

FY 2021 ADOPTED ANNUAL BUDGET

City of Miramar, FL



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MIRAMAR

**BEAUTY AND PROGRESS
EST 1955**

City of Miramar
Adopted Annual Budget
Fiscal Year 2021
Elected City Commission



Mayor
Wayne M. Messam



Vice Mayor
Maxwell B. Chambers



Commissioner
Winston F. Barnes



Commissioner
Yvette Colbourne



Commissioner
Alexandra P. Davis

Appointed City Officials

Vernon E. Hargray, City Manager
Whittingham Gordon, Deputy City Manager
Kelvin L. Baker, Assistant City Manager
Shaun Gayle, Assistant City Manager
Norman D. Mason, Chief Budget Officer
Susan A. Gooding-Liburd, Chief Financial Officer
Kevin E. Adderley, Director of Financial Services
Alicia Ayum, Director of Procurement
Camasha Cevieux, Director of Cultural Affairs
Anthony Collins, Director of Public Works
Randy Cross, Director of Human Resources
Katrina Davenport, Director of Community Services
Denise A. Gibbs, City Clerk
Clayton D. Jenkins, Director of Information Technology
Robert Palmer, Fire-Rescue Chief
Rafael Sanmiguel, Director of Management & Budget
Eric B. Silva, Director of Community Development
Anita Fain Taylor, Director of Economic & Business Development
Elizabeth Valera, Director of Parks & Recreation
Roy Virgin, Director of Utilities
Dexter Williams, Police Chief



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City Manager's Message



City of Miramar
An Equal Opportunity Employer

Mayor

Wayne M. Messam

Vice Mayor

Maxwell B. Chambers

City Commission

Winston F. Barnes

Yvette Colbourne

Alexandra P. Davis

City Manager

Vernon E. Hargray

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

**Office of the City Manager
2300 Civic Center Place
Miramar, FL 33025**

Phone (954) 602-3333
Fax (954) 602-3672



Miramar City Commission and Stakeholders:

The global COVID-19 pandemic is affecting government agencies throughout the world, and the City of Miramar is certainly no exception. During this unprecedented time, we are confronted by extraordinary challenges that require us to make decisions in what most consider a once-in-a-lifetime event. In the face of these difficulties, I am confident that the City of Miramar's staff, residents, business owners and visitors will rise to this occasion together, as One Miramar.

Over the years, leadership has worked diligently to steadily accumulate funds in our reserves while managing the ever-growing demand to provide core services to all stakeholders. This proactive planning has assisted us with saving for disaster incidents—such as hurricanes. Unfortunately, the ongoing fiscal impacts of the pandemic are outside of any scope we could have imagined. Despite the fiscal challenges we have experienced in Fiscal Year (FY) 2020, I am pleased to present a balanced and fiscally responsible **FY 2021 Annual Adopted Budget**. The FY 2021 adopted budget is \$245.3M—a \$14.7M, or 5.6%, decrease from FY 2020.

COVID continues to negatively impact the City's revenues. In FY 2020 that impact was estimated at \$13 million, and in FY 2021 we expect a \$13.6 million revenue loss for a combined total COVID related revenue loss of \$26.6 million. This Adopted Annual Budget includes \$8 million in one-time solutions, which include the elimination of vacant positions and other sources of funds. In addition, there are \$5 million in reductions to expenditures including the postponement of vehicle replacements to assist with balancing the General Fund budget. We have utilized reserves in FY 2020 and FY 2021 to mitigate significant reductions and eliminations of existing staff and core services. Core community services are given priority during this crisis, and we continue to protect essential functions such as public safety, public works operations, utilities operations and community services.

Minimal additions were adopted for FY 2021, primarily for the funding of repair and maintenance of critical buildings, radio and safety equipment replacement (Police), and various improvements and initiatives within the Utilities Department. The Capital Improvement Program (CIP) five year plan expenditure projection for FY 2021 - FY 2025 is \$167.6M. This includes 64 projects of which 17 will impact the FY 2021 budget in the amount of \$21.8M, which supports three functional categories: park facilities, infrastructure redevelopments and improvements, and capital equipment, vehicles and software. As presented, the FY 2021 CIP budget is a fiscally constrained expenditure plan that is financed from restricted sources such as Broward County Transportation Surtax Dollars, Enterprise Fund, Contribution in Aid of Construction Fund and Stormwater Management Fund. There are no capital projects recommended to be funded by the General Fund.

City staff's unparalleled dedication to the future of Miramar reflects in our ongoing commitment to stabilize the City's finances while meeting our obligations for debt service, pensions, public safety and infrastructure improvements. We will continue to monitor the impacts of COVID-19 on revenues and expenditures, and additional modifications may result in budget amendments to the FY 2021 Adopted Annual Budget based on new available information. Additionally, I am committed to and will remain steadfast in charging each leader on the executive team to proactively manage the City's finances as we continue to manage the effects of the pandemic on City operations.

I want to thank our Miramar staff who have continued to step up every day during this unprecedented health and economic crisis, to serve our residents, businesses and visitors. We are united in overcoming these challenges, and we will get through this together.

Best regards,

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, 2019

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, 2019. 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 2020	Adopted FY 2021	
Save Our Homes Value	229,249	234,404	2.2%*
Homestead Exemption	(50,000)	(50,000)	
Taxable Value	179,249	184,404	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 1,275.75	\$ 1,312.44	\$ 36.69
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 36.69

	<u>Non-Homesteaded</u>		
	Levied FY 2020	Adopted FY 2021	
Save Our Homes Value	281,277	300,164	6.7%
Homestead Exemption	-	-	
Taxable Value	281,277	300,164	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 2,001.91	\$ 2,136.32	\$ 134.41
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 134.41

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

	<u>Homesteaded</u>		
	Levied FY 2020	Adopted FY 2021	
Save Our Homes Value	229,509	234,648	2.2%*
Homestead Exemption	(50,000)	(50,000)	
Taxable Value	179,509	184,648	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 1,277.60	\$ 1,314.17	\$ 36.57
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 36.57

	<u>Non-Homesteaded</u>		
	Levied FY 2020	Adopted FY 2021	
Save Our Homes Value	284,692	303,430	6.6%
Homestead Exemption	-	-	
Taxable Value	284,692	303,430	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 2,026.21	\$ 2,159.58	\$ 133.37
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 133.37

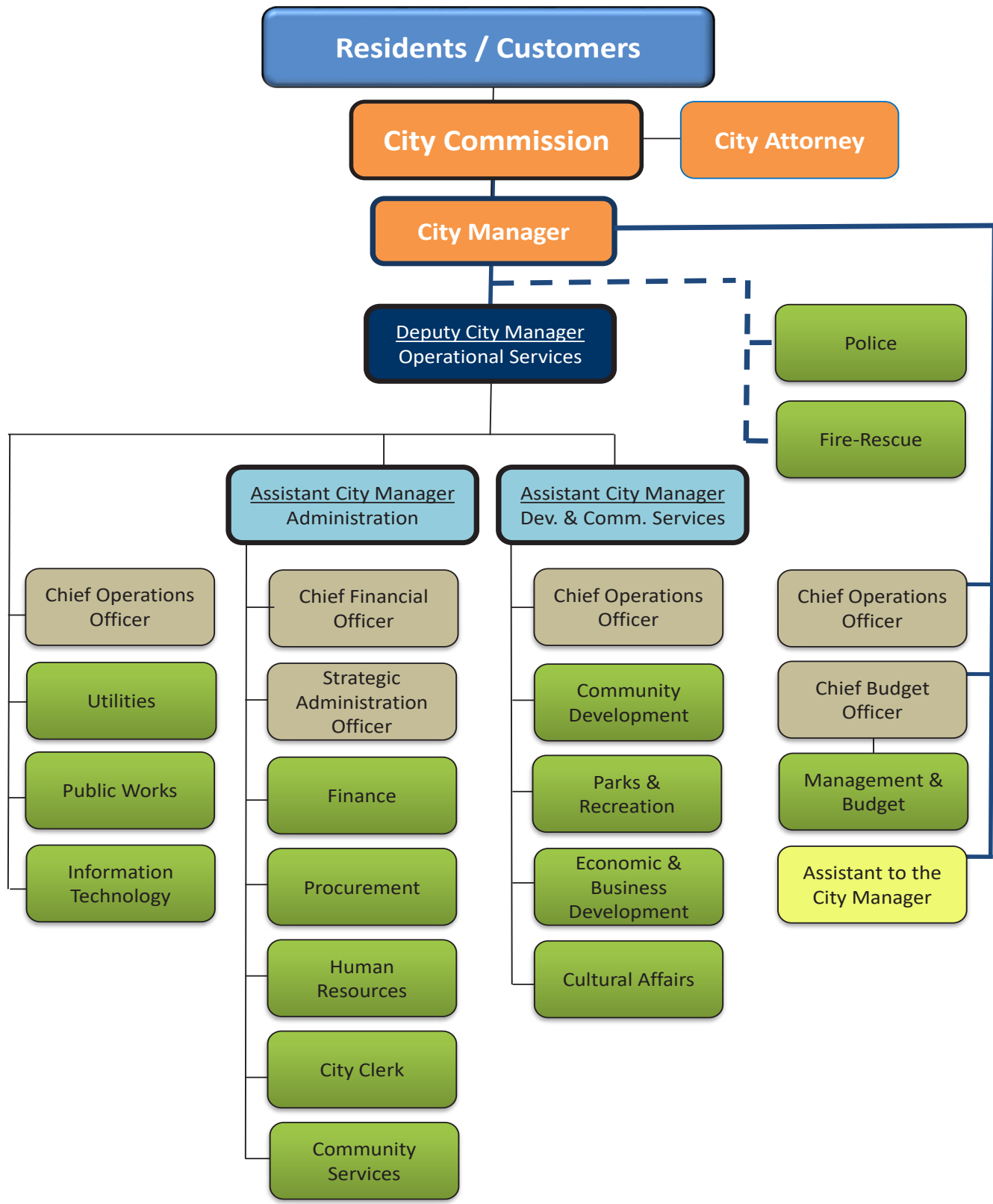
Using the Commercial Amount from the Property Appraiser (Commercial)

	Levied FY 2020	Adopted FY 2021	
Taxable Value	637,439	721,349	13.2%
Avg Size (Sq Ft)	15,126	15,745	4.1%
Millage Rate	7.1172	7.1172	
Fire Assessment	11,279.46	11,741.05	461.59
City Tax Bill	\$ 4,536.78	\$ 5,133.98	\$ 597.20
Total Change			\$ 1,058.79

* Save Our Homes (SOH) Cap



Citywide Organizational Structure



--- Shared Management by City Manager and Deputy City Manager



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
2011	122,982
2012	123,478
2013	126,619
2014	128,432
2015	132,096
2016	134,037
2017	136,246
2018	137,107
2019	138,837
2020	138,873
Median Age	36
Median Household Income	\$70,005
Number of Households	44,205
Single Family/Duplex	34,480
Multi-Family	9,283
Mobile Homes	442
Race Composition (%)	
Black/African American	47.1%
White	43.4%
Asian	4.8%
Other Race / Two or More Race	4.7%
Total	100.0%
Hispanic/Latino (of any race)	37.9%

Source: U.S. Census Bureau, 2019 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	58.4%
Commercial	4.3%
Industrial	5.6%
Recreational	3.3%
Schools	1.4%
Conservation/Public Facility/ROW	25.4%
Mixed Use	0.7%
Undeveloped	0.9%
Total Land Use	100.0%

Source: Community & Economic Development Land Data

Economics

Office Space	3,700,411 sq.ft.
Retail/Commercial Space	3,684,906 sq.ft.
Industrial Space	9,711,755 sq.ft.
Taxable Assessed Value 2020 tax year	10,872,653,425
Real Property	10,426,972,350
Personal Property	445,681,075
Adjusted Taxable Value	10,782,216,735
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 2021 Budget

Adopted Budget	\$312,347,070
Adopted Net Budget	\$245,260,285
Adopted Capital Improvement Budget	\$21,834,604
General Fund Budget	\$176,401,315

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	311
Sworn Police Officers	229
Service Calls (FY 2020)	57,827
Average emergency response time	4.56 mins

Fire-Rescue/EMS

Fire Stations	5
Full Time Employees	164.5
Certified Firefighters	150
EMS Calls (FY 2020)	8,179
Fire Calls (FY 2020)	3,917
Average Fire Response Time	5.14 mins
Average EMS Response Time	7.06 mins

Parks & Recreation

Number of Parks	40
Number of Acres	458
Facility Pavilion Shelter Rentals	488
Number of Rec. Programs Patrons	25 3,100
Number of Athletic Programs Patrons	22 10,200
Number of Aquatic Complexes Patrons	2 33,719
Number of Special Events	12
Number of Special Events Participants	12,600

Community Services

Senior Centers	2
Senior Participants (FY 2020)	962
Senior Transportation (FY 2020)	29,558
Counseling Hours (FY 2020)	600
Activities offered at Centers	64
Childcare Facilities	3

Number of Preschool Children	199
Number of Elementary After School Children	105

Cultural Affairs

Miramar Cultural Center	45,029 sq. ft.
Theater (including lobby)	15,500 sq. ft.
Banquet Hall	4,500 sq. ft.
Ansin Family Art Gallery	2,000 sq. ft.
Attendance:	
Miramar Cultural Center	31,467
Theater	20,547
Banquet Hall	8,960
Ansin Family Art Gallery	1,960

Public Works

Miles of street	422 miles
Street miles maintained	165 linear miles
Bike path/sidewalks maintained	40/139 linear miles
City street lights	940
Tons of curbside recycled material collected	6,271
City vehicles and equipment maintained	720

Utilities

Estimated Population for water service	125,576
Customer accounts	34,043
Miles of water lines	441
Fire Hydrants	4,524
Number of production wells	10
Average daily water production	13.13 mgd
Water treatment design capacity	17.75 mgd
Sewer lines / force mains	344 miles
Average daily sewer treatment	11.0 mgd
Number of Lift Stations	141

Total City Employees/Full-Time Equivalent (FY 2021 FTEs)

Full-time employees	1,041
Part-time employees-147	73.5
Seasonal part-time-16	8
Temporary part-time-8	4
Total Net FTE's	1,126.5



Miramar At A Glance

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 Program.
- 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



Miramar employees enjoy the annual Wellness Kick-off day.

