dev.Init.-Int. Loan	This amount is for a loan from the Utilities Fund to the General Fund for economic development.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.
691414	Trfr To CIAC	This transfer is for the State Revolving Loan Infrastructure and Wastewater principal and interest debt service.

# Utility Fund Debt Service Budget Justification

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Object #	Account Description	Justification
<b><u>Expense</u></b>		
607128	Princ-15 Util System Bond	This is the principal for the 2015 Utility System Revenue Bond which refunded the Utility System Refunding and Improvement Revenue Bonds, Series 2004. Principal and interest are due quarterly in Jan, April, July and October 1 through 2034.
607138	2017 Util Sys Rev Bd-Prin	This is the Principal for the Utility System Refunding Revenue Bonds, Series 2017 which was used to pay off the then outstanding \$38,645,000 Utility System Revenue Bond, Series 2007. Principal is due annually on October 1 through October 1, 2037, to begin October 1, 2018.
607228	Int-15 Util System Bond	This is the interest portion for the 2015 Utility System Revenue Bond which refunded the Utility System Refunding and Improvement Revenue Bonds, Series 2004. Principal and interest are due quarterly in Jan, April, July and October 1 through 2034.
607238	2017 Util Sys Rev Bd-Int	This is the Interest for the Utility System Refunding Revenue Bonds, Series 2017 which was used to pay off the then outstanding \$38,645,000 Utility System Revenue Bond, Series 2007. Interest is due annually on October 1 through October 1, 2037, to begin October 1, 2018.
607290	Int-Custom Deposits	This account is for the interest paid on customer deposits.
607322	Admin Costs	This expenditure is for related debt service administrative costs such as handling loans, bonds, payments, etc.

# Utility Fund Capital Improvement

## Description

This section describes expenditures for capital improvement projects that cost over \$100,000 and are funded by the Utility Fund. These expenditures only reflect the impact to the fiscal year 2019 budget. Details on each of these projects are included in the Five Year Capital Improvement Budget.

## Expenditure Budget Summary

Summary by Department	Dept. #	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Public Works	50	-	-	-	50,933	-
Construction & Facilities Management	53	-	524	-	1,276	-
Utilities	55	2,570,971	4,965,830	5,200,000	51,504,572	1,700,000
Information Technology	58	-	35,005	-	345,875	-
<b>Total</b>		<b>\$ 2,570,971</b>	<b>\$ 5,001,359</b>	<b>\$ 5,200,000</b>	<b>\$ 51,902,656</b>	<b>\$ 1,700,000</b>

## Expenditure Detail Budget—410-Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>Capital Improvement</b>						
	<i>Monarch Lakes Park</i>						
	<del>410-53-801-572-000-</del>	51007					
606501	CIP-Pre-Construction		-	524	-	1,276	-
	Subtotal		-	524	-	1,276	-
	<i>Sewer Line Rehabilitation Program</i>						
	<del>410-55-801-535-000-</del>	52004					
606510	CIP-Construction		370,802	397,449	500,000	500,000	500,000
	Subtotal		370,802	397,449	500,000	500,000	500,000
	<i>E Mir Fire Hydrant &amp; Lines Improvement</i>						
	<del>410-55-800-529-000-</del>	52010					
606510	CIP-Construction		-	1,699,213	-	3,050,787	-
	Subtotal		-	1,699,213	-	3,050,787	-
	<i>Econ Development &amp; Incentive Program</i>						
	<del>410-55-800-552-000-</del>	52014					
606505	CIP-Permits		-	-	-	2	-
606510	CIP-Construction		-	-	-	171	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	43,385	-
606515	CIP-Professional Fees		34,720	13,080	-	-	-
606520	CIP-Contingency		16,239	-	-	556	-
	Subtotal		50,959	13,080	-	44,113	-
	<i>Meter Repair &amp; Replacement</i>						
	<del>410-55-800-533-000-</del>	52016					
606511	CIP-Furniture Fixtures & Equip		637,982	107,208	250,000	504,856	200,000
	Subtotal		637,982	107,208	250,000	504,856	200,000
	<i>Svc Line Install &amp; Meter Relocation</i>						
	<del>410-55-801-533-000-</del>	52030					
606511	CIP-Furniture Fixtures & Equip		-	86,164	-	18,497	-
	Subtotal		-	86,164	-	18,497	-



# Utility Fund Capital Improvement

## Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Capital Improvement</b>							
<i>Wellheads &amp; Equipment Rehabilitation</i>							
<del>410-55-802-533-000-</del>							
606510	CIP-Construction	52037	80,863	-	-	-	-
	Subtotal		80,863	-	-	-	-
<i>West WTP Laboratory &amp; Office Space</i>							
<del>410-55-807-533-000-</del>							
606502	CIP-Plan/Design/Eng	52038	-	-	-	89,000	-
606505	CIP-Permits		-	-	15,000	30,000	-
606510	CIP-Construction		-	-	235,000	621,000	100,000
606511	CIP-Furniture Fixtures & Equip		-	-	-	60,000	-
606520	CIP-Contingency		-	-	-	50,000	-
606810	CIP-Tech Software/Hardware		-	-	-	-	50,000
	Subtotal		-	-	250,000	850,000	150,000
<i>Historic Miramar Improvements III</i>							
<del>410-55-801/901-536-000-</del>							
606502	CIP-Plan/Design/Eng	52040	149,755	12,655	-	200,505	-
606505	CIP-Permits		16,978	-	-	2,772	-
606510	CIP-Construction		-	131,840	-	8,154,360	-
	Subtotal		166,733	144,495	-	8,357,637	-
<i>East Water Plant Process Enhancement</i>							
<del>410-55-803/900-533-000-</del>							
606502	CIP-Plan/Design/Eng	52041	579,482	574,252	-	454,445	-
606505	CIP-Permits		16,200	16,635	-	151,865	-
606510	CIP-Construction		45,900	1,277,460	2,500,000	28,659,738	-
	Subtotal		641,582	1,868,348	2,500,000	29,266,048	-
<i>WWRF Entrance Renovations</i>							
<del>410-55-803-535-000-</del>							
606510	CIP-Construction	52042	25,344	(43,769)	-	-	-
	Subtotal		25,344	(43,769)	-	-	-
<i>East Water Treatment Plant Lime Silo</i>							
<del>410-55-804-533-000-</del>							
606510	CIP-Construction	52045	-	28,000	-	-	-
	Subtotal		-	28,000	-	-	-
<i>West Water Treatment Plant Scada System</i>							
<del>410-55-805-533-000-</del>							
606510	CIP-Construction	52046	394,928	188,206	-	-	-
	Subtotal		394,928	188,206	-	-	-
<i>Reclaimed Water System Expansion/Piping</i>							
<del>410-55-806-533-000-</del>							
606510	CIP-Construction	52047	-	-	1,400,000	1,400,000	-
	Subtotal		-	-	1,400,000	1,400,000	-
<i>Injection Well Equipment Replacement</i>							
<del>410-55-804-535-000-</del>							
606505	CIP-Permits	52048	-	-	-	5,000	-
606510	CIP-Construction		85,200	445,848	-	18,952	-
	Subtotal		85,200	445,848	-	23,952	-
<i>Reclaimed Water System Expan/WWRF</i>							
<del>410-55-808-533-000-</del>							
606502	CIP-Plan/Design/Eng	52049	-	5,219	-	189,581	-
606505	CIP-Permits		-	-	-	3,280	-
606510	CIP-Construction		-	-	-	6,454,320	-
	Subtotal		-	5,219	-	6,647,181	-
<i>Embankment Stabilization &amp; Storm Mgmt</i>							
<del>410-50-801-537-000-</del>							
606510	CIP-Construction	52052	-	-	-	50,933	-
	Subtotal		-	-	-	50,933	-
<i>WWRF Valves Replacement</i>							
<del>410-55-805-535-000-</del>							
606510	CIP-Construction	52053	77,649	13,200	-	-	-
	Subtotal		77,649	13,200	-	-	-
<i>West Water Plant Process Improvement</i>							
<del>410-55-810-533-000-</del>							
606502	CIP-Plan/Design/Eng	52064	-	-	200,000	200,000	-
606510	CIP-Construction		-	-	-	-	-
	Subtotal		-	-	200,000	200,000	-



# Utility Fund Capital Improvement

## Expenditure Detail Budget—410-Variou

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<i>WW Reclamation Facility Digester Cleaning</i>						
	<del>410-55-806-535-000-</del>						
		52071					
606500	CIP-Land Acquisition		-	-	-	-	-
606510	CIP-Construction		-	-	-	-	350,000
	Subtotal		-	-	-	-	350,000
	<i>CC Ranches Wtr Main Improvements Ph I</i>						
	<del>410-55-811-533-000-</del>						
		52076					
606502	CIP-Plan/Design/Eng		-	-	-	-	300,000
	Subtotal		-	-	-	-	300,000
	<i>SCADA Cybersecurity Improvement</i>						
	<del>410-55-802-535-000-</del>						
		52078					
606502	CIP-Plan/Design/Eng		-	-	-	185,000	-
606810	CIP-Tech Software/Hardware		-	-	-	149,500	-
606520	CIP-Contingency		-	-	-	11,375	-
	Subtotal		-	-	-	345,875	-
	<i>WWRP Equipment Replacements</i>						
	<del>410-55-802-535-000-</del>						
		54007					
606502	CIP-Plan/Design/Eng		-	-	-	8,361	-
606510	CIP-Construction		-	13,170	100,000	586,830	-
606511	CIP-Furniture Fixtures & Equip		38,930	-	-	46,309	-
	Subtotal		38,930	13,170	100,000	641,500	-
	<i>Phone System Replacement</i>						
	<del>410-58-800-516-000-</del>						
		54009					
606517	CIP-Implementation Fees		-	35,005	-	-	-
	Subtotal		-	35,005	-	-	-
	<i>Standby Generators for Lift Station</i>						
	<del>410-55-807-535-000-</del>						
		54015					
606510	CIP-Construction		-	-	-	-	200,000
	Subtotal		-	-	-	-	200,000
	<b>Total</b>		<b>\$ 2,570,971</b>	<b>\$ 5,001,359</b>	<b>\$ 5,200,000</b>	<b>\$ 51,902,656</b>	<b>\$ 1,700,000</b>



# Utility Fund Capital Improvement Budget Justification

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Object #	Account Description	Justification
<b><u>Capital Improvement Projects</u></b>		
<b><u>Sewer Line Rehabilitation</u></b>		
606510	52004	The project will address priority areas which have the most infiltration and inflows as determined through visual observations and televising the collection system.
<b><u>Meter Repair and Replacement</u></b>		
606511	52016	This project endeavors to maintain all meters and components through timely replacements to ensure continued accuracy in readings and billings.
<b><u>West WTP Laboratory &amp; Office Space Modification</u></b>		
606510 / 606810	52038	This project includes expansion necessary to address space needs for proper water quality laboratory operations and administration.
<b><u>Wastewater Reclamation Facility Digester Cleaning and Refurbishment</u></b>		
606510	52071	This project includes the cleaning and refurbishment of the City's Wastewater Reclamation Facility digester system to ensure the required level of service is maintained.
<b><u>Country Club ranches Water Main Improvements - Phase I</u></b>		
606502	52076	This project will ultimately provide potable water service to properties located in the public right-of-ways within the subdivisions of Country Club Estates, Country Club Ranches Section II, Miramar West and Lago at Miramar.
<b><u>Standby Generators for Lift Stations</u></b>		
606510	54015	This project will provide stand-alone generators as a secondary source of power to support the City's Wastewater Collection System lift stations to ensure continuous operation in the event of an emergency.

# Utility Construction Revenue Bonds

## Description—Fund 413

This fund was established to account for proceeds and expenditures associated with the Utilities Revenue Bond issued for capital projects. This fund was closed out at the end of Fiscal Year 2018 and balances transferred to the Utility Fund.

### Revenue and Expenditure Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$11,910,987	\$11,899,699	\$11,885,245	\$11,885,245	\$ (2,855)
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	4,439	10,397	11,700	11,700	-
Transfer In	296,019	286,430	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	11,899,200	-
<b>Total</b>	<b>\$ 300,458</b>	<b>\$ 296,827</b>	<b>\$ 11,700</b>	<b>\$ 11,910,900</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	720	254	600	600	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>720</b>	<b>254</b>	<b>600</b>	<b>600</b>	<b>-</b>
Capital Improvement Program	-	-	-	-	-
Depreciation	311,026	311,026	-	-	-
Capital Asset Clearing	-	-	-	-	-
Other Uses	-	-	-	-	-
Appropriated Fund Balance	-	-	11,100	11,100	-
Transfer Out	-	-	-	11,899,200	-
<b>Total</b>	<b>\$ 311,746</b>	<b>\$ 311,280</b>	<b>\$ 11,700</b>	<b>\$ 11,910,900</b>	<b>\$ -</b>
<b>Excess/Deficiency</b>	(11,288)	(14,453)	-	-	-
Appropriation of Fund Balance			(11,888,100)	(11,888,100)	-
<b>Ending Fund Balance</b>	<b>\$ 11,899,699</b>	<b>\$ 11,885,245</b>	<b>\$ (2,855)</b>	<b>\$ (2,855)</b>	<b>\$ (2,855)</b>



# Utility Construction Revenue Bonds

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Miscellaneous</u></b>					
361100	Int Earnings	4,439	10,397	11,700	11,700	-
	Sub-total	4,439	10,397	11,700	11,700	-
	<b><u>Other Source</u></b>					
399999	Appropriation Of Fund Balance	-	-	-	11,899,200	-
381410	Trfr Fr Utility Fund	296,019	286,430	-	-	-
	Sub-total	296,019	286,430	-	11,899,200	-
	<b>Total</b>	<b>\$ 300,458</b>	<b>\$ 296,827</b>	<b>\$ 11,700</b>	<b>\$ 11,910,900</b>	<b>\$ -</b>

## Expenditure Detail Budget—413-55-Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Operating Expense</u></b>						
604905	Bank Svcs Charges		720	254	600	600	-
605915	Depreciation-Proprietary		311,026	311,026	-	-	-
	Sub-total		311,746	311,280	600	600	-
	<b><u>Other</u></b>						
691410	Trfr To Utility		-	-	-	11,899,200	-
609990	Appropriated Fund Balance		-	-	11,100	11,100	-
	Sub-total		-	-	11,100	11,910,300	-
	<b>Total</b>		<b>\$ 311,746</b>	<b>\$ 311,280</b>	<b>\$ 11,700</b>	<b>\$ 11,910,900</b>	<b>\$ -</b>



# Contribution In Aid of Construction

## Description—Fund 414

This fund was established to account for impact fees received from new development. The revenue is restricted by ordinance to be used for capital improvements related to maintain the City's water and wastewater infrastructure.

The Utilities Department has oversight for this fund.

## Revenue and Expenditure Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ (2,129,479)	\$ (809,428)	\$ 1,703,818	\$ 1,703,818	\$ (149,748)
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	743,765	2,040,249	2,381,100	2,381,100	872,000
Intergovernmental Revenues	190,124	309,876	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	6,377	6,804	1,000	1,000	200
Other Sources	-	-	-	-	-
Transfer In fr Utility Fund	546,900	522,000	526,600	526,600	530,400
Carryover	-	-	-	1,853,566	-
<b>Total</b>	<b>\$ 1,487,167</b>	<b>\$ 2,878,929</b>	<b>\$ 2,908,700</b>	<b>\$ 4,762,266</b>	<b>\$ 1,402,600</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	3,117	3,209	2,600	2,600	5,000
Departmental Capital Outlay	-	-	-	64,000	-
<b>Total Operating Expenditures</b>	<b>3,117</b>	<b>3,209</b>	<b>2,600</b>	<b>66,600</b>	<b>5,000</b>
Capital Improvement Program	712,072	1,752,782	1,800,000	3,589,566	700,000
Debt Service	104,028	109,433	526,600	526,600	526,700
Depreciation	45,238	50,136	-	-	-
Capital Asset Clearing	(700,171)	(1,752,783)	-	-	-
Other	-	-	579,500	579,500	170,900
Transfer Out	2,832	202,905	-	-	-
<b>Total</b>	<b>\$ 167,115</b>	<b>\$ 365,684</b>	<b>\$ 2,908,700</b>	<b>\$ 4,762,266</b>	<b>\$ 1,402,600</b>
<b>Excess/Deficiency</b>	1,320,051	2,513,245	-	-	-
Appropriation of Fund Balance				(1,853,566)	-
<b>Ending Fund Balance</b>	<b>\$ (809,428)</b>	<b>\$ 1,703,818</b>	<b>\$ 1,703,818</b>	<b>\$ (149,748)</b>	<b>\$ (149,748)</b>





# Contribution In Aid of Construction

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Permits, Fees, Special Assessment</u></b>						
324210	Impact Fees-Water	364,913	642,194	789,600	789,600	390,000
324211	Impact Fees-Wastewater	376,021	1,195,150	1,460,500	1,460,500	391,000
324212	Impact Fees-Water-Dev	1,698	158,191	123,400	123,400	71,000
324213	Impact Fees-Wastewater-Dev	1,134	44,714	7,600	7,600	20,000
	Sub-total	743,765	2,040,249	2,381,100	2,381,100	872,000
<b><u>Intergovernmental Revenues</u></b>						
334382	State Grt-LP06085-Wtr Sys Exp	190,124	309,876	-	-	-
	Sub-total	190,124	309,876	-	-	-
<b><u>Miscellaneous Revenues</u></b>						
361100	Int Earnings	6,377	6,804	1,000	1,000	200
	Sub-total	6,377	6,804	1,000	1,000	200
<b><u>Other Source</u></b>						
381410	Trfr Fr Utility Fund	546,900	522,000	526,600	526,600	530,400
399900	CIP Carryover	-	-	-	1,853,566	-
	Sub-total	546,900	522,000	526,600	2,380,166	530,400
	<b>Total</b>	<b>\$ 1,487,167</b>	<b>\$ 2,878,929</b>	<b>\$ 2,908,700</b>	<b>\$ 4,762,266</b>	<b>\$ 1,402,600</b>

## Expenditure Detail Budget—414-Variou

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense:</u></b>							
604905	Bank Svcs Charges		3,117	3,209	2,600	2,600	5,000
607322	Admin Costs		-	7,653	-	-	-
	Sub-total		3,117	10,862	2,600	2,600	5,000
<b><u>Dept Capital Outlay</u></b>							
606499	Capital Outlay Reserve		-	-	-	64,000	-
	Sub-total		-	-	-	64,000	-
<b><u>Capital Improvement Projects</u></b>							
<i>E Mir Fire Hydrant &amp; Lines Improvements</i>							
<i>414-53/55-800-529-000- 52010</i>							
606502	CIP-Plan/Design/Eng		26,606	7,519	-	187,016	-
606505	CIP-Permits		11,643	-	-	30,357	-
606510	CIP-Construction		-	1,043,078	-	299,893	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	73	-
606520	CIP-Contingency		-	-	-	102,000	-
	Sub-total		38,249	1,050,597	-	619,339	-
<i>Reclaimed Water Distrib Sys Expansion</i>							
<i>414-55-802-533-000- 52012</i>							
606502	CIP-Plan/Design/Eng		258	367	-	-	-
606510	CIP-Construction		40,219	57,302	-	-	-
	Sub-total		40,477	57,669	-	-	-



# Contribution In Aid of Construction

## Expenditure Detail Budget—414-Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Historic Miramar Improvements III</i>							
<del>414-55-801-536-000-</del>							
606502	CIP-Plan/Design/Eng	52040	-	6,963	-	74,727	-
	Sub-total		-	6,963	-	74,727	-
<i>Reclaimed Water System Expansion/Piping</i>							
<del>414-55-806/900-533-000-</del>							
606502	CIP-Plan/Design/Eng	52047	-	37,500	-	112,500	-
606510	CIP-Construction		633,346	523,754	1,500,000	2,254,100	700,000
	Sub-total		633,346	561,254	1,500,000	2,366,600	700,000
<i>Reclaimed Water System Expan/WWRF</i>							
<del>414-55-805-533-000-</del>							
606502	CIP-Plan/Design/Eng	52049	-	76,300	-	228,900	-
	Sub-total		-	76,300	-	228,900	-
<i>Raw Water Main-Huntington Wellfield</i>							
<del>414-55-807-533-000-</del>							
606502	CIP-Plan/Design/Eng	52065	-	-	300,000	300,000	-
	Sub-total		-	-	300,000	300,000	-
<b>Debt Service</b>							
607132	Prin-SRL Infrastructure		396,264	404,589	413,100	413,100	421,800
607136	Prin.-HMI3 SRLWW060800		-	7,765	15,900	15,900	16,300
607134	Prin-St Revolv Ln Wstwr		40,777	20,873	-	-	-
607232	Int-SRL Infrastructure		102,671	94,309	87,600	87,600	79,000
607234	Int-Revolv Ln Wastewater		1,357	191	-	-	-
607236	Int.-HMI3 SRLWW060800		-	7,280	10,000	10,000	9,600
607999	Debt Svcs Clearing		(437,040)	(433,226)	-	-	-
	Sub-total		104,028	101,780	526,600	526,600	526,700
<b>Other</b>							
605915	Depreciation-Proprietary		45,238	50,136	-	-	-
606900	Capital Asset Clearing Account		(700,171)	(1,752,783)	-	-	-
609906	Renewal & Replace Reserve		-	-	579,500	579,500	170,900
691410	Trfr To Utility		2,832	202,905	-	-	-
	Sub-total		(652,101)	(1,499,741)	579,500	579,500	170,900
<b>Total</b>			<b>\$ 167,115</b>	<b>\$ 365,684</b>	<b>\$ 2,908,700</b>	<b>\$ 4,762,266</b>	<b>\$ 1,402,600</b>



# Contribution In Aid of Construction Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
324210	Impact Fees-Water	These line items represent impact fees collected from developers to be used for various Capital Improvements related to utility infrastructure.
324211	Impact Fees-Wastewater	These line items represent impact fees collected from developers to be used for various Capital Improvements related to utility infrastructure.
324212	Impact Fees-Water-Dev	These line items represent impact fees collected from developers (with balance ERC's in Assessment Program) to be used for various Capital Improvements related to utility infrastructure.
324213	Impact Fees-Wastewater-Dev	These line items represent impact fees collected from developers (with balance ERC's in Assessment Program) to be used for various Capital Improvements related to utility infrastructure.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
381410	Trfr Fr Utility Fund	This transfer is for State Revolving Loan principal and interest debt service.
<b><u>Expense</u></b>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
607132	Prin-SRL Infrastructure	This account is for the principal portion of a State Revolving Loan - Infrastructure. In 2005 the City received funding for a 10 year principal and interest payment which is for the debt service cost.
607136	Prin.-HMI3 SRLWW060800	This is the Principal for the State Revolving Loan # 060800 for the Historic Miramar Improvement Phase 3 which will be used for Wastewater Improvements. Principal and interest is due semi-annually on January 15 and July 15 through January 15, 2037, to begin July 15, 2017.
607232	Int-SRL Infrastructure	This account is for the interest portion of a State Revolving Loan - Infrastructure. In 2005 the City received funding for a 10 year principal and interest payment which is for the debt service cost.
607236	Int.-HMI3 SRLWW060800	This is the Interest for the State Revolving Loan # 060800 for the Historic Miramar Improvement Phase 3 which will be used for Wastewater Improvements. Principal and interest is due semi-annually on January 15 and July 15 through January 15, 2037, to begin July 15, 2017.
609906	Renewal & Replace Reserve	This account is for funds to cover unanticipated expenses for major repairs and replacement of the Utility's facilities, infrastructure and/or related equipment.

## **Capital Improvement Projects**

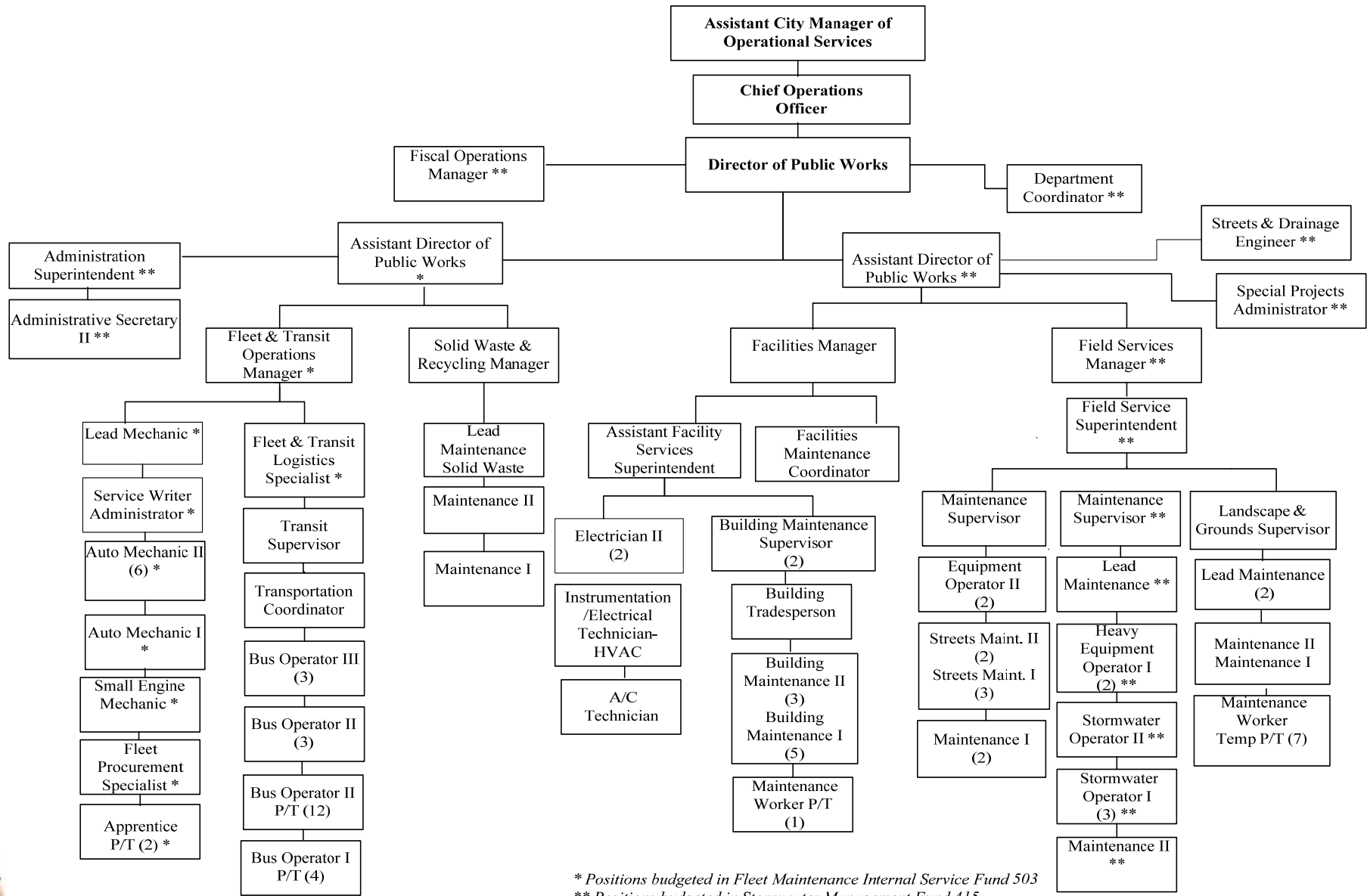
### Reclaimed Water System Expansion/Piping- I-75 Crossing & T&D Improvements

606510	52047	This project incorporates additional system infrastructure to the west of I-75, including crossing under the I-75 corridor and within the City's existing reclaimed water service area, providing up to two additional MGD reclaimed water for irrigation.
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# Stormwater Management Fund



# Stormwater Organizational Chart



\* Positions budgeted in Fleet Maintenance Internal Service Fund 503  
 \*\* Positions budgeted in Stormwater Management Fund 415



# Stormwater Management

## Revenue and Expenditure Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 2,936,820	\$ 4,064,632	\$ 6,411,489	\$ 6,411,489	\$ 7,120,610
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	3,110,692	4,392,743	4,527,100	4,527,100	4,527,100
Intergovernmental Revenues	95,734	149,662	-	-	-
Charges for Services	95,594	132,498	134,700	134,700	134,700
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	18,588	39,504	21,800	9,345,284	15,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	306,779	-
<b>Total</b>	<b>\$ 3,320,609</b>	<b>\$ 4,714,408</b>	<b>\$ 4,683,600</b>	<b>\$ 14,313,863</b>	<b>\$ 4,676,800</b>
<b>Expenditures by Category</b>					
Personnel Services	658,495	813,692	1,170,300	1,170,300	1,308,800
Operating Expense	1,080,335	1,093,391	1,242,000	1,236,588	1,355,860
Capital Outlay	-	224,202	263,700	271,228	307,200
<b>Total Operating Expenditures</b>	<b>1,738,831</b>	<b>2,131,285</b>	<b>2,676,000</b>	<b>2,678,117</b>	<b>2,971,860</b>
Capital Improvement	350,034	475,987	340,000	9,968,147	340,000
Depreciation	299,779	310,607	-	-	-
Capital Asset Clearing	(346,194)	(698,923)	-	-	-
Debt Service	150,347	148,595	651,700	651,700	606,900
Renewal & Replacement	-	-	-	-	-
Transfer Out	-	-	-	-	-
Appropriated Fund Balance	-	-	1,015,900	1,015,900	758,040
<b>Total</b>	<b>\$ 2,192,797</b>	<b>\$ 2,367,551</b>	<b>\$ 4,683,600</b>	<b>\$ 14,313,863</b>	<b>\$ 4,676,800</b>
<b>Excess/Deficiency</b>	1,127,812	2,346,857	1,015,900	-	758,040
Appropriation of Fund Balance	-	-	-	709,121	-
<b>Ending Fund Balance</b>	<b>\$ 4,064,632</b>	<b>\$ 6,411,489</b>	<b>\$ 7,427,389</b>	<b>\$ 7,120,610</b>	<b>\$ 7,878,650</b>