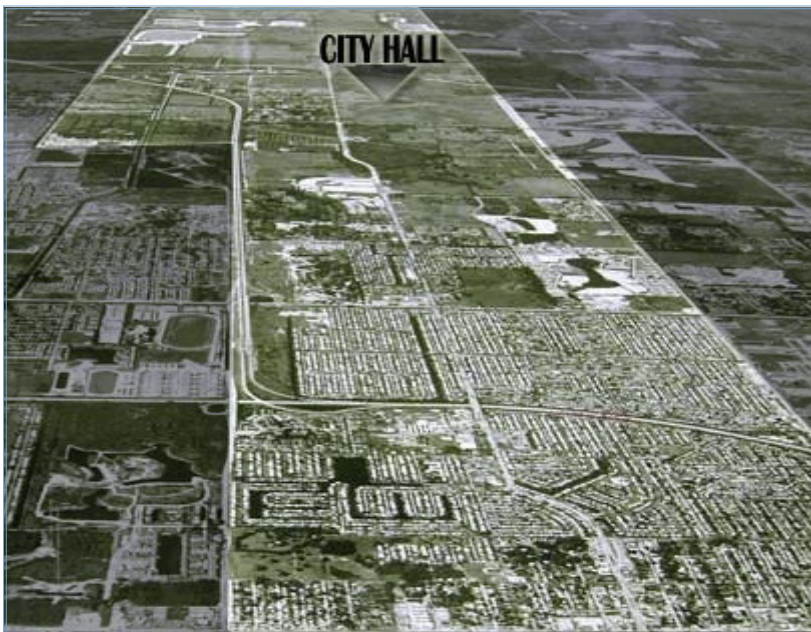
City of Miramar: Past, Present, and Future

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 continues to impact the community to the present-day which is 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

In 1959, the first municipal election was held during which 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 which was 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 Assessment was implemented to provide an equitable method of assessing fire protection costs to all properties throughout the City.

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 uniform and orderly 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, 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 M.O.S.T. (Maximizing Out of School Time) 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.

The Miramar Educational Center first 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. 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 opened its doors on March 17, 2005 and features a 138 bed full service acute-care facility and offers individualized care using advanced technology.

Other major hospitals located within one to five miles of the City limits include Memorial Pembroke, Memorial West, Memorial Regional Hospital, Dan Marino Children's Center, Joe DiMaggio Children's Hospital, and Hollywood Medical Center.

City of Miramar: Past, Present, and Future

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 are located 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 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 transitioned 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".

The Town Center is located in the center of the City, north of Miramar Parkway between Red Road, Hiatus Road and Miramar Boulevard. This facility is also home to the new Police Headquarters. 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, 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 138,873 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 (Telemundo of Florida) and retail (Target, Home Depot, Publix, etc).

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 to achieve a sense of the place as a cohesive community through placemaking, marketing and branding initiatives.

The City of Miramar has embarked on a new path to enhance current Smart City Initiatives, as well as conduct a thorough assessment of all city processes to implement new Smart City solutions throughout the organization. The City Manager's Office of Innovation and Technology has been established and it is responsible for the execution of innovative ideas through Smart City technology to reduce expenditures and increase revenues, while providing enhanced services and public engagement tools.

These Smart City solutions will provide all stakeholders with the latest technology to implement efficiencies, increase workforce knowledge, enhance transparent engagement tools, enhance citywide security measures—just to name a few.

Smart City solutions will also play a vital role in the creation and operation of the Miramar Innovation and Technology Village, which is envisioned as a walkable, activated, urban environment with an innovation, technology, education, arts and culture, workforce housing and entertainment focus.



City of Miramar: Past, Present, and Future

Located in the heart of Historic Miramar (along Miramar Parkway, just east of the Florida Turnpike), the Miramar Innovation and Technology Village is envisioned as a walkable, activated, urban environment with an innovation, technology, education, arts and culture, workforce housing and entertainment focus. Planning and economic analysis efforts are underway, as well as land use/zoning changes to secure the necessary entitlements to bring forward a dynamic mix of new retail, educational, recreational, office, entertainment and affordable/workforce residential uses that leverage existing community assets, such as the Vernon E. Hargray Youth Enrichment Center, the Shirley Branca Park Bandshell and new Police Substation. In addition, the City has commenced to forge and structure partnerships with the public and private sectors to support the affordable/workforce housing, innovation and technology hub, and transit hub initiatives.

The Miramar Innovation and Technology Hub is planned to be located on the Vernon E. Hargray Youth Enrichment Center campus and will serve as a vital anchor within Historic Miramar's Innovation and Technology Village, which will fuse the local community with a wide-range of collaborative educational, research, workforce development and local-/small-/start-up business support opportunities. The state-of-the-art facility will include partnerships with select area colleges/universities, Broward County Public Schools, Broward County and private-sector employers to deliver customized training to the community in STEM and other emerging, specialized and technical areas geared at filling the skills gap our employers identify as being crucial for the workforce of tomorrow.

With a hands-on learning approach and broad curriculum, the facility will deliver youth programs and adult-level workforce training and retraining programs so that the Miramar community can obtain the essential skillsets today's and tomorrow's employers seek.

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 goal 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 as well as the mutual efforts of our residents and employees towards 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



Miramar Innovation and Technology Village rendering.

Strategic Plan

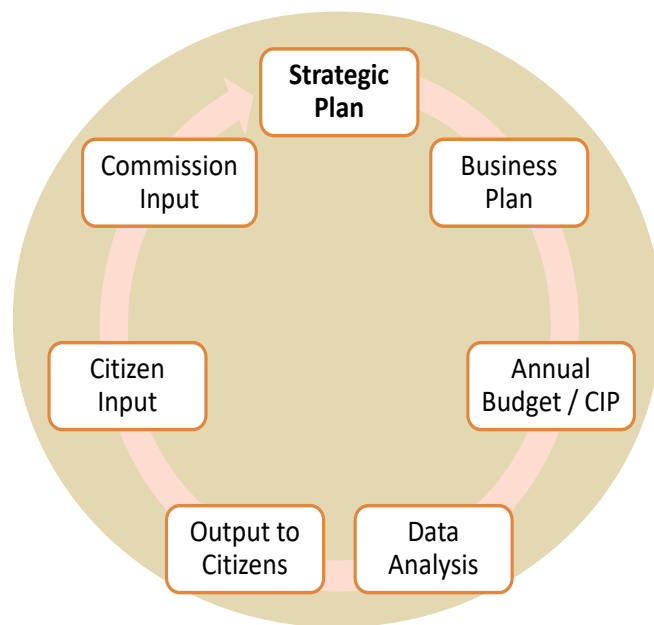
Mission

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.

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 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.

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 City operations. The (C.A.R.E.) Program is a ten-point City Manager budget initiative launched to maximize the City's human, capital, and natural resources. Each committee has a Chair and a Vice-Chair to implement strategies to support the City's vision. C.A.R.E. establishes sound financial management and responsible cost-effective utilization for use of public funds. Implementation of the C.A.R.E. Program involves support of each committee within the ten-point plan to address City-wide focus areas.

Update of Business Plan

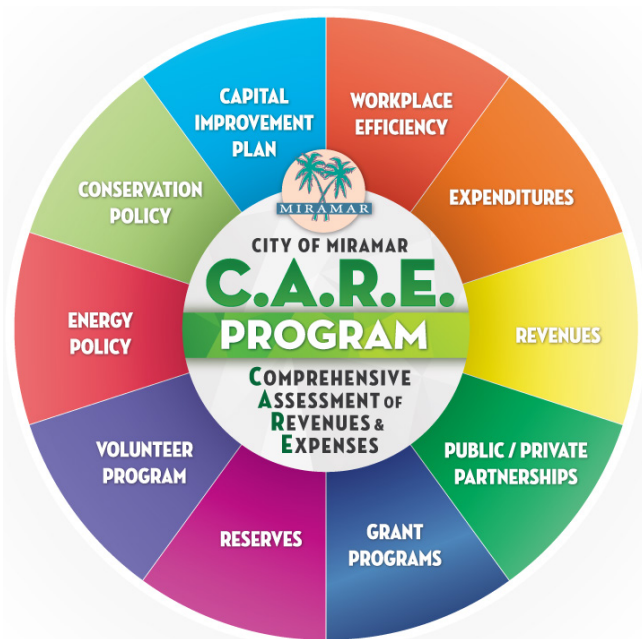
The Business Plan is continuously reviewed for improvement, including updated financial projections and examination of the Plan's intended outcomes and initiatives. Current intended outcomes and initiatives include:

- Encourage annual commercial, industrial and office development.
- Encourage residential and commercial redevelopment and revitalization in East Miramar.
- Maintain control of labor and other operating costs.
- Maintain control of pension costs – limit benefits/ limit City contributions.
- Leverage existing technology to create effective and efficient delivery of services.

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 educational opportunities, 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 2021. Miramar's "6 Pillars" cover a range of inter-related activities intended to enhance the community and to be supportive of our businesses:

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



Business Plan

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. This task has been made that much more challenging with the onset of COVID-19. Each department was forced to re-focus efforts and resources to deal with the pandemic. The City has been challenged to meet the increased demands for public assistance while at the same time being forced to face a steep reduction in revenues.

Following are the major departmental initiatives approved and included in the Fiscal Year 2021 budget:

City Manager's Office

In FY 2021, the office of the City Manager is spearheading a Smart City initiative that aims to leverage existing technology like internet of things (IoT) and Geographic Information Systems (GIS) data and software to better plan and develop the City's infrastructure and smart city initiatives. The department is also tasked with disseminating the latest public health news to the public through the creation of COVID related marketing pieces as it manages the City's response to the pandemic.

Human Resources

The HR department is leading the effort to shift the health care paradigm in the City. The department is tasked with seamlessly switching the City's health care offering from a fully insured model to a self-insured model. This strategy aims to reduce the administrative and profit margin costs that the City currently pays to its health insurance carrier. In order to further reduce health related costs, the department partnered with CareATC to open and run an employee wellness center that aims to improve the overall health status of City employees. The HR department has been working hard on the planning and implementation of an incentivized retirement and attrition program that aims to reduce the overall personnel costs for the City. This plan is aimed at employees that are eligible for retirement. The savings will come about as each retiree position is frozen within the annual budget, unless the position is critical to the operation of the City or its public safety.



Financial Services

The department is tasked with tracking all emergency expenses for future reimbursement by federal and local entities.

Police

Two new code compliance positions were added to the Police budget to deal with the increased need to enforce COVID business rules throughout the City. This addition is expected to provide a reduction in the rate of community COVID infections throughout the City by working with the business community to enforce social distancing standards and disinfection protocols.

Fire Rescue

The department has received funding to provide a second set of bunker gear to firefighters in order to comply with new industry standards. This change was made in order to mitigate the increased risk that firefighters have of developing cancer throughout their lives. The department is working with the City Manager's office to seek grant funding to offset the costs of the additional gear.



Business Plan

Community Development

Funds have been included to support GIS software initiatives that will enable the City to better plan and develop the growth of the City and its infrastructure. Also included in the budget are funds for the Building Division to procure and implement a web based electronic plans review solution that lets customers and staff initiate and complete plan submission, review and approval processes online rather than using the current manual paper based processes. This technology can be used by different disciplines simultaneously rather than sequentially thus reducing review times and permit turnaround times. Funds are also included for a tree trimming assistance program that aims to assist eligible homeowners in obtaining tree trimming services to trim potentially and hazardous trees encroaching into existing infrastructure.

Economic & Business Development

The department is tasked with administering the Micro Enterprise Assistance Program, amend the City code to include Business Inclusion Act, and the oversight of the Historic Miramar Perry Field open space improvements. This department is integral in the City Manager's Smart City initiative as well as small business support during the pandemic.

Public Works

Public Works is responsible for the upkeep, repair and maintenance of the City's ageing buildings. To that end, funding has been included to keep up with the maintenance. In addition, this department is responsible for the cleaning and disinfecting of City facilities by way of janitorial services, something that has come into focal importance during the pandemic.

Community Services

The effects of COVID-19 have been especially tough on our vulnerable population. The increased demand for services from the department has been unprecedented. The department has redoubled its efforts to reach out to this population by conducting daily reassurance phone calls, conducting weekly hot meal delivery, conducting caregiver training & support, and administrating financial assistance programs. As part of an internal reorganization, department will house the senior transportation program, formerly managed by the Public Works department.