# Stormwater Management

## Revenue Projections

Object Code	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Intergovernmental</u></b>							
334390	Miramar Historic Drainage Sys	52021	95,734	149,662	-	-	-
	Sub Total		95,734	149,662	-	-	-
<b><u>Charges for Services</u></b>							
325205	Stormwater Assessment Fees		3,071,702	4,321,733	4,527,100	4,527,100	4,527,100
325206	Stormwater Delinquent Fees		38,990	71,010	-	-	-
343950	Stormwater Fees		95,594	132,498	134,700	134,700	134,700
	Sub Total		3,206,286	4,525,241	4,661,800	4,661,800	4,661,800
<b><u>Miscellaneous Revenues</u></b>							
361100	Int Earnings		16,861	38,242	21,800	21,800	15,000
361109	Int-Other		379	1,263	-	-	-
361300	Net Inc/Dec in FMV of Invest		(72)	-	-	-	-
369900	Miscellaneous Revenue		1,420	-	-	-	-
381410	Trfr Fr Utility Fund		-	-	-	-	-
399900	CIP Carryover		-	-	-	306,779	-
384200	Other Financing Sources		-	-	-	9,323,484	-
399999	Appropriation Of Fund Balance		-	-	-	-	-
	Sub Total		18,588	39,504	21,800	9,652,063	15,000
	<b>Total</b>		<b>\$ 3,320,609</b>	<b>\$ 4,714,408</b>	<b>\$ 4,683,600</b>	<b>\$ 14,313,863</b>	<b>\$ 4,676,800</b>







# Stormwater Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Total cubic yards of street debris collected by Streets sweeper		Actual	594.00
		YTD Actual	1,730.00
		EOY Target	1,000.00
		% Target	173.00%
		% Goal	100.00%
 Number of catch basins inspected	 Mitigate the potential for flooding.	Actual	499.00
		YTD Actual	1,629.00
		EOY Target	830.00
		% Target	196.27%
		% Goal	100.00%
 Number of catch basins cleaned	 Mitigate the potential for flooding.	Actual	425.00
		YTD Actual	1,402.00
		EOY Target	450.00
		% Target	311.56%
		% Goal	100.00%
 Number of outfalls inspected and cleared	 Mitigate the potential for flooding.	Actual	2.00
		YTD Actual	12.00
		EOY Target	12.00
		% Target	100.00%
		% Goal	100.00%
 Total miles of streets swept	 Reduce the amount of pollutants in City waterways to comply with the Clean Water Act.	Actual	854.00
		YTD Actual	2,176.00
		EOY Target	1,100.00
		% Target	197.82%
		% Goal	100.00%
 Quantity (CY) of debris and aquatic weeds removed from waterways	 Reduce the amount of pollutants in City waterways to comply with the Clean Water Act.	Actual	651.00
		YTD Actual	2,317.00
		EOY Target	220.00
		% Target	1,053.18%
		% Goal	100.00%





# Stormwater Balanced Scorecard

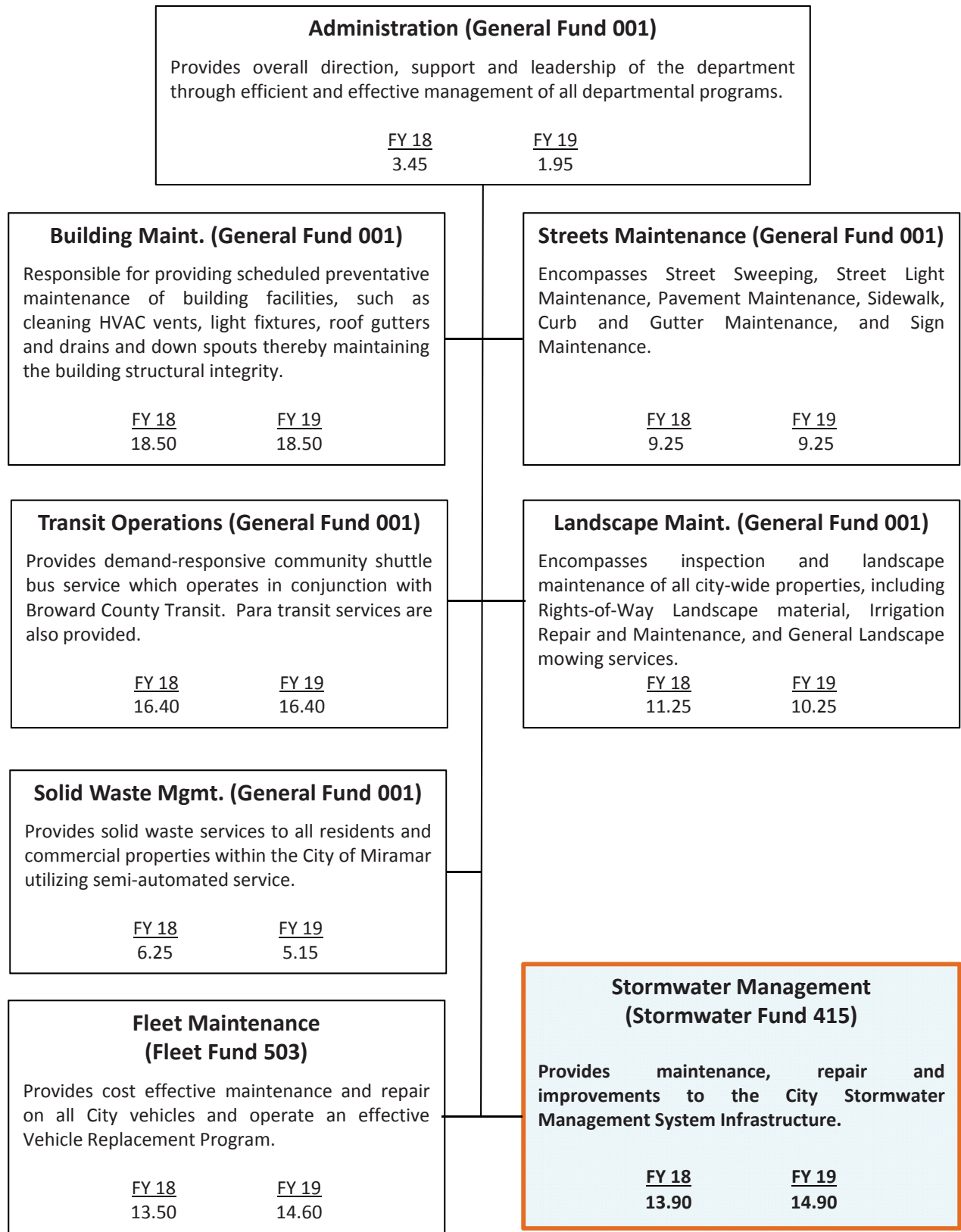
Measure	Objectives	Series Status	Sep-18
 Meets budget target - Expenses	 Finances	Actual	2,066,502.16
		YTD Actual	4,974,109.55
		EOY Target	14,395,821.07
		% Target	34.55%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	2,066,502.16
		YTD Actual	4,974,109.55
		EOY Projection	13,882,742.57
		% Target	35.83%
		% Goal	100.00%
 Meets budget target - Revenues	 Finances	Actual	137,025.53
		YTD Actual	4,685,012.67
		EOY Target	4,683,600.00
		% Target	100.03%
		% Goal	100.00%

# Stormwater Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets projected target - Revenues	 Finances	Actual	137,025.53
		YTD Actual	4,685,012.67
		EOY Projection	5,929,624.66
		% Target	79.01%
		% Goal	100.00%
 Number of catch basins cleaned per staff	 Enhance productivity.	Actual	213.00
		YTD Actual	702.00
		EOY Target	225.00
		% Target	312.00%
		% Goal	100.00%
 Number of canal related complaints	 Reduce complaints.	Actual	11.00
		YTD Actual	68.00
		EOY Target	12.00
		% Target	566.67%
		% Goal	100.00%
 Number of training sessions attended (per staff)	 Provide Training and Employee Development Opportunities.	Actual	3.00
		YTD Actual	17.00
		EOY Target	5.00
		% Target	340.00%
		% Goal	100.00%



# Stormwater FTE's by Program



# Stormwater Management Program

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## Description

The Stormwater Management encompasses Canal Management, Flood Protection, Pollution Control, Drainage and Guardrail Maintenance.

Canal Management ensures the cleanliness of City maintained waterways, keeping them free of debris and invasive aquatic vegetation. Staff controls the aquatic vegetation by applying chemicals and mechanical harvesting. The removal of tree limbs/roots is also an important aspect of canal management, taking a proactive approach to avoid the potential for hazardous pipe obstructions.

The Flood Mitigation and Pollution Control staff provides services to mitigate potential flooding for the safety of all commercial and residential properties which is a vital service of the City. The activities include street sweeping and complies with the best management practices of the National Pollution Discharge and Elimination System (NPDES) Stormwater ordinance requirements. The City is a participant in the National Flood Insurance Protection (NFIP) and Community Rating System (CRS) which allows residents and business owners, whose properties qualify, to receive a discount on their flood insurance premiums.

Street Sweeping service ensures clean roadways and keeping roadway debris from blocking storm drains. This service also conforms to best management practices as part of the City's NPDES permit requirements.

The Drainage Structure Cleaning and Inspection (VacCon) services remove debris from catch basins and pipes throughout the City to prevent flooding.

Guardrail Maintenance provides protection of vehicular traffic from driving into canals and waterways, and includes periodic inspections of guardrails throughout the City.

As indicated in the Position Detail, this program is comprised of 14.90 full-time budgeted positions, and is managed by the Public Works Department.

## FY 2018 Accomplishments

- Completed geotube embankment restoration on 22 properties as part of the Historic Miramar Canal Improvement project.
- Completed replacement of corrugated metal pipes on Island Drive, Plantation Boulevard, Juniper Boulevard, La Salle Boulevard and Miramar Boulevard on Island Drive.
- Completed street sweeping of over 2,000 miles throughout the City.



*Halloween at Miramar's Town Center*

# Stormwater Management Program

## Program Revenues, Expenditures and Position Summary

Dedicated Revenues	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Stormwater Management	\$ 3,206,286	\$ 4,525,241	\$ 4,661,800	\$ 4,661,800	\$ 4,661,800

Expenditures by Program	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Stormwater Management	\$ 1,809,383	\$ 2,051,733	\$ 2,676,000	\$ 2,678,117	\$ 2,971,860

Expenditures by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Personnel Services	729,048	803,680	1,170,300	1,170,300	1,308,800
Operating Expense	1,080,335	1,093,391	1,242,000	1,236,588	1,355,860
Capital Outlay	-	154,662	263,700	271,228	307,200
Total Operating	\$ 1,809,383	\$ 2,051,733	\$ 2,676,000	\$ 2,678,117	\$ 2,971,860

### Position Detail

Administration Superintendent****	-	-	0.50	0.50	0.50
Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Assistant Director of Public Works*	0.40	0.40	0.40	0.40	0.40
Assistant Field Operations Superintendent	1.00	1.00	1.00	-	-
Department Coordinator*****	-	-	-	-	0.50
Field Service Manager**	0.50	0.50	0.50	0.50	0.50
Field Services Superintendent	-	-	-	1.00	1.00
Fiscal Operations Manager***	-	0.50	0.50	0.50	0.50
Heavy Equipment Operator I	2.00	2.00	2.00	2.00	2.00
Lead Maintenance	2.00	1.00	1.00	1.00	1.00
Maintenance II	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	-	1.00	1.00	1.00	1.00
Public Works Field Service Superintendent***	0.50	-	-	-	-
Special Projects Administrator*****	-	-	-	-	0.50
Stormwater Operator I	3.00	3.00	3.00	3.00	3.00
Stormwater Operator II	1.00	1.00	1.00	1.00	1.00
Streets & Drainage Engineer	1.00	1.00	1.00	1.00	1.00
Total	13.40	13.40	13.90	13.90	14.90

\*Position split with Public Works-Administration Program .20 & Solid Waste Management Program .40 (Fund 001)

\*\*Position split with Public Works-Streets Maintenance Program .25 & Landscape Maintenance Program .25 (Fund 001).

\*\*\*Position split with Public Works-Streets Maintenance Program .50 (Fund 001).

\*\*\*\*Position split with Public Works-Administration Program .25 & Solid Waste Management Program .25 (Fund 001).

\*\*\*\*\*Position split with Public Works-Administration Program .50 (Fund 001).

# Stormwater Management Expenditures by Object Code

## Stormwater Management—415-50-515-538-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	430,539	421,316	683,700	683,700	783,700
601205	Lump Sum Payout - Accrued Time	14,352	5,378	11,200	11,200	25,800
601220	Longevity Pay	3,254	2,669	3,000	3,000	5,100
601400	Overtime-General	18,184	18,044	30,400	30,400	34,400
601410	Overtime-Holiday	469	26	-	-	-
601412	Overtime-Emergency	-	25,977	-	-	-
602100	FICA & MICA	33,164	32,936	53,400	53,400	62,300
602210	Pension-General	49,338	48,472	108,100	108,100	103,600
602235	Pension-Senior Mgmt	31,218	39,292	38,900	38,900	40,000
602260	Pension-401	-	-	-	-	11,900
602265	Pension-457	-	1,244	5,900	5,900	12,900
602304	Health Insurance-PPO	19,484	24,837	31,000	31,000	29,200
602305	Health Insurance-HMO	68,595	80,067	137,500	137,500	133,000
602306	Dental Insurance-PPO	2,219	2,233	2,500	2,500	3,100
602307	Dental Insurance-HMO	1,305	1,605	2,600	2,600	2,400
602309	Basic Life Insurance	1,212	1,202	1,500	1,500	1,700
602311	Long-Term Disability Ins	607	555	1,000	1,000	1,100
602400	Workers' Compensation	28,300	58,800	59,600	59,600	58,600
602600	OPEB	26,807	39,026	-	-	-
	Sub-Total	729,048	803,680	1,170,300	1,170,300	1,308,800
<b><u>Operating Expense</u></b>						
603141	Existing Employee Screening	-	-	100	100	100
603190	Prof Svcs-Other	30,408	17,050	35,000	32,700	35,000
603400	Contract Svcs-Other	18,993	9,817	20,900	20,900	25,660
603450	Aquatic Plant Control	1,895	-	10,000	4,588	5,000
604100	Communication Svcs	4,186	4,454	6,000	6,000	6,000
604301	Electricity Svcs	27,534	30,360	30,600	30,600	30,800
604400	Leased Equipment	-	-	2,500	2,500	1,000
604500	Risk Internal Svcs Charge	62,500	67,400	66,500	66,500	59,400
604610	Fleet Internal Svcs Charge	99,300	109,025	118,300	118,300	140,800
604640	R&M Machinery	4,548	3,815	5,400	5,400	6,000
604663	R&M Stormwater	5,370	5,257	10,000	10,000	18,300
604700	Printing & Binding Svcs	400	262	500	500	500
604870	Public Education	3,648	4,190	9,500	9,500	9,500
604905	Bank Svcs Charges	820	1,319	1,400	1,400	1,500
604910	Advertising Costs	790	-	1,100	1,100	1,100
604920	License & Permit Fees	29,131	12,607	33,500	35,800	35,000
604989	IT Internal Svcs Charge	29,000	30,400	35,200	35,200	77,800
604995	Special Assessment Expense	19,329	19,382	19,400	19,486	19,600
604996	Admin Chg from Gen Fund	700,900	740,500	780,500	780,500	822,700
605220	Vehicle Fuel-On-Site	15,665	16,148	19,200	19,200	21,700
605240	Uniforms Cost	4,175	3,151	5,100	5,100	5,300
605242	Protective Clothing and Shoes	2,295	884	2,800	2,800	2,800
605246	Safety Equipment Supplies	3,171	2,816	4,900	4,900	4,900
605252	Small Tools	2,080	1,406	3,600	3,600	3,600
605280	Chemicals	9,723	8,627	11,100	11,100	10,000
605290	Other Operating Supplies	1,772	3,018	3,000	2,915	4,100
605410	Subscriptions & Memberships	-	360	2,200	2,200	2,800
605500	Training-General	2,704	1,144	3,700	3,700	4,900
	Sub-Total	1,080,335	1,093,391	1,242,000	1,236,588	1,355,860
<b><u>Dept Capital Outlay</u></b>						
606400	Machinery & Equipment	-	14,800	-	5,412	-
606440	Vehicles Purchase	-	139,862	263,700	265,817	307,200
	Sub-Total	-	154,662	263,700	271,228	307,200
<b>Total</b>		<b>\$ 1,809,383</b>	<b>\$ 2,051,733</b>	<b>\$ 2,676,000</b>	<b>\$ 2,678,117</b>	<b>\$ 2,971,860</b>





# Stormwater Management Expenditures by Object Code

## Capital Improvement Program Expenditure Detail Budget—415-Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<i>Historic Miramar Canal Improvements</i>							
<i>415-50-900-538-/415-50-800-537-</i>							
606510	CIP-Construction	52021	95,734	184,999	340,000	644,662	340,000
	Sub-total		95,734	184,999	340,000	644,662	340,000
<i>Drainage Improvements</i>							
<i>415-50-900-541-/415-55-900-541-</i>							
606502	CIP-Plan/Design/Eng	52035	250,460	17,216	-	20,526	-
606505	CIP-Permits		3,840	-	-	-	-
606510	CIP-Construction		-	129,621	-	8,246,179	-
	Sub-total		254,300	146,837	-	8,266,705	-
<i>Area Wide Drainage Improvement</i>							
<i>415-50-900-538-000-</i>							
606502	CIP-Plan/Design/Eng	52057	-	143,221	-	27,122	-
	Sub-total		-	143,221	-	27,122	-
<i>Historic Mir Drainage Improvement</i>							
<i>415-50-800-534-000-</i>							
606502	CIP-Plan/Design/Eng	52066	-	-	-	1,029,657	-
	Sub-total		-	-	-	1,029,657	-
<i>Phone System Replacement</i>							
<i>415-58-800-516-000-</i>							
606517	CIP-Implementation Fees	54009	-	929	-	-	-
	Sub-total		-	929	-	-	-
<b>Total</b>			<b>\$ 350,034</b>	<b>\$ 475,987</b>	<b>\$ 340,000</b>	<b>\$ 9,968,147</b>	<b>\$ 340,000</b>

## Debt Service—415-70-515-517-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Debt Service</b>						
607132	Prin-SRL Infrastructure	465,929	475,717	485,800	485,800	496,000
607133	Prin-St Revolv Ln Strmwtr	48,687	24,922	-	-	-
607135	Prin-07 Util System Bond	16,425	17,175	17,900	17,900	-
607137	Prin-HMI3 SRLSW060810	-	6,813	12,400	12,400	12,700
607232	Int-SRL Infrastructure	120,721	110,889	103,000	103,000	92,800
607233	Int-Revolv Ln Stormwater	1,620	228	-	-	-
607235	Int-Util Sys Bond 07	28,006	27,276	26,900	26,900	-
607237	Int-HMI3 SRLSW060810	-	4,361	5,700	5,700	5,400
607322	Admin Costs	-	5,841	-	-	-
607999	Debt Svcs Clearing	(531,041)	(524,627)	-	-	-
	Sub-Total	150,347	148,595	651,700	651,700	606,900
<b>Total</b>		<b>\$ 150,347</b>	<b>\$ 148,595</b>	<b>\$ 651,700</b>	<b>\$ 651,700</b>	<b>\$ 606,900</b>



# Stormwater Management Expenditures by Object Code

## Non-Departmental—415-90-000-538-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>					
601600	Compensated Absences	(70,552)	10,012	-	-	-
	Sub-Total	(70,552)	10,012	-	-	-
	<b><u>Dept Capital Outlay</u></b>					
606400	Machinery & Equipment	-	69,540	-	-	-
	Sub-Total	-	69,540	-	-	-
	<b><u>Depreciation</u></b>					
605915	Depreciation-Proprietary	299,779	310,607	-	-	-
	Sub-Total	299,779	310,607	-	-	-
	<b><u>Repair, Renew, Replace</u></b>					
609990	Appropriated Fund Balance	-	-	1,015,900	1,015,900	758,040
	Sub-Total	-	-	1,015,900	1,015,900	758,040
	<b>Total</b>	<b>\$ 229,227</b>	<b>\$ 390,159</b>	<b>\$ 1,015,900</b>	<b>\$ 1,015,900</b>	<b>\$ 758,040</b>

## Unassigned—415-00-000-000-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Capital Asset Clearing</u></b>					
606900	Capital Asset Clearing Account	(346,194)	(698,923)	-	-	-
	Sub-Total	(346,194)	(698,923)	-	-	-
	<b>Total</b>	<b>\$ (346,194)</b>	<b>\$ (698,923)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





# Stormwater Management Budget Justification

Object #	Account Description	Justification
<b>Revenue</b>		
325205	Stormwater Assessment	This revenue is generated from Stormwater fees collected via the annual tax bill.
343950	Stormwater Fees	These fees are collected from properties that are not able to be billed on the tax bill.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
<b>Expense</b>		
601400	Overtime-General	This line item represents the cost for overtime required for the following reasons: (1) repair to City facilities; (2) Hurricane Storm Event required FOC and UCC staffing; (3) unforeseen emergencies which may require staffs' assistance.
603141	Existing Employee Screening	This amount is for random drug testing of all existing employees in accordance with the City's Risk Management policies.
603190	Prof Svcs-Other	This line item is associated with professional matters for surveys and studies related to Stormwater Management, and NPDES requirements.
603400	Contract Svcs-Other	This line item represents funds for services performed by outside contractors such as street sweeping, canal level monitoring, tree removal from canal embankments, and mitigation maintenance.
603450	Aquatic Plant Control	This line item is for services provided by outside contractors licensed to chemically treat canals and lakes within the City of Miramar's jurisdiction (i.e., East of University Drive).
604100	Communication Svcs	This line item represents the cost for five cell phones, GPS tracking and other related communication items.
604301	Electricity Svcs	This account represents allocated costs for electricity usage at the water plant.
604400	Leased Equipment	This line item is for rental of specialized equipment that are seldomly used to perform various maintenance services.
604500	Risk Internal Svcs Charge	This account represents allocated property and liability insurance premiums as per Human Resources, Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles. Allocation provided by Public Works Fleet Maintenance.
604640	R&M Machinery	This account is for the cost to repair and maintain all large and small power equipment such as carpentry power tools, pressure cleaning equipment, etc.
604663	R&M Stormwater	This line item represents anticipated cost associated with the fountain, drainage and canal maintenance.
604700	Printing & Binding Svcs	This line item is for the printing of special inserts, envelopes and new resident brochures.
604870	Public Education	This represents the cost for pamphlets, posters, giveaways, etc., to educate residents.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604910	Advertising Costs	Cost associated with advertising to satisfy legal requirements of State Statutes, and public hearing notices to adopt the Annual Stormwater Management Service Assessment Rate.
604920	License & Permit Fees	This cost is for State of Florida fee, NPDES, West Water Management Association.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604995	Special Assessment Expense	This cost is for the stormwater assessment fees to be added on the Broward County tax roll.
604996	Admin Chg from Gen Fund	This is to reimburse the General Fund for services provided.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles. Allocation provided by Public Works Fleet Maintenance.
605240	Uniforms Cost	This line item represents the cost of uniforms, shirts, safety shoes, jackets and caps for employees.
605242	Protective Clothing and Shoes	This expenditure is for safety clothing as required by certain positions.
605246	Safety Equipment Supplies	This amount is for safety items such as traffic cones, barricades, caution tapes, first aid kits and flashlights.
605252	Small Tools	This cost is for new and replacement of small hand and power tools and other related accessories.
605280	Chemicals	This line item represents the cost for fertilizers, pesticides, herbicides, drying agents, dyes, defamers, cleaners and sanitary agents needed to maintain canals and waterways.
605290	Other Operating Supplies	This line item is for expenses that are not budgeted in another line item.



# Stormwater Management Budget Justification

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Object #	Account Description	Justification
605410	Subscriptions & Memberships	This line item is for the cost to maintain Florida Stormwater Association membership for eight employees.
605500	Training-General	This expenditure represents funds needed to attend various seminars and trainings.
606440	Vehicles Purchase	This \$307,200 budgeted amount is for the replacement of two (2) Vehicles and equipment for program 538
607132	Prin-SRL Infrastructure	This amount is for the principal portion of a State Revolving Loan - Infrastructure. In 2005 the City received funding for a 10 year principal and interest payment.
607137	Prin-HMI3 SRLSW060810	This is the Principal for the State Revolving Loan # 060810 for the Historic Miramar Improvement Phase 3 which will be used for Stormwater Improvements. Principal and interest is due semi-annually on May 15 and November 15 through November 15, 2036, to begin May 15, 2017.
607232	Int-SRL Infrastructure	This amount is for the interest portion of a State Revolving Loan - Infrastructure. In 2005 the City received funding for a 10 year principal and interest payment which is for the debt service cost.
607237	Int-HMI3 SRLSW060810	This is the Interest for the State Revolving Loan # 060810 for the Historic Miramar Improvement Phase 3 which will be used for Stormwater Improvements. Principal and interest is due semi-annually on May 15 and November 15 through November 15, 2036, to begin May 15, 2017.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.

## Capital Improvement Projects

### Historic Miramar Canal Improvements

606510	52021	This project is to stabilize the canal embankments to prevent further loss of land to the affected properties which are a valuable asset, and improve the water quality of the City's lakes and canals.
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# Cultural Affairs Fund





# Cultural Affairs Fund

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## Department Overview

Effective FY16, the Cultural Affairs Fund was moved to be a department within the General Fund.

### Program Revenues, Expenditures and Position Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Administration	-	-	-	-	-
Client Management Services	-	-	-	-	-
Marketing & Sales Services	-	-	-	-	-
Education & Gallery Services	-	-	-	-	-
Food & Beverage Services	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures by Program</b>					
Administration	1,393,926	-	-	-	-
Client Management Services	-	-	-	-	-
Marketing & Sales Services	-	-	-	-	-
Education & Gallery Services	-	-	-	-	-
Food & Beverage Services	-	-	-	-	-
MRP Entertainment Amphitheater	-	-	-	-	-
MRP Entertainment Promenade	-	-	-	-	-
MRP Entertainment Corp Pavilion	-	-	-	-	-
MRP Entertainment TV & Film	-	-	-	-	-
<b>Total</b>	<b>\$ 1,393,926</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfer	1,393,926	-	-	-	-
<b>Total</b>	<b>\$ 1,393,926</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Cultural Affairs Fund

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 19,425,376	\$ -	\$ -	\$ -	\$ -
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Disposition of Fixed Assets	(19,585,042)	-	-	-	-
Transfer In	1,553,592	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
<b>Total</b>	<b>\$(18,031,450)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Depreciation	-	-	-	-	-
Capital Asset Clearing	-	-	-	-	-
Other Uses	-	-	-	-	-
Transfer Out	1,393,926	-	-	-	-
<b>Total</b>	<b>\$ 1,393,926</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess/Deficiency</b>	(19,425,376)	-	-	-	-
Appropriation of Fund Balance					
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Note: Effective 10/1/15, the Cultural Affairs Fund was transferred into the General Fund. As such, year-end audited fund balances were adjusted accordingly.

## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>Miscellaneous Revenues</b>					
364101	Disp of Fixed Assets-Prop	(19,585,042)	-	-	-	-
	Sub-total	(19,585,042)	-	-	-	-
	<b>Transfers</b>					
381951	Trfr from 951	1,553,592	-	-	-	-
	Sub-total	1,553,592	-	-	-	-
	<b>Total</b>	<b>(18,031,450)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Cultural Affairs Expenditures by Object Code

## Administration—425-68-100-573-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b>Transfers</b>					
691001	Trfr To General Fund	1,393,926	-	-	-	-
	Sub-Total	1,393,926	-	-	-	-
	<b>Total</b>	<b>\$ 1,393,926</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



*Residents and visitors enjoy activities and events at City parks.*





# Early Childhood Fund





# Early Childhood Fund

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## Description

Effective FY16, Early Childhood Program was moved from an Enterprise Fund to the General Fund as a program in the Social Services Department.

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ (468,133)	\$ -	\$ -	\$ -	\$ -
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	968,384	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Total</b>	<b>\$ 968,384</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Operating Expenditures	-	-	-	-	-
Transfers	500,250	-	-	-	-
<b>Total</b>	<b>\$ 500,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Excess/Deficiency	468,133	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Note: Effective FY 2016, the Early Childhood Fund was transferred into the General Fund. As such, year-end audited fund balances was adjusted accordingly.



# Early Childhood Fund

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## Revenue Projections

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<u>Other</u>					
381951	Trfr from 951	968,384	-	-	-	-
	Sub Total	968,384	-	-	-	-
	<b>Total</b>	<b>968,384</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Early Childhood Expenditures by Object Code

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### Childcare—435-63-650-569-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<u>Transfers</u>					
691001	Trfr To General Fund	500,250	-	-	-	-
	Sub-Total	500,250	-	-	-	-
	<b>Total</b>	<b>\$ 500,250</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Internal Service Funds

## Description

Internal Service Funds are used to account for the financing of services, self-insurance activities, fleet maintenance and information system services provided to other funds within the City on a cost-reimbursement basis. Currently, the City has four Internal Service Funds:

1. Health Insurance (Fund 501)
2. Risk Management (Fund 502)
3. Fleet Maintenance (Fund 503)
4. Information Technology (Fund 504)

## Revenues and Expenditures Budget Summary

Revenue by Category	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	64,000	70,000	70,000	70,000
Charges for Services	25,946,759	31,082,796	33,178,600	33,178,600	34,994,260
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	785,738	909,569	656,500	665,200	676,600
Other Sources	-	-	250,000	2,499,829	500,000
Transfer In	-	707,000	-	-	-
<b>Total</b>	<b>\$ 26,732,496</b>	<b>\$ 32,763,365</b>	<b>\$ 34,155,100</b>	<b>\$ 36,413,629</b>	<b>\$ 36,240,860</b>

### Expenditures by Category

Personnel Services	2,929,060	3,605,887	3,884,200	3,892,900	4,654,150
Operating Expense	21,316,800	23,335,071	26,625,800	26,626,437	28,505,300
Capital Outlay	90,602	51,978	-	-	-
<b>Total Operating Expenditures</b>	<b>24,336,463</b>	<b>26,992,936</b>	<b>30,510,000</b>	<b>30,519,337</b>	<b>33,159,450</b>
Capital Improvement Program	1,748,081	4,505,434	3,307,200	5,496,576	2,580,410
Capital Asset Clearing	(1,671,213)	(4,496,030)	-	-	-
Other Uses	467,522	952,933	100	100	80,000
Debt Service	-	4,108	337,800	397,616	421,000
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 24,880,854</b>	<b>\$ 27,959,381</b>	<b>\$ 34,155,100</b>	<b>\$ 36,413,629</b>	<b>\$ 36,240,860</b>

## Summary by Fund

Revenues	Fund #					
Health Insurance	501	11,202,624	12,740,727	14,750,600	14,750,600	16,754,200
Risk Management	502	6,833,438	8,772,302	8,643,900	8,643,900	8,002,200
Fleet Maintenance	503	4,487,898	6,840,998	5,644,400	7,902,929	5,415,860
Information Technology (IT)	504	4,208,536	4,409,338	5,116,200	5,116,200	6,068,600
<b>Total</b>		<b>\$ 26,732,496</b>	<b>\$ 32,763,365</b>	<b>\$ 34,155,100</b>	<b>\$ 36,413,629</b>	<b>\$ 36,240,860</b>

### Expenditures

Health Insurance	501	11,266,743	12,737,075	14,750,600	14,750,600	16,754,200
Risk Management	502	6,940,735	7,485,816	8,643,900	8,643,900	8,002,200
Fleet Maintenance	503	2,483,537	3,278,330	5,644,400	7,902,929	5,415,860
Information Technology (IT)	504	4,189,840	4,458,160	5,116,200	5,116,200	6,068,600
<b>Total</b>		<b>\$ 24,880,854</b>	<b>\$ 27,959,381</b>	<b>\$ 34,155,100</b>	<b>\$ 36,413,629</b>	<b>\$ 36,240,860</b>





# Health Insurance Fund







# Health Insurance Fund

## Description—Fund 501

This fund was established to account for the City's fully-funded health, dental, disability, and life insurance. In January 2005, the City changed from a self-funded PPO to a fully insured plan. All Funds are billed monthly to cover actual premium costs and claims to maintain adequate reserves.

### Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 1,578,562	\$ 1,514,443	\$ 1,518,096	\$ 1,518,096	\$ 1,268,096
<b>Revenue by Category</b>					
General Government Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	11,194,473	12,723,118	14,485,600	14,485,600	16,238,200
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	8,151	17,610	15,000	15,000	16,000
Appropriation of Fund Balance	-	-	250,000	250,000	500,000
Transfer In	-	-	-	-	-
<b>Total</b>	<b>\$ 11,202,624</b>	<b>\$ 12,740,727</b>	<b>\$ 14,750,600</b>	<b>\$ 14,750,600</b>	<b>\$ 16,754,200</b>
<b>Expenditures by Category</b>					
Personnel Services	-	-	-	-	-
Operating Expense	11,266,743	12,737,075	14,750,600	14,750,600	16,754,200
Capital Outlay	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>11,266,743</b>	<b>12,737,075</b>	<b>14,750,600</b>	<b>14,750,600</b>	<b>16,754,200</b>
Transfer In	-	-	-	-	-
<b>Total</b>	<b>\$ 11,266,743</b>	<b>\$ 12,737,075</b>	<b>\$ 14,750,600</b>	<b>\$ 14,750,600</b>	<b>\$ 16,754,200</b>
Excess/Deficiency	(64,119)	3,653	-	-	-
Appropriation of Fund Balance	-	-	(250,000)	(250,000)	(500,000)
<b>Ending Fund Balance</b>	<b>\$ 1,514,443</b>	<b>\$ 1,518,096</b>	<b>\$ 1,268,096</b>	<b>\$ 1,268,096</b>	<b>\$ 768,096</b>



# Health Insurance Fund

## Operating Revenues

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Charges for Services</u></b>						
341205	PPO Dental City Contribution	379,403	380,902	370,300	370,300	398,200
341206	PPO Dental Emp Contribution	170,505	174,522	154,700	154,700	162,000
341207	HMO Dental City Contribution	51,673	55,308	88,000	88,000	78,100
341208	HMO Dental Emp Contribution	21,608	24,831	31,000	31,000	29,300
341220	PPO Medical City Contribution	1,892,102	2,123,795	2,247,000	2,247,000	2,467,800
341221	PPO Medical Emp Contribution	285,641	262,143	175,800	175,800	415,800
341222	HMO Medical City Contribution	6,230,432	7,186,458	9,469,900	9,469,900	9,387,000
341223	HMO Medical Emp Contribution	2,163,109	2,515,159	1,948,900	1,948,900	3,300,000
	Sub-total	11,194,473	12,723,118	14,485,600	14,485,600	16,238,200
<b><u>Miscellaneous Revenues</u></b>						
361100	Interest Earnings	8,151	17,610	15,000	15,000	16,000
399999	Appropriation of Fund Balance	-	-	250,000	250,000	500,000
	Sub-total	8,151	17,610	265,000	265,000	516,000
	<b>Total</b>	<b>\$ 11,202,624</b>	<b>\$ 12,740,727</b>	<b>\$ 14,750,600</b>	<b>\$ 14,750,600</b>	<b>\$ 16,754,200</b>

## Expenditure Detail Budget—501-90-000-519-000

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Operating Expense</u></b>						
603010	Health PPO Premium	2,203,905	2,339,120	2,422,800	2,692,800	2,883,600
603015	Health HMO Premium	8,488,145	9,816,754	11,418,800	11,188,800	12,687,000
603025	Dental Premium	73,922	81,417	119,200	89,680	107,400
603186	Wellness Program	-	-	-	-	250,000
604922	Dental PPO Claims	472,339	469,205	506,300	553,978	542,200
604905	Bank Svcs Charges	1,429	2,114	2,500	2,500	3,000
604944	Dental Claims Admin Fee	27,002	28,466	31,000	31,000	31,000
604998	Contingency	-	-	250,000	191,842	250,000
	<b>Total</b>	<b>\$ 11,266,743</b>	<b>\$ 12,737,075</b>	<b>\$ 14,750,600</b>	<b>\$ 14,750,600</b>	<b>\$ 16,754,200</b>

# Health Insurance Fund Budget Justification

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Object #	Account Description	Justification
<b><u>Revenue</u></b>		
341205	PPO Dental City Contribution	Revenues for this line item arise from an internal service charge against each City department that is based on each employee's estimated PPO and HMO dental insurance coverage and costs. Only PPO dental insurance coverage and outstanding claims are in this fund.
341206	PPO Dental Emp Contribution	Revenues are the employees' share of PPO and HMO dental insurance based on collective bargaining agreements and the Comprehensive Pay Plan.
341207	HMO Dental City Contribution	Revenues for this line item arise from an internal service charge against each City department that is based on each employee's estimated PPO and HMO dental insurance coverage and costs. Only PPO dental insurance coverage and outstanding claims are in this fund.
341208	HMO Dental Emp Contribution	Revenues are the employees' share of PPO and HMO dental insurance based on collective bargaining agreements and the Comprehensive Pay Plan.
341220	PPO Medical City Contribution	Revenues relate to the City's share of the Medical insurance premium costs.
341221	PPO Medical Emp Contribution	Revenues are the employees' share of PPO and HMO medical insurance based on collective bargaining agreements and the Comprehensive Pay Plan.
341222	HMO Medical City Contribution	Revenues relate to the City's share of the Medical insurance premium costs.
341223	HMO Medical Emp Contribution	Revenues are the employees' share of PPO and HMO medical insurance based on collective bargaining agreements and the Comprehensive Pay Plan.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
399999	Appropriation Of Fund Balance	This account is primarily for the use of fund balance.
<b><u>Expense</u></b>		
603010	Health PPO Premium	Expenditures are the City's portion for providing PPO health care benefit to enrolled employees.
603015	Health HMO Premium	Expenditures are the City's portion for providing HMO health care benefit to enrolled employees.
603025	Dental Premium	Expenditures are the City's portion for providing dental care benefit to enrolled employees.
603186	Wellness Program	Funds used for Employee Wellness Programs and Initiatives.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604922	Dental PPO Claims	Expenditures from this line item represent insurance claims paid by the City for the self-insured dental plan.
604944	Dental Claims Admin Fee	Expenditures from this line item represent administrative fees for the City's self-insured dental insurance plan.
604998	Contingency	This account represents contingency funds for unexpected occurrences.

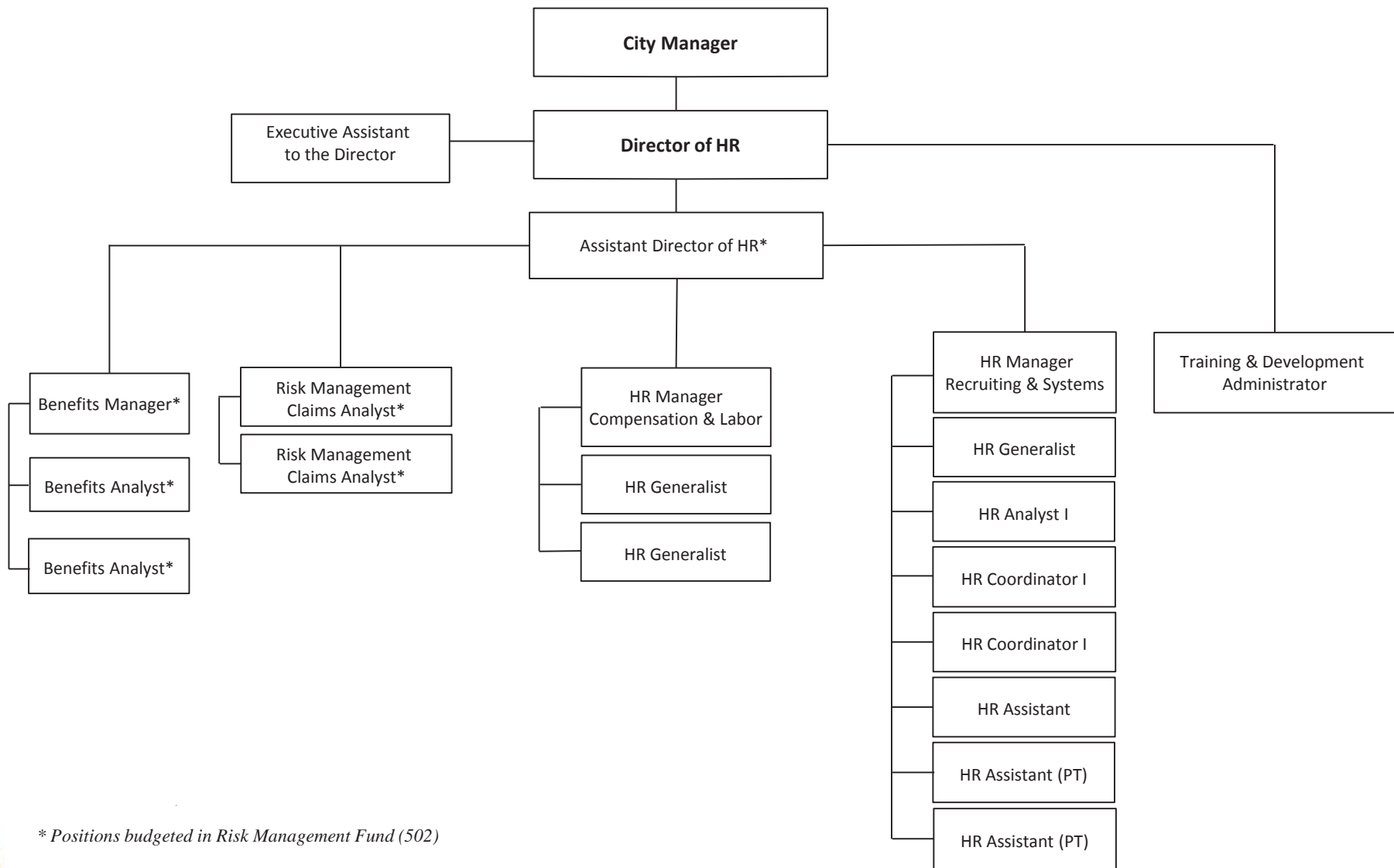




# **Risk Management Fund**



# Risk Management Organizational Chart



\* Positions budgeted in Risk Management Fund (502)



# Risk Management Fund

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 1,808,477	\$ 1,701,180	\$ 2,987,666	\$ 2,987,666	\$ 2,987,666
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	6,075,436	7,895,288	8,013,900	8,013,900	7,359,100
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	758,002	877,014	630,000	630,000	643,100
Appropriation of Fund Balance	-	-	-	-	-
Transfer In	-	-	-	-	-
<b>Total</b>	<b>\$ 6,833,438</b>	<b>\$ 8,772,302</b>	<b>\$ 8,643,900</b>	<b>\$ 8,643,900</b>	<b>\$ 8,002,200</b>
<b>Expenditures by Category</b>					
Personnel Services	492,598	587,672	665,900	665,900	733,100
Operating Expense	6,448,137	6,898,144	7,978,000	7,978,000	7,269,100
Capital Outlay	-	-	-	-	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 6,940,735</b>	<b>\$ 7,485,816</b>	<b>\$ 8,643,900</b>	<b>\$ 8,643,900</b>	<b>\$ 8,002,200</b>
<b>Excess/Deficiency</b>	(107,297)	1,286,486	-	-	-
Appropriation of Fund Balance			-	-	-
<b>Ending Fund Balance</b>	<b>\$ 1,701,180</b>	<b>\$ 2,987,666</b>	<b>\$ 2,987,666</b>	<b>\$ 2,987,666</b>	<b>\$ 2,987,666</b>

## Operating Revenues

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Charges for Services</u></b>					
341200	Internal Svcs Charge	3,787,300	4,299,000	3,996,000	3,996,000	3,334,100
341203	City Contribution-WC	2,288,136	3,596,288	4,017,900	4,017,900	4,025,000
	Sub-total	6,075,436	7,895,288	8,013,900	8,013,900	7,359,100
	<b><u>Miscellaneous Revenues</u></b>					
361100	Int Earnings	52,619	101,164	80,000	80,000	93,000
361300	Net Inc/Dec in FMV of Invest	(3,144)	(627)	-	-	-
369300	Insurance Recoveries	708,526	764,576	550,000	550,000	550,100
369900	Miscellaneous Revenue	-	11,900	-	-	-
	Sub-total	758,002	877,014	630,000	630,000	643,100
	<b>Total</b>	<b>\$ 6,833,438</b>	<b>\$ 8,772,302</b>	<b>\$ 8,643,900</b>	<b>\$ 8,643,900</b>	<b>\$ 8,002,200</b>





# Risk Management Fund

## Description

Risk Management is responsible for managing the risk programs for the City. This includes the self-insurance of liability and workers' compensation and providing a safety net from catastrophic risk and implementation of prevention programs to help mitigate costs. In addition, Risk provides an array of employee benefits including; daily maintenance of health, dental and life insurance, long-term care, disability and cancer. Guidance is also provided to employees entering into any of the four retirement systems, the City's 401 and 457 plan, DROP plan and payouts as a result of employee separations.

The Human Resources Department manages the Risk Management Program. As indicated in the Position Detail, this program is comprised of five full-time budgeted positions.

## FY 2018 Accomplishments


- The Risk Management section working with our Third Party Administrator closed 208.3% of workers' compensation claims opened in 2017, consequently significantly reducing the City's total number of opened workers' compensation claims carried forward to 2018.
- Launched "Wellness Wednesdays" with various monthly activities to improve employee wellness engagement and awareness.

## Program Revenues, Expenditures and Position Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Risk Management	354,288	344,386	360,100	360,100	412,200
Benefits Administration	178,398	-	-	-	586,600
Total	\$ 532,686	\$ 344,386	\$ 360,100	\$ 360,100	\$ 998,800
<b>Expenditures By Program</b>					
Risk Management	354,288	344,386	360,100	360,100	412,200
Benefits Administration	178,398	288,827	553,200	553,200	586,600
Risk-Non Departmental	6,408,049	6,852,603	7,730,600	7,730,600	7,003,400
Total	\$ 6,940,735	\$ 7,485,816	\$ 8,643,900	\$ 8,643,900	\$ 8,002,200
<b>Expenditures by Category</b>					
Personnel Services	492,598	587,672	665,900	665,900	733,100
Operating Expense	6,448,137	6,898,144	7,978,000	7,978,000	7,269,100
Capital Outlay	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 6,940,735	\$ 7,485,816	\$ 8,643,900	\$ 8,643,900	\$ 8,002,200
<b>Positions by Program</b>					
Risk Management	3.00	2.00	2.00	2.00	2.50
Benefits Administration	3.00	3.00	3.00	3.00	2.50
Total	6.00	5.00	5.00	5.00	5.00
<b>Position Detail</b>					
Benefits Analyst	1.00	2.00	2.00	2.00	1.00
Benefits Manager	1.00	1.00	1.00	1.00	1.00
Compliance Officer	1.00	-	-	-	-
Human Resources Generalist	1.00	-	-	-	-
Risk & Labor Relations Manager	-	-	-	-	1.00
Risk Management Claims Analyst	1.00	1.00	1.00	2.00	2.00
Risk Manager	1.00	1.00	1.00	-	-
Total FTE's	6.00	5.00	5.00	5.00	5.00



# Risk Management Balanced Scorecard

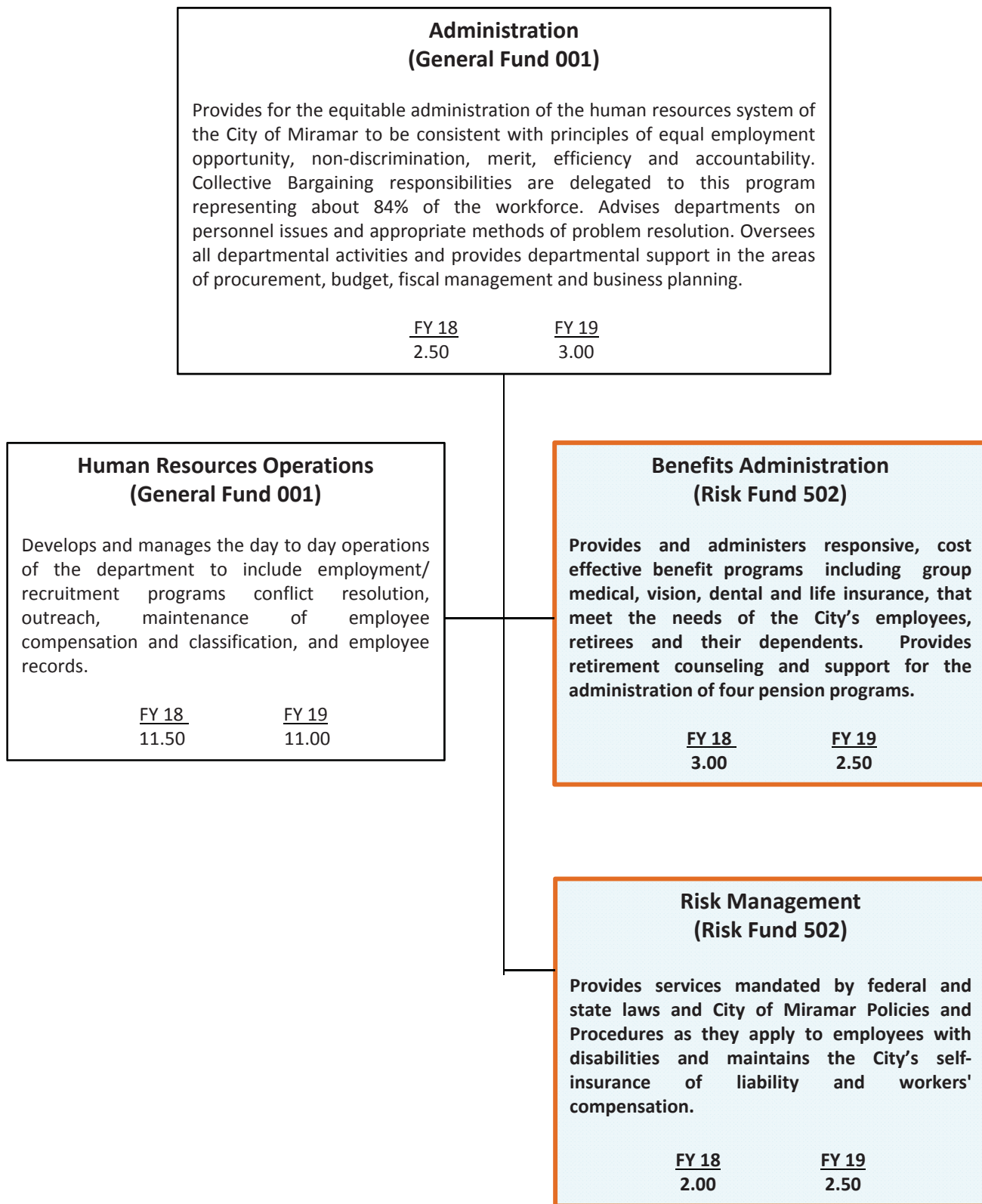
Measure	Objectives	Series Status	Sep-18
 Average number of days from job posting to pre-on-boarding	 Provide departments with qualified personnel within a reasonable timeframe	Actual	67.00
		YTD Actual	70.25
		EOY Target	75.00
		% Target	93.67%
		% Goal	100.00%
 Average cost per hire	 Provide departments with qualified personnel within a reasonable timeframe	Actual	\$ 946.00
		YTD Actual	\$ 702.00
		EOY Target	\$ 700.00
		% Target	100.29%
		% Goal	100.00%
 Number of visits to HR's job website	 Expand/ Improve the availability and useability of online services for departments, employees and job-seekers	Actual	58,522.00
		YTD Actual	149,232.00
		EOY Target	210,000.00
		% Target	71.06%
		% Goal	100.00%
 Number of HR Work Orders Received	 Expand/ Improve the availability and useability of online services for departments, employees and job-seekers	Actual	599.00
		YTD Actual	2,452.00
		EOY Target	2,000.00
		% Target	122.60%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 559,604.12
		YTD Actual	\$ 1,791,544.41
		EOY Target	\$ 1,944,030.52
		% Target	92.16%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 559,604.12
		YTD Actual	\$ 1,791,544.41
		EOY Projection	\$ 1,815,022.00
		% Target	98.71%
		% Goal	100.00%



# Risk Management Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
<span style="color: red;">↓</span> Number of existing HR APDPs that have been revised	Develop and revise HR policies to ensure consistency with civil service rules, collective bargaining agreements and employment laws	Actual	1.00
		YTD Actual	7.00
		EOY Target	10.00
		% Target	70.00
		% Goal	100.00%
<span style="color: green;">↑</span> Number of safety training sessions	Implement safety programs to reduce workers compensation claims and lost work days	Actual	0.00
		YTD Actual	5.00
		EOY Target	4.00
		% Target	125.00%
		% Goal	100.00%
<span style="color: green;">↑</span> Workers' Compensation Claims -YTD Closed % Total	Implement safety programs to reduce workers compensation claims and lost work days	Actual	146.00%
		YTD Actual	87.50%
		EOY Target	75.00%
		% Target	116.67%
		% Goal	100.00%
<span style="color: green;">↑</span> Total number of employees actively participating in training programs	Improve the overall skills of the workforce to adequately support the City's priorities	Actual	50.00
		YTD Actual	1,275.00
		EOY Target	800.00
		% Target	159.38%
		% Goal	100.00%
<span style="color: green;">↑</span> Number of wellness events held per year	Improve health and well-being of employees by increasing wellness participation and initiatives	Actual	5.00
		YTD Actual	17.00
		EOY Target	15.00
		% Target	113.33%
		% Goal	100.00%

# Risk Management FTE's by Program



# Risk Management Program

## Description

This program is responsible for managing the self insurance funds for the City of Miramar to include liability and workers' compensation by monitoring and analyzing claims and implementing education and prevention programs to reduce overall costs.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 354,288	\$ 344,386	\$ 360,100	\$ 360,100	\$ 412,200

## Expenditures by Category

Personnel Services	307,357	297,384	294,900	294,900	349,500
Operating Expense	46,932	47,001	65,200	65,200	62,700
Capital Outlay	-	-	-	-	-
Total	\$ 354,288	\$ 344,386	\$ 360,100	\$ 360,100	\$ 412,200

## Percent of Time by Position

Compliance Officer	1.00	-	-	-	-
Risk & Labor Relations Manager	-	-	-	-	0.50
Risk Management Claims Analyst	1.00	1.00	1.00	2.00	2.00
Risk Manager	1.00	1.00	1.00	-	-
Total	3.00	2.00	2.00	2.00	2.50

# Benefits Administration Program

## Description

The importance of successfully recruiting and retaining skilled staff depends on many factors including a competitive and innovative benefit program. The Benefits Program offers employees, retirees and dependents a wide selection of benefits including group health, dental, life, vision, long term care and disability. The program requires good oversight in terms of finances as well as the quality of services delivered. It also involves the ability to respond to employee questions and concerns timely and effectively. This program also encompasses retirement educational programs to provide employees with the necessary tools to proactively plan for their retirement.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 178,398	\$ -	\$ -	\$ -	\$ 586,600

## Expenditures by Category

Personnel Services	177,457	285,031	371,000	371,000	383,600
Operating Expense	941	3,796	182,200	182,200	203,000
Capital Outlay	-	-	-	-	-
Total	\$ 178,398	\$ 288,827	\$ 553,200	\$ 553,200	\$ 586,600

## Percent of Time By Position

Benefits Analyst	1.00	2.00	2.00	2.00	1.00
Benefits Manager	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	1.00	-	-	-	-
Risk & Labor Relations Manager	-	-	-	-	0.50
Total FTE's	3.00	3.00	3.00	3.00	2.50

# Risk Management Expenditures by Object Code

## Risk Management—502-06-061-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	171,398	164,181	165,500	165,500	200,500
601201	Salary Attrition	-	-	(20,300)	(20,300)	-
601205	Lump Sum Payout - Accrued Time	12,740	7,839	20,800	20,800	10,300
601215	Communication Stipend	338	-	-	-	-
601220	Longevity Pay	-	584	600	600	1,300
602100	FICA & MICA	13,957	13,046	12,700	12,700	15,600
602210	Pension-General	11,599	13,861	21,400	21,400	14,400
602235	Pension-Senior Mgmt	39,127	45,023	38,700	38,700	42,500
602265	Pension-457	5,862	4,779	5,000	5,000	10,100
602304	Health Insurance-PPO	10,934	3,892	-	-	-
602305	Health Insurance-HMO	9,712	14,282	20,600	20,600	26,900
602306	Dental Insurance-PPO	1,056	1,258	1,300	1,300	1,700
602307	Dental Insurance-HMO	54	-	-	-	-
602309	Basic Life Insurance	461	323	400	400	400
602311	Long-Term Disability Ins	199	189	200	200	300
602400	Workers' Compensation	11,400	15,100	13,000	13,000	17,500
602500	Unemployment Comp	12,333	7,024	15,000	15,000	8,000
602600	OPEB	6,186	6,004	-	-	-
	Sub-Total	307,357	297,384	294,900	294,900	349,500
<b><u>Operating Expense</u></b>						
603041	Driver's License Check	-	3,912	10,000	10,000	6,000
603141	Existing Employee Screening	9,924	8,701	11,000	11,000	11,000
603184	Employee Assistance Prog	-	-	2,000	2,000	2,000
604001	Travel & Training	3,503	2,384	6,500	6,500	6,500
604200	Postage	139	12	-	-	-
604301	Electricity Svcs	2,352	2,587	2,600	2,600	2,600
604440	Leased Copiers	1,211	-	-	-	-
604500	Risk Internal Svcs Charge	14,600	14,200	9,300	9,300	11,500
604700	Printing & Binding Svcs	-	112	2,300	2,300	2,300
604890	Special Events-Other	-	-	500	500	500
604920	License & Permit Fees	243	-	1,400	1,400	1,400
604989	IT Internal Svcs Charge	12,200	12,800	14,800	14,800	13,100
605100	Office Supplies	464	35	800	800	800
605290	Other Operating Supplies	373	-	300	300	300
605410	Subscriptions & Memberships	1,255	1,629	2,000	2,000	2,000
605500	Training-General	667	630	1,700	1,700	2,700
	Sub-Total	46,932	47,001	65,200	65,200	62,700
	<b>Total</b>	<b>\$ 354,288</b>	<b>\$ 344,386</b>	<b>\$ 360,100</b>	<b>\$ 360,100</b>	<b>\$ 412,200</b>