Cultural Affairs

The effects of COVID have posed some significant challenges for the Arts and the facilities that house them. Cultural Affairs operations traditionally deliver in person and hands on services. State, County and Federal guidelines related to COVID 19 have dictated that certain modifications be made. Therefore, the department has reimagined planned programming to consider space restrictions, participation, and consumer trends suitable for MCC by offering virtual programming of their traditional offerings, retooling arts and education planning into offering training and development relative to essential city and community skillsets, shifting their focus to serving institutional audiences by feeding seniors, connecting with community partners to develop the Cultural Center as a new resource location, and renting the facility to corporate entities and others that require virtual production services or social distance spaces.

Parks & Recreation

The Parks and Recreation department is tasked with the design and construction of the City's first skate park using CIP restricted funds, replacing sand surfacing at playgrounds, establish a teen mentoring program and increasing the certification of department staff. The department plays a central role in the City's COVID response as they repurpose their facilities and offerings to hold Drive-In movies, run a drive-thru market, conduct drop and go COVID friendly community food distributions, develop online instructional tennis, karate, volleyball, swimming and other sports videos and monitor park facilities to ensure emergency orders are followed.



The construction of a new pavillion was completed at River Run Park as part of the Capital Improvement Program.

Business Plan

Other Funds

Utilities

Funds are included in the department to expand and advance the City's Geographic Information System technology footprint and advance it to be more immersive, adaptive and responsive to the future needs of city government. Most importantly, this upgrade establishes a critical touchpoint in the foundation of Smart City access. Additionally, the department's goals include the expansion of the West Water Treatment Plant capacity to meet future demands, expand reuse services to customers west of I-75, complete at least 3 roadway capital improvements and 8 CIP projects by the support services division. Also included in the funding is the addition of an Audio Visual Manager that is responsible for the technical management of the industrial production process, asset management and maintenance. Funds are also included for routine repair and maintenance of equipment and facilities, new equipment and contractual services.

Information Technology

Funds are included in the IT fund to enter into a lease purchase agreement to replace 110 network switches that will no longer be serviceable and will reach end of life status by February of 2021. This upgrade ensures the security of the City's network against outside intrusion and hackers. The replacement switches will enhance the City's cybersecurity infrastructure to make sure best practices are in place and support the SCADA environment, smart city initiatives and the new GIS initiative/upgrade.



Health Fund

In order to decrease healthcare costs, the City is continuing to implement two major initiatives in FY 2021. The City is working towards transitioning the City's Group Medical Plan into a self-funded model from a fully-insured model. This will provide immediate savings by removing

administrative fees and risk load passed from the carrier. Additionally, the City has partnered with a private entity to open an onsite wellness center. This will result in fewer claims routed through the City's group medical plan, and instead, process through the wellness center which will reduce the City's health care costs.

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 personnel and safety costs compounded by the effects the pandemic has on our revenues and increased demands for service and incorporating key elements of the City Commission's established vision for the City of Miramar, this budget includes: No ad valorem millage increase and one time use of reserve fund balance.

The current rate is 7.1172 mills, which is 5.13% greater than the rolled-back rate. Taking this into account, the amount of Ad Valorem Taxes proposed to be collected is approximately \$2,964,700 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 are assessed \$398.23 and mobile homes \$296.26 per unit. Commercial units assessments remain at \$0.7457 per square foot, industrial/warehouse units at \$0.1191 per square foot and institutional units at \$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. \$184,600, the average Miramar dwelling unit will be assessed \$1,314 on the Ad Valorem City portion of their tax bill. This represents a 2.2% increase from last fiscal year.

Outcome Program Performance Budget (OPPB): This year marks the seventh 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 90 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.



Financial Policies

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 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

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 the individual 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 of 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 progress 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 three 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 percentage 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 packages are 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 packages include their respective operating budget Preparation Manual, Above Base request form, position justification form and job description form, as well as their five-year Capital Improvement Program documents and CIP project request 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 costs based on payroll data from the City's ERP system, except for overtime which the departments provide. 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 more. Projects are proposed for inclusion in the CIP Budget following the same approval process as the Annual Operating Budget. Expenditures 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:

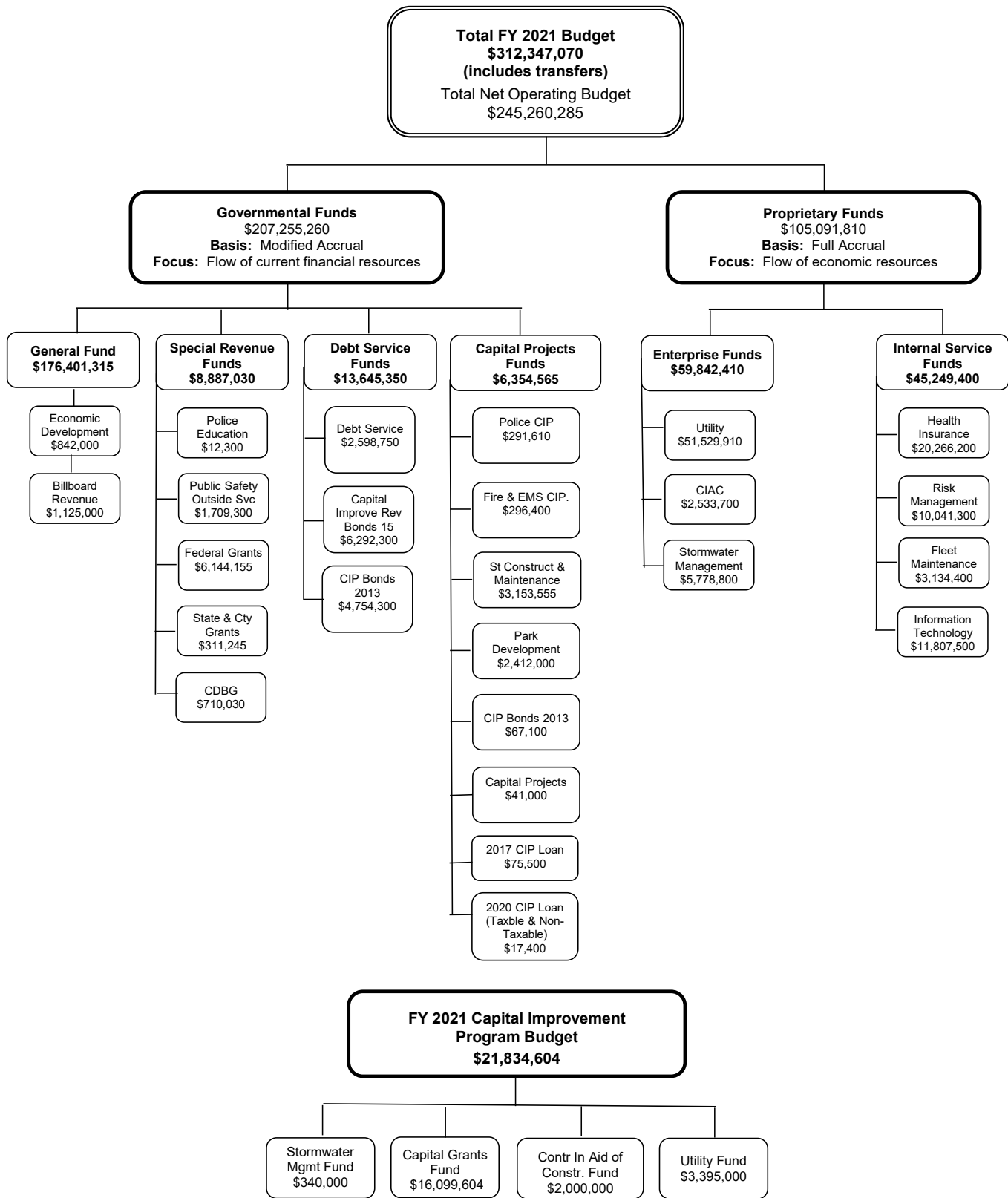
- Grants, encumbrances and available balances for active grant programs
- Departmental capital outlay encumbrances
- Capital improvement encumbrances
- Available balances for active capital projects

FY 2021 Budget Calendar

DATES	REQUIRED ACTIVITY	RESPONSIBILITY
January 23, 2020	FY21 Allocated Costs Methodology meeting (initial)	Allocating Depts
January 30, 2020	Revenue forms due (B-8R & B-8F only) - initial submission	All Departments
February 3, 2020	Budget Kickoff - budget packages distributed to departments which includes FY 21 Guidelines and Procedures and the Budget Manual (February Process begins)	Management & Budget Dept. (MBD)
February 5-6, 2020	Budget Training (Ongoing training as needed)	MBD
February 11, 2020	FY21 Allocated Costs Methodology meeting (final for Feb Proc)	Allocating Depts
March 2, 2020	February Process Ends - all forms due, budget entry access ends	All Departments
Mar 3 - Apr 30, 2020	Executive Management Team (EMT)/MBD/all Departments analyzing and formulating strategies - fiscal impacts COVID19 on FY20 & FY21	EMT, MBD & All Departments
March 25, 2020	Financial Focus Workshop (Postponed due to COVID19)	City Commission
May 4-7, 2020	May Process budget updates (5%,10%,15% reduction scenarios)	All Departments
May 11-28, 2020	Finalize FY21 funding strategies. Balance Funds.	EMT & MBD
By June 1, 2020	City receives Estimate of Taxable Property Values from Broward County Property Appraiser's Office	Property Appraiser's Office (BCPA)
June 1-24, 2020	Proposed Budget Preparation (Distribute to Commission on June 25, 2020)	MBD
By July 1, 2020	City receives final Certification of Taxable Property Values from Broward County Property Appraiser's Office	Property Appraiser's Office (BCPA)
July 1 - Aug 13	Summertime Change Process (Form B-3S)	EMT, MBD & All Departments
July 8, 2020	City Commission sets proposed Property Tax Millage Rate, Fire Protection and Stormwater Assessment Rates, and public hearing dates	City Commission
By August 4, 2020	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 16, 2020	Advertise Fire Protection and Stormwater Assessment notices in newspaper	MBD & Office of the City Clerk
August 20, 2020	FY21 Proposed Budget Workshop with Commission	MBD & City Comm.
By August 24, 2020	Property Appraiser sends out TRIM Notices to property owners	BCPA
September 15, 2020	Public hearing on FY 21 Tentative Budget and Millage Rate Adoption hearing on FY 21 Fire Protection & Stormwater Assessments	City Commission
September 20, 2020	Budget Advertisement per TRIM requirements in the newspaper	MBD & City Clerk
September 23, 2020	Second and final public hearing on Millage Rate and Operating and Capital Improvement Program (CIP) FY 21 Budgets	City Commission
Within 30 days of Adoption	Certify adopted Millage Rate and statute compliance Send TRIM package to the State	MBD
October 1, 2020	FY 21 Adopted Budget becomes effective	MBD / Citywide



Fund Structure Overview



Fund Structure Overview

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. There are two Sub-funds from the General Fund: The Economic Development Fund that accounts for the City's economic development activities and the Billboard Revenue sub-fund that tracks revenues from four (4) billboards that the City of Miramar currently licenses on City property.

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 eight 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 Prog (SHIP)
7. Community Development Block Grant (CDBG)
8. Neighborhood Stabilization Program (NSP)

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 (BBT Transportation Revenue Note, 2012, 2017 CIP Loan and 2020 CIP Loans (Non-Taxable and Taxable).
- 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 ten 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. 2020 CIP Loan-Non Taxable
8. 2020 CIP Loan-Taxable
9. CIP Grants
10. 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. Examples 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. Expenditure 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 \$102 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.

Note: Significant adjustments were utilized for most FY21 revenues due to the COVID-19 impact. Due to the unprecedented and unpredicted nature of this pandemic significant variances may occur.

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 collective bargaining constraints, rising health care costs and increasing pension liabilities, increases in this area are expected for at least two more years.

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.

Note: Significant adjustments were utilized for various expenditures due to the COVID-19 impact. Due to the unprecedented and unpredictable nature of this pandemic significant variances may occur.



Africa Umoja performance at the Multi Cultural Center.

Long-Term Debt

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: On 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.

Special Obligation Revenue Note, Series 2019: This note will be issued in early Fiscal Year 2020 for \$10,000,000. The proceeds will be used for various capital improvement projects within the City. The interest is undetermined at this time, however the loan term is expected to be 20 years. Interest and principal payments will be payable quarterly.

The City's obligation to repay the note will be secured by a covenant to budget and appropriate legally available non-ad valorem revenues of the City.

Special Obligation Revenue Note, Series 2019A-Non Taxable: This note was issued in October 2019 for \$5,000,000. The proceeds were used for various capital improvement projects within the City. The note bears interest at 1.92% 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, 2039. 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.

Special Obligation Revenue Note, Series 2019B-Taxable: This note was issued in October 2019 for \$5,000,000. The proceeds were used for various capital improvement projects within the City. The note bears interest at 2.36% 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, 2039. 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 for new and replacement Fire Public Safety vehicles. Lease is collateralized by equipment, vehicles 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 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 payable in annual installments of \$293,758 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 payable in quarterly installments of \$67,670 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.

Wi-Fi Lease 2019: This is a 5-year lease purchase for \$195,077 payable in quarterly installments of \$10,906 for Wi-Fi Equipment. The lease is collateralized by the Wi-Fi equipment being purchased.

US Bank 2019: This is a 5-year lease purchase for \$773,653 payable in quarterly installments of \$41,592 for new and replacement of fire public safety vehicles. The lease is collateralized by equipment, vehicles and annual covenant to budget appropriations.

Long-Term Debt

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: On 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 into loan agreements with the Department of Environmental Protection (DEP) under the State Revolving Loan Fund for Stormwater and Wastewater Management facilities construction. The repayment term 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 the 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. As of September 30, 2019, the City has an outstanding principal amount of \$7,525,971. The financing rate of the unpaid principal is 2.09% per annum.

In 2014, the City entered into a loan agreement with the State of Florida DEP 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. In 2017, the agreement was amended, and the principal amount of the loan was reduced to \$382,665. As of September 30, 2019, the City has an outstanding debt of \$362,484. 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 DEP 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, 2019, the principal amount of the loan was revised to \$297,883 which includes loan fees in the amount of \$5,841. The City has an outstanding debt of \$266,049 as of September 30, 2019. 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.

In 2017, the City entered into a loan agreement with the State of Florida DEP Clean Water State Revolving Fund Loan Program to borrow \$1.2 million for the planning and design of the City's wastewater collection and stormwater best management practices (BMPs) project. The financing rate on the unpaid principal of the loan amount is 2.15% per annum. The loan is payable in semiannual payments upon completion of the project. As of September 30, 2019, the amount disbursed is \$365,343. The amount outstanding on this loan is 368,722 which includes capitalized interest of \$3,379.

In 2017, the City entered into a loan agreement with the State of Florida DEP State Revolving Fund Loan Program to borrow \$15,540,000 for upgrades to the City's East Water Treatment Facility. As of September 30, 2019, the principal amount of the loan was revised to \$30,540,000. The amount disbursed is \$18,469,275. The amount outstanding on this loan is \$18,647,429 which includes capitalized interest of \$178,154. The financing rate on the first \$15,540,000 of the unpaid principal of the loan amount is 1.08% per annum. The financing rate on the last \$15,000,000 of the unpaid principal of the loan amount is 1.23% per annum. The loan is payable in semiannual payments upon completion of the project.

In 2017, the City entered into a loan agreement with the State of Florida DEP State Revolving Fund Loan Program to borrow \$16,662,000 to finance wastewater and stormwater management upgrades. As of September 30, 2019, the amount disbursed is \$8,201,524. The amount outstanding is \$8,254,211 which includes capitalized interest of \$52,687.

Source: City of Miramar CAFR and Financial Services Department.



Long-Term Debt Obligations

As of June 30, 2020

Governmental Activities	Purpose of Issue	Issued Date	Issued Amount	Maturity Date	Amount Outstanding
Revenue Bonds:					
CIP Special Obligation Rev Bond 2013	Various Capital Projects	9/25/2013	59,815,000	Oct. 1, 2038	\$53,815,000
CIP Revenue Bonds 2015	Various Capital Projects	3/12/2015	79,595,000	Oct. 1, 2035	<u>67,080,000</u>
Sub-total					120,895,000
Revenue Notes Payable:					
Transp. Improvement Series 2012	Transportation Projects	1/1/2012	7,084,000	Oct. 1, 2021	1,190,700
Special Obligation Revenue Note 2017	Various Capital Projects	2/1/2017	10,000,000	Jan. 15, 2027	7,085,000
Series 2019A Special Obligation Revenue Note - Tax Exempt	Various Capital Projects	10/1/2020	5,000,000	Oct 1, 2039	4,910,000
Series 2019B Special Obligation Revenue Note - Taxable	Various Capital Projects	10/1/2020	5,000,000	Oct 1, 2039	<u>4,910,000</u>
Sub-total					18,095,700
Capital Lease:					
7 Yr. Lease US Bancorp	Firefighter Equipment 2016	3/30/2016	2,231,963	March 30, 2023	906,688
Motorola Radio Lease	Backup Radio System Equip.	3/1/2017	225,504	March 1, 2024	136,817
M&P Radio Lease	Mobile & Portable Radios	8/10/2017	1,773,845	Aug. 10, 2024	1,104,064
Keybank Lease 2017	Cisco Phone System & Equip.	6/1/17	1,468,788	Oct. 30, 2021	587,515
2018 Wi-Fi Replacement Lease	Wi-Fi Replacement Lease	9/30/18	195,077	May 16, 2023	122,069
Lease US Bancorp	Firefighter Equipment 2019	4/1/2019	773,653	March 1, 2024	<u>590,249</u>
Sub-total					3,447,402
Total Governmental Activities					<u>142,438,102</u>
Business-Type Activities					
Revenue Notes/Bonds Payable:					
Utility System Revenue Bond 2015	Various infrastructure projects	3/13/2015	11,485,000	Oct. 1, 2034	9,040,000
Utility System Revenue Bond 2017	Various infrastructure projects	11/9/2017	32,315,000	Oct. 1, 2037	<u>30,335,000</u>
Sub-total					39,375,000
State Revolving Loans:					
Eastern Miramar Infrastructure	Infrastructure Rehabilitation	7/15/2007	18,024,237	Jan. 15, 2027	7,059,923
2014 Historic Miramar Improvement III	Wastewater Pollution Control	8/22/2014	402,314	Jan. 15, 2037	354,209
2015 Drainage Improvement	Stormwater Management	11/15/2016	297,883	Nov.15, 2036	253,170
2017 Drinking Water	Drinking Water	3/9/2017	22,028,596	N/A	22,028,596
2018 Wastewater and Stormwater	Wastewater and Stormwater	5/15/2017	12,358,406	N/A	12,358,406
2018 Historic Miramar Drainage	Historic Miramar Drainage	1/11/2017	621,718	N/A	<u>621,718</u>
Sub-total					42,676,022
Total Business Activities					<u>82,051,022</u>
Total Long-Term Debt					<u>\$224,489,124</u>

Summary of Annual Debt Service Requirements

Governmental Activities	Revenue Bonds		Revenue Notes Payable		Total
	Principal	Interest	Principal	Interest	
Year ended September 30:					
2020	5,435,000	5,596,733	1,721,300	256,616	13,009,649
2021	5,635,000	5,422,722	1,768,800	207,743	13,034,265
2022	5,745,000	5,170,177	1,196,200	161,650	12,273,026
2023	5,965,000	4,909,446	1,035,000	130,917	12,040,363
2024	6,250,000	4,637,366	1,055,000	100,518	12,042,883
2025-2029	33,850,000	18,892,076	2,790,000	112,932	55,645,009
2030-2034	40,710,000	11,547,815	-	-	52,257,815
2035-2039	32,300,000	3,113,840	-	-	35,413,840
2040-2044	170,000	910	-	-	170,910
Total	\$ 136,060,000	\$ 59,291,083	\$ 9,566,300	\$ 970,376	\$ 205,887,759
Business-Type Activities					
Business-Type Activities	Revenue Bonds		Loans Payable		Total
	Principal	Interest	Principal	Interest	
Year ended September 30:					
2020	1,545,000	1,786,205	966,499	166,748	4,464,452
2021	1,605,000	1,719,918	986,867	146,380	4,458,165
2022	1,655,000	1,650,900	1,007,664	125,583	4,439,147
2023	1,735,000	1,578,835	1,028,900	104,347	4,447,082
2024	1,820,000	1,503,242	1,050,584	82,663	4,456,489
2025-2029	10,305,000	6,255,134	2,813,547	129,224	19,502,905
2030-2034	12,735,000	3,774,340	194,493	24,813	16,728,646
2035-2039	9,395,000	950,471	105,950	3,703	10,455,124
2040-2044	-	-	-	-	-
Total	\$ 40,795,000	\$ 19,219,045	\$ 8,154,504	\$ 783,462	\$ 68,952,011

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

Governmental Activities	Fund Number	Principal	Interest	Total
General Fund				
Motorola Back-Up Radio System Equip. Lease 2017	001	30,798	7,107	37,905
Portable & Mobile Radios Lease 2017		248,623	22,058	270,681
Firefighter Equipment Lease 2019		147,234	18,102	165,336
Total General Fund 001		426,655	47,267	473,922
Debt Service Fund				
Transportation Improve Revenue Note 2012	201	776,300	39,853	816,153
Special Obligation Revenue Note 2017		945,000	216,763	1,161,763
Series 2019A Special Obligation Revenue Note - Tax Exempt		135,000	65,219	200,219
Series 2019B Special Obligation Revenue Note - Taxable		135,000	80,165	215,165
Total Debt Service Fund		1,721,300	256,616	1,977,916
Debt Service Fund				
CIP Revenue Bond Refunding 2015	203	3,030,000	2,924,475	5,954,475
Firefighter Equipment Lease 2016		321,242	16,423	337,665
Total Debt Service Fund		3,351,242	2,940,898	6,292,140
Debt Service Fund				
CIP Revenue Bond 2013	204	2,135,000	2,526,875	4,661,875
Total Debt Service Fund 204		2,135,000	2,526,875	4,661,875
Information Technology Fund				
Cisco Phone System Lease 2017	504	293,758	-	293,758
Wi-Fi Replacement Lease		37,699	5,923	43,622
Total Information Technology Fund		331,457	5,923	337,380
Total Governmental Activities		7,965,654	5,777,579	13,743,233
Business-Type Activities				
Utility Fund				
Utility System Refunding Revenue Bond 2017	410	1,030,000	1,542,500	2,572,500
Utility System Refunding Revenue Bond 2015		515,000	243,705	758,705
Collection & Transmission Facilities - DW060801		236,368	-	472,736
2018 Drinking Water - DW 060820		883,115	-	883,115
Total Utility Fund		1,545,000	1,786,205	3,331,205
CIAC Fund				
State Revolving Loan - Historic Miramar Improv - Phase III - WW	414	16,655	9,174	25,829
State Revolving Loan - East Miramar Infrastructure		430,628	70,053	500,681
Total CIAC Fund		447,283	79,227	526,510
Stormwater Management Fund				
State Revolving Loan - Historic Miramar Improv - Phase III - SW	415	12,881	5,152	18,033
State Revolving Loan - East Miramar Infrastructure		506,335	82,369	588,704
2018 Historic Miramar Drainage - DW060840		39,382	-	39,382
Collection & Transmission Facilities - DW060801		236,368	-	472,736
Total Stormwater Fund		558,598	87,521	646,119
Total Business-Type Activities		2,550,881	1,952,953	4,503,834
Total All Funds		10,516,535	7,730,532	18,247,067

Note: This schedule is from October 1, 2020 to September 30, 2021.



Consolidated Budget Summary

REVENUES	GENERAL FUND	BILLBOARD REVENUE	ECONOMIC DEVELOPMENT	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	UTILITY	STORMWATER FUND	INTERNAL SERVICE	TOTAL ALL FUNDS
							ENTERPRISE FUNDS			
Taxes: Millage per \$1,000										
Ad Valorem Taxes 7.1172	75,487,500	-	-	-	-	-	-	-	-	75,487,500
Utility Taxes	10,780,000	-	-	-	-	-	-	-	-	10,780,000
Communications Service Tax	3,594,869	-	-	-	-	-	-	-	-	3,594,869
Local Business Tax	2,200,000	-	-	-	-	-	-	-	-	2,200,000
Insurance Premium Tax	2,150,000	-	-	-	-	-	-	-	-	2,150,000
Franchise Fees	9,075,400	-	-	-	-	-	-	-	-	9,075,400
Licenses and Permits	6,283,400	-	-	-	-	2,972,000	2,101,637	5,497,147	-	16,854,184
Special Assessment	22,250,000	-	-	-	-	-	-	-	-	22,250,000
Intergovernmental	14,870,525	-	-	7,165,430	-	3,153,055	-	-	80,100	25,269,110
Charges for Services	14,738,850	1,125,000	92,000	1,709,300	-	-	48,188,800	163,553	-	66,017,503
Fines and Forfeitures	600,700	-	-	12,100	-	-	-	-	-	612,800
Miscellaneous Revenue	2,223,500	-	-	200	20,420	229,510	867,000	118,100	-	3,458,730
Internal Service Charges	-	-	-	-	-	-	-	-	41,849,300	41,849,300
TOTAL SOURCES	\$164,254,744	\$1,125,000	\$92,000	\$8,887,030	\$20,420	\$6,354,565	\$51,157,437	\$5,778,800	\$41,929,400	\$279,599,396
Transfers in	8,880,455	-	750,000	-	12,124,930	-	832,000	-	-	22,587,385
Fund Bal./Reserves/Net Assets	3,266,116	-	-	-	1,500,000	-	2,074,173	-	3,320,000	10,160,289
TOTAL REVENUES, TRANSFERS & BALANCES	\$176,401,315	\$1,125,000	\$842,000	\$8,887,030	\$13,645,350	\$6,354,565	\$54,063,610	\$5,778,800	\$45,249,400	\$312,347,070
EXPENDITURES										
City Commission	1,890,231	-	-	-	-	-	-	-	-	1,890,231
Office of the City Manager	4,972,410	-	-	-	-	-	-	-	-	4,972,410
Human Resources	3,106,200	-	-	-	-	-	-	-	-	3,106,200
Legal	1,454,600	-	-	-	-	-	-	-	-	1,454,600
Office of the City Clerk	1,128,074	-	-	-	-	-	-	-	-	1,128,074
Financial Services	5,098,046	-	-	-	-	-	1,827,550	-	-	6,925,596
Procurement	1,331,568	-	-	-	-	-	-	-	-	1,331,568
Management & Budget	1,867,850	-	-	-	-	-	-	-	-	1,867,850
Police	54,312,400	-	-	1,478,300	-	-	-	-	-	55,790,700
Fire-Rescue	39,751,333	-	-	3,500	-	-	-	-	-	39,754,833
Community Development	7,038,691	-	-	710,030	-	-	-	-	-	7,748,721
Economic & Business Development	1,734,995	-	750,000	-	-	-	-	-	-	2,484,995
Public Works	10,537,092	-	-	-	-	-	-	-	-	10,537,092
Parks & Recreation	14,097,653	-	-	-	-	-	-	-	-	14,097,653
Community Services	7,764,552	-	-	-	-	-	-	-	-	7,764,552
Cultural Affairs	3,205,300	-	-	-	-	-	-	-	-	3,205,300
Utilities	-	-	-	-	-	-	31,488,760	-	-	31,488,760
Stormwater	-	-	-	-	-	-	-	3,105,322	-	3,105,322
Capital Improvement Program	-	-	-	-	-	-	5,395,000	340,000	-	5,735,000
Debt Service	475,200	-	-	-	13,374,300	-	5,970,000	1,292,900	1,098,800	22,211,200
Non-Departmental	4,339,000	-	-	39,800	271,050	2,814,100	8,851,900	1,040,578	27,590,000	44,946,428
Internal Services	-	-	-	-	-	-	-	-	16,480,600	16,480,600
TOTAL EXPENDITURES	\$164,105,195	\$0	\$750,000	\$2,231,630	\$13,645,350	\$2,814,100	\$53,533,210	\$5,778,800	\$45,169,400	\$288,027,685
Transfers Out	9,986,120	1,125,000	-	6,655,400	-	3,540,465	530,400	-	-	21,837,385
Fund Bal./Reserves/Net Assets	2,310,000	-	92,000	-	-	-	-	-	80,000	2,482,000
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES	\$176,401,315	\$1,125,000	\$842,000	\$8,887,030	\$13,645,350	\$6,354,565	\$54,063,610	\$5,778,800	\$45,249,400	\$312,347,070

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 32 budgeted funds in six categories: General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds and Internal Service Funds that are within this document. This section of the budget document is comprised of the Summary of the Budgeted Funds.