# Risk Management Expenditures by Object Code

## Benefits Administration—502-06-062-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	112,312	185,256	239,100	239,100	237,100
601205	Lump Sum Payout - Accrued Time	2,359	13,369	4,500	4,500	11,700
601220	Longevity Pay	-	-	-	-	700
602100	FICA & MICA	8,626	13,749	18,600	18,600	18,500
602210	Pension-General	9,215	-	-	-	14,400
602235	Pension-Senior Mgmt	16,234	27,203	56,000	56,000	50,200
602260	Pension-401	6,844	346	-	-	-
602265	Pension-457	1,919	3,472	7,200	7,200	11,200
602305	Health Insurance-HMO	12,368	30,194	43,400	43,400	38,100
602306	Dental Insurance-PPO	502	568	900	900	200
602307	Dental Insurance-HMO	115	461	500	500	700
602309	Basic Life Insurance	605	1,133	500	500	500
602311	Long-Term Disability Ins	172	275	300	300	300
602600	OPEB	6,186	9,006	-	-	-
	Sub-Total	177,457	285,031	371,000	371,000	383,600
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	-	-	174,900	174,900	174,900
604001	Travel & Training	441	1,963	2,700	2,700	2,700
604200	Postage	500	-	-	-	-
604700	Printing & Binding Svcs	-	109	300	300	8,000
604890	Special Events-Other	-	599	2,500	2,500	2,500
604989	IT Internal Svcs Charge	-	-	-	-	13,100
605100	Office Supplies	-	902	1,000	1,000	1,000
605410	Subscriptions & Memberships	-	224	800	800	800
	Sub-Total	941	3,796	182,200	182,200	203,000
<b>Total</b>		<b>\$ 178,398</b>	<b>\$ 288,827</b>	<b>\$ 553,200</b>	<b>\$ 553,200</b>	<b>\$ 586,600</b>

## Non-Departmental—502-90-000-513-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601600	Compensated Absences	7,784	5,256	-	-	-
	Sub-Total	7,784	5,256	-	-	-
<b><u>Operating Expense</u></b>						
603127	Legal Svcs-Litigation	105,527	14,547	90,000	90,000	50,000
604440	Leased Copiers	-	-	2,700	2,700	2,700
604501	Surety Bonds	2,362,479	2,303,994	3,909,500	3,909,500	3,125,700
604504	State Workers Comp Prem	46,297	39,947	40,000	58,000	70,000
604905	Bank Svcs Charges	1,073	1,484	1,500	1,500	2,500
604941	Ins Claims-Workers' Comp	3,091,092	2,751,988	2,736,900	2,136,900	2,845,000
604942	Ins Claims-Liability	665,554	1,561,614	650,000	1,250,000	650,000
604943	Ins Claims-Property	128,243	173,771	300,000	282,000	257,500
	Sub-Total	6,400,265	6,847,347	7,730,600	7,730,600	7,003,400
<b>Total</b>		<b>\$ 6,408,049</b>	<b>\$ 6,852,603</b>	<b>\$ 7,730,600</b>	<b>\$ 7,730,600</b>	<b>\$ 7,003,400</b>



# Risk Management Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
341200	Internal Svcs Charge	Revenues for this fund are reimbursed from other funds for property and liability insurance and services.
341203	City Contribution-WC	Revenues for this line item arise from an internal service charge against each City department that is based on each department's historically estimated yearly liability and workers' compensation loss exposures.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
369300	Insurance Recoveries	Reimbursement for property and liability claims from insurance companies.
<b><u>Expense</u></b>		
602500	Unemployment Comp	This is for payments to former employees who apply for unemployment compensation from the State.
603041	Driver's License Check	APDP 8.1.1 requires Human Resources/ Risk Management to conduct a drivers' license record check on every City employee (who drives or may drive City vehicles), at least once a year, to ensure compliance.
603127	Legal Svcs-Litigation	This is for costs related to litigation matters.
603141	Existing Employee Screening	This account is for legally required Drivers' License Checks for drivers of City vehicles, including fire and police, done randomly and semi-annually.
603184	Employee Assistance Prog	Funding for the City's Employee Assistance Program (EAP) contractor who provides preliminary counseling services for employees, city-wide.
603190	Prof Svcs-Other	Funding for benefits consulting services.
604001	Travel & Training	This account is for out-of-town travel and accommodations for specialized training and certification courses or conferences, which includes registration, airline travel, meals, etc.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604440	Leased Copiers	This account is for leased copy machines fixed cost, desktop printers and related supplies. Toner is only purchased if allotted meter amount is exceeded. Restricted for Procurement Department only.
604500	Risk Internal Svcs Charge	This account represents allocated property and liability insurance premiums as provided by HR-Risk Management.
604501	Surety Bonds	Expenditures from this line item represent insurance premiums paid annually by the City for property and liability insurance/excess and primary, claims administration, and loss control consulting services.
604504	State Workers Comp Prem	Expenditures from this line item represent insurance premiums paid annually by the City for excess Workers Compensation insurance, claims administration, and State of Florida Workers Compensation administrating and special disability trust fund self-insurer assessments.
604700	Printing & Binding Svcs	Printing campaign materials for risk prevention programs and benefit educational campaigns to be distributed city-wide to employees.
604890	Special Events-Other	Funds required for Annual Employee Health Fair and continued funding for various events such as health fairs and safety seminars.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.





# Risk Management Budget Justification

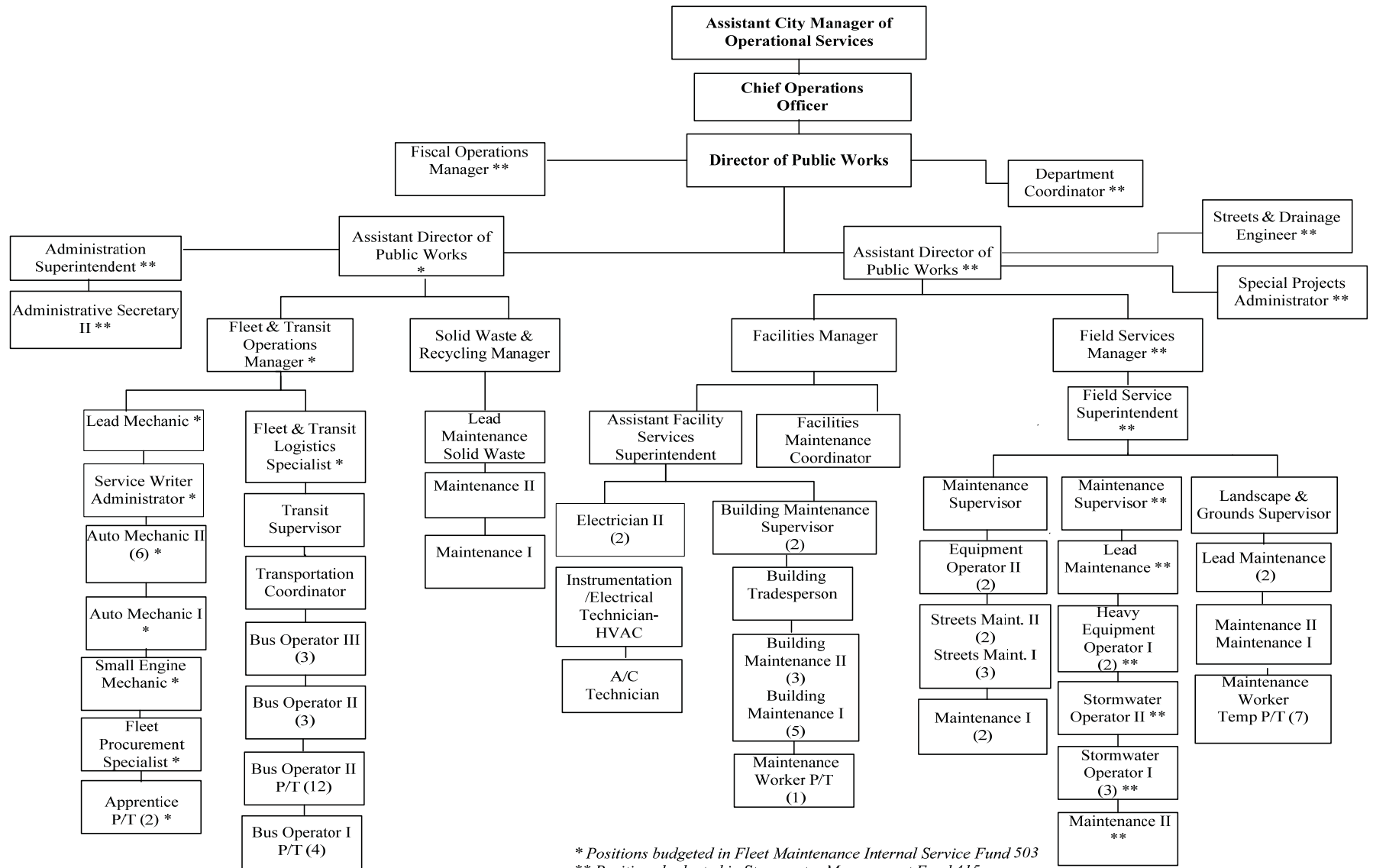
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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
604920	License & Permit Fees	This represents new/renewal licenses of vehicles, professional licenses and various other renewals; permitting & plans.
604941	Ins Claims-Workers' Comp	Expenditures for this line item account for the medical indemnity, managed care, and legal aspects of each Workers Compensation claim.
604942	Ins Claims-Liability	Expenditures from this line account for all costs associated with the defense of all liability claims presented to the City including, but not limited to settlement offers, legal fees, private investigators, and independent medical examinations.
604943	Ins Claims-Property	Expenditures from this line item account for all self-insured property, automobile physical damage, and electronic data processing losses that the City sustains on an annual basis.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
605100	Office Supplies	Costs for office supplies for the division to include; pens, note pads, printer paper, desk tools, etc.
605290	Other Operating Supplies	This line item is for unexpected expenses for various supplies not budgeted in another line item.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: Worker's Compensation Claims Professional (WCCP), NASP (National Association of Safety Professional), Safety Council, IASP/NASP, etc.
605500	Training-General	This account is for attendance to various seminars and trainings locally.

# **Fleet Maintenance Fund**



# Fleet Maintenance Organizational Chart



\* Positions budgeted in Fleet Maintenance Internal Service Fund 503  
 \*\* Positions budgeted in Stormwater Management Fund 415



# Fleet Maintenance Fund

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 995,147	\$ 2,999,509	\$ 6,562,177	\$ 6,562,177	\$ 4,312,348
<b>Revenue by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	64,000	70,000	70,000	70,000
Charges for Services	4,465,350	6,053,678	5,564,400	5,564,400	5,330,860
Fines & Forfeitures	-	-	-	-	-
Other Sources	22,548	16,320	10,000	18,700	15,000
Transfer In	-	707,000	-	-	-
Carry Over/Approp. of Fund Balance	-	-	-	2,249,829	-
<b>Total</b>	<b>\$ 4,487,898</b>	<b>\$ 6,840,998</b>	<b>\$ 5,644,400</b>	<b>\$ 7,902,929</b>	<b>\$ 5,415,860</b>
<b>Expenditure by Category</b>					
Personnel Services	905,999	1,164,428	1,208,100	1,216,800	1,421,850
Operating Expense	1,003,989	1,232,838	1,312,900	1,312,900	1,340,500
Capital Outlay	1,748,081	2,801,238	3,123,300	5,373,129	2,573,510
<b>Total Operating Expenditures</b>	<b>3,658,069</b>	<b>5,198,504</b>	<b>5,644,300</b>	<b>7,902,829</b>	<b>5,335,860</b>
Capital Improvement	90,602	42,065	-	-	-
Other Uses	406,078	819,681	100	100	80,000
Capital Asset Clearing	(1,671,213)	(2,781,920)	-	-	-
Transfer Out	-	-	-	-	-
<b>Total</b>	<b>\$ 2,483,537</b>	<b>\$ 3,278,330</b>	<b>\$ 5,644,400</b>	<b>\$ 7,902,929</b>	<b>\$ 5,415,860</b>
Excess/Deficiency	2,004,362	3,562,668	-	-	-
Appropriation of Fund Balance	-	-	-	(2,249,829)	-
<b>Ending Fund Balance</b>	<b>\$ 2,999,509</b>	<b>\$ 6,562,177</b>	<b>\$ 6,562,177</b>	<b>\$ 4,312,348</b>	<b>\$ 4,312,348</b>

## Operating Revenues







Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Charges for Services</u></b>						
341200	Internal Svcs Charge	2,129,096	2,557,378	2,453,400	2,453,400	2,842,500
	Sub-Total	2,129,096	2,557,378	2,453,400	2,453,400	2,842,500
<b><u>Other Sources</u></b>						
337401	Fuel Surcharge	-	64,000	70,000	70,000	70,000
341230	Vehicle Replacement Program	2,336,255	3,496,300	3,111,000	3,111,000	2,488,360
361100	Int Earnings	3,202	11,934	10,000	18,700	15,000
369300	Insurance Recoveries	18,377	4,386	-	-	-
369900	Miscellaneous Revenue	969	-	-	-	-
381395	Trfr Fr Capital Projects Fund	-	707,000	-	-	-
399900	CIP Carryover	-	-	-	2,249,829	-
	Sub-total	2,358,803	4,283,620	3,191,000	5,449,529	2,573,360
<b>Total</b>		<b>\$ 4,487,898</b>	<b>\$ 6,840,998</b>	<b>\$ 5,644,400</b>	<b>\$ 7,902,929</b>	<b>\$ 5,415,860</b>



# Fleet Maintenance Balanced Scorecard

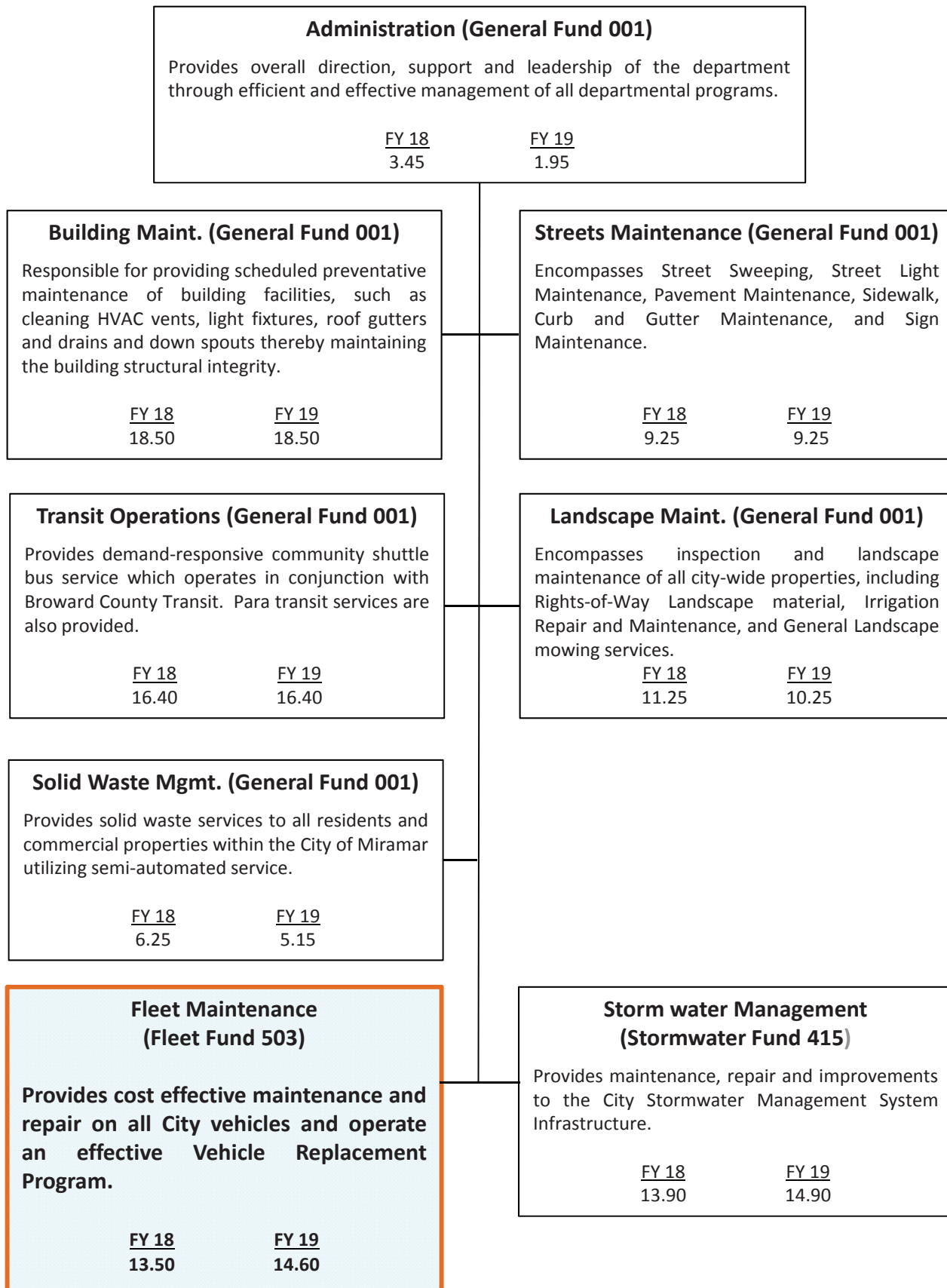
Measure	Objectives	Series Status	Sep-18
<span style="color: green;">↑</span> Annual number of PMs completed	<span style="color: gray;">■</span> Provide fast and reliable service.	Actual	718.00
		YTD Actual	2,825.00
		EOY Target	3,460.00
		% Target	81.65%
		% Goal	100.00%
<span style="color: green;">↑</span> % of rework on repairs	<span style="color: gray;">■</span> Provide fast and reliable service.	Actual	1.00%
		YTD Actual	1.08%
		EOY Target	3.00%
		% Target	35.83%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets budget target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 1,168,384.53
		YTD Actual	\$ 3,549,096.27
		EOY Target	\$ 7,894,228.84
		% Target	44.96%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Expenses	<span style="color: gray;">■</span> Finances	Actual	\$ 1,168,384.53
		YTD Actual	\$ 3,549,096.27
		EOY Projection	\$ 4,788,738.00
		% Target	74.11%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets budget target - Revenues	<span style="color: gray;">■</span> Finances	Actual	\$ 1,430,807.45
		YTD Actual	\$ 5,694,151.08
		EOY Target	\$ 5,644,400.00
		% Target	100.88%
		% Goal	100.00%
<span style="color: green;">↑</span> Meets projected target - Revenues	<span style="color: gray;">■</span> Finances	Actual	\$ 1,430,807.45
		YTD Actual	\$ 5,694,151.08
		EOY Projection	\$ 5,644,400.00
		% Target	100.88%
		% Goal	100.00%

# Fleet Maintenance Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Average repair cost for light, medium and heavy-duty vehicles	 Improve Cost Effectiveness.	Actual	\$ 945.00
		YTD Actual	\$ 956.50
		EOY Target	\$ 1,120.00
		% Target	85.40%
		% Goal	100.00%
 Avg. Monthly Productive Hours	 Mechanics Productivity.	Actual	1,431.00
		YTD Actual	1,267.75
		EOY Target	1,100.00
		% Target	115.25%
		% Goal	100.00%
 Number of training sessions attended (per mechanic)	 Develop staff and management expertise through organized and individual educational opportunities.	Actual	2.00
		YTD Actual	7.00
		EOY Target	2.00
		% Target	350.00%
		% Goal	100.00%



# Fleet Maintenance FTE's by Program



# Fleet Maintenance Program

## Description

Fleet Maintenance is managed by the Public Works Department and operates as an Internal Service Fund (ISF). Funding budgeted in this fund accounts for services and repairs of City vehicles. ISF's operate on a cost-reimbursement basis for their services, and when necessary, adjust their service charges for changes in cost structure or service level. Fleet Maintenance is responsible for maintenance and repair of City vehicles, generators, and fuel tanks, as well as procurement of fuel and inventory management.

As indicated in the Position Detail, this program is comprised of 14.6 budgeted positions, 13.6 full-time and two part-time employees which are managed by the Public Works Department. The major program provided is Fleet Maintenance.

## FY 2018 Accomplishments

- Replaced a total of 66 vehicles and equipment as part of the City's Vehicle Replacement Program.
- Auctioned 48 surplus vehicles.
- Successfully completed Broward County inspection of fuel storage tanks at Fire Stations 70, 84 and 100.

## Program Revenues, Expenditures and Position Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Internal Services Charge	\$ 2,129,096	\$ 2,557,378	\$ 2,453,400	\$ 2,453,400	\$ 2,842,500
<b>Expenditures by Program</b>					
Fleet Maintenance	\$ 3,695,376	\$ 5,187,998	\$ 4,037,700	\$ 4,704,366	\$ 3,634,602
<b>Expenditures by Category</b>					
Personnel Services	943,306	1,153,922	1,208,100	1,208,100	1,421,850
Operating Expense	1,003,989	1,232,838	1,310,400	1,310,400	1,338,000
Capital Outlay	1,748,081	2,801,238	1,519,200	2,185,866	874,752
Total Operating	\$ 3,695,376	\$ 5,187,998	\$ 4,037,700	\$ 4,704,366	\$ 3,634,602
<b>Position Detail</b>					
Apprentice - Part-time (2)	-	0.50	0.50	0.50	1.00
Assistant Director of Public Works*	0.40	1.00	1.00	1.00	0.60
Auto Mechanic I	1.00	1.00	1.00	1.00	1.00
Auto Mechanic II	6.00	6.00	6.00	6.00	6.00
Fleet & Transit Logistics Specialist	-	-	-	-	1.00
Fleet & Transit Operations Manager	-	1.00	1.00	1.00	1.00
Fleet Procurement Specialist	1.00	1.00	1.00	1.00	1.00
Fleet Superintendent	1.00	-	-	-	-
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Office Administrator	1.00	-	-	-	-
Service Writer Administrator	1.00	1.00	1.00	1.00	1.00
Small Engine Mechanic	1.00	1.00	1.00	1.00	1.00
Transportation Administrative Superintendent	1.00	-	-	-	-
Total FTE's	14.40	13.50	13.50	13.50	14.60

\* Position split with Public Works-Transit Operations Program .40 (Fund 001).





# Fleet Maintenance Expenditures by Object Code

## Fleet Maintenance - 503-50-521-519

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	579,380	663,380	720,800	720,800	844,900
601205	Lump Sum Payout - Accrued Time	24,265	13,523	27,900	27,900	29,400
601215	Communication Stipend	530	1,085	2,000	2,000	2,000
601220	Longevity Pay	1,140	1,470	1,400	1,400	2,700
601400	Overtime-General	23,935	27,759	21,700	21,700	21,850
601410	Overtime-Holiday	263	306	-	-	-
601412	Overtime-Emergency	-	25,155	-	-	-
601510	Incentive Pay	-	-	5,400	5,400	5,400
602100	FICA & MICA	46,051	52,467	56,700	56,700	66,300
602210	Pension-General	78,555	90,619	123,400	123,400	144,400
602235	Pension-Senior Mgmt	6,522	25,221	25,900	25,900	17,600
602260	Pension-401	-	-	-	-	4,900
602265	Pension-457	1,249	6,157	5,700	5,700	13,900
602300	Pmt In Lieu Of Insurance	5,193	-	-	-	-
602304	Health Insurance-PPO	40,494	55,877	68,300	68,300	62,400
602305	Health Insurance-HMO	75,390	85,635	115,200	115,200	131,200
602306	Dental Insurance-PPO	5,268	5,253	5,000	5,000	6,300
602307	Dental Insurance-HMO	262	485	900	900	500
602309	Basic Life Insurance	2,261	2,401	1,600	1,600	1,800
602311	Long-Term Disability Ins	880	903	1,000	1,000	1,200
602400	Workers' Compensation	22,800	57,200	25,200	25,200	65,100
602600	OPEB	28,869	39,026	-	-	-
	Sub-Total	943,306	1,153,922	1,208,100	1,208,100	1,421,850
<b><u>Operating Expense</u></b>						
603400	Contract Svcs-Other	5,301	4,233	11,000	11,000	2,800
603425	Software License & Maint	9,100	7,529	40,500	40,500	48,400
603470	Temporary Help	-	5,204	-	-	-
604001	Travel & Training	1,376	350	5,400	5,400	7,000
604100	Communication Svcs	2,390	1,600	2,100	2,100	2,200
604300	Water/Wastewater Svcs	10,972	10,694	8,000	8,000	16,300
604301	Electricity Svcs	91,780	101,199	102,200	102,200	102,700
604440	Leased Copiers	1,537	1,858	-	-	-
604500	Risk Internal Svcs Charge	21,000	29,100	23,900	23,900	17,500
604610	Fleet Internal Svcs Charge	29,800	25,700	35,500	35,500	37,900
604613	Vehicle Detail	-	80	1,200	1,200	1,000
604615	R&M Fuel Maintance Sys	33,064	21,307	40,600	40,600	40,400
604616	Reimbursable Parts	555,000	569,650	575,000	620,000	575,000
604617	Reimbursable Svcs	154,869	318,694	365,000	320,000	365,000
604630	R&M Electric	1,175	-	-	-	-
604640	R&M Machinery	6,724	4,117	10,200	10,200	8,100
604700	Printing & Binding Svcs	699	667	900	900	900
604905	Bank Svcs Charges	739	1,518	1,400	1,400	2,000
604920	License & Permit Fees	4,610	840	2,800	2,800	2,800
604989	IT Internal Svcs Charge	41,500	43,600	50,500	50,500	78,900
605100	Office Supplies	892	1,067	1,200	1,200	1,200
605220	Vehicle Fuel-On-Site	5,583	4,186	8,300	8,300	4,100
605225	Equip Gas Oil & Lube	-	41,760	-	-	-
605240	Uniforms Cost	7,486	7,151	8,700	8,700	8,700
605242	Protective Clothing and Shoes	400	-	700	700	700
605246	Safety Equipment Supplies	651	-	800	800	800
605251	Noncap Equip (Item less 5000)	4,994	24,270	-	-	-
605252	Small Tools	6,566	889	4,000	4,000	4,000
605290	Other Operating Supplies	1,391	1,405	1,600	1,600	1,600
605410	Subscriptions & Memberships	499	499	500	500	500
605500	Training-General	3,891	3,673	8,400	8,400	7,500
	Sub-Total	1,003,989	1,232,838	1,310,400	1,310,400	1,338,000



# Fleet Maintenance Expenditures by Object Code

## Fleet Maintenance—503-50-521-519

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Dept Capital Outlay</u></b>					
606400	Machinery & Equipment	3,950	25,984	-	-	-
606405	Furniture & Fixtures	-	9,100	-	58,000	-
606440	Vehicles Purchase	1,708,731	2,706,254	1,506,900	2,115,566	824,400
606441	Vehicle Replacement Program	35,400	59,900	12,300	12,300	50,352
	Sub-Total	1,748,081	2,801,238	1,519,200	2,185,866	874,752
	<b>Total</b>	<b>\$ 3,695,376</b>	<b>\$ 5,187,998</b>	<b>\$ 4,037,700</b>	<b>\$ 4,704,366</b>	<b>\$ 3,634,602</b>

## Non-Departmental—503-90-000-519

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>					
601600	Compensated Absences	(37,307)	10,506	-	8,700	-
	Sub-Total	(37,307)	10,506	-	8,700	-
	<b><u>Operating Expense</u></b>					
604440	Leased Copiers	-	-	2,500	2,500	2,500
	Sub-Total	-	-	2,500	2,500	2,500
	<b><u>Dept Capital Outlay</u></b>					
606498	Vehicle Replacement Reserve	-	-	1,604,100	3,187,263	1,698,758
	Sub-Total	-	-	1,604,100	3,187,263	1,698,758
	<b><u>Repair, Renew, Replace</u></b>					
609906	Renewal & Replace Reserve	-	-	100	100	80,000
	Sub-Total	-	-	100	100	80,000
	<b>Total</b>	<b>\$ (37,307)</b>	<b>\$ 10,506</b>	<b>\$ 1,606,700</b>	<b>\$ 3,198,563</b>	<b>\$ 1,781,258</b>

## Unassigned—503-00-000-000

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Capital Asset Clearing</u></b>					
606900	Capital Asset Clearing Account	(1,671,213)	(2,781,920)	-	-	-
	Sub-Total	(1,671,213)	(2,781,920)	-	-	-
	<b><u>Depreciation</u></b>					
605910	Depreciation-Gen Gov't	69,147	115,188	-	-	-
605911	Depreciation-Pub Safety	315,947	658,356	-	-	-
605913	Depreciation-Comm Svcs	20,984	46,137	-	-	-
	Sub-Total	406,078	819,681	-	-	-
	<b>Total</b>	<b>\$ (1,265,135)</b>	<b>\$ (1,962,239)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Fleet Maintenance Expenditures by Object Code

## Capital Improvement Program Expenditure Detail Budget —503-Various

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<i>Fleet Inventory Maint Mgmt System</i>						
	<u>503-50-800-519-000-</u>						
606511	CIP-Furniture Fixtures & Equip	54001	90,602	33,770	-	-	-
606810	CIP-Tech Software/Hardware		-	7,056	-	-	-
	Sub-total		90,602	40,826	-	-	-
	<i>Phone System Replacement</i>						
	<u>503-50/58-800-519-000-</u>						
606517	CIP-Implementation Fees	54009	-	1,239	-	-	-
	Sub-total		-	1,239	-	-	-
	<b>Total</b>		<b>\$ 90,602</b>	<b>\$ 42,065</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Fleet Maintenance Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
337401	Fuel Surcharge	This revenue source is used to fund maintenance and management costs associated with operating the City's Fuel Depot located at the Wastewater Reclamation Facility.
341200	Internal Svcs Charge	Revenues for this fund are reimbursed from other funds based on the usage for the repair and maintenance of all city vehicles and heavy equipment.
341230	Vehicle Replacement Program	This revenue is for the governmental departments charges for the City's vehicle replacement program including escrow.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
<b><u>Expense</u></b>		
601400	Overtime-General	This is required for emergency repairs to City vehicles after normal business hours.
601510	Incentive Pay	This cost is for an incentive for Fleet Maintenance Mechanics to attain the maximum allowable Automotive Service Excellence (ASE) certifications.
603400	Contract Svcs-Other	This amount is for contractual services related to fleet systems and engine analysis.
603425	Software License & Maint	This amount is for annual renewal of various database management license systems utilized by fleet mechanics in the repair and maintenance of city vehicles.
604001	Travel & Training	This account is for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, etc., for two mechanics to attend EVT Training in Ocala, FL.
604100	Communication Svcs	This line item represents the cost for cell phones and radios.
604300	Water/Wastewater Svcs	This line item presents the cost for water and wastewater usage at the Fleet Maintenance Facility.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604440	Leased Copiers	This account is for leased copy machines fixed cost, desktop printers and related supplies. Toner is only purchased if allotted meter amount is exceeded. Restricted for Procurement Department only.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles.
604613	Vehicle Detail	This line is for costs associated with vehicle cleanliness and general upkeep.
604615	R&M Fuel Maintance Sys	This amount is related to the maintenance and fuel management of the City's Fuel Depot island.
604616	Reimbursable Parts	This line item is associated with procuring parts used in the repair and maintenance of city vehicles and equipment and is reimbursed by user departments.
604617	Reimbursable Svcs	This line item is associated with outsourcing repair of city vehicles and equipment.
604640	R&M Machinery	This line item is for the repair and maintenance of various machinery such as vehicle lifts, air compressor, wheel alignments that are utilized in the repair and maintenance of city vehicles.
604700	Printing & Binding Svcs	This line item is for printing new service road call stickers, evaluation survey hangers for City vehicle maintenance and parts request forms.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604920	License & Permit Fees	This line item is for permits such as underground fuel tanks, flammable fluid storage tanks, double tank of clean motor and waste motor, transmission oil tank, hydraulic oil tank, gear oil tank, anti-freeze tank, and above ground fuel tanks, which is a regulatory requirement for fleet maintenance.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
605100	Office Supplies	This costs is associated with various desktop supplies to maintain the administrative office.
605220	Vehicle Fuel-On-Site	This amount is for the cost of fuel and oil used for city vehicles. This is restricted for Public Works.
605240	Uniforms Cost	This amount is for shirts, safety shoes, jackets, and caps as required by bargaining unit for certain positions.