Fund Number	Fund Title
001	General Fund
005	Billboard Revenue (Sub-Fund)
006	Economic Development (Sub-Fund)
	Special Revenue Funds (8):
110	Police Education
145	Public Safety Outside Services
160	Law Enforcement Trust
162	Federal Grants
163	State & County Grants
164	Neighborhood Stabilization Program (NSP)
166	State Housing Initiative Partnership (SHIP) Program
167	Community Development Block Grant (CDBG)
	Debt Service Funds (3):
201	Debt Service
203	Capital Improvement Revenue Bonds-2015
204	CIP Bonds-2013
	Capital Projects Funds (10):
380	Police CIP
381	Fire & EMS CIP
385	Street Construction & Maintenance
387	Park Development
388	CIP Revenue Bonds-2013
389	2017 CIP Loan
391	2020 CIP Loan-Non-Taxable
392	2020 CIP Loan-Taxable
393	CIP Grants
395	Capital Projects
	Enterprise Funds (4):
410	Utility Fund
413	Utility Construction Revenue Bonds
414	Contribution in Aid of Construction (CIAC)
415	Stormwater Management
	Internal Service Funds (4):
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 FY21 total combined adopted budget for all funds is \$312,347,070. This represents a decrease of \$11,970,016 or 3.7% below last year's adopted budget.

Summary of All Funds

Fund	FY 2020 Budget	FY 2021 Budget	\$ Amt. Increase/ (Decrease)	% Change
General Fund	\$ 180,017,076	\$ 176,401,315	\$ (3,615,761)	-2.0%
Billboard Revenue (Sub-Fund)	-	1,125,000	1,125,000	100.0%
Economic Development (Sub-Fund)	3,320,000	842,000	(2,478,000)	-74.6%
Special Revenue Funds	3,437,130	8,887,030	5,449,900	158.6%
Debt Service Funds	13,099,500	13,645,350	545,850	4.2%
Capital Projects Funds	24,565,020	6,354,565	(18,210,455)	-74.1%
Utility Funds	51,604,760	54,063,610	2,458,850	4.8%
Other Enterprise Funds	5,810,700	5,778,800	(31,900)	-0.5%
Internal Service Funds	42,462,900	45,249,400	2,786,500	6.6%
Sub-total	\$ 324,317,086	\$ 312,347,070	\$ (11,970,016)	-3.7%
Less Internal Svcs Funds & Transfers	(64,387,520)	(67,086,785)	(2,699,265)	4.2%
Total All Funds	\$ 259,929,566	\$ 245,260,285	\$ (14,669,281)	-5.6%

Summary of Changes to All Budgetary Funds

The following summary indicates the increase/decrease for each fund expenditure compared to the FY2020 adopted budget.

Fund	Total	Operating	Capital Improvement	Transfer/ Reserve	Debt Service
General Fund	\$ (3,615,761)	\$ 814,239	\$ -	\$ (4,430,000)	\$ -
Billboard Revenue (Sub-Fund)	1,125,000	-	-	1,125,000	-
Economic Development (Sub-Fund)	(2,478,000)	(2,570,000)	-	92,000	-
Police Education	100	100	-	-	-
Public Safety Outside Svcs	(49,700)	(89,500)	-	39,800	-
Federal Grants	5,513,500	-	-	5,513,500	-
State & County Grants	(10,000)	-	-	(10,000)	-
S.H.I.P. Program	(4,000)	(4,000)	-	-	-
Debt Service	455,050	(450)	-	-	455,500
Capital Improvement Rev Bonds	(1,400)	(1,000)	-	-	(400)
CIP Bonds 2013	92,200	200	-	270,000	(178,000)
Police CIP	(346,090)	(200)	-	(345,890)	-
Fire & EMS CIP	(194,800)	(200)	-	(194,600)	-
Street Construction & Main	(1,079,145)	100	(500,000)	(579,245)	-
Park Development	(3,850,200)	600	(3,700,000)	(150,800)	-
CIP Bonds 2013	(698,600)	(700)	(765,000)	67,100	-
2017 CIP Loan	(115,300)	(500)	(190,000)	75,200	-
2020 CIP Loan - Non-Taxable	(9,985,600)	-	(6,900,000)	(3,085,600)	-
2020 CIP Loan - Taxable	3,000	-	-	3,000	-
Capital Projects	(1,943,720)	(1,100)	(1,983,220)	40,600	-
Utility	3,695,250	1,789,657	608,168	(802,575)	2,100,000
Contribution in Aid of Constructior	(1,236,400)	3,000	(300,000)	(939,400)	-
Stormwater Managemen	(31,900)	334,162	-	(1,052,062)	686,000
Health Insurance	373,900	373,900	-	-	-
Risk Management	2,398,000	2,398,000	-	-	-
Fleet Maintenance	(4,772,900)	(4,772,900)	-	-	-
Information Technology	4,787,500	4,055,900	-	-	731,600
Totals Including Transfers	\$ (11,970,016)	\$ 2,329,308	\$ (13,730,052)	\$ (4,363,972)	\$ 3,794,700
Less Transfers & Internal Svc Funds					
General Fund	1,709,600	-	-	1,709,600	-
Special Revenue Funds	(5,503,500)	-	-	(5,503,500)	-
Capital Projects Funds	3,881,035	-	-	3,881,035	-
Utility Funds	100	-	-	100	-
Internal Service Funds	(2,786,500)	(2,054,900)	-	-	(731,600)
Total	\$ (14,669,281)	\$ 274,408	\$ (13,730,052)	\$ (4,276,737)	\$ 3,063,100

Budget Summary

All Funds Revenues & Expenditures Comparison by Category

Sources	FY 2020 Budget	FY 2021 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Budget
General Gov't Taxes	\$ 92,679,800	\$ 94,212,369	\$ 1,532,569	1.7%	38.4%
Permits/Fees/Special Assess	52,347,607	48,179,584	(4,168,023)	-8.0%	19.6%
Intergovernmental Revenues	21,191,950	25,189,010	3,997,060	18.9%	10.3%
Charges for Services	65,960,076	66,017,503	57,427	0.1%	26.9%
Fines & Forfeitures	716,000	612,800	(103,200)	-14.4%	0.2%
Miscellaneous	18,999,133	3,458,730	(15,540,403)	-81.8%	1.4%
Appropriation of Fund Balance	8,035,000	7,590,289	(444,711)	-5.5%	3.1%
Total	\$ 259,929,566	\$ 245,260,285	\$ (14,669,281)	-5.6%	100.0%

Uses	FY 2020 Budget	FY 2021 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Budget
Personnel Services	\$ 142,638,720	\$ 147,763,700	\$ 5,124,980	3.6%	60.2%
Operating Expenses	58,825,080	61,292,849	2,467,769	4.2%	25.0%
Departmental Capital Outlay	9,011,799	1,815,458	(7,196,341)	-79.9%	0.7%
Grants & Aids	1,099,700	977,700	(122,000)	-11.1%	0.4%
Capital Improvement Program	19,465,052	5,735,000	(13,730,052)	-70.5%	2.3%
Debt Service	18,049,300	21,112,400	3,063,100	17.0%	8.6%
Reserves	10,839,915	6,563,178	(4,276,737)	-39.5%	2.7%
Total	\$ 259,929,566	\$ 245,260,285	\$ (14,669,281)	-5.6%	100.0%

Department Expenditure Budget Variance

The following table is an expenditure comparison of each department's FY21 adopted budget versus the FY20 adopted budget; including salaries and benefits, departmental operating expenses and departmental capital outlay. This does not include Capital Improvement projects or non-departmental projects.

Department	FY 2020 Budget	FY 2021 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Budget
City Commission	\$ 1,691,400	\$ 1,890,231	\$ 198,831	11.8%	0.9%
Office of the City Manager	4,917,700	4,972,410	54,710	1.1%	2.3%
Human Resources	2,929,000	3,106,200	177,200	6.0%	1.5%
Legal	1,454,600	1,454,600	-	0.0%	0.7%
Office of the City Clerk	862,622	1,128,074	265,452	30.8%	0.5%
Financial Services	4,989,200	5,098,046	108,846	2.2%	2.4%
Procurement	1,381,211	1,331,568	(49,643)	-3.6%	0.6%
Management & Budget	1,792,450	1,867,850	75,400	4.2%	0.9%
Police	54,401,593	54,312,400	(89,193)	-0.2%	25.6%
Fire-Rescue	38,692,448	39,751,333	1,058,885	2.7%	18.7%
Community Development	6,165,728	7,038,691	872,963	14.2%	3.3%
Economic & Business Development	1,629,800	1,734,995	105,195	6.5%	0.8%
Public Works	12,447,009	10,537,092	(1,909,917)	-15.3%	5.0%
Parks & Recreation	14,482,154	14,097,653	(384,501)	-2.7%	6.6%
Community Services	7,007,208	7,764,552	757,344	10.8%	3.7%
Cultural Affairs	3,820,033	3,205,300	(614,733)	-16.1%	1.5%
Fin Svcs-Utility Billing	1,783,950	1,827,550	43,600	2.4%	0.9%
Utilities	30,984,703	31,488,760	504,057	1.6%	14.8%
PW-Stormwater Management	2,771,160	3,105,322	334,162	12.1%	1.5%
HR-Health Insurance	2,328,000.00	2,134,400	(193,600)	-8.3%	1.0%
HR-Risk Management	570,500	583,100	12,600	2.2%	0.3%
PW-Fleet Maintenance	5,770,200	3,054,400	(2,715,800)	-47.1%	1.4%
Information Technology	6,652,800	10,708,700	4,055,900	61.0%	5.0%
Total	\$ 209,525,469	\$ 212,193,227	\$ 2,667,758	1.3%	100.0%



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 \$176 million. This represents a decrease of \$3.6 million, or 2.0%. This decrease is primarily due to various revenue estimate decreases caused by the continued COVID-19 effects offset by the taxable value increase effect on Ad Valorem Property Tax.

General Government Taxes

Ad valorem taxes represent 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, 2020 Certificate of Taxable Value received from the Broward County Property Appraiser's Office. Property tax values increased from \$10.256 billion to \$10.873 billion, an increase of \$616.7 million or 6%. The ad valorem tax rate will remain at 7.1172. The ad valorem tax levy (excluding delinquencies) for FY21 is estimated to be \$74.3 million, or a \$3.0 million increase from FY20.

Permits, Fees, & Special Assessments

This category includes charges for development related permits, assessments, and franchise fees. The \$119,100 decrease in this category is due to projected decreases in Permits Surcharge 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.

Intergovernmental Revenues

This category represents funds received from other governmental sources such as, State Revenue Sharing, and Half-Cent Sales Tax. These are projected to decrease by \$938,795 primarily due to COVID-19 effects.

Charges for Services

This category represents charges for services rendered by General Fund operations. This category decreased by \$4,187,173 due to various decreases in recreational, cultural affairs and community services activities due to COVID-19 effects.

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 decrease due to revised estimates for Local Ordinance Violations and Traffic Court Fines.

Miscellaneous Revenues

This category represents revenues not categorized in other areas. Interest earnings and cost avoidance revenues are projected to decrease significantly in FY21.

Transfers

This represents transfers in from Public Safety Outside Services, Federal and State Grants, Street Construction and Maintenance and Billboard Revenue funds.