# Fleet Maintenance Budget Justification

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<b>Object #</b>	<b>Account Description</b>	<b>Justification</b>
605242	Protective Clothing and Shoes	This cost is for safety clothing as required for certain positions.
605246	Safety Equipment Supplies	This expenditure is for safety items such as cones and barricades.
605252	Small Tools	This cost is for small tool items used by mechanics. Increase is due to tools for four new mechanics for Public Safety fleet in-house vehicle maintenance.
605290	Other Operating Supplies	This cost is for supplies such as fuel spill absorption sheets, rags, air filters, etc.
605410	Subscriptions & Memberships	This cost is associated with membership for National Association of Fleet Administrators, annual ASE certifications for automotive mechanics and FLAGA.
605500	Training-General	This cost is for Florida Government Fleet Administrators Seminar and other technical training courses locally.
606440	Vehicles Purchase	This account is associated with vehicle purchases for only General Fund governmental departments. All Enterprise funds are charged to the respective funds.
606441	Vehicle Replacement Program	This budgeted amount consists of \$34,800 for the replacement of 1 vehicle or equipment and \$15,552 for escrow for future replacements
606498	Vehicle Replacement Reserve	This line item is the General Fund Vehicle Replacement Program escrow as well as the escrow for the Fleet Fund. The escrow amount for each General Fund department is included in account 606441.

# Information Technology Fund

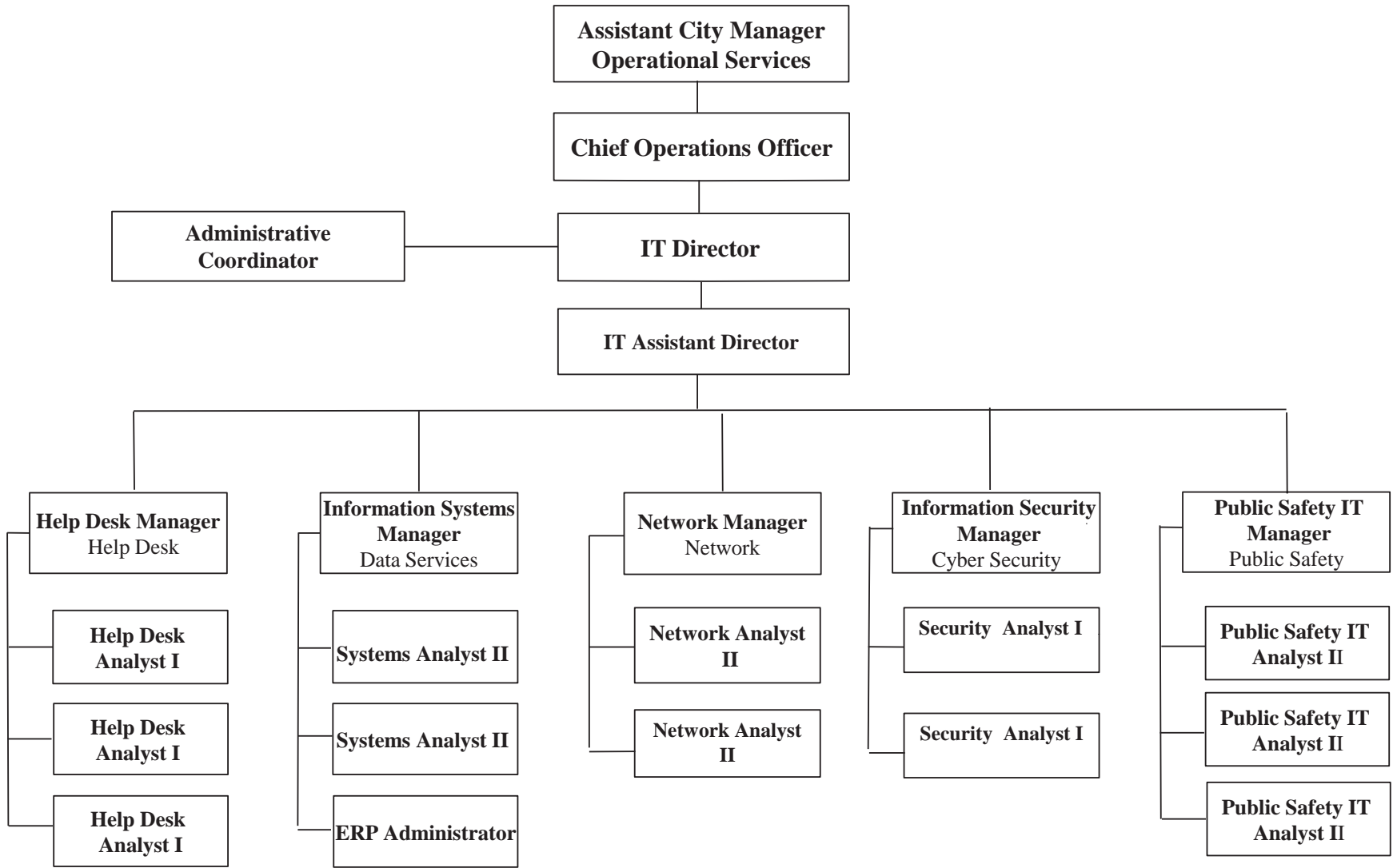
## Mission

*To provide reliable, secure, functional and easily accessible information resources and related services that empower our residents and employees with easy and well-designed IT systems by focusing on their needs with innovative, coordinated and cost effective ideas and solutions.*





# Information Technology Organizational Chart



# Information Technology Fund

## Revenues and Expenditures Budget Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Beginning Fund Balance</b>	\$ 322,217	\$ 340,913	\$ 292,090	\$ 292,090	\$ 292,090
<b>Revenues by Category</b>					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	4,211,499	4,410,713	5,114,700	5,114,700	6,066,100
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	(2,963)	(1,375)	1,500	1,500	2,500
Transfers	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Total</b>	<b>\$ 4,208,536</b>	<b>\$ 4,409,338</b>	<b>\$ 5,116,200</b>	<b>\$ 5,116,200</b>	<b>\$ 6,068,600</b>
<b>Expenditures by Category</b>					
Personnel Services	1,530,464	1,853,786	2,010,200	2,010,200	2,499,200
Operating Expense	2,597,932	2,467,014	2,584,300	2,584,937	3,141,500
Capital Outlay	-	1,704,197	183,900	123,447	6,900
<b>Total Operating</b>	<b>4,128,396</b>	<b>6,024,997</b>	<b>4,778,400</b>	<b>4,718,584</b>	<b>5,647,600</b>
Depreciation	61,444	133,252	-	-	-
Capital Asset Clearing	-	(1,714,110)	-	-	-
Debt Service	-	4,108	337,800	397,616	421,000
Capital Improvement	-	9,913	-	-	-
<b>Total Operating</b>	<b>\$ 4,189,840</b>	<b>\$ 4,458,160</b>	<b>\$ 5,116,200</b>	<b>\$ 5,116,200</b>	<b>\$ 6,068,600</b>
<b>Excess/Deficiency</b>	18,696	(48,822)	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ 340,913</b>	<b>\$ 292,090</b>	<b>\$ 292,090</b>	<b>\$ 292,090</b>	<b>\$ 292,090</b>

## Operating Revenues

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Charges for Services</u></b>						
341200	Internal Svcs Charge	4,211,499	4,410,713	5,114,700	5,114,700	6,066,100
	Sub-Total	4,211,499	4,410,713	5,114,700	5,114,700	6,066,100
<b><u>Miscellaneous</u></b>						
361100	Int Earnings	2,723	5,282	1,500	1,500	2,500
364101	Disp of Fixed Assets-Prop	(5,686)	(6,658)	-	-	-
	Sub-Total	(2,963)	(1,375)	1,500	1,500	2,500
	<b>Total</b>	<b>4,208,536</b>	<b>4,409,338</b>	<b>5,116,200</b>	<b>5,116,200</b>	<b>6,068,600</b>





# Information Technology

## Department Overview

The Information Technology (IT) Department addresses the common needs for information services from all City departments which consist of Local, Wide and Metropolitan Area Networking as well as computer training, helpdesk, internet and voice/data communications support. The Department is a key strategic partner and provides technical support and guidance in procuring, designing, installing, testing and developing of all computer related software and hardware applications including internet and intranet based systems.

As indicated in the Position Detail, this department is comprised of 21 full-time budgeted positions. The six programs provided are:

1. Administration
2. Data Services
3. Network Services
4. Helpdesk
5. Cyber Security
6. Public Safety IT

## FY 2018 Accomplishments

- Migrated all department mailboxes to Office 365 (except Police) to provide better redundancy for email services.
- Replaced end-of-life phone system with new Cisco Call Manager.
- Replaced WiFi infrastructure to provide better wireless service and support throughout City buildings.
- Deployed new copiers citywide for more efficient print management and secure printing.

## Program Revenues, Expenditures and Position Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b>Dedicated Revenues</b>					
Administration	419,988	527,495	541,700	583,797	544,300
Data Services	1,744,844	1,550,215	1,279,100	1,340,361	1,445,900
Network Services	1,119,695	2,627,848	1,698,500	1,662,612	1,840,900
Helpdesk	485,281	912,555	1,116,100	1,048,630	982,050
Cyber Security	357,830	410,991	480,800	480,800	773,750
Public Safety IT	-	-	-	-	481,700
<b>Total</b>	<b>\$ 4,127,639</b>	<b>\$ 6,029,105</b>	<b>\$ 5,116,200</b>	<b>\$ 5,116,200</b>	<b>\$ 6,068,600</b>

### Expenditures by Program

Administration	419,988	527,495	541,700	583,797	544,300
Data Services	1,744,844	1,550,215	1,279,100	1,340,361	1,445,900
Network Services	1,119,695	2,627,848	1,698,500	1,662,612	1,840,900
Helpdesk	485,281	912,555	1,116,100	1,048,630	982,050
Cyber Security	357,830	410,991	480,800	480,800	773,750
Public Safety IT	-	-	-	-	481,700
<b>Total</b>	<b>\$ 4,127,639</b>	<b>\$ 6,029,105</b>	<b>\$ 5,116,200</b>	<b>\$ 5,116,200</b>	<b>\$ 6,068,600</b>

# Information Technology

<b>Expenditures by Category</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Budget</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Budget</b>
Personnel Services	1,529,708	1,853,786	2,010,200	2,010,200	2,499,200
Operating Expense	2,597,932	2,467,014	2,584,300	2,584,937	3,141,500
Capital Outlay	-	1,704,197	183,900	123,447	6,900
Debt Service	-	4,108	337,800	397,616	421,000
<b>Total Operating</b>	<b>\$ 4,127,639</b>	<b>\$ 6,029,105</b>	<b>\$ 5,116,200</b>	<b>\$ 5,116,200</b>	<b>\$ 6,068,600</b>

## Positions by Program










Administration	3.00	3.00	3.00	3.00	3.00
Data Services	4.00	5.00	4.00	4.00	4.00
Network Services	3.00	3.00	3.00	3.00	3.00
Helpdesk	4.00	5.00	4.00	4.00	4.00
Cyber Security	3.00	2.00	3.00	3.00	3.00
Public Safety IT	-	-	-	-	4.00
<b>Total</b>	<b>17.00</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>21.00</b>

## Position Detail








Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Director of IT	1.00	1.00	1.00	1.00	1.00
Director of IT	1.00	1.00	1.00	1.00	1.00
Enterprise Resource Planning Administrator	-	1.00	1.00	1.00	1.00
Help Desk Analyst I	-	4.00	3.00	3.00	3.00
Help Desk Manager	1.00	1.00	1.00	1.00	1.00
Information Security Manager	1.00	-	-	1.00	1.00
Information Systems Manager	1.00	1.00	1.00	1.00	1.00
IT Analyst I	5.00	-	-	-	-
IT Analyst II	5.00	-	-	-	-
Network Analyst II	-	2.00	2.00	2.00	2.00
Network Manager	-	1.00	1.00	1.00	1.00
Public Safety Information Technology Manager	-	-	-	-	1.00
Public Safety Systems Analyst II	-	-	-	-	3.00
Security Analyst I	-	1.00	2.00	2.00	2.00
Security Analyst II	-	1.00	1.00	-	-
Senior Enterprise Resource Planning Administrator	-	1.00	-	-	-
Systems Analyst II	-	2.00	2.00	2.00	2.00
Telecommunications Manager	1.00	-	-	-	-
<b>Total FTE's</b>	<b>17.00</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>21.00</b>



# Information Technology Balanced Scorecard













Measure	Objectives	Series Status	Sep-18
 Percentage of work requests resolved within 10 hours	 Provide efficient technical services in a timely manner	Actual	66.70%
	 Service Desk requests are completed in a timely manner	YTD Actual	68.10%
		EOY Target	75.00%
		% Target	90.80%
		% Goal	100.00%
 Percentage of service requests completed within Service Level Agreement	 Provide efficient technical services in a timely manner	Actual	99.70%
	 Service Desk requests are completed in a timely manner	YTD Actual	98.78%
		EOY Target	94.00%
		% Target	105.08%
		% Goal	100.00%
 Systems Availability	 Provide access to infrastructure services on demand; any time, any location, and any device	Actual	99.96%
	 IT systems are available for all users	YTD Actual	99.36%
		EOY Target	99.70%
		% Target	99.66%
		% Goal	100.00%

# Information Technology Balanced Scorecard

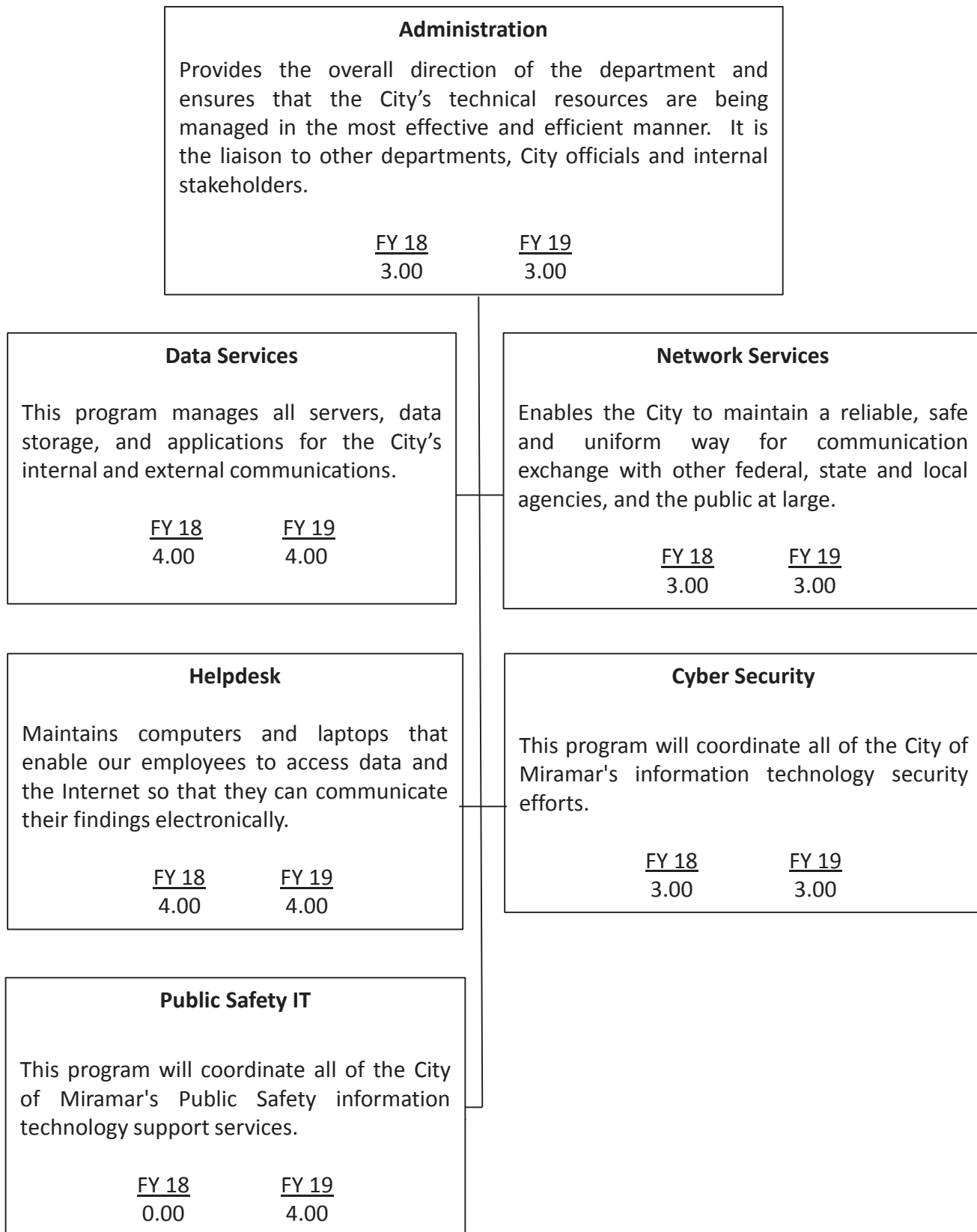
Measure	Objectives	Series Status	Sep-18
 Network Availability	 Provide access to infrastructure services on demand; any time, any location, and any device   IT systems are available for all users	Actual	99.85%
		YTD Actual	99.92%
		EOY Target	99.90%
		% Target	100.02%
		% Goal	100.00%
 Meets budget target - Expenses	 Finances	Actual	\$ 1,423,835.47
		YTD Actual	\$ 4,923,820.89
		EOY Target	\$ 5,116,200.00
		% Target	96.24%
		% Goal	100.00%
 Meets projected target - Expenses	 Finances	Actual	\$ 1,423,835.47
		YTD Actual	\$ 4,923,820.89
		EOY Projection	\$ 4,911,839.99
		% Target	100.24%
		% Goal	100.00%



# Information Technology Balanced Scorecard

Measure	Objectives	Series Status	Sep-18
 Meets budget target - Revenues	 Finances	Actual	\$ 1,279,259.29
		YTD Actual	\$ 5,117,060.62
		EOY Target	\$ 5,116,200.00
		% Target	100.02%
		% Goal	100.00%
 Meets projected target - Revenues	 Finances	Actual	\$ 1,279,259.29
		YTD Actual	\$ 5,117,060.62
		EOY Projection	\$ 5,116,200.00
		% Target	100.02%
		% Goal	100.00%
 IT customer satisfaction rate	 IT systems are available for all users	Actual	98.67%
	 Maintain high customer satisfaction on completed work requests	YTD Actual	97.94%
		EOY Target	93.00%
		% Target	105.31%
		% Goal	100.00%
 Number of job specific training courses/conferences attended by staff annually	 Provide efficient technical services in a timely manner	Actual	12.00
	 Develop and increase skill levels of staff	YTD Actual	33.00
		EOY Target	17.00
		% Target	194.12%
		% Goal	100.00%
 Backup Success Rate	 Provide efficient technical services in a timely manner	Actual	100.00%
		YTD Actual	99.90%
		EOY Target	95.00%
		% Target	105.16%
		% Goal	100.00%

# Information Technology FTE's by Program



# Information Technology Budget Summary by Program

## Administration—program 100

This program is necessary for the department as it oversees all programs within this department (Data, Network, Helpdesk, Security, and Public Safety IT). It upholds all established guidelines and technical requirements for operations and facilitates the department's objectives and achievements.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 419,988	\$ 527,495	\$ 541,700	\$ 583,797	\$ 544,300

## Expenditures by Category

Personnel Services	404,264	461,668	455,300	455,800	458,000
Operating Expense	15,724	65,827	45,400	86,997	79,400
Capital Outlay	-	-	41,000	41,000	6,900
Total	\$ 419,988	\$ 527,495	\$ 541,700	\$ 583,797	\$ 544,300

## Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Director of IT	1.00	1.00	1.00	1.00	1.00
Director of IT	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00

## Data Services—program 580

This program manages all servers, data storage and applications for the City's internal and external communications.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 1,744,844	\$ 1,550,215	\$ 1,279,100	\$ 1,340,361	\$ 1,445,900

## Expenditures by Category

Personnel Services	423,432	511,290	477,800	477,300	458,900
Operating Expense	1,321,412	799,409	757,300	770,150	903,500
Capital Outlay	-	235,409	-	-	-
Debt Service	-	4,108	44,000	92,911	83,500
Total	\$ 1,744,844	\$ 1,550,215	\$ 1,279,100	\$ 1,340,361	\$ 1,445,900

## Percent of Time by Position

Enterprise Resource Planning Administrator	-	1.00	1.00	1.00	1.00
Information Systems Manager	1.00	1.00	1.00	1.00	1.00
IT Analyst II	3.00	-	-	-	-
Senior Enterprise Resource Planning Administrator	-	1.00	-	-	-
Systems Analyst II	-	2.00	2.00	2.00	2.00
Total	4.00	5.00	4.00	4.00	4.00



# Information Technology Budget Summary by Program

## Network Services—program 581

This program provides critical data and telecommunication services for the City's interdepartmental communications. It enables the City to maintain a reliable, safe and uniform way for communication exchange with other federal, state and local agencies, City's residents and the public at large.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 1,119,695	\$ 2,627,848	\$ 1,698,500	\$ 1,662,612	\$ 1,840,900

### Expenditures by Category

Personnel Services	269,412	315,091	358,200	358,200	360,000
Operating Expense	850,284	843,968	903,600	917,259	1,143,400
Capital Outlay	-	1,468,788	142,900	82,447	-
Debt Service	-	-	293,800	304,706	337,500
<b>Total</b>	<b>\$ 1,119,695</b>	<b>\$ 2,627,848</b>	<b>\$ 1,698,500</b>	<b>\$ 1,662,612</b>	<b>\$ 1,840,900</b>

### Percent of Time by Position

IT Analyst I	2.00	-	-	-	-
Network Analyst II	-	2.00	2.00	2.00	2.00
Network Manager	-	1.00	1.00	1.00	1.00
Telecommunications Manager	1.00	-	-	-	-
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

## Helpdesk—program 582

This program provides desktop, laptop, audio visual and printer support that enables our employees to access data and the internet so that they can communicate their findings electronically or via email to other internal employees or to the general public.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 485,281	\$ 912,555	\$ 1,116,100	\$ 1,048,630	\$ 982,050

### Expenditures by Category

Personnel Services	269,197	335,549	516,600	516,600	436,100
Operating Expense	216,085	577,007	599,500	532,030	545,950
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
<b>Total</b>	<b>\$ 485,281</b>	<b>\$ 912,555</b>	<b>\$ 1,116,100</b>	<b>\$ 1,048,630</b>	<b>\$ 982,050</b>

### Percent of Time by Position

Help Desk Analyst I	-	4.00	3.00	3.00	3.00
Help Desk Manager	1.00	1.00	1.00	1.00	1.00
IT Analyst I	3.00	-	-	-	-
<b>Total</b>	<b>4.00</b>	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>





# Information Technology Budget Summary by Program

## Cyber Security—program 584

This program coordinates all of the City of Miramar’s information technology security efforts. It provides for key cyber security decisions to be better aligned with overall organizational strategic business goals by assessing risk tolerance at the inception of any given initiative. This program further ensures that automated information systems are designed, operated and maintained with the appropriate information technology security and privacy data protections in place.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ 357,830	\$ 410,991	\$ 480,800	\$ 480,800	\$ 773,750

### Expenditures by Category

Personnel Services	163,403	230,189	202,300	202,300	324,500
Operating Expense	194,428	180,803	278,500	278,500	449,250
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 357,830</b>	<b>\$ 410,991</b>	<b>\$ 480,800</b>	<b>\$ 480,800</b>	<b>\$ 773,750</b>

### Percent of Time by Position

Information Security Manager	1.00	-	-	1.00	1.00
IT Analyst II	2.00	-	-	-	-
Security Analyst I	-	1.00	2.00	2.00	2.00
Security Analyst II	-	1.00	1.00	-	-
<b>Total</b>	<b>3.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

## Public Safety IT—program 585

This program provides technical support for all City of Miramar Public Safety operations. It provides technical guidance for acquisition, maintenance, and troubleshooting of all software and hardware required for Public Safety day to day operations, as well as ensures that appropriate safeguards are in place for information security and compliance.

Dedicated Revenues	Object Code	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
Internal Services Charge	341200	\$ -	\$ -	\$ -	\$ -	\$ 481,700

### Expenditures by Category

Personnel Services	-	-	-	-	461,700
Operating Expense	-	-	-	-	20,000
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 481,700</b>

### Percent of Time by Position

Public Safety Information Technology Manager	-	-	-	-	1.00
Public Safety Systems Analyst II	-	-	-	-	3.00
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4.00</b>



# Information Technology Expenditures by Object Code

## Administration—504-58-100-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	265,355	277,174	285,900	285,900	287,100
601205	Lump Sum Payout - Accrued Time	5,330	41,868	17,100	17,100	28,900
601220	Longevity Pay	-	-	-	-	1,200
601230	TempStaffAN	5,546	1,360	-	-	-
601400	Overtime-General	-	3,329	-	500	500
601410	Overtime-Holiday	-	125	-	-	-
602100	FICA & MICA	20,644	23,888	22,900	22,900	23,400
602210	Pension-General	5,830	6,326	11,200	11,200	11,700
602235	Pension-Senior Mgmt	50,228	45,857	54,400	54,400	49,200
602265	Pension-457	19,248	19,929	20,900	20,900	20,900
602304	Health Insurance-PPO	2,959	-	-	-	-
602305	Health Insurance-HMO	19,044	28,892	38,800	38,800	30,800
602306	Dental Insurance-PPO	2,305	2,117	2,000	2,000	2,000
602309	Basic Life Insurance	536	542	600	600	600
602311	Long-Term Disability Ins	253	255	400	400	400
602400	Workers' Compensation	800	1,000	1,100	1,100	1,300
602600	OPEB	6,186	9,006	-	-	-
	Sub-Total	404,264	461,668	455,300	455,800	458,000
<b><u>Operating Expense</u></b>						
604001	Travel & Training	-	3,094	5,000	5,000	5,000
604200	Postage	0	121	300	300	300
604301	Electricity Svcs	8,903	9,792	9,700	9,700	9,900
604402	Leased Vehicles	-	4,344	4,000	4,000	-
604500	Risk Internal Svcs Charge	-	32,900	-	-	24,300
604610	Fleet Internal Svcs Charge	-	4,400	5,900	5,900	8,800
604905	Bank Svcs Charges	-	439	400	400	500
604950	Employee Awards	1,488	1,500	2,500	2,500	2,500
605100	Office Supplies	220	1,980	2,000	2,000	2,000
605220	Vehicle Fuel-On-Site	-	482	-	-	3,100
605250	Noncap Furn (Item less 5000)	280	-	-	-	-
605252	Small Tools	-	21	-	-	-
605410	Subscriptions & Memberships	586	215	600	42,197	8,000
605500	Training-General	4,248	6,538	15,000	15,000	15,000
	Sub-Total	15,724	65,827	45,400	86,997	79,400
<b><u>Dept Capital Outlay</u></b>						
606441	Vehicle Replacement Program	-	-	41,000	41,000	6,900
	Sub-Total	-	-	41,000	41,000	6,900
<b>Total</b>		<b>\$ 419,988</b>	<b>\$ 527,495</b>	<b>\$ 541,700</b>	<b>\$ 583,797</b>	<b>\$ 544,300</b>



# Information Technology Expenditures by Object Code

## Data Services—504-58-580-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	219,690	280,728	280,300	280,300	289,200
601205	Lump Sum Payout - Accrued Time	22,938	10,000	15,900	15,900	13,100
601210	Non-Pensionable Earnings	3,829	-	-	-	-
601215	Communication Stipend	3,773	4,620	4,600	4,600	5,900
601220	Longevity Pay	-	104	-	-	-
601400	Overtime-General	-	-	500	-	-
601600	Compensated Absences	8,935	42,181	-	-	-
602100	FICA & MICA	77,719	22,871	23,200	23,200	24,300
602210	Pension-General	-	10,234	16,500	16,500	-
602235	Pension-Senior Mgmt	28,305	63,262	64,900	64,900	43,900
602260	Pension-401	7,516	8,371	9,000	9,000	9,000
602265	Pension-457	5,250	6,494	8,500	8,500	8,900
602300	Pmt In Lieu Of Insurance	49	4,251	-	-	-
602304	Health Insurance-PPO	8,487	1,426	-	-	-
602305	Health Insurance-HMO	14,917	24,679	36,400	36,400	44,000
602306	Dental Insurance-PPO	1,376	1,212	1,200	1,200	1,600
602307	Dental Insurance-HMO	47	59	200	200	-
602309	Basic Life Insurance	888	989	600	600	600
602311	Long-Term Disability Ins	367	398	400	400	400
602400	Workers' Compensation	11,100	14,400	15,600	15,600	18,000
602600	OPEB	8,248	15,010	-	-	-
	Sub-Total	423,432	511,290	477,800	477,300	458,900
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	64,792	10,290	2,500	2,500	2,500
603425	Software License & Maint	662,053	737,864	673,300	691,810	850,800
604001	Travel & Training	1,270	4,500	6,250	13,250	6,300
604402	Leased Vehicles	4,344	-	-	-	-
604404	Leased Computer	525,240	-	-	-	-
604500	Risk Internal Svcs Charge	31,300	-	37,400	37,400	-
604610	Fleet Internal Svcs Charge	3,334	-	-	-	-
604660	R&M Computers	5,270	20,000	10,000	10,000	10,000
604905	Bank Svcs Charges	601	-	-	-	-
604920	License & Permit Fees	4,439	9,351	-	-	-
604998	Contingency	-	-	2,500	840	2,500
605100	Office Supplies	500	-	-	-	-
605220	Vehicle Fuel-On-Site	560	375	1,300	1,300	-
605252	Small Tools	398	387	400	400	400
605290	Other Operating Supplies	900	900	900	900	900
605410	Subscriptions & Memberships	49	4,000	4,000	-	11,400
605500	Training-General	16,361	11,743	18,750	11,750	18,700
	Sub-Total	1,321,412	799,409	757,300	770,150	903,500
<b><u>Dept Capital Outlay</u></b>						
606470	Computer Equipment	-	235,409	-	-	-
	Sub-Total	-	235,409	-	-	-
<b><u>Debt Service</u></b>						
607100	Prin-Dell Lease 2017 (storage)	-	40,418	40,900	86,263	79,900
607200	Int-Dell Lease 2017(Storage)	-	4,108	3,100	6,648	3,600
607999	Debt Svcs Clearing	-	(40,418)	-	-	-
	Sub-Total	-	4,108	44,000	92,911	83,500
<b>Total</b>		<b>\$ 1,744,844</b>	<b>\$ 1,550,215</b>	<b>\$ 1,279,100</b>	<b>\$ 1,340,361</b>	<b>\$ 1,445,900</b>

# Information Technology Expenditures by Object Code

## Network Services—504-58-581-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	182,292	199,230	225,000	225,000	225,000
601205	Lump Sum Payout - Accrued Time	13,951	15,578	18,300	18,300	20,900
601215	Communication Stipend	3,158	2,003	2,000	2,000	3,900
602100	FICA & MICA	15,126	16,314	19,400	19,400	19,800
602235	Pension-Senior Mgmt	12,071	30,745	37,200	37,200	33,700
602260	Pension-401	5,587	6,159	7,300	7,300	7,300
602265	Pension-457	1,753	1,680	6,800	6,800	6,900
602300	Pmt In Lieu Of Insurance	5,800	5,611	6,200	6,200	6,200
602305	Health Insurance-HMO	15,808	19,202	25,700	25,700	24,800
602306	Dental Insurance-PPO	880	870	900	900	900
602307	Dental Insurance-HMO	392	541	700	700	700
602309	Basic Life Insurance	541	567	500	500	500
602311	Long-Term Disability Ins	266	285	300	300	300
602400	Workers' Compensation	5,600	7,300	7,900	7,900	9,100
602600	OPEB	6,186	9,006	-	-	-
	Sub-Total	269,412	315,091	358,200	358,200	360,000
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	970	2,499	2,500	8,753	5,500
603425	Software License & Maint	9,343	51,412	78,500	85,507	84,700
604001	Travel & Training	-	3,547	3,750	6,250	3,800
604100	Communication Svcs	767,879	725,306	789,100	794,809	1,015,500
604105	Internet-Computer Lab	1,028	1,299	1,300	1,300	1,300
604646	R&M Telecomm Equip	50,055	49,515	10,000	11,500	10,000
604998	Contingency	2,545	-	2,500	1,000	2,500
605100	Office Supplies	500	-	-	-	-
605252	Small Tools	400	400	400	400	500
605290	Other Operating Supplies	900	96	900	900	900
605410	Subscriptions & Memberships	1,093	2,500	3,400	-	7,400
605500	Training-General	15,571	7,395	11,250	6,840	11,300
	Sub-Total	850,284	843,968	903,600	917,259	1,143,400
<b><u>Dept Capital Outlay</u></b>						
606402	Communication Equipment	-	1,468,788	142,900	82,447	-
	Sub-Total	-	1,468,788	142,900	82,447	-
<b><u>Debt Service</u></b>						
607185	Prin-Key Bank Phone Sys Lease	-	-	293,800	293,800	293,800
607188	De Lage WiFi Lse 2018-DS Prin	-	-	-	8,784	36,100
607288	De Lage WiFi Lse 2018-DS Int	-	-	-	2,121	7,600
	Sub-Total	-	-	293,800	304,706	337,500
<b>Total</b>		<b>\$ 1,119,695</b>	<b>\$ 2,627,848</b>	<b>\$ 1,698,500</b>	<b>\$ 1,662,612</b>	<b>\$ 1,840,900</b>



# Information Technology Expenditures by Object Code

## Helpdesk—504-58-582-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	167,494	209,846	325,100	325,100	269,100
601205	Lump Sum Payout - Accrued Time	11,429	13,222	19,700	19,700	27,600
601210	Non-Pensionable Earnings	-	3,964	-	-	-
601215	Communication Stipend	3,330	2,903	3,900	3,900	3,900
601220	Longevity Pay	-	568	700	700	700
602100	FICA & MICA	13,801	17,710	28,000	28,000	24,000
602235	Pension-Senior Mgmt	27,334	23,241	56,900	56,900	39,600
602260	Pension-401	7,710	8,371	9,000	9,000	9,000
602265	Pension-457	2,176	4,461	11,600	11,600	8,200
602300	Pmt In Lieu Of Insurance	22	-	-	-	-
602304	Health Insurance-PPO	(1)	10,669	15,000	15,000	14,500
602305	Health Insurance-HMO	16,603	14,859	31,500	31,500	23,000
602306	Dental Insurance-PPO	1,231	1,162	1,200	1,200	800
602307	Dental Insurance-HMO	43	59	400	400	400
602309	Basic Life Insurance	711	782	700	700	600
602311	Long-Term Disability Ins	263	324	500	500	400
602400	Workers' Compensation	8,800	11,400	12,400	12,400	14,300
602600	OPEB	8,248	12,008	-	-	-
	Sub-Total	269,197	335,549	516,600	516,600	436,100
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	122,602	39,575	9,200	16,346	8,700
603425	Software License & Maint	25,000	26,860	73,700	79,466	83,000
604001	Travel & Training	1,623	-	5,000	3,646	5,000
604404	Leased Computer	-	472,661	476,000	410,712	401,500
604660	R&M Computers	-	-	10,000	1,675	10,000
604998	Contingency	-	1,643	6,000	2,123	6,000
605100	Office Supplies	500	-	-	-	-
605120	Computer Operating Expenses	46,371	17,402	-	-	-
605250	Noncap Furn (Item less 5000)	-	800	-	-	800
605251	Noncap Equip (Item less 5000)	3,179	-	-	-	-
605252	Small Tools	400	399	400	400	400
605290	Other Operating Supplies	900	900	900	900	900
605410	Subscriptions & Memberships	3,301	1,767	3,300	1,762	8,150
605500	Training-General	12,209	15,000	15,000	15,000	15,000
605510	Tuition Reimbursement	-	-	-	-	6,500
	Sub-Total	216,085	577,007	599,500	532,030	545,950
	<b>Total</b>	<b>\$ 485,281</b>	<b>\$ 912,555</b>	<b>\$ 1,116,100</b>	<b>\$ 1,048,630</b>	<b>\$ 982,050</b>

# Information Technology Expenditures by Object Code

## Cyber Security—504-58-584-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	105,774	140,336	129,500	129,500	208,700
601205	Lump Sum Payout - Accrued Time	7,639	5,547	6,300	6,300	15,800
601215	Communication Stipend	1,305	4,628	3,900	3,900	5,900
602100	FICA & MICA	8,710	11,690	11,400	11,400	18,700
602235	Pension-Senior Mgmt	20,534	39,708	30,300	30,300	44,200
602265	Pension-457	2,482	3,525	4,000	4,000	6,400
602305	Health Insurance-HMO	9,766	14,108	15,800	15,800	23,000
602306	Dental Insurance-PPO	457	388	400	400	800
602307	Dental Insurance-HMO	92	214	200	200	200
602309	Basic Life Insurance	337	808	300	300	500
602311	Long-Term Disability Ins	119	230	200	200	300
602600	OPEB	6,186	9,006	-	-	-
	Sub-Total	163,403	230,189	202,300	202,300	324,500
<b><u>Operating Expense</u></b>						
603190	Prof Svcs-Other	45,000	2,500	2,500	2,152	2,500
603425	Software License & Maint	129,441	166,001	242,100	248,438	405,300
604001	Travel & Training	-	-	3,750	5,905	3,750
604660	R&M Computers	-	-	10,000	6,387	10,000
604998	Contingency	305	-	2,500	2,500	2,500
605252	Small Tools	-	-	400	400	500
605290	Other Operating Supplies	-	-	900	900	900
605410	Subscriptions & Memberships	6,600	7,302	5,100	2,723	12,500
605500	Training-General	13,082	5,000	11,250	9,095	11,300
	Sub-Total	194,428	180,803	278,500	278,500	449,250
<b>Total</b>		<b>\$ 357,830</b>	<b>\$ 410,991</b>	<b>\$ 480,800</b>	<b>\$ 480,800</b>	<b>\$ 773,750</b>

## Public Safety IT—504-58-585-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
<b><u>Personnel Services</u></b>						
601200	Employee Salaries	-	-	-	-	299,900
601205	Lump Sum Payout - Accrued Time	-	-	-	-	25,600
602100	FICA & MICA	-	-	-	-	25,400
602235	Pension-Senior Mgmt	-	-	-	-	47,200
602260	Pension-401	-	-	-	-	18,500
602265	Pension-457	-	-	-	-	9,000
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602305	Health Insurance-HMO	-	-	-	-	26,900
602306	Dental Insurance-PPO	-	-	-	-	1,600
602307	Dental Insurance-HMO	-	-	-	-	300
602309	Basic Life Insurance	-	-	-	-	700
602311	Long-Term Disability Ins	-	-	-	-	400
	Sub-Total	-	-	-	-	461,700
<b><u>Operating Expense</u></b>						
604001	Travel & Training	-	-	-	-	10,000
605500	Training-General	-	-	-	-	10,000
	Sub-Total	-	-	-	-	20,000
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 481,700</b>



# Information Technology Expenditures by Object Code

## Non-Departmental—504-90-000-516-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Personnel Services</u></b>					
601600	Compensated Absences	756	-	-	-	-
	Sub-Total	756	-	-	-	-
	<b>Total</b>	<b>\$ 756</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Unassigned—504-000-000-000-

Object #	Account Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<b><u>Capital Asset Clearing</u></b>					
606900	Capital Asset Clearing Account	-	(1,590,164)	-	-	-
	Sub-Total	-	(1,590,164)	-	-	-
	<b><u>Depreciation</u></b>					
605910	Depreciation-Gen Gov't	61,444	133,252	-	-	-
	Sub-Total	61,444	133,252	-	-	-
	<b>Total</b>	<b>\$ 61,444</b>	<b>\$ (1,456,912)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Capital Improvement Program Expenditure Detail Budget—504-Variou

Object #	Account Description	Project Number	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Amended	FY 2019 Budget
	<i>Phone System Replacement</i>						
	<i>504-58-800-516-000-</i>						
606517	CIP-Implementation Fees	54009	-	9,913	-	-	-
	Sub-total		-	9,913	-	-	-
	<b>Total</b>		<b>\$ -</b>	<b>\$ 9,913</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





# Information Technology Budget Justification

Object #	Account Description	Justification
<b><u>Revenue</u></b>		
341200	Internal Svcs Charge	Internal Service Fund - Revenues for this fund are reimbursed from other funds for Information Technology (IT) services.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
<b><u>Expense</u></b>		
601400	Overtime-General	The cost for coverage for emergencies and unanticipated personnel shortages for GAME employees.
603190	Prof Svcs-Other	For services to vendors for computer related goods and services which are typically associated with voice and data infrastructure and incident resolution outside the scope of staff expertise. This includes the FY19 approved Above Base request of \$2,000 for professional services associated with the Social Miner CSRT Chat that was approved in FY19 and budgeted under Software License & Maintenance (603425).
603425	Software License & Maint	This represents the cost for contracted software licenses and maintenance. This also includes the FY19 approved Above Base requests of \$33,890 for PD Firewall Replacement, \$56,750 for Citrix NetScaler, \$52,486 for Forescout Replacement, \$49,000 for SharePoint-Intranet, and \$32,222 for Social Miner CSRT Chat.
604001	Travel & Training	This account covers travel expenses associated with offsite/out of town training and conferences attended by staff throughout the year.
604100	Communication Svcs	This represents charges for allocated telephone services and general telephone items for all departments city-wide. This also includes the FY19 approved Above Base requests of \$19,500 for Comcast 1GB Upgrade and \$95,315 for Secondary Internet Connection.
604105	Internet-Computer Lab	This line represents monthly services for internet access for the employees who need to work from home during off hours, vacation and sick time.
604200	Postage	Postage expense for the department.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604404	Leased Computer	This expenditure is for the lease of computers, servers, tape libraries and storage arrays. All city departments computer lease costs included for the fiscal year.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as per HR-Risk Management.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of City vehicles.
604646	R&M Telecomm Equip	This line item represents the repair and maintenance of city-wide voice and data equipment and infrastructure.
604660	R&M Computers	This line item represents repair and maintenance of city-wide data equipment and infrastructure. It includes items such as servers, workstations and laptops, UPS backup devices, data center maintenance, repairs to racks and KVM devices.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604950	Employee Awards	To promote employee morale and team building for the Information Technology department staff.
604998	Contingency	This amount is for emergency or one time unanticipated expenses.
605100	Office Supplies	Costs associated with this line item are pens, pencils, staplers, paper clips, calendars, legal pads, markers, tape, folders, labeling supplies, stamp pads, ink, highlighters, staples, staplers, binders, binding clips, inkjet cartridges, white board cleaner, CAD/DVD covers, storage boxes, etc., and other miscellaneous small desk supplies.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as per PW-Fleet Maintenance.
605250	Noncap Furn (Item less 5000)	This cost is for furniture & fixtures costing less than \$5,000 per item.
605252	Small Tools	Costs for items such as screwdrivers, wrenches, ratchets, etc., to physically repair computers, printers, telephone equipment, switches and routers.
605290	Other Operating Supplies	Costs associated with furniture and equipment costing less than \$200 per item. Anticipated items are racks, tables, shelves, contingent small equipment such as vacuum, portable chairs, dollies, etc.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: Project Management, hurricane preparedness, etc.





# Information Technology Budget Justification

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Object #	Account Description	Justification
605500	Training-General	This is for training and educational costs associated with installed software/hardware, telephone systems, security initiatives and certification. The training budget is integrally tied to current systems (VMWare, Tyler, Lucity, Vermont Systems, Forescout, Cisco, wireless AP's, etc.) Ongoing training is necessary to stay abreast of the latest updates to all current systems. All training is highly specialized and technical in nature and focus on core services leveraged in the city and would not apply to the general city trainings being offered.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This \$6,900 budgeted amount is for escrow for future vehicle replacements.
607100	Prin-Dell Lease 2017 (storage)	This is the Principal for the 2017-Dell Pure Storage Lease (\$79,900 Annual Principal Payment). Principal and Interest payments are due quarterly on November 1, February 1, May 1, and August 1.
607185	Prin-Key Bank Phone Sys Lease	This is the Principal for the Cisco Phone System 5-Year Lease (\$293,800 Annual Principal Payment).
607188	De Lage WiFi Lse 2018-DS Prin	De Lage WiFi Replacement 5-Year Lease - Principal (\$36,100 Annual Principal Payment). Quarterly payments due on August 15, November 15, February 15 and May 15. Final Payment on May 15, 2023.
607200	Int-Dell Lease 2017(Storage)	This is the Interest for the 2017-Dell Pure Storage Lease (\$3,600 Annual Interest Payment). Principal and Interest payments are due quarterly on November 1, February 1, May 1, and August 1.
607288	De Lage WiFi Lse 2018-DS Int	De Lage WiFi Replacement 5-Year Lease - Interest (\$7,600 Annual Interest Payment). Quarterly payments due on August 15, November 15, February 15 and May 15. Final Payment on May 15, 2023.

# Statistical Information

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This section of the annual budget presents detailed statistical information to communicate the City's overall financial status. It is broken down in four categories: Financial Trends, Revenue Capacity, Debt Capacity, Demographics, and Economic Status.

## Financial Trends

The information in this category is intended to assist users to understand and assess how the City's financial position has changed over the years.

- Fund Balances of Governmental Funds.
- Changes in Fund Balances of Governmental Funds.

## Revenue Capacity

These schedules contain information to help the reader assess the City's most significant local revenue source, their property taxes.

- Assessed and Estimated Actual Values of Taxable Property.
- Direct and Overlapping Property Tax Rates.
- Principal Property Taxpayers.
- Property Tax Levies and Collections.

## Debt Capacity

This section helps the reader assess the affordability of the City's current levels of outstanding debt and the ability to issue additional debt in the future.

- Ratios of Outstanding Debt by Type.
- Direct and Overlapping Governmental Activities Debt.

## Demographic and Economic Status

Demographic and economic indicators are presented to help the reader understand the environment within which the City's financial activities take place.

- Demographic and Economic Statistics.
- Principal Employers in Miramar.

Source: Comprehensive Annual Financial Report (CAFR) 2017, City of Miramar



# Fund Balance Overview

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Fund balance is the difference between assets and liabilities on governmental funds which are divided into non-spendable and spendable portions. The reservation of fund balance is necessary for two reasons:

- Resources not available for spending and legal restrictions on spending.
- Non-spendable fund balance includes amounts that cannot be spent because they are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact.

Spendable fund balance is broken down into the following categories: Restricted, Committed, Assigned and Unassigned.

## *Restricted fund balance*

This includes amounts that are restricted for a specific purpose by any of the following:

- Externally imposed by grantors, laws or regulations, etc.
- Imposed in law through constitutional provisions or enabling legislation.
- Enabling legislation.

## *Committed fund balance*

Amounts that can only be used for a specific purpose, pursuant to constraints imposed by formal action of the government's highest decision-making authority; meaning that the City Commission will have to take action to commit or de-commit any fund balance.

## *Assigned fund balance*

These amounts are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.

## *Unassigned fund balance*

This type of fund balance is reported in the General Fund and includes amounts that are not assigned to other funds and that are not restricted, committed or assigned to specific purposes within the General Fund.





# Changes in Fund Balances of Governmental Funds

## Last Ten Fiscal Years

(Modified Accrual Basis of Accounting - Amounts Expressed in Thousands)

Revenues	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
Taxes	\$ 70,255	\$ 72,718	\$ 71,586	\$ 63,465	\$ 62,889	\$ 62,920	\$ 66,325	\$ 71,479	\$ 74,942	\$ 79,924
Special Assessments	6,088	7,753	10,317	10,585	10,604	15,955	15,714	16,321	19,150	20,577
Licenses & Permits	6,081	4,914	3,907	4,118	3,994	6,261	4,161	5,090	5,062	6,934
Inter-Governmental	26,852	16,144	27,279	25,598	24,422	29,935	19,711	20,545	22,174	23,468
Charges for Services	9,451	7,458	8,714	8,856	8,489	9,773	10,328	10,877	15,497	17,120
Fines & Forfeitures	863	683	736	930	973	1,301	952	1,017	1,058	1,080
Impact Fees	2,486	160	249	1,753	1,390	1,959	1,769	910	737	2,210
Developer Contributions	3,119	2,804	1,700	908	341	198	388	674	535	939
Miscellaneous	518	2,057	2,508	2,456	3,052	3,472	2,937	5,112	2,943	2,628
<b>Total Revenues</b>	<b>\$ 125,713</b>	<b>\$ 114,691</b>	<b>\$ 126,996</b>	<b>\$ 118,668</b>	<b>\$ 116,154</b>	<b>\$ 131,774</b>	<b>\$ 122,285</b>	<b>\$ 132,025</b>	<b>\$ 142,098</b>	<b>\$ 154,915</b>
<b>Expenditures</b>										
General Government	\$ 9,351	\$ 10,477	\$ 10,112	\$ 11,361	\$ 11,103	\$ 19,107	\$ 20,063	\$ 20,218	\$ 21,641	\$ 26,555
Public Safety (1)	62,345	58,234	59,097	63,395	65,389	68,500	71,272	71,211	73,336	81,083
Physical Environment (2)	5,558	7,556	7,566	7,653	7,982	2,111	1,198	1,321	1,391	3,581
Transportation (2)	-	-	-	-	-	3,355	4,159	3,285	3,205	3,568
Economic Environment (1)	-	-	-	-	-	1,944	2,673	2,914	3,267	2,043
Community Services (1)	14,978	13,707	11,305	12,308	12,698	-	-	-	-	-
Social Services (4)	2,257	2,386	1,343	1,520	1,757	1,540	2,057	2,414	5,196	5,794
Cultural Arts (4)	-	-	-	-	-	-	-	-	3,133	3,173
Parks and Recreation (1)	-	-	-	-	-	8,022	8,516	10,326	11,086	13,126
Non-Departmental	3,193	4,958	5,369	2,496	2,757	-	-	-	-	-
Grants and Aid	2,651	1,761	11,909	9,852	8,490	11,129	123	230	105	119
Capital Outlay	37,617	12,003	5,628	4,479	8,845	7,992	8,716	14,733	28,207	22,910
Debt Service	5,974	3,387	6,753	6,347	8,737	19,418	9,449	98,605	8,488	10,549
<b>Total Expenditures</b>	<b>\$ 143,924</b>	<b>\$ 114,469</b>	<b>\$ 119,082</b>	<b>\$ 119,411</b>	<b>\$ 127,758</b>	<b>\$ 143,118</b>	<b>\$ 128,226</b>	<b>\$ 225,257</b>	<b>\$ 159,055</b>	<b>\$ 172,501</b>
Excess/Deficiency	\$ (18,211)	\$ 222	\$ 7,914	\$ (743)	\$ (11,604)	\$ (11,344)	\$ (5,941)	\$ (93,232)	\$ (16,957)	\$ (17,586)
Other Financing Sources:										
Transfer In	\$ 19,252	\$ 16,532	\$ 8,156	\$ 14,010	\$ 26,247	\$ 27,987	\$ 12,686	\$ 11,276	\$ 15,511	\$ 13,006
Transfer Out	(19,452)	(18,103)	(10,290)	(15,820)	(24,476)	(30,398)	(16,402)	(14,673)	(13,617)	(13,713)
Lease Issuance	-	-	-	-	-	-	-	-	-	-
Issuance of Debt	-	11,272	-	-	7,879	59,815	-	79,595	2,232	11,999
Premium on Issuance of Debt	-	-	-	-	-	190	-	7,209	-	-
Sale of capital assets	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	(200)	9,701	(2,134)	(1,810)	9,650	57,594	(3,716)	83,407	4,126	11,477
<b>Net Change in Fund Balance</b>	<b>\$ (18,411)</b>	<b>\$ 9,923</b>	<b>\$ 5,780</b>	<b>\$ (2,553)</b>	<b>\$ (1,954)</b>	<b>\$ 46,250</b>	<b>\$ (9,657)</b>	<b>\$ (9,825)</b>	<b>\$ (12,831)</b>	<b>\$ (6,109)</b>
Debt Service as a % of Non Capital Expenditures	5.62%	3.31%	5.95%	5.52%	7.35%	13.19%	7.72%	45.80%	6.32%	6.82%

(1) Beginning FY2013, revenues and exp. previously classified under Community Services were reclassified to parks and recreation, economic environment, and public safety.  
 (2) Beginning in FY2013, revenues and expenditures previously classified under physical environment were reclassified to transportation.  
 (3) In FY15, \$79.6M in Capital Improvement Refunding Revenue Bonds, Series 2015 were issued to current refund \$3.6M and \$83.9M in then outstanding Public Service Tax Revenue Bonds, Series 2003, and Capital Imp. Revenue Bonds, Series 2005, respectively.  
 (4) Beginning in FY 2016, Cultural Arts and Early Childhood operations were transferred to the General Fund and are included under the functional classifications of cultural arts and social services, respectively. Source: City of Miramar FY2017 CAFR; p.157

# Fund Balances of Governmental Funds

## Last Ten Fiscal Years

(Modified Accrual Basis of Accounting - Amounts Expressed in Thousands)

	FY 2008	FY 2009	FY 2010 (1)	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
<b>General Fund:</b>										
Reserved	\$ 436	\$ 2,463	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	39,245	43,271	-	-	-	-	-	-	-	-
Non-spendable	-	-	2,982	1,149	970	109	99	210	153	123
Committed	-	-	-	-	-	-	14,620	15,115	16,309	18,340
Assigned	-	-	29,961	34,991	20,045	18,275	5,092	4,993	9,527	6,922
Unassigned	-	-	18,012	7,090	5,937	9,437	5,075	8,923	12,026	10,684
<b>Total General Fund</b>	<b>\$ 39,681</b>	<b>\$ 45,734</b>	<b>\$ 50,955</b>	<b>\$ 43,230</b>	<b>\$ 26,952</b>	<b>\$ 27,821</b>	<b>\$ 24,886</b>	<b>\$ 29,241</b>	<b>\$ 38,015</b>	<b>\$ 36,069</b>
<b>All other Governmental Funds:</b>										
Reserved	10,662	11,404	-	-	-	-	-	-	-	-
Unreserved reported in:										
Special Revenue Funds	2,199	9	-	-	-	-	-	-	-	-
Capital Projects Funds	4,554	9,873	-	-	-	-	-	-	-	-
Non-spendable	-	-	2,607	1,541	39	207	4	1	-	3,895
Restricted	-	-	21,438	25,877	31,318	86,523	79,999	65,819	44,214	38,009
Assigned	-	-	-	-	9,986	-	-	-	-	-
Unassigned, reported in:										
Special Revenue Funds	-	-	(358)	(26)	(2)	(9)	(4)	(1)	-	(1,853)
Capital Projects Funds	-	-	(1,843)	(375)	-	-	-	-	-	-
<b>Total All Other Governmental Funds</b>	<b>\$ 17,415</b>	<b>\$ 21,286</b>	<b>\$ 21,844</b>	<b>\$ 27,017</b>	<b>\$ 41,341</b>	<b>\$ 86,721</b>	<b>\$ 79,999</b>	<b>\$ 65,819</b>	<b>\$ 44,214</b>	<b>\$ 40,051</b>
<b>Total Governmental Funds</b>	<b>\$ 57,096</b>	<b>\$ 67,020</b>	<b>\$ 72,799</b>	<b>\$ 70,247</b>	<b>\$ 68,293</b>	<b>\$ 114,542</b>	<b>\$ 104,885</b>	<b>\$ 95,060</b>	<b>\$ 82,229</b>	<b>\$ 76,120</b>

Note: The City implemented GASB Statement No.54 beginning fiscal year ending September 30, 2010.  
Source: City of Miramar FY2017 CAFR; p.156





# Assessed Values of Taxable Property

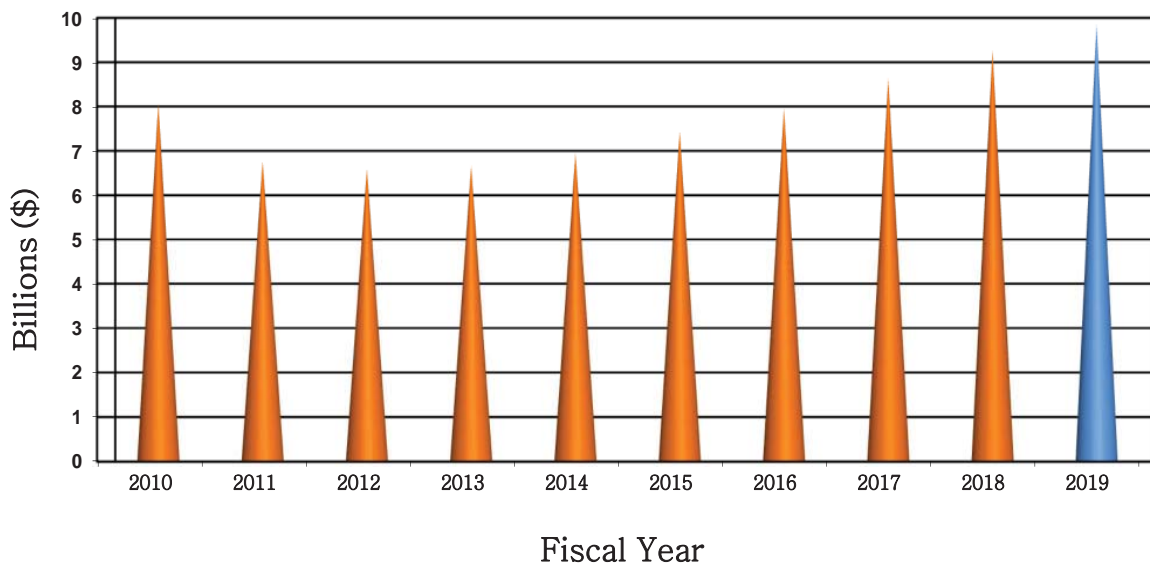
Fiscal Year	Real Property	Personal Property	Total Assessed Value	Total Change	% Change from Prior Year
2010	\$ 7,738,751,520	\$ 331,830,062	\$ 8,070,581,582	\$ (1,283,292,947)	-13.7%
2011	6,412,482,860	352,130,774	6,764,613,634	(1,305,967,948)	-16.2%
2012	6,259,674,220	333,628,878	6,593,303,098	(171,310,536)	-2.5%
2013	6,308,487,020	352,314,995	6,660,802,015	67,498,917	1.0%
2014	6,578,377,660	376,425,619	6,954,803,279	294,001,264	4.4%
2015	7,054,091,620	387,432,520	7,441,524,140	486,720,861	7.0%
2016	7,542,042,770	415,820,113	7,957,862,883	516,338,743	6.9%
2017	8,194,349,440	443,446,236	8,637,795,676	679,932,793	8.5%
2018	8,827,421,120	444,667,461	9,272,088,581	634,292,905	7.3%
2019	\$ 9,417,874,970	\$ 429,992,165	\$ 9,847,867,135	\$ 575,778,554	6.2%

Note: Property tax rates are based on each \$1,000 of net assessed value.