Appropriation of Fund Balance/Reserves

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

Revenue Comparison by Category

Sources	FY 2020 Budget	FY 2021 Budget	Increase/ (Decrease)	% Change	% of General Fund Budget
General Government Taxes	\$ 92,679,800	\$ 94,212,369	\$ 1,532,569	1.7%	53.4%
Permits, Fees, Spec. Assessment	37,727,900	37,608,800	(119,100)	-0.3%	21.3%
Intergovernmental Revenue	15,809,320	14,870,525	(938,795)	-5.9%	8.4%
Charges for Services	18,926,023	14,738,850	(4,187,173)	-22.1%	8.4%
Fines & Forfeitures	704,000	600,700	(103,300)	-14.7%	0.3%
Miscellaneous Revenues	7,283,433	2,223,500	(5,059,933)	-69.5%	1.3%
Transfers	3,386,600	8,880,455	5,493,855	162.2%	5.0%
Appropriation of Fund Balance	3,500,000	3,266,116	(233,884)	-6.7%	1.9%
Total	\$ 180,017,076	\$ 176,401,315	\$ (3,615,761)	-2.0%	100.0%

Budget Summary

Expenditures

The FY21 General Fund expenditures total approximately \$176 million. This represents a decrease of \$3.6 million or 2.0% compared to the FY20 adopted budget. This decrease is primarily attributed to suspension of the vehicle replacement program and transfers to other funds offset by increases in salaries and benefits due to health care premium increases and rising pension costs.

Personnel Services

The General Fund includes a total of 889 FTEs. As reflected above, this category increased by \$4,773,300 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 by \$314,100. These expenses include operating supplies, professional/contractual services, Internal Service fund allocated charges, marketing and promotions, repairs and maintenance.

Departmental Capital Outlay

The budget for FY21 is \$1,149,438, a decrease of \$4,321,161. This decrease is due to the suspension of the Vehicle Replacement program in FY21. A total of 47 vehicles were scheduled to be replaced in FY21.

Grants and Aids

Grants and Aids has increased by \$48,000.

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, the firefighter self contained breathing apparatus and the back-up radio system equipment.

Transfers

Transfers out to other funds decreased by \$2,834,600. 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 the Utility Fund in order to pay back an internal loan. Additionally there was a \$3,300,000 transfer to the Economic Development Sub-Fund in FY20 and there will not be a transfer in FY21.

Appropriated Fund Balance

Appropriated fund balance decreased by \$1,595,400 to \$2,310,000 in FY21. These appropriations are for: \$1,800,000 for Pension Trust Fund and \$500,000 for OPEB Trust Fund.

Expenditure Comparison by Category

Expenditures	FY 2020 Budget	FY 2021 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of General Fund Budget
Personnel Services	\$ 120,679,300	\$ 125,452,600	\$ 4,773,300	4.0%	71.1%
Operating Expenses	36,496,157	36,810,257	314,100	0.9%	20.9%
Dept. Capital Outlay	5,470,599	1,149,438	(4,321,161)	-79.0%	0.7%
Grants & Aids	169,700	217,700	48,000	28.3%	0.1%
Total Operating Expense	\$ 162,815,756	\$ 163,629,995	\$ 814,239	0.5%	92.8%
Capital Improvement	-	-	-	0.0%	0.0%
Debt Service	475,200	475,200	-	0.0%	0.3%
Transfers	12,820,720	9,986,120	(2,834,600)	-22.1%	5.7%
Appropriated Fund Balance	3,905,400	2,310,000	(1,595,400)	-40.9%	1.3%
Total	\$ 180,017,076	\$ 176,401,315	\$ (3,615,761)	-2.0%	100.0%



Budget Summary

Billboard Revenue Sub-Fund

This sub-fund of the General Fund was created to track the revenues from the four (4) billboards that the City of Miramar currently licenses on City property.

Economic Development Sub-Fund

This sub-fund of the General Fund was established in Fiscal Year 2018 (Resolution No. 18-146) to support Historic Miramar improvements and redevelopment initiatives, as well as, other citywide economic development efforts. This dedicated funding source supports economic development activities to diversify Miramar's tax base to enhance economic competitiveness and resilience; expand urban innovation and revitalization activities; leverage Miramar's cultural arts, entertainment and sports assets; create a unique sense of place in Miramar, and tie together Miramar's distinct neighborhood subareas into a cohesive city.

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 (8) Special Revenue Funds:

Police Education

This fund is used to account for revenues and expenditures associated with the two dollars (\$2) 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 \$100 to \$12,300. 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 decreased from FY20 to \$1,709,300.

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, no funds will be budgeted for FY21. However, if the need arises for the use of funds, City Commission approval is required.

Federal Grants

This fund is used to account for any Federal grants received by the City. The City is anticipating to receive \$6,144,155 from Coronavirus Relief-CARES (\$5,513,500) and the Area Agency on Aging for senior programs and transportation (\$630,655).

State & County Grants

This fund was established to account for funds the City receives from the State or County for grant related projects. \$311,245 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 FY21.

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. No funds are budgeted for FY21.

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 FY21 budget is at \$710,030.

Debt Service Funds

These three (3) 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 and the FY 2020 CIP Loan that was used to fund various CIP projects. The total debt service for FY21 is approximately \$2.6 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 FY21. The debt service for the five Fire-Rescue Vehicles Lease-purchase (7 year lease beginning June 2016) is budgeted at \$337,700 in FY21.

CIP Revenue Bonds 2013

This fund was established to account for the debt service for the Capital Improvement Revenue Bonds, Series 2013. The FY21 debt service amount is \$4,754,300.

Capital Projects Funds

These ten (10) 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.



Fire rescue vehicles are disinfected to ensure cleanliness and decontamination.

Budget Summary

Street Construction & Maintenance

Street Construction & Maintenance: In accordance with 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 which are 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, \$926,700 will be transferred to the Debt Service Fund, \$258,400 will be transferred to the Capital Improvement Revenue Bonds 2015 Fund, \$47,500 will be transferred to the CIP Revenue Bonds 2013 fund, and \$1,719,955 will be transferred to the General Fund.

Park Development

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. The proposed budget for FY21 is \$2,412,000.

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 for construction of various capital projects within the City. The FY21 budget is proposed at \$67,100.

2017 CIP Loan

This fund was established in FY17 to account for loan proceeds and expenditures associated with the 2017 bank loan to be used for various capital improvement projects within the City. The FY21 proposed budget totals \$75,500.

2020 CIP Loan - Non-Taxable and Taxable

These funds were established in FY20 to account for loan proceeds and expenditures associated with the 2020 Bank Loan to be used for various capital improvement projects within the City. The proposed budget for non-taxable and taxable are \$14,400 and \$3,000 respectively.

Capital Grants

This fund was established to account for capital improvements funded through grant proceeds. There are no budgeted funds for FY21.

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. For FY21, \$41,000 is set aside for this purpose.

Note: Please see Capital Projects Funds section for details.



The School Resource Officer (SRO) program provides for a safe and secure school environment for all public schools.

Budget Summary

Enterprise Funds

Utility Fund

This is a self-supporting fund which 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 FY21 is \$51,529,910, which is a \$3.7 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 \$3.1 million or 6.9% due to a rate adjustment.

Operating Expense

Operating Expenses constitute 43.5% of the Utility Fund, which is the largest component. Operating Expenses increased by \$2,036,057 over last year primarily due to allocated and/or non-discretionary expense cost increases.

Departmental Capital Outlay

The total for this category is \$506,820, a decrease of \$607,180 from last year due to reductions in machinery & equipment and vehicle purchases.

Capital Improvement Program (CIP)

Capital expenditures total \$3,395,000 which is \$608,168 or 21.8% greater than last year. See Utility Fund Capital Improvement section for a list of the various projects.

Revenues & Expenditures Comparison by Category

Revenues

Sources	FY 2020 Budget	FY 2021 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Utility Fund Budget
Permits, Fees, Special Assessment	\$ 1,391,360	\$ 139,000	\$ (1,252,360)	-90.0%	0.3%
Charges for Services	45,091,500	48,188,800	3,097,300	6.9%	93.5%
Miscellaneous Revenues	1,351,800	842,600	(509,200)	-37.7%	1.6%
Transfers	-	301,600	301,600	0.0%	0.6%
Appropriation of Fund Balance	-	2,057,910	2,057,910	0.0%	4.0%
Total	\$ 47,834,660	\$ 51,529,910	\$ 3,695,250	7.7%	100.0%

Expenditures

Uses	FY 2020 Budget	FY 2021 Budget	Increase/ (Decrease)	% Change	% of Utility Fund Budget
Personnel Services	\$ 18,901,020	\$ 19,261,800	\$ 360,780	1.9%	37.4%
Operating Expense	20,356,533	22,392,590	2,036,057	10.0%	43.5%
Department Capital Outlay	1,114,000	506,820	(607,180)	-54.5%	1.0%
Grants & Aids	-	-	-	0.0%	-
Subtotal	\$ 40,371,553	\$ 42,161,210	\$ 1,789,657	4.4%	81.8%
Capital Improvement	2,786,832	3,395,000	608,168	21.8%	6.6%
Debt Service	3,343,300	5,443,300	2,100,000	62.8%	10.6%
Transfer Out	530,500	530,400	(100)	0.0%	1.0%
Other Uses/Reserves	802,475	0	(802,475)	-100.0%	0.0%
Total	\$ 47,834,660	\$ 51,529,910	\$ 3,695,250	7.7%	100.0%

Personnel Services

FY21 Utility Fund budget includes a total of 175.0 FTE (Full-time equivalent) authorized positions. This reflects an increase of 3.0 FTEs from the FY20 Budget. This total is comprised of 171 full-time, 3 (1.5 FTEs) part-time and 5 (2.5 FTEs) temporary part-time budgeted positions. Expenditures for FY21 budget total \$19.3 million or 37.4% of the total Utility Fund budget.

Debt Service

This is used to record the principal and interest payments of 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.



Budget Summary

Utility Construction Revenue Bonds

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. No new projects are budgeted for FY21.

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 for FY21 is \$2,533,700 compared to \$3,770,100 last year.

Stormwater Management

This fund was established to account for Stormwater revenues and related expense activities. The budgeted amount for FY21 is \$5,778,800 which is a decrease from last year's budget of \$5,810,700.

Internal Service Funds

These four (4) funds were created to account for the financing of self insurance activities, fleet maintenance and information technology services provided to the other City funds on a cost reimbursement basis.

Health Insurance

This fund was established to account for the City's health, vision and dental plans and self-funded insurance program.

This fund also includes the City's benefits administration and wellness programs that encourage employees to adopt healthy habits through education, incentives and an on-site clinic. Funds collected in this fund are comprised of charges to City departments and City employees for health care insurance premiums and internal service charges. The adopted budget for FY21 totals \$20,266,200.

Risk Management

This fund was established to account for the City's self-insured general liability, property and workers' compensation coverage. All funds are billed for actual premium costs and estimated claims to maintain adequate reserves. The total budget for FY21 is \$10,041,300, which is \$2,398,000 higher than last year's budget.

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 FY21 is \$3,134,400 which represents a \$4,772,900 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, cybersecurity, public safety technology support and data needs for all departments. The FY21 budget is \$11,807,500, which represents an increase of \$4,787,500 from last year.



City employees participating in wellness activities.

All Funds Revenue Summary

Fund #	Fund Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
001	<i>General Fund</i>	\$ 154,908,938	\$ 164,186,081	\$ 180,017,076	\$ 175,026,295	\$ 176,401,315	-2.0%
002	<i>General Donations Fund</i>	172,563	182,987	-	-	-	0.0%
003	<i>Amphitheater Fund</i>	(23,503)	-	-	-	-	0.0%
005	<i>Billboard Revenue (Sub-Fund)</i>	-	-	-	-	1,125,000	0.0%
006	<i>Economic Development(Sub-Fund)</i>	-	-	3,320,000	3,414,714	842,000	-74.6%
<i>Special Revenue Funds</i>							
110	Police Education	13,693	11,010	12,200	12,200	12,300	0.8%
145	Public Safety Outside Services	1,650,140	1,685,677	1,759,000	1,669,500	1,709,300	-2.8%
160	Law Enforcement Trust	456,100	405,022	-	1,651,969	-	0.0%
162	Federal Grants	1,046,071	1,006,008	630,655	2,364,350	6,144,155	874.2%
163	State & County Grants	5,011,688	5,863,635	321,245	1,618,570	311,245	-3.1%
164	Neighborhood Stabilization Prog.	9,019	100,166	-	875,102	-	0.0%
166	S.H.I.P. Program	508,938	822,947	4,000	753,808	-	-100.0%
167	CDBG/Outreach Program	944,755	845,148	710,030	2,187,192	710,030	0.0%
<i>Debt Service Funds</i>							
201	Debt Service	1,023,454	1,487,091	2,143,700	2,394,000	2,598,750	21.2%
203	Capital Improvement Rev Bonds 15	4,279,987	5,235,840	6,293,700	6,293,700	6,292,300	0.0%
204	CIP Bonds 2013	4,526,956	4,305,761	4,662,100	4,662,100	4,754,300	2.0%
<i>Capital Improvements (CIP) Funds</i>							
380	Police CIP	201,312	244,125	637,700	724,513	291,610	-54.3%
381	Fire & EMS CIP	353,200	244,155	491,200	491,200	296,400	-39.7%
385	Street Construction & Maintenance	3,556,981	3,648,732	4,232,700	4,206,575	3,153,555	-25.5%
387	Park Development	325,657	2,045,296	6,262,200	8,321,718	2,412,000	-61.5%
388	CIP Bonds 2013	778,117	170,142	765,700	4,638,801	67,100	-91.2%
389	2017 CIP Loan	146,362	162,888	190,800	5,749,032	75,500	-60.4%
391	2020 CIP Loan-Non-Taxable	-	-	10,000,000	5,000,000	14,400	-99.9%
392	2020 CIP Loan-Taxable	-	-	-	5,000,000	3,000	0.0%
393	CIP Grants	-	576,121	-	1,966,389	-	0.0%
395	Capital Projects	451,406	1,631,338	1,984,720	5,144,019	41,000	-98%
<i>Enterprise Funds</i>							
410	Utility	55,492,019	48,306,406	47,834,660	78,439,894	51,529,910	7.7%
413	Utility Construction Revenue Bonds	13,948	-	-	-	-	0.0%
414	Contribution in Aid of Construction	519,341	2,397,397	3,770,100	5,568,418	2,533,700	-32.8%
415	Stormwater Management	4,686,401	4,750,579	5,810,700	8,501,148	5,778,800	-0.5%
<i>Internal Service Funds</i>							
501	Health Insurance	14,494,870	16,263,851	19,892,300	19,892,300	20,266,200	1.9%
502	Risk Management	9,132,897	8,092,577	7,643,300	7,643,300	10,041,300	31.4%
503	Fleet Maintenance	5,695,304	5,510,784	7,907,300	12,867,084	3,134,400	-60.4%
504	Information Technology	5,117,676	6,080,094	7,020,000	7,020,000	11,807,500	68.2%
Total Operating & Capital Budget		\$ 275,494,290	\$ 286,261,858	\$ 324,317,086	\$ 384,097,890	\$ 312,347,070	-3.7%
Less: Transfers between funds		(26,989,859)	(17,115,451)	(21,924,620)	(21,934,775)	(21,837,385)	-0.4%
Less: Internal Service Funds		(34,440,747)	(35,947,306)	(42,462,900)	(47,422,684)	(45,249,400)	6.6%
Net Operating & Capital Budget		\$ 214,063,684	\$ 233,199,101	\$ 259,929,566	\$ 314,740,431	\$ 245,260,285	-5.6%