Note: Broward County properties are reassessed on an average once a year. The County assesses property at approximately 85-100% of actual value as required by Florida law.

Source: <http://www.bcpa.net/Includes/Downloads/2018/CompletedDR420s/Miramar.pdf>

## Total Assessed Value



Assessed Value for the City of Miramar increased by 6.2% compared to tax year 2017.



# Property Tax Levies and Collections

## Last Ten Fiscal Years

Fiscal Year	Total Tax Levy	Current Tax Collections	Percentage of Levy	Delinquent Tax Collections in Subsequent	Total Tax Collections (1)	Percentage of Levy
2008	49,323,242	49,052,805	99.45%	112,911	49,165,716	99.68%
2009	51,256,426	49,382,828	96.34%	338,987	49,721,815	97.01%
2010	51,655,608	49,599,612	96.02%	308,746	49,908,358	96.62%
2011	44,209,533	41,453,670	93.77%	131,958	41,585,628	94.06%
2012	42,775,713	40,888,853	95.59%	55,210	40,944,063	95.72%
2013	43,025,597	41,216,497	95.80%	35,857	41,252,354	95.88%
2014	44,985,950	43,231,304	96.10%	1,331,836	44,563,140	99.06%
2015	50,266,100	48,049,334	95.59%	24,312	48,073,646	95.64%
2016	53,868,885	51,631,178	95.85%	13,396	51,644,574	95.87%
2017	58,501,360	56,146,772	95.98%	-	56,146,772	95.98%

(1) Collections do not include discount amounts.

Source: Broward County Property Appraiser (BCPA) DR420.

City of Miramar FY2017 CAFR; p.161 (Schedule 8 - Property Tax Levies and Collections)

## Principal Taxpayers

Taxpayer	2017 Taxable Assessed Value	% of Total Taxable Assessed Value	Rank
Sunbeam Properties Inc.	\$ 196,404,080	2.27%	1
Sunbeam Development Corp	172,482,150	2.00%	2
MTC Property Corp	105,728,507	1.22%	3
11700 Southwest 26 St Apartments	85,605,731	0.99%	4
Florida Power & Light CO Property Tax Dept.	70,895,675	0.82%	5
IMT Capital II Miramar LLC	67,038,123	0.78%	6
PPF AMLI Miramar Blvd LLC	61,515,160	0.71%	7
Windsor AT Miramar I LLC	55,352,236	0.64%	8
ICON Owner Pool 5 South FL LLC	53,085,220	0.61%	9
EQR-Miramar Lakes LLC	42,176,004	0.49%	10
<b>Total</b>	<b>\$ 910,282,886</b>	<b>10.53%</b>	

Source: City of Miramar FY2017 CAFR; p.160 (Schedule 7 - Principal Property Taxpayers)

# Direct and Overlapping Property Tax Rates

## Last Ten Fiscal Years

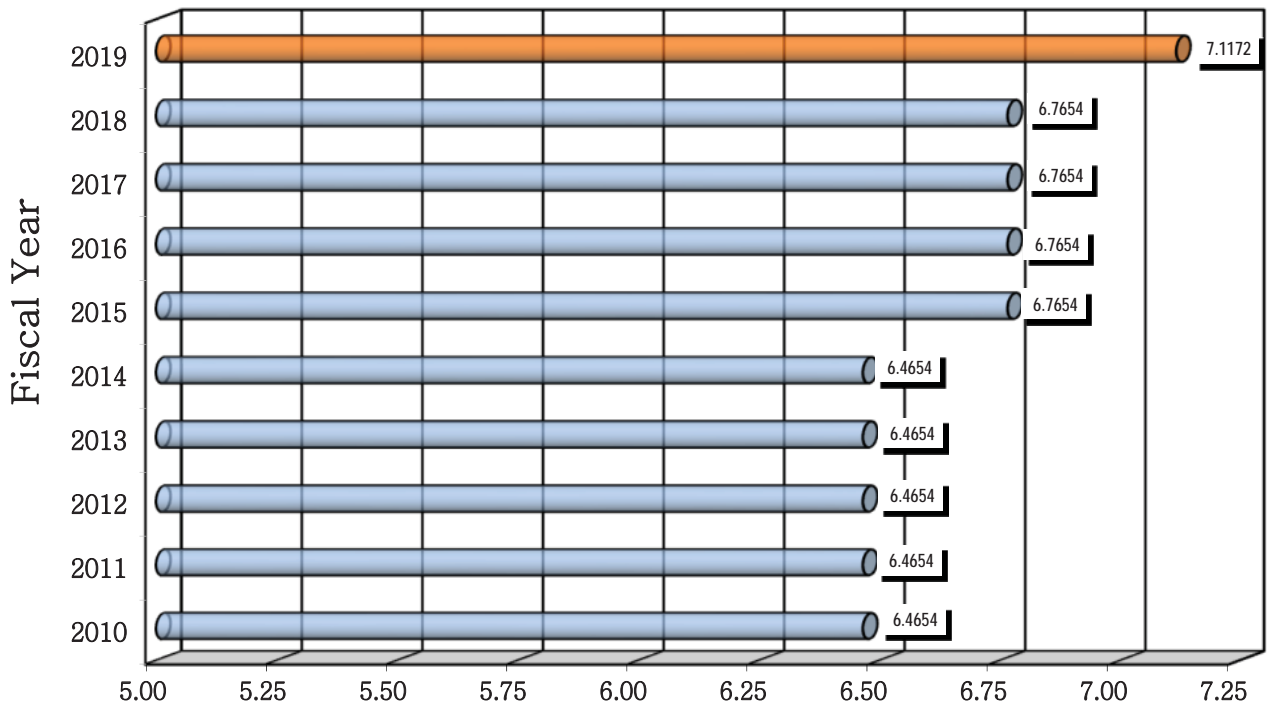
Fiscal Year	City of Miramar Millage	Overlapping Rates						Total Direct & Overlapping Rates
		School Board (Operating & Debt)	Broward County Operating	Broward County Debt	South Florida Water Management District	South Broward Hospital District	Other	
2010	6.4654	7.4310	4.8889	0.5000	0.6240	1.2732	0.4588	21.6413
2011	6.4654	7.6310	5.1021	0.4509	0.6240	1.2732	0.5041	22.0507
2012	6.4654	7.4180	5.1860	0.3670	0.4363	0.7500	0.5134	21.1361
2013	6.4654	7.4560	5.2576	0.2954	0.4289	0.6000	0.5247	21.0280
2014	6.4654	7.4800	5.4400	0.2830	0.4110	0.4000	0.5227	21.0021
2015	6.7654	7.4380	5.4584	0.2646	0.3842	0.1863	0.5227	21.0196
2016	6.7654	7.2740	5.4741	0.2489	0.3551	0.1750	0.5202	20.8127
2017	6.7654	6.9063	5.4474	0.2216	0.3307	0.1615	0.5202	20.3531
2018	6.7654	6.5394	5.4623	0.2067	0.3100	0.1496	0.5202	19.9536
<b>2019</b>	<b>7.1172</b>	<b>6.4029</b>	<b>5.4792</b>	<b>0.1898</b>	<b>0.2936</b>	<b>0.1414</b>	<b>0.5202</b>	<b>20.1443</b>

Note: Millage is the property tax rate based on each \$1,000 of net assessed value.

Source: BCPA Final Adopted Millage Rates

Hyperlink: <http://www.bcpa.net/Includes/Downloads/2018/2018%20Final%20Millage%20Rate%20Table.pdf>

## City of Miramar Millage Rate





# Ratios of Outstanding Debt by Type

## Last Ten Fiscal Years

(Amounts Expressed in Thousands, except per capita amount)

Fiscal Year	Governmental Activities				Business-Type Activities					Total Primary Government	% of Personal Income	Per Capita
	Revenue Bonds	Special Assessments	Notes Payable	Capital Leases	Revenue Bonds	Special Assessments	Notes Payable	Revolving Loan	Capital Leases			
2008	98,625	559	1,824	1,410	46,040	2,250	13,986	17,410	-	182,104	6.77%	1,585
2009	98,380	457	11,112	1,509	59,570	-	278	16,515	115	187,936	6.61%	1,625
2010	98,130	351	10,376	1,527	58,940	-	94	15,680	92	185,190	6.31%	1,517
2011	97,875	239	10,000	777	58,615	-	-	14,826	121	182,453	6.22%	1,484
2012	95,420	122	16,195	1,180	57,345	-	-	13,954	78	184,294	5.93%	1,493
2013	153,935	-	6,087	784	55,876	-	-	13,062	34	229,778	7.64%	1,817
2014	151,265	-	5,407	445	54,507	-	-	12,151	-	223,775	7.00%	1,742
2015	146,594	-	4,711	286	53,377	-	-	11,329	-	216,297	7.04%	1,637
2016	145,128	-	4,000	2,204	51,799	-	-	10,660	-	213,791	5.97%	1,595
2017	135,595	-	12,864	5,437	50,235	-	-	10,028	-	214,159	6.44%	1,572

Source: City of Miramar FY2017 CAFR; p.163 (Schedule 10 - Ratios of Outstanding Debt by Type)

## Direct and Overlapping Governmental Debt

Governmental Unit	Net Debt Outstanding 9/30/2017	Percentage Applicable to City of Miramar	Amount Applicable to City of Miramar
<b>Debt repaid with property taxes:</b>			
Broward County, Florida	\$ 221,269,000 (1)	5.31%	\$ 11,741,070
Broward County School Board	156,361,000 (2)	4.83%	7,557,504
<b>Other debt:</b>			
Broward County Special Obligation Bonds	313,314,000	5.31%	16,625,201
Broward County Capital Leases	5,222,000	5.31%	277,092
Broward County Loans Payable and Other Obligations	5,026,000	5.31%	266,692
Broward County School Board Capital Outlay Bonds	15,763,000	4.83%	761,884
Broward County School Board Certificates of Participation	1,578,952,000	4.83%	76,316,571
Broward County School Board Capital Leases	56,079,000	4.83%	2,710,505
<b>Subtotal, overlapping debt</b>			<b>116,256,518</b>
<b>Other direct debt:</b>			
City of Miramar, Florida	\$ 160,377,969	100.00%	160,377,969
<b>Total Direct and overlapping Debt</b>			<b>\$276,634,487</b>

Note: The percentage of overlapping debt is estimated using taxable assessed property values. Value that is within the City boundaries is divided by the County's and School Board's total taxable assessed value.

Source: City of Miramar FY2017 CAFR; p.164 (Schedule 11 - Direct and Overlapping Governmental Activities Debt)

(1) Broward County, Florida

(2) School Board of Broward County, Florida



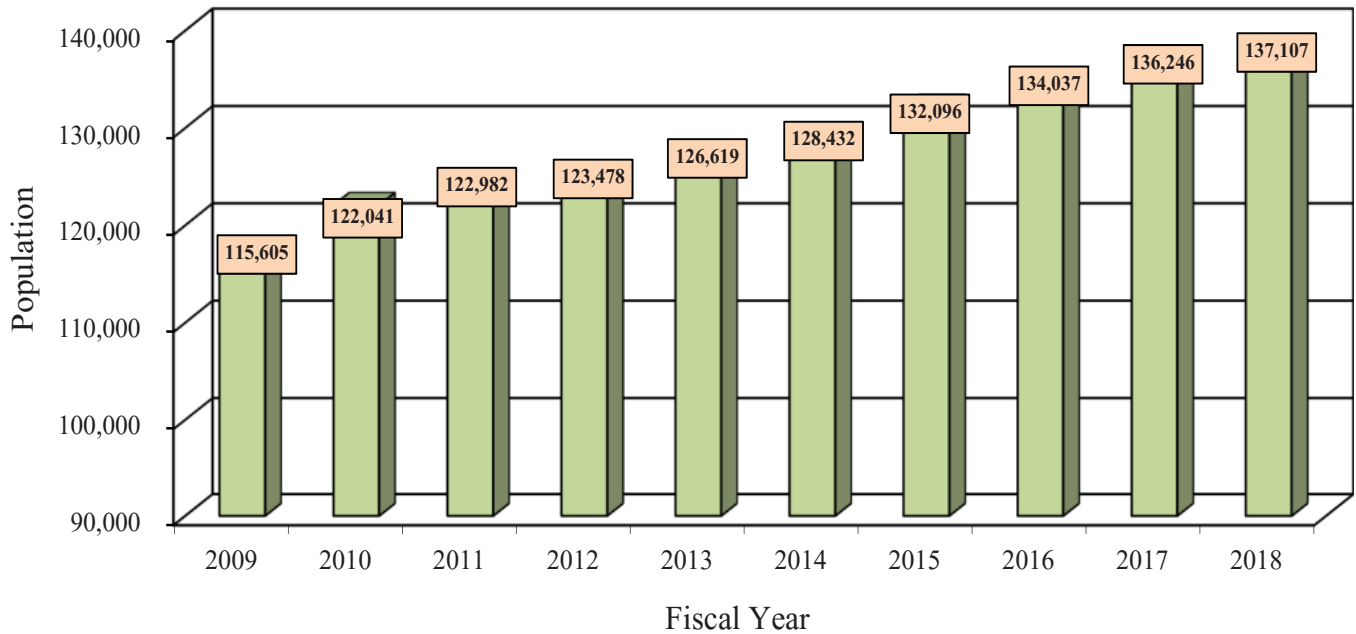
# Demographic and Economic Statistics

## Last Ten Fiscal Years

Fiscal Year	Broward County Population (1)	Miramar Population (1)	School Enrollment (2)	Unemployment Rate (3)	Median Household Income (4)	Per Capita Personal Income (4)	Median Age (4)
2009	1,739,708	115,605	21,136	11.0%	67,412	24,611	32
2010	1,738,093	122,041	23,839	10.1%	64,547	24,062	32
2011	1,748,066	122,982	23,937	9.1%	45,324	23,836	34
2012	1,753,162	123,478	23,857	15.3%	60,851	25,179	36
2013	1,771,099	126,619	23,857	9.3%	64,907	23,770	35
2014	1,783,757	128,432	23,718	6.3%	62,649	24,901	35
2015	1,802,891	132,096	23,589	4.7%	67,291	23,269	35
2016	1,896,425	134,037	23,093	4.6%	70,133	26,723	37
2017	1,873,970	136,246	22,675	3.8%	61,767	24,408	39
2018	1,897,976	137,107	24,377	3.5%	64,632	24,711	36

Source: (1) U.S. Bureau of Census in 2010. From 2011 to current, Bureau of Economic & Business Research (BEBR)  
 (2) School Board of Broward County  
 (3) State of Florida LAUS  
 (4) American Fact Finder ACS, U.S. Bureau of Census

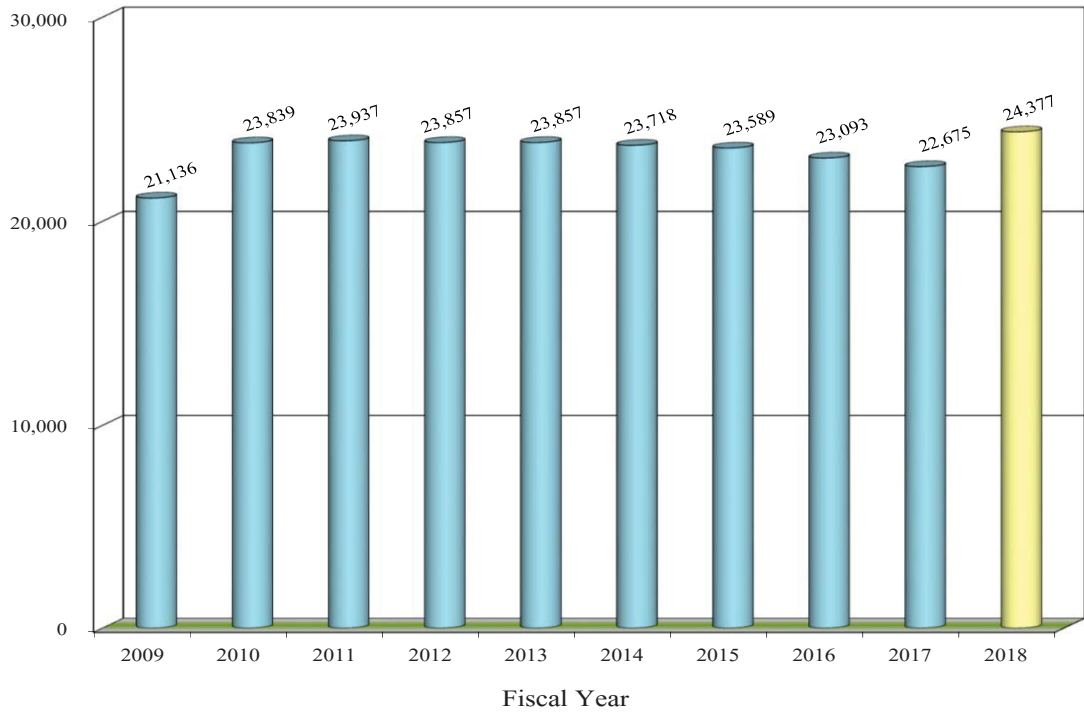
## City of Miramar Population History



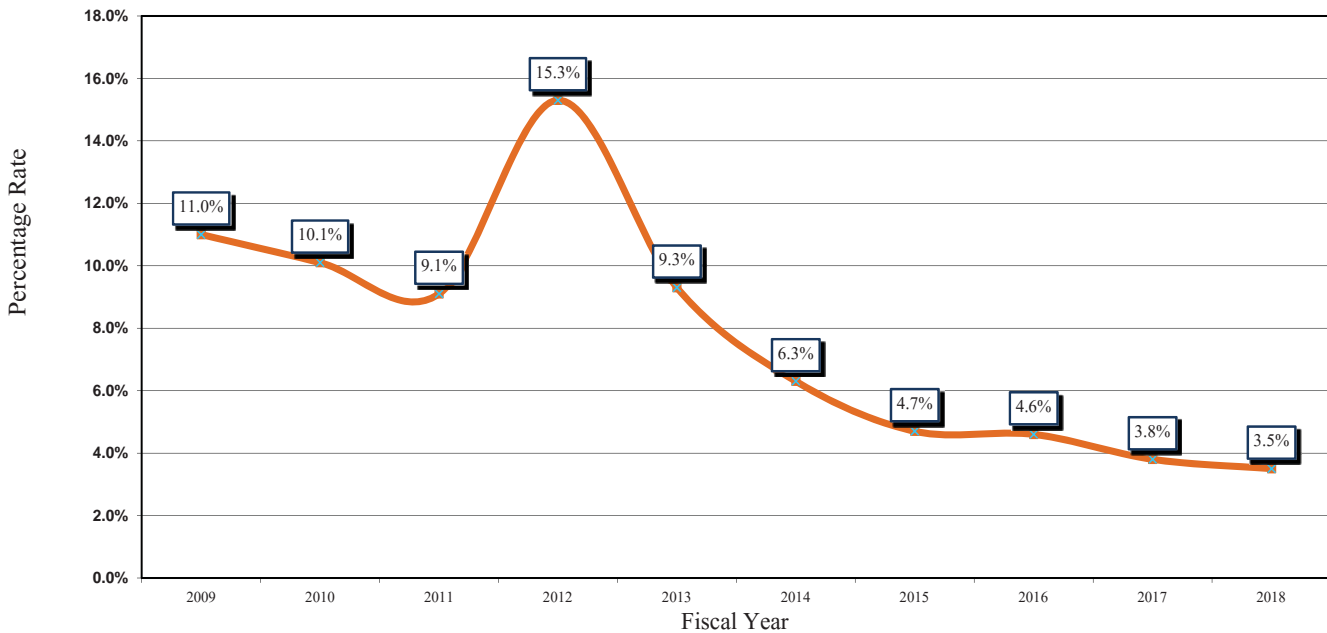
# Demographic and Economic Statistics

## School Enrollment

The number of students enrolled for 2018 includes: 7,573 (grades 1-4); 8,119 (grades 5-8); 8,685 (High School)



## Unemployment Rate



Source: U.S. Department of Labor, Bureau of Labor Statistics, Local Area Unemployment Statistics program, in cooperation with the Fla Dep of Economic Opportunity/Bureau of Labor Market Statistics.



# Major Employers

Corporate Park/ Company Name	Number of Employees	Type of Service	Corporate Park/ Company Name	Number of Employees	Type of Service
<b>County Line Corporate Center</b>			<b>Miramar Park of Commerce cont'd</b>		
Aldora Aluminum & Glass Products, Inc	105	Manufacturing	Federal Express Corporation	185	Courier
C. H Robinson, Inc	98	Logistics	Florida Supplement, LLC	139	Nutraceuticals
Edward Don & Company	50	Culinary Supply	J.C. White Office Furniture	100	Office Furniture
Hamilton Sundstrand Wld Repair	156	Appliance	JL Audio, Inc	385	Audio Equip.
Kellstrom Defense Aerospace	118	Aerospace	J Pay, Inc	196	Financial
Planned Building Services	100	Comm cleaning	Maritime Tele-communications Net	172	Communication
<b>Huntington Corporate Park</b>			Neiman Marcus	110	Retail
Arise Virtual Solutions, Inc	257	Call Center	Neoptx, LLC	56	Optical
Automated Healthcare Solutions LLC	164	Healthcare	Nutrition Formulators, Inc	66	Nutraceutical
Carnival Corporation	750	Cruise	Premier Beverage Co, LLC	425	Sprits
Claro Enterprise Solution	65	Communication	Quest Diagnostics	469	Lab/Pharmacy
Compu Pay, Inc	125	Payroll	Spirit Airlines, Inc	879	Airlines
Gallagher Bassett Services, Inc	79	Insurance	Stanley Black & Decker	108	Tools
HP Enterprises Services LLC	252	Info Tech	Trane US, Inc	140	Air Conditioning
La Carreta Restaurant	100	Restaurant	United Collections Bureau, Inc	182	Financial
NBC Subsidiary (WTVJ-TV) LP	173	TV	United Tranzactions, LLC	113	Financial
Telemundo of Florida, Inc	142	TV	Vitas Healthcare Corp of Fla	100	Healthcare
US Gas & Electric, Inc	156	Utility	<b>Miramar Town Center</b>		
<b>Miramar Center Business &amp; Corporate Park</b>			24 Hour Fitness #629	58	Fitness
Benihana	103	Restaurant	<b>Monarch Lakes Industrial Park</b>		
Bokampers Sports Bar & Grill	216	Restaurant	Comcast of South Florida	955	Cable
Dynalectric Company	154	Contractor	Hilton Garden Inn Miramar	51	Hotel
Humana	505	Insurance	Paychex North America, Inc	122	Payroll
Johnson Controls, Inc	150	Building/Automotive	Publix Super Markets, Inc #0673	187	Retail
Principal Life Insurance Co	120	Insurance	Ross University School of Medicine	123	School
Propulsion Technologies International	182	Aviation	Royal Caribbean Cruises Ltd	800	Cruise
Texas Roadhouse	125	Restaurant	Southern Wine and Spirits	145	Retail
The Home Depot #6353	154	Retail	United Healthcare of FL, Inc	261	Healthcare
<b>Miramar Park of Commerce</b>			<b>Employers out of Corporate Parks</b>		
ADT, LLC DBA ADT Security Services	108	Security	Memorial Healthcare System	1100	Hospital
All American Medical Supplies LLC	116	Medical	Publix Super Markets, Inc #0368	126	Retail
American Purchasing Servicing LLC	128	Consulting	Publix Super Markets, Inc #0652	144	Retail
Aveva Drug Delivery Systems	288	Pharmaceutical	Sam's Club	238	Retail
Beghelli, Inc	50	Manufacturing	Target Store, T-1512	189	Retail
Concorde Career Institute	58	School	Trinity Health Care Service	150	Healthcare
Parallon East Florida Supply Chain	100	Healthcare	Walmart Stores East LP #1511	388	Retail
Elite Aerospace Inc	62	Aerospace			

Major employers for the City of Miramar with 50 employees or higher

Source: City of Miramar, Financial Services Dept-Business Tax; e-mail: [businesstax@miramarfl.gov](mailto:businesstax@miramarfl.gov)



## Comparison to Other Local Municipalities

Municipality	Total All Funds Operating Budget FY 19 Budget (1)	General Fund Budget FY 19 Budget (1)	Number of Employees-FTE's FY19 Budget (1)	Estimated Population FY 2019 (2)	Millage Rate Operating   Debt Service FY 2019 (3)	Fire Protection Assessment Fee (3)				Solid Waste Rate per Year (1)
						Single   Multi Family Homes	Mobile Homes	Commercial   Industrial/Warehouse	Institutional   Educational	
Coral Springs	\$201,077,515	\$128,572,207	835.0	128,757	5.8732   0.2652*	200.00   215.00	-	26.10   3.64 per 100 sq ft	31.87 per 100 sq ft	260.00
Hollywood	610,501,593	282,263,083	1,273.0	147,212	7.4665   0.2327*	285.00	-	497   148**	684.00**	372.00
<b>Miramar</b>	<b>285,359,598</b>	<b>168,783,609</b>	1,099.5	<b>137,107</b>	<b>7.1172</b>	<b>398.23</b>	<b>296.26</b>	<b>0.7457   0.1191 per sq ft</b>	<b>0.6194 per sq ft</b>	<b>225.00</b>
Pembroke Pines	400,483,875	199,833,387	680.0	163,103	5.7275   0.4683*	271.75	-	0.5697   0.1777 per sq ft	0.5849 per sq ft	218.88
Plantation	224,639,896	109,004,209	797.0	92,706	5.8000   0.4622*	-	-	-	-	312.24
Sunrise	478,851,650	134,006,760	1,039.0	91,865	6.0543   0.3007*	209.50	-	358.00   60.00 **	541.00**	182.76
Town of Davie	226,882,958	133,367,635	797.0	103,165	5.6270   0.3851*	206.00	-	0.4111   0.0688 sq ft	0.4111   0.1169 sq ft	215.00
Weston	\$174,152,700	\$52,676,600	10	70,944	3.3464	448.21   460.76	-	1,072.45   418.48**	-	188.92

Millage Rate is the tax rate for every \$1,000 of assessed property value

\*Includes debt service millage rate

\*\*<=1,999 sq.ft. Rates increase based on various tiers ver 2,000 sq.ft.