All Funds Expenditure Summary

Fund #	Fund Name	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
001	General Fund	\$ 155,590,328	\$ 159,317,821	\$ 180,017,076	\$ 175,026,295	\$ 176,401,315	-2.0%
002	General Donations Fund	150,348	151,119	-	-	-	0.0%
003	Amphitheater Fund	37,676	-	-	-	-	0.0%
005	Billboard Revenue (Sub-Fund)	-	-	-	-	1,125,000	0.0%
006	Economic Development(Sub-Fund)	-	-	3,320,000	3,414,714	842,000	-74.6%
<i>Special Revenue Funds:</i>							
110	Police Education	82	206	12,200	12,200	12,300	0.8%
145	Public Safety Outside Services	1,469,727	1,710,802	1,759,000	1,669,500	1,709,300	-2.8%
160	Law Enforcement Trust	112,356	765,882	-	1,651,969	-	0.0%
162	Federal Grants	1,046,071	1,006,008	630,655	2,364,350	6,144,155	874.2%
163	State & County Grants	5,011,688	5,863,635	321,245	1,618,570	311,245	-3.1%
164	Neighborhood Stabilization Prog	9,019	100,166	-	875,102	-	0.0%
166	S.H.I.P. Program	505,737	811,350	4,000	753,808	-	-100.0%
167	CDBG/Outreach Program	944,755	845,148	710,030	2,187,192	710,030	0.0%
<i>Debt Service Funds:</i>							
201	Debt Service	1,970,949	1,974,475	2,143,700	2,394,000	2,598,750	21.2%
203	Capital Improvement Rev Bonds 15	6,319,410	6,301,737	6,293,700	6,293,700	6,292,300	0.0%
204	CIP Bonds 2013	4,529,714	4,599,657	4,662,100	4,662,100	4,754,300	2.0%
<i>Capital Improvements (CIP) Funds</i>							
380	Police CIP	691,131	513,236	637,700	724,513	291,610	-54.3%
381	Fire & EMS CIP	411,760	484,010	491,200	491,200	296,400	-39.7%
385	Street Construction & Maintenance	4,023,219	6,493,554	4,232,700	4,206,575	3,153,555	-25.5%
387	Park Development	750,286	2,652,193	6,262,200	8,321,718	2,412,000	-61.5%
388	CIP Bonds 2013	4,343,338	2,419,212	765,700	4,638,801	67,100	-91.2%
389	2017 CIP Loan	2,067,942	1,419,747	190,800	5,749,032	75,500	-60.4%
391	2020 CIP Loan-Non-Taxable	-	-	10,000,000	5,000,000	14,400	-99.9%
392	2020 CIP Loan-Taxable	-	-	-	5,000,000	3,000	0.0%
393	CIP Grants	-	576,121	-	1,966,389	-	0.0%
395	Capital Projects	521,461	1,417,822	1,984,720	5,144,019	41,000	-97.9%
<i>Enterprise Funds:</i>							
410	Utility	41,346,824	43,635,467	47,834,660	78,439,894	51,529,910	7.7%
413	Utility Construction Revenue Bonds	12,205,243	301,074	-	-	-	0.0%
414	Contribution in Aid of Construction	(56,221)	294,927	3,770,100	5,568,418	2,533,700	-32.8%
415	Stormwater Management	2,732,269	3,028,883	5,810,700	8,501,148	5,778,800	-0.5%
<i>Internal Service Funds:</i>							
501	Health Insurance	14,406,636	16,229,613	19,892,300	19,892,300	20,266,200	1.9%
502	Risk Management	5,700,932	5,708,616	7,643,300	7,643,300	10,041,300	31.4%
503	Fleet Maintenance	3,610,057	4,177,990	7,907,300	12,867,084	3,134,400	-60.4%
504	Information Technology	4,923,228	5,664,867	7,020,000	7,020,000	11,807,500	68.2%
Total Operating & Capital Budget		\$ 275,375,965	\$ 278,465,340	\$ 324,317,086	\$ 384,097,890	\$ 312,347,070	-3.7%
Less: Transfers between funds		(26,989,859)	(17,115,451)	(21,924,620)	(21,934,775)	(21,837,385)	-0.4%
Less: Internal Service Funds		(28,640,853)	(31,781,087)	(42,462,900)	(47,422,684)	(45,249,400)	6.6%
Net Operating & Capital Budget		\$ 219,745,254	\$ 229,568,802	\$ 259,929,566	\$ 314,740,431	\$ 245,260,285	-5.6%

Consolidated Expenditure Summary

Fund	Expenditure	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
Departmental (Operating)							
001	City Commission	\$ 1,302,294	\$ 1,475,825	\$ 1,691,400	\$ 1,691,400	\$ 1,890,231	11.8%
001	Office of the City Manager	4,294,193	3,383,749	4,917,700	4,580,500	4,972,410	1.1%
001	Human Resources	1,791,544	2,064,825	2,929,000	2,583,800	3,106,200	6.0%
001	Legal	1,177,941	1,056,902	1,454,600	866,300	1,454,600	0.0%
001	Office of the City Clerk	722,552	951,539	862,622	862,622	1,128,074	30.8%
001	Financial Services	4,339,201	4,445,880	4,989,200	4,674,357	5,098,046	2.2%
001	Procurement	1,380,129	1,190,206	1,381,211	1,314,111	1,331,568	-3.6%
001	Management & Budget	1,440,178	1,586,626	1,792,450	1,784,636	1,867,850	4.2%
001	Police	50,376,389	51,009,751	54,401,593	54,004,383	54,312,400	-0.2%
001	Fire-Rescue	34,482,666	36,812,777	38,692,448	39,525,109	39,751,333	2.7%
001	Community Development	5,384,685	6,405,167	6,165,728	6,474,435	7,038,691	14.2%
001	Economic & Business Development	-	-	1,629,800	1,199,100	1,734,995	6.5%
001	Public Works	9,467,874	10,319,230	12,447,009	11,210,156	10,537,092	-15.3%
001	Construction & Facilities Mgmt.	2,322,923	-	-	-	-	0.0%
001	Parks & Recreation	13,871,553	15,223,066	14,482,154	13,554,003	14,097,653	-2.7%
001	Community Services	6,076,020	6,441,879	7,007,208	6,577,908	7,764,552	10.8%
001	Cultural Affairs	3,379,532	3,821,840	3,820,033	3,458,733	3,205,300	-16.1%
002	General Donations	150,348	151,119	-	-	-	0.0%
003	Amphitheater	37,676	-	-	-	-	0.0%
006	Economic Development (Sub-Fund)	-	-	3,320,000	3,414,714	750,000	-77.4%
110	Police Education	82	206	12,200	12,200	12,300	0.8%
145	Public Safety Outside Services	1,469,727	1,510,802	1,559,000	1,469,500	1,469,500	-5.7%
160	Law Enforcement Trust	112,356	765,882	-	886,475	-	0.0%
162	Federal Grants	312,716	275,851	-	1,538,614	-	0.0%
163	State & County Grants	45,161	15,126	-	10,335	-	0.0%
164	NSP	7,865	100,166	-	831,988	-	0.0%
166	S.H.I.P. Program	505,737	811,350	4,000	753,808	-	-100.0%
167	CDBG/Outreach Program	944,755	845,148	710,030	2,187,192	710,030	0.0%
410	Financial Svcs-Utility Billing	1,405,626	1,472,811	1,783,950	1,783,950	1,827,550	2.4%
410	Public Works	(1)	-	-	-	-	0.0%
410	Utilities	20,916,248	24,248,214	30,984,703	31,163,055	31,488,760	1.6%
415	Stormwater Management	2,320,479	3,008,106	2,771,160	2,794,643	3,105,322	12.1%
501	Health Fund	-	35,675	2,328,000	2,328,000	2,134,400	-8.3%
502	Risk Management	722,065	989,874	570,500	570,500	583,100	2.2%
503	Fleet Maintenance	3,538,707	3,906,192	5,770,200	6,311,659	3,054,400	-47.1%
504	Information Technology	4,953,795	5,384,114	6,652,800	6,652,800	10,708,700	61.0%
	Sub-Total	\$ 179,253,016	\$ 189,709,898	\$ 215,130,699	\$ 217,070,985	\$ 215,135,057	0.0%



Consolidated Expenditure Summary

Fund	Expenditure	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
<u>Non-Departmental</u>							
001	Non-Departmental	\$ 6,014,307	\$ 4,439,320	\$ 4,134,600	\$ 4,481,808	\$ 4,314,000	4.3%
201	Debt Service	204	958	700	400	250	-64.3%
203	Capital Imprvmt Rev Bonds 05	1,419	1,596	1,400	1,400	400	-71.4%
204	CIP Bonds 2013	170	419	200	200	400	100.0%
380	Police CIP	241	40	200	200	-	-100.0%
381	Fire & EMS CIP	260	10	300	300	100	-66.7%
385	Street Construction & Maintenance	868	392	900	900	1,000	11.1%
387	Park Development	808	1,608	900	900	1,500	66.7%
388	CIP Bonds 2013	748	672	700	700	-	-100.0%
389	2017 CIP Loan	845	696	800	800	300	-62.5%
395	Capital Projects	1,495	586	1,500	1,500	400	-73.3%
410	Utility Fund	(17,403,301)	(6,350,112)	7,602,900	7,602,900	8,844,900	16.3%
413	Utility Construction Rev Bond	79	-	-	-	-	0.0%
414	Contribution in Aid of Construction	(628,442)	(2,002,357)	4,000	4,000	7,000	75.0%
415	Stormwater Management	(2,592,014)	(5,566,436)	-	-	-	0.0%
501	Health Insurance	14,406,636	16,193,938	17,564,300	17,564,300	18,131,800	3.2%
502	Risk Management	4,978,867	4,718,743	7,072,800	7,072,800	9,458,200	33.7%
503	Fleet Maintenance	(1,059,422)	(1,043,190)	2,057,100	6,475,425	-	-100.0%
504	Information Technology	(277,524)	-	-	-	-	0.0%
	Sub-Total	\$ 3,446,246	\$ 10,396,883	\$ 38,443,300	\$ 43,208,533	\$ 40,760,250	6.0%
<u>Debt Service</u>							
001	General Fund	\$ 308,586	\$ 391,770	\$ 475,200	\$ 475,200	\$ 475,200	0.0%
201-203	Debt Service Funds	12,818,279	12,872,895	13,097,200	13,347,800	13,374,300	2.1%
410	Utility Fund-Non Departmental	2,470,968	1,373,718	3,343,300	3,343,300	5,443,300	62.8%
414	CIAC	95,686	86,559	526,700	526,700	526,700	0.0%
415	Stormwater Management	122,555	117,191	606,900	606,900	1,292,900	113.0%
504	Information Technology	9,132	10,539	367,200	367,200	1,098,800	199.2%
	Sub-Total	\$ 15,825,206	\$ 14,852,672	\$ 18,416,500	\$ 18,667,100	\$ 22,211,200	20.6%
<u>Capital Improvement</u>							
001	General Fund	\$ 52	\$ -	\$ -	\$ -	\$ -	0.0%
163	State & County Grants	3,716,864	5,471,610	-	1,118,585	-	0.0%
380	Police CIP	290,491	182,796	-	86,813	-	0.0%
385	Street Construction & Maintenance	493,488	2,641,485	500,000	1,131,175	-	-100.0%
387	Park Development	46,477	375,485	3,700,000	5,759,518	-	-100.0%
388	CIP Bonds 2013	4,342,590	2,418,540	765,000	4,638,101	-	-100.0%
389	2017 CIP Loan	2,067,097	1,419,051	190,000	5,748,232	-	-100.0%
391	2020 CIP Loan-Non-Taxable	-	-	6,900,000	2,900,000	-	-100.0%
392	2020 CIP Loan-Taxable	-	-	-	4,000,000	-	0.0%
393	CIP Grants	-	576,121	-	1,951,934	-	0.0%
395	Capital Projects	369,966	1,415,336	1,983,220	5,142,519	-	-100.0%
410	Utility Fund	24,731,612	13,373,776	2,786,832	33,213,714	3,395,000	21.8%
414	CIAC	482,189	2,008,986	2,300,000	4,098,318	2,000,000	-13.0%
415	Stormwater Management	2,549,109	5,092,072	340,000	3,006,965	340,000	0.0%
	Sub-Total	\$ 39,089,936	\$ 34,975,259	\$ 19,465,052	\$ 72,795,873	\$ 5,735,000	-70.5%