Source: (1) Various cities budgets

(2) BEBR (Bureau of Economic and Business Research)

Hyperlink: <https://www.bibr.ufl.edu/population>

(3) Broward County Property Appraiser (BCPA)

## Comparison of Other Cities Taxable Value

Municipality	FY 2018 Gross Taxable Value	FY 2019 Gross Taxable Value	Amount Change	% Change from Prior Year
Coral Springs	\$ 9,692,486,879	\$ 10,282,362,140	\$ 589,875,261	6.09%
Hollywood	15,244,209,131	16,496,699,391	1,252,490,260	8.22%
<b>Miramar</b>	<b>9,272,088,581</b>	<b>9,847,867,135</b>	<b>575,778,554</b>	<b>6.21%</b>
Pembroke Pines	11,870,659,580	12,646,869,823	776,210,243	6.54%
Plantation	8,829,971,762	9,325,907,388	495,935,626	5.62%
Sunrise	6,859,286,967	7,388,439,137	529,152,170	7.71%
Town of Davie	9,082,123,325	9,669,050,525	586,927,200	6.46%
Weston	\$ 8,357,884,441	\$ 8,592,671,809	\$ 234,787,368	2.81%

Source: BCPA, Form DR-420, Certification of Taxable Value

Hyperlink: <http://www.bcpa.net/Folder.asp?page=2018CompletedDR420s>



# Glossary of Terms

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**Account** A financial reporting unit used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance. All budgetary transactions are recorded in accounts.

**Accrual Basis of Accounting** A method of accounting that recognizes revenues and expenditures when service occurs, regardless of the timing of related cash flows.

**Administrative Charge** Payment from one fund to another primarily for services provided.

**Ad Valorem Tax** A tax levied on the assessed value of real estate and personal property. This tax is also known as property tax.

**Adopted Budget** The formal process through which the City Commission approves the proposed budget.

**Amended Budget** Adjustment to the adopted budget and approved by the City Commission.

**Appropriation** An authorization granted by a legislative body to purchase goods or services for specific purposes. An appropriation is limited in amount and as to the time it may be expended.

**Assessed Property Value** The value set upon real estate or other property by the County Assessor and the State as a basis for levying taxes.

**Balanced Budget** A budget in which total approved revenues equal total approved expenditures for the fiscal year.

**Basis of Accounting** The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. It is an essential part of measurement focus because a particular timing of recognition is necessary to accomplish a particular measurement focus.

**Bond** A written promise, generally under seal, to pay a specified sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a pre-determined rate, usually payable periodically.

**Bond Anticipation** A short-term interest-bearing note issued by a government in anticipation of bond proceeds to be received at a later date. The note is retired from proceeds of the bonds to which it is related.

**Budget** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.

**Budget Calendar** A schedule of key dates which the City follows for the preparation, adoption and administration of the budget.

**Budget Message** A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

**Budgetary Basis of Accounting** The method used to determine when revenues and expenditures are recognized for budgetary purposes.

**Budgetary Control** The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available resources.

**Business-type Activities** One of two classes of activities reported in the government-wide financial statements. It is financed in whole or in part by fees charged to external parties for goods or services. These activities are usually reported in enterprise funds.

**Business Plan** A written document outlining how the City sources will be applied to achieve the strategic plan.

**Capital Equipment** Physical plant and equipment with an expected life of five years or more.

**Capital Expenditure** Is for the acquisition of infrastructure, park development, building, construction or expansion, and addition to fixed assets with an estimated cost of \$100,000 or more.

**Capital Lease** An agreement conveying the right to use property, plant or equipment usually for a stated period of time where the lessee assumes all the risks and rewards of ownership.

**Capital Improvement Program (CIP)** An official statement of public policy regarding long-range capital development for expenditure of \$100,000 or more. It is the City's Five Year Plan and supports the City's Comprehensive Plan.





# Glossary of Terms

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**Chart of Accounts** The classification system used by a city to organize the accounting for various funds, based on the State of Florida Uniform Accounting System Manual.

**Comprehensive Annual Financial Report (CAFR)** The official annual report that presents the City's financial status in a standardized format. It is organized by Governmental and Business Type Activities, and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance and an operating statement that compares revenues and expenditures.

**Comprehensive Plan** A plan adopted by the legislative body which governs the growth and/or development of a community. It may include land use, transportation, environmental, or other component plans.

**Contingency** A budgetary reserve to provide for emergency or unanticipated expenditures.

**Debt Service** The payment of principal and/or interest on borrowed funds such as bonds and loans.

**Debt Service Fund** A governmental fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest, and related costs.

**Defeasance** The netting of outstanding liabilities and related assets on the statement of position in financial reporting. Only the new debt, if any is reported as a liability. Most refunding result in the defeasance of the refunded debt.

**Departmental Capital Outlay** Expenditures for the acquisition of fixed assets costing more than \$5,000 and less than \$100,000.

**Depreciation** The decrease in value of physical assets due to usage or expiration of service. In governmental accounting, depreciation may be recorded in proprietary funds and trust funds where expenses, net income, and/or capital maintenance are measured.

**Designated** Funds that have been identified for a specific purpose. This differs from reserved funds, in that there is no legal requirement for funds that have been designated.

**Designated Unreserved Fund Balance** Management's intended use of available expendable financial resources in governmental funds reflecting actual plans approved by the government's senior management. Designations that

reflect a government's self-imposed limitations on the use of otherwise available expendable financial resources in governmental funds.

**Developer Fees** Charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

**Distinguished Budget Presentation Awards Program** A voluntary program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

**Effectiveness** A term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful at achieving its goals and objectives.

**Efficiency** A term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful at achieving its goals and objectives with the least use of scarce resources. Efficiency necessarily presupposes effectiveness.

**Enterprise Fund** A self supporting fund established to account for activities supported by a user fee for goods or services such as water and solid waste services.

**Expenditure** The disbursement of appropriated funds to purchase goods or pay for a service. Encumbrances are not considered expenditures.

**Federal Emergency Management Administration (FEMA)** An agency of the US government responsible for disaster mitigation, preparedness, response and recovery planning.

**Fiduciary Funds** These funds are used to report assets held in a trustee or agency capacity for others and cannot be used to support government's own programs. This category includes pension trust funds, investment trust funds and agency funds.

**Fire EMS CIP Fund** This fund was established in FY 2016 to account for impact fees derived from new development and restricted by Ordinance for Fire and Emergency Medical Services Capital Improvements, including buildings and equipment.

# Glossary of Terms

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**Fiscal Period** A period in which a governmental unit determines its financial condition and the results of its operations and closes its books. Normally, it is usually a year, but not a calendar year.

**Five-year Capital Plan** A plan for capital expenditures to incur each year over a five-year period to meet capital needs arising from the long-term work program and other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the resources estimated to be available to finance the projected expenditures.

**Fixed Asset** A term used for assets and property which cannot easily be converted into cash such as land, buildings, machinery, vehicles, furniture, and other equipment.

**Franchise Bonds** These bonds are for the payment of which the City's franchise revenues are pledged.

**Franchise Fees** Charges to utilities for exclusive/non-exclusive rights to operate within municipal boundaries. (e.g., electricity, communications, cable television, and solid waste).

**Function** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

**Fund** A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Accounts** All accounts necessary to set forth the financial operations and financial condition of a fund.

**Fund Balance** The difference between assets and liabilities reported in a governmental fund.

**Fund Type** One of four classifications into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue, debt service and capital projects. Proprietary fund types include enterprises funds and internal service funds. Fiduciary fund types include pension, trust, and investment funds.

**General Fund** One of the five governmental fund types and typically serves as the chief operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

**General Obligation Bonds** Payments the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

**General Revenues** All revenues that are not required to be reported as program revenues. All taxes, even those that are levied for a specific purpose, are general revenues and should be reported by type of tax (e.g.: sales tax, property tax, franchise tax, income tax).

**Generally Accepted Accounting Principles (GAAP)** The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

**Government Finance Officers Association (GFOA)** An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and has sponsored the Certificate of Achievement for Excellence in Financial Reporting since 1946 and the Certificate of Recognition for Budget Preparation.

**Governmental Accounting Standards Board (GASB)** The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. GASB was established in June of 1984.

**Governmental Activities** Generally financed through taxes, intergovernmental revenues, and other non-exchange revenues. These activities are usually reported in governmental funds and Internal Service Funds.

**Governmental Funds** These are the General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Fund in this document.

**Grant** A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes for general purposes.

**Homestead Exemption** A tax-saving exemption provided by the Florida State Constitution on the first and third \$25,000 of the assessed value of an owner/occupied residence.





# Glossary of Terms

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**Impact Fee** A fee charged to developers by governmental entities to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks). These fees are often tied to a standard measure, such as square footage.

**Infrastructure** A public domain fixed assets including roads, bridges, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the city.

**Interfund Transfers** Flows of assets such as cash for goods between funds and blended component units of the primary government without equivalent flows of assets in return and without a requirement for repayment.

**Inter-Governmental Revenue** Received from or through the Federal, State, or County government. These include State Revenue Sharing, Alcoholic Beverage Tax, Half-Cent Sales Tax and Grants.

**Internal Service Fund** This is a proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. The City has four Internal Service Funds which are referred to as Funds 501-504.

**Liability** A debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

**Mill** A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

**Millage** The total tax obligation per \$1,000 of assessed valuation of property. Miramar's millage rate for FY 2019 is 7.1172.

**Modified Accrual Basis of Accounting** Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

**Object** A term used in connection with the classification of expenditures. The article purchased or the service obtained, rather than the purpose for which the article or service was purchase or obtained.

**Operating Budget** A budget for general revenues and expenditures such as salaries, utilities, and supplies.

**Original Budget** The first complete appropriated budget. It may be adjusted by reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes before the beginning of the fiscal year.

**Output Measures** Term used in connection with service efforts and accomplishments reporting. Indicators that measure the quantity of services provided. Output measures include both measures of the quantity of service provided and measures of the quantity of a service provided that meets a certain quality requirement.

**Overlapping Government** All local governments located wholly or in part within the geographic boundaries of the reporting government.

**Park Development Fund** A fund used to account for revenues specifically earmarked for capital improvement to the City's park system. This is a capital project fund which is referred to as Fund 387.

**Police CIP Fund** This fund was established in FY 2016 to account for impact fees derived from new development and restricted by Ordinance for Police Capital Improvements, including buildings and equipment.

**Police Education Fund** A fund used to account for revenues pursuant to Florida Statute 943.25 which allows municipalities to collect two dollars from each traffic citation for the purpose of criminal justice education and training police officers. This is a special revenue fund which is referred to as Fund 110.

**Property Tax** A tax levied on the assessed value of real and personal property which is also known as ad valorem tax.

**Proprietary Funds** Enterprise and internal service funds that are similar to corporate funds, in that they are related to assets, liabilities, equities, revenues, expense and transfers determined by business or quasi-business activities. The City's Enterprise Funds are comprised of Funds 410-415, while the Internal Service Funds are Funds 501-504.

**Refunding** Paying off an outstanding bond issue by using money from the sale of a new bond offering. In other words, issuing more bonds to pay off existing bonds.

# Glossary of Terms

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**Reserves** A portion of fund balance or retained earnings legally segregated for a specific purpose.

**Resolution** A legislative act by the city with less legal formality than an ordinance.

**Revenue** Monies received from all sources (with the exception of fund balances) which will be used to fund expenditures in a fiscal year. An addition to fund financial resources.

**Revenue Bonds** This is for bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. from all sources (with the exception of fund balances) which will be used to fund expenditures in a fiscal year. An addition to fund financial resources.

**Rolled-Back Rate** An operating millage rate required to raise the same ad valorem tax revenues as were levied in the prior year, exclusive of new construction, additions to structures, deletions and property added.

**Self Insurance Fund** An internal service fund is used to centrally manage the employee health and life insurance benefit packages, the workers' compensation program, and the City's insurance coverage of real and personal property.

**Special Assessment** A compulsory levy imposed on certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Fund** A governmental fund type used to account for revenues that are legally restricted to expenditure for specific purposes. Currently, the City has ten Special Revenue Funds which are referred to as Funds 110, 145, 160-167.

**State Revolving Fund** A low interest loan program from the Florida Department of Environmental Protection (DEP) for planning, designing and constructing drinking water and wastewater projects.

**Strategic Plan** A plan outlining long-term goals, critical issues and action plans which will increase the City's effectiveness in attaining its mission, goals and objectives. Strategic planning starts with examining the present, envisioning the future, deciding how to get there, and making it happen.

**Street Construction and Maintenance Fund** A fund to account for the City's proportional share of state revenue sharing and local option gas tax funds, in accordance with State Statute 336.59. These funds are restricted for the improvement and maintenance of roads and streets within the City.

**Taxes** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

**Taxable Value** The assessed value less homestead and other exemptions, if applicable.

**Trust and Agency Funds** These funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds.

**Truth in Millage (TRIM)** The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements and advertisement specifications prior to the adoption of a budget tax rate.

**Urban Area Security Initiative (UASI)** A grant program funded by the US Department of Homeland Security and awarded through the State of Florida Division of Emergency Management. The program provides assistance to build an enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism.

**User Fees** Charges for expenses incurred when services are provided to an individual or groups and not the community at large (e.g. building inspections).

**Utility Fund** This is an enterprise fund and as such receives its revenues from charges levied for the provision of services to users. It was established to account for the resources and uses of the Utilities function of the City and is prepared on the full accrual basis of accounting.

**Utility Service Tax** Taxes levied on consumer consumption based on utility services provided by the City. The tax is levied as a percentage of gross receipts.

**Working Capital** A financial metric that represents operating liquidity available to a business. It is calculated as current assets less current liabilities.



# Abbreviations and Acronyms

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## A

ADA Americans with Disabilities Act  
APDP Administrative Policy Directives and Procedures

## B

BEBR Bureau of Economic and Business Research  
BCT Broward County Transit

## C

CADD Computer Assisted Design and Drafting  
CAFR Comprehensive Annual Financial Report  
CALEA Commission on Accreditation for Law Enforcement Agencies  
CDBG Community Development Block Grant  
CDBG-R Community Development Block Grant-Recovery  
CERT Community Emergency Response Team  
CFA Commission for Florida Law Enforcement Accreditation  
CIP Capital Improvement Program  
CO Certificate of Occupancy  
COPS Community Oriented Policing Services  
CRA Community Redevelopment Agency

## D

DEP Department of Environmental Protection  
DOE US Department of Energy  
DRC Design Review Committee

## E

EHEAP Emergency Home Energy Assistance Program  
EMS Emergency Medical Services  
ERP Enterprise Resource Planning

## F

FEMA Federal Emergency Management Administration  
FICA Federal Insurance Contribution Act  
FTE Full-time Equivalent  
FY Fiscal Year

## G

GAAP Generally Accepted Accounting Principles  
GASB Governmental Accounting Standards Board  
GFOA Government Finance Officers Association  
GIS Geographic Information Systems

## H

HMO Health Maintenance Organization  
HUD US Department of Housing & Urban Development

## I

ICMA International City Management Association  
ILA Interlocal Agreement  
ISF Internal Service Fund

## J

JAG Justice Assistance Grant

## K

KIO Key Intended Outcome

## L

LAN Local Area Network  
LEED Leadership in Energy & Environmental Design

## M

MASH Miramar Assisting Seniors in their Homes

## O

OPEB Other Post Employment Benefits  
OSHA Occupational Safety Health Administration

## P

PPO Preferred Provider Organization

## S

SFWMD South Florida Water Management District  
SHIP State Housing Initiatives Partnership  
SOH Save Our Homes  
SRO School Resource Officer  
SWAT Special Weapons and Tactics  
SWOT Strengths, Weaknesses, Opportunities, Threats

## T

TRIM Truth in Millage

## U

UASI Urban Area Security Initiative

## V

VOCA Victims of Crime Act

# Millage Rate Ordinance

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Temp. Ord. No. 1702  
07/31/2018  
08/21/2018

CITY OF MIRAMAR  
MIRAMAR, FLORIDA

ORDINANCE NO. 18-15

## CERTIFICATION

I CERTIFY THIS TO BE A TRUE & CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE AT CITY HALL.

WITNESS MY HAND AND OFFICIAL SEAL OF THE CITY OF MIRAMAR THIS 26 DAY OF September, 2018

Donna A. Hill  
CITY CLERK

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, ESTABLISHING AND ADOPTING THE CITY OF MIRAMAR AD VALOREM TAX OPERATING MILLAGE LEVY RATE AT 7.1172 MILLS, OR \$7.1172 PER THOUSAND DOLLARS OF TAXABLE ASSESSED PROPERTY VALUE FOR THE 2018 TAX YEAR, WHICH IS 11.82% GREATER THAN THE ROLLED-BACK RATE OF 6.3651 MILLS; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City Commission and the City Administration of the City of Miramar have reviewed the 2019 Fiscal Year ("FY19") Budget for the various operating departments of the City and the means of financing said budget; and

**WHEREAS**, the City Commission has determined that a millage rate of 7.1172 is necessary to fund the FY19 Budget; and

**WHEREAS**, all public notice and hearings required by Chapter 200.065, Florida Statutes have occurred.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, AS FOLLOWS:**

**Section 1:** That it establishes and adopts the City of Miramar Ad Valorem Tax Operating Millage Levy Rate of 7.1172 mills for the 2018 tax year, or \$7.1172 per thousand dollars of taxable assessed property value. This millage rate is 11.82% greater than the rolled-back rate of 6.3651 mills.

Ord. No. 18-15



# Millage Rate Ordinance (continued)

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Temp. Ord. No. 1702  
07/31/2018  
08/21/2018

**Section 2:** All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**Section 3:** The appropriate City officials are authorized to do all things necessary and expedient to carry out the intent and purpose of this ordinance.



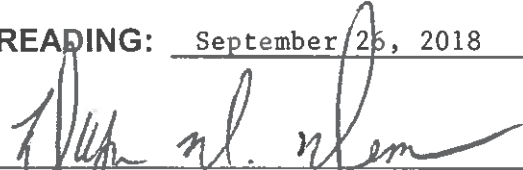
# Millage Rate Ordinance (continued)

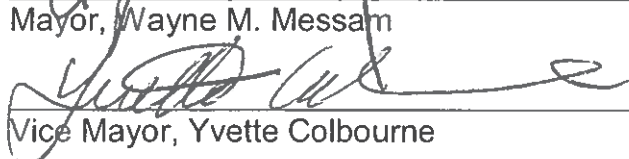
Temp. Ord. No. 1702  
07/31/2018  
08/21/2018

**Section 4:** This Ordinance shall take effect on October 1, 2018.

**PASSED FIRST READING:** September 12, 2018

**PASSED AND ADOPTED ON SECOND READING:** September 26, 2018

  
\_\_\_\_\_  
Mayor, Wayne M. Messam

  
\_\_\_\_\_  
Vice Mayor, Yvette Colbourne

ATTEST:

  
\_\_\_\_\_  
City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved  
this ORDINANCE as to form:

  
\_\_\_\_\_  
City Attorney  
Weiss Serota Helfman  
Cole & Bierman, P.L.

AS

<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Winston F. Barnes	<u>Yes</u>
Commissioner Maxwell B. Chambers	<u>Yes</u>
Vice Mayor Yvette Colbourne	<u>Yes</u>
Commissioner Darline B. Riggs	<u>No</u>
Mayor Wayne M. Messam	<u>Yes</u>



# Millage Rate Ordinance (continued)

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## Certificate of Filing for a Resolution

### CERTIFICATE OF FILING

I, Denise A. Gibbs, as City Clerk of the City of Miramar, a Florida Municipal Corporation, hereby certify that this fully executed Ordinance No. 18-15 was filed in the records of the City Clerk this 26<sup>th</sup> day of September, 2018.



Print Name: Denise A. Gibbs

Print Title: City Clerk



# Budget and CIP Ordinance

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Temp. Ord. No. O1703  
08/20/2018  
08/27/2018


CITY OF MIRAMAR  
MIRAMAR, FLORIDA

ORDINANCE NO. 18-16

## CERTIFICATION

I CERTIFY THIS TO BE A TRUE & CORRECT  
COPY OF THE ORIGINAL DOCUMENT ON  
FILE AT CITY HALL.

WITNESS MY HAND AND OFFICIAL SEAL OF  
THE CITY OF MIRAMAR THIS 26 DAY  
OF September, 2018

  
CITY CLERK

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, ADOPTING THE TENTATIVE OPERATING AND CAPITAL IMPROVEMENT PROGRAM AS THE CITY OF MIRAMAR'S FINAL BUDGET FOR FISCAL YEAR 2019, ALLOCATING, APPROPRIATING, AND AUTHORIZING EXPENDITURES IN ACCORDANCE WITH AND FOR THE PURPOSES STATED IN SAID BUDGET, EXCEPTING CERTAIN APPROPRIATIONS AND EXPENDITURES FROM REQUIRING FURTHER CITY COMMISSION ACTION; AUTHORIZING BUDGETARY CONTROL BY DEPARTMENT TOTAL FOR ALL APPROPRIATIONS; PROVIDING FOR THE AUTHORIZATION OF ALL BUDGETED EMPLOYMENT POSITIONS; PROVIDING FOR THE CREATION OF BALANCED REVENUE AND EXPENDITURE ACCOUNTS FOR RECEIPT OF MONIES BY GIFT, GRANT, OR OTHERWISE, AND THE MANAGEMENT AND DISBURSEMENT THEREOF; PROVIDING THAT THE BUDGET HEREBY ADOPTED MAY BE ADJUSTED OR MODIFIED BY ORDINANCE; PROVIDING FOR THE AUTHORIZATION TO LAPSE ALL ENCUMBRANCES OUTSTANDING ON SEPTEMBER 30, 2018; PROVIDING AUTHORIZATION TO RE-APPROPRIATE LAPSED CAPITAL OUTLAY AND CAPITAL IMPROVEMENT ENCUMBRANCES IN THE 2019 FISCAL YEAR ; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, AS FOLLOWS:

Section 1: That the tentative Fiscal Year 2019 ("FY 2019") Operating and Capital Improvement Program Budget, approved by the City Commission on September 12, 2018, is established and adopted as the City of Miramar's final budget for the 2019 Fiscal Year.

Ord. No. 18-16





# Budget and CIP Ordinance (continued)

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Temp. Ord. No. O1703  
08/20/2018  
08/27/2018

**Section 2:** That the budget may be amended or adjusted by a motion approved by a majority vote of the City Commission at the public hearing in accordance with State Statutes.

**Section 3:** Subject to the adjustment and/or amendment process authorized in Section 2, amounts allocated in said budget for expenditure effective October 1, 2018 are authorized in accordance with the purposes as set forth in said budget, except that no funds shall be deemed authorized for expenditure in those instances where specific and additional City Commission action and authorization is required as provided in Chapter 2, Article VI, Division 1 of the Miramar City Code, as well as other applicable law.

**Section 4:** That the FY 2019 Operating and Capital Improvement Program Budget establishes limitations on expenditures by department total, said limitation meaning that the total sum allocated to each department for operating expenses may not be increased or decreased without specific authorization by a duly enacted Ordinance effecting such amendment or transfer. However, specific line item amounts may be exceeded so long as excesses exist in other line items within said department budget. When such excess expenditures occur, the City Manager or designee is authorized to transfer such unencumbered appropriations from one line item to another to balance the deficiency.

# *Budget and CIP Ordinance (continued)*

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Temp. Ord. No. O1703  
08/20/2018  
08/27/2018

**Section 5:** That the amounts allocated to Capital Improvement Program projects are specific authorizations for each project and may be expended only for that specific purpose. The amount allocated to each project may not be exceeded, increased, or decreased, or funds transferred to or from projects without specific City Commission authorization by a duly enacted Ordinance effecting such amendment or transfer.

**Section 6:** That the “Program Revenues, Expenditures & Position Summary” included within each department budget and supporting documents not included in the budget enumerates all authorized budgeted positions. All personnel filling said authorized positions shall be paid pursuant to and in accordance with the City of Miramar’s Comprehensive Pay Plan or Collective Bargaining Agreements in effect at any given time for said position.

**Section 7:** That when the City of Miramar receives monies from any source, be it private or governmental, by grant, gift, or otherwise, to which there is attached, as a condition of acceptance, any limitation regarding the use or expenditure of the monies received, the funds so received will be established in the Operating Budget upon acceptance of the grant, gift, or otherwise by the City Commission, but said monies shall only be disbursed and applied toward the purposes for which the funds were received. To ensure the integrity of the Operating Budget and the integrity of the monies received by the City under grants or gifts, all monies received as contemplated

Ord. No. 18-16

3



# Budget and CIP Ordinance (continued)

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Temp. Ord. No. O1703  
08/20/2018  
08/27/2018

above must, upon receipt, be segregated and accounted for based upon generally accepted accounting principles and placed into separate revenue and expenditure accounts established to properly account for all such funds and expenditures. Any money drawn from the established expenditure accounts may only be disbursed and applied within the limitations placed upon the gift or grant.

**Section 8:** That upon the passage and adoption of the FY 2019 Budget for the City of Miramar, if the Interim City Manager determines that an Operating Department total will exceed its original appropriation, he is hereby authorized and directed to prepare such Resolutions or Ordinances as may be necessary and proper to administratively and publicly adjust or modify any line items from the Budget.

**Section 9:** That all outstanding encumbrances at September 30, 2018, shall lapse at that time; and all lapsed capital outlay and capital improvement encumbrances and available balances for active projects shall be re-appropriated in the 2019 fiscal year.

**Section 10:** If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any Court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

**Section 11:** All Ordinances or parts of Ordinances, insofar as they are inconsistent or in conflict with the provisions of this Ordinance, are hereby repealed.



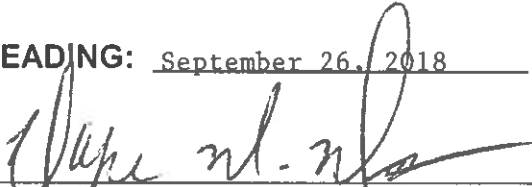
# Budget and CIP Ordinance (continued)

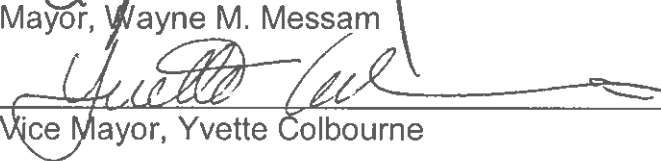
Temp. Ord. No. O1703  
08/20/2018  
08/27/2018

**Section 12:** This Ordinance shall take effect on October 1, 2018.


**PASSED FIRST READING:** September 12, 2018

**PASSED AND ADOPTED ON SECOND READING:** September 26, 2018

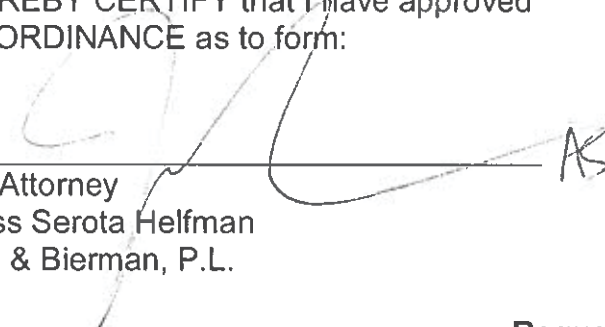
  
\_\_\_\_\_  
Mayor, Wayne M. Messam

  
\_\_\_\_\_  
Vice Mayor, Yvette Colbourne

ATTEST:

  
\_\_\_\_\_  
City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved  
this ORDINANCE as to form:

  
\_\_\_\_\_  
City Attorney  
Weiss Serota Helfman  
Cole & Bierman, P.L.

<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Winston F. Barnes	<u>Yes</u>
Commissioner Maxwell B. Chambers	<u>Yes</u>
Vice Mayor Yvette Colbourne	<u>Yes</u>
Commissioner Darline B. Riggs	<u>Yes</u>
Mayor Wayne M. Messam	<u>Yes</u>



# Budget and CIP Ordinance (continued)

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## Certificate of Filing for a Resolution

### CERTIFICATE OF FILING

I, Denise A. Gibbs, as City Clerk of the City of Miramar, a Florida Municipal Corporation, hereby certify that this fully executed Ordinance No. 18-16 was filed in the records of the City Clerk this 26<sup>th</sup> day of September, 2018.



Print Name: Denise A. Gibbs

Print Title: City Clerk