Consolidated Expenditure Summary

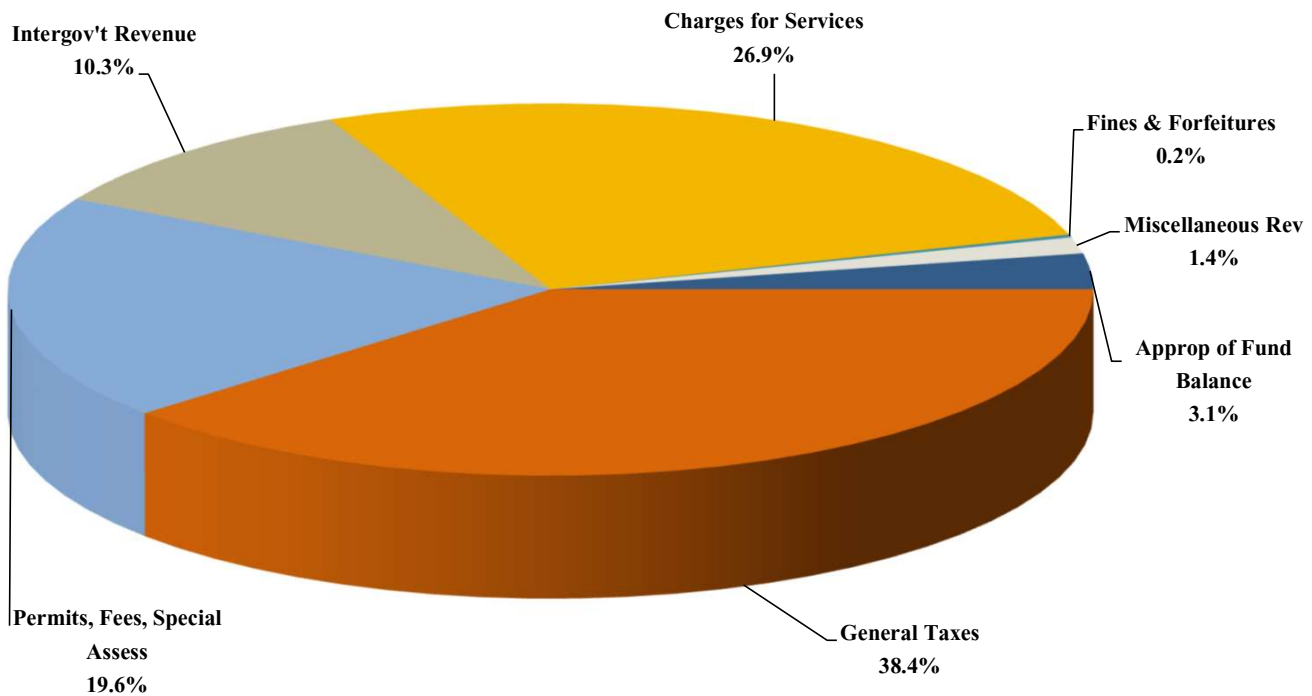
Fund	Expenditure	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
<u>Interfund Transfers</u>							
001	General Fund	\$ 7,446,900	\$ 8,080,469	\$ 12,820,720	\$ 13,067,120	\$ 9,986,120	-22.1%
005	Billboard Revenue (Sub-Fund)	-	-	-	-	1,125,000	100.0%
145	Public Safety Outside Services	-	200,000	200,000	200,000	200,000	0.0%
162	Federal Grant	733,355	730,157	630,655	825,736	6,144,155	874.2%
163	State & County Grant	1,249,663	371,899	321,245	489,650	311,245	-3.1%
164	Neighborhood Stabilization Program	1,154	-	-	43,114	-	0.0%
380	Police CIP	400,400	330,400	637,500	637,500	291,610	-54.3%
381	Fire and EMS CIP	411,500	484,000	490,900	490,900	296,300	-39.6%
385	Street Construction & Maintenance	3,528,863	3,851,677	3,731,800	3,074,500	2,952,555	-20.9%
387	Park Development	703,000	2,275,100	2,561,300	2,561,300	-	-100.0%
393	CIP Grants Fund	-	-	-	14,455	-	0.0%
395	Capital Projects	150,000	1,900	-	-	-	0.0%
410	Utility Fund	526,600	660,348	530,500	530,500	530,400	0.0%
413	Utility Revenue Bond	11,899,114	-	-	-	-	0.0%
414	CIAC	(60,690)	129,502	-	-	-	0.0%
	Sub-Total	\$ 26,989,859	\$ 17,115,451	\$ 21,924,620	\$ 21,934,775	\$ 21,837,385	-0.4%
<u>Other Uses</u>							
001	General Fund	\$ 10,808	\$ 217,000	\$ 3,922,400	\$ 2,640,614	\$ 2,335,000	-40.5%
006	Economic Development (Sub-Fund)	-	-	-	-	92,000	100.0%
145	Public Safety Outside Services	-	-	-	-	39,800	100.0%
160	Law Enforcement Trust	-	-	-	765,495	-	0.0%
163	State & County Grant	-	5,000	-	-	-	0.0%
204	CIP Bonds 2013	-	-	-	-	270,000	100.0%
387	Park Development	-	-	-	-	2,410,500	100.0%
385	Street Construction & Maintenance	-	-	-	-	200,000	100.0%
388	CIP Bonds 2013	-	-	-	-	67,100	100.0%
389	2017 CIP Loan	-	-	-	-	75,200	100.0%
395	Capital Projects	-	-	-	-	40,600	100.0%
391	2020 CIP Loan-Non-Taxable	-	-	3,100,000	2,100,000	14,400	-99.5%
392	2020 CIP Loan-Taxable	-	-	-	1,000,000	3,000	100.0%
410	Utility Fund	-	-	802,475	802,475	-	-100.0%
414	CIAC	-	-	939,400	939,400	-	-100.0%
415	Stormwater Management	-	-	2,092,640	2,092,640	1,040,578	-50.3%
503	Fleet Maintenance	-	-	80,000	80,000	80,000	0.0%
	Sub-Total	\$ 10,808	\$ 222,000	\$ 10,936,915	\$ 10,420,624	\$ 6,668,178	-39.0%
<u>Depreciation</u>							
410	Utility Fund	\$ 8,699,072	\$ 8,856,713	\$ -	\$ -	\$ -	0.0%
413	Utility Construction Revenue	306,050	301,074	-	-	-	0.0%
414	CIAC	55,035	72,238	-	-	-	0.0%
415	Stormwater Management	332,141	377,950	-	-	-	0.0%
503	Fleet Maintenance	1,130,772	1,314,988	-	-	-	0.0%
504	Information Technology	237,824	270,214	-	-	-	0.0%
	Sub-Total	\$ 10,760,894	\$ 11,193,176	\$ -	\$ -	\$ -	0.0%
Total		\$ 275,375,965	\$ 278,465,340	\$ 324,317,086	\$ 384,097,890	\$ 312,347,070	-3.7%



All Funds Revenues

Summary by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
General Taxes	\$ 79,271,870	\$ 86,303,436	\$ 92,679,800	\$ 89,488,000	\$ 94,212,369	1.7%
Permits, Fees, Special Assessment	41,062,007	46,445,330	52,347,607	54,610,507	48,179,584	-8.0%
Intergovernmental Revenues	25,599,006	27,630,811	21,191,950	26,722,422	25,189,010	18.9%
Charges for Services	60,979,590	62,359,794	65,960,076	61,417,576	66,017,503	0.1%
Fines & Forfeitures	1,199,247	1,032,589	716,000	605,434	612,800	-14.4%
Miscellaneous / Loan Proceeds	5,951,963	9,427,142	18,999,133	29,994,321	3,458,730	-81.8%
Appropriation of Fund Balance	-	-	8,035,000	51,902,171	7,590,289	-5.5%
Total Revenues	\$ 214,063,684	\$ 233,199,101	\$ 259,929,566	\$ 314,740,431	\$ 245,260,285	-5.6%

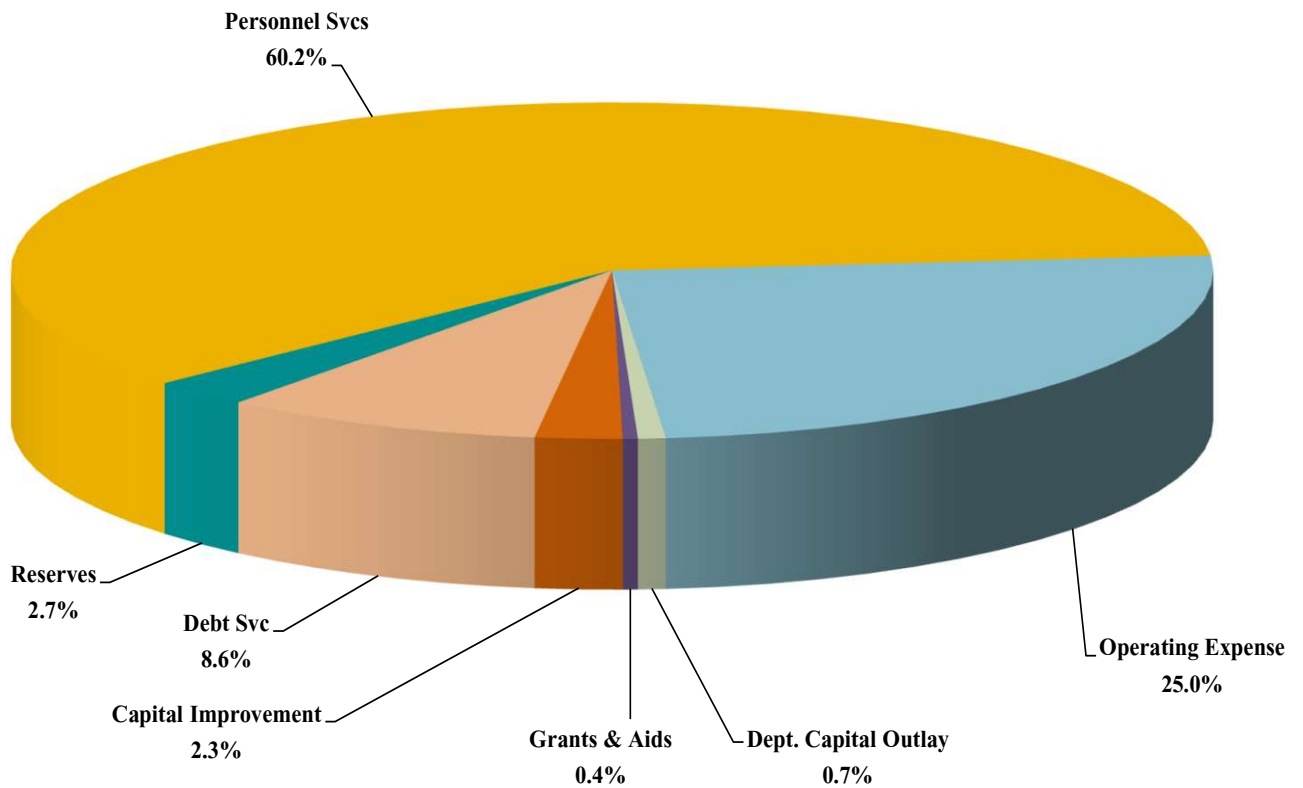
FY21 All Funds Revenue Source and Percent of Total Revenues



All Funds Expenditures

Summary by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change
Personnel Services	\$ 128,507,042	\$ 133,648,704	\$ 142,638,720	\$ 141,502,540	\$ 147,763,700	3.6%
Operating Expense	50,387,054	51,888,291	58,825,080	59,384,843	61,292,849	4.2%
Capital Outlay	4,213,506	5,648,151	9,011,799	9,811,346	1,815,458	-79.9%
Grants & Aids	168,650	350,952	1,099,700	2,622,305	977,700	-11.1%
Total Operating Expenditure	\$ 183,276,252	\$ 191,536,098	\$ 211,575,299	\$ 213,321,034	\$ 211,849,707	0.1%
Capital Improvement Program	11,260,630	13,577,597	19,465,052	72,795,873	5,735,000	-70.5%
Depreciation	9,392,298	9,607,974	-	-	-	0.0%
Debt Service	15,816,074	14,842,133	18,049,300	18,299,900	21,112,400	17.0%
Reserves	-	5,000	10,839,915	10,323,624	6,563,178	-39.5%
Total	\$ 219,745,254	\$ 229,568,802	\$ 259,929,566	\$ 314,740,431	\$ 245,260,285	-5.6%

FY21 All Funds Expenditure Source and Percent of Total Expenditures



All Funds Position Comparison Summary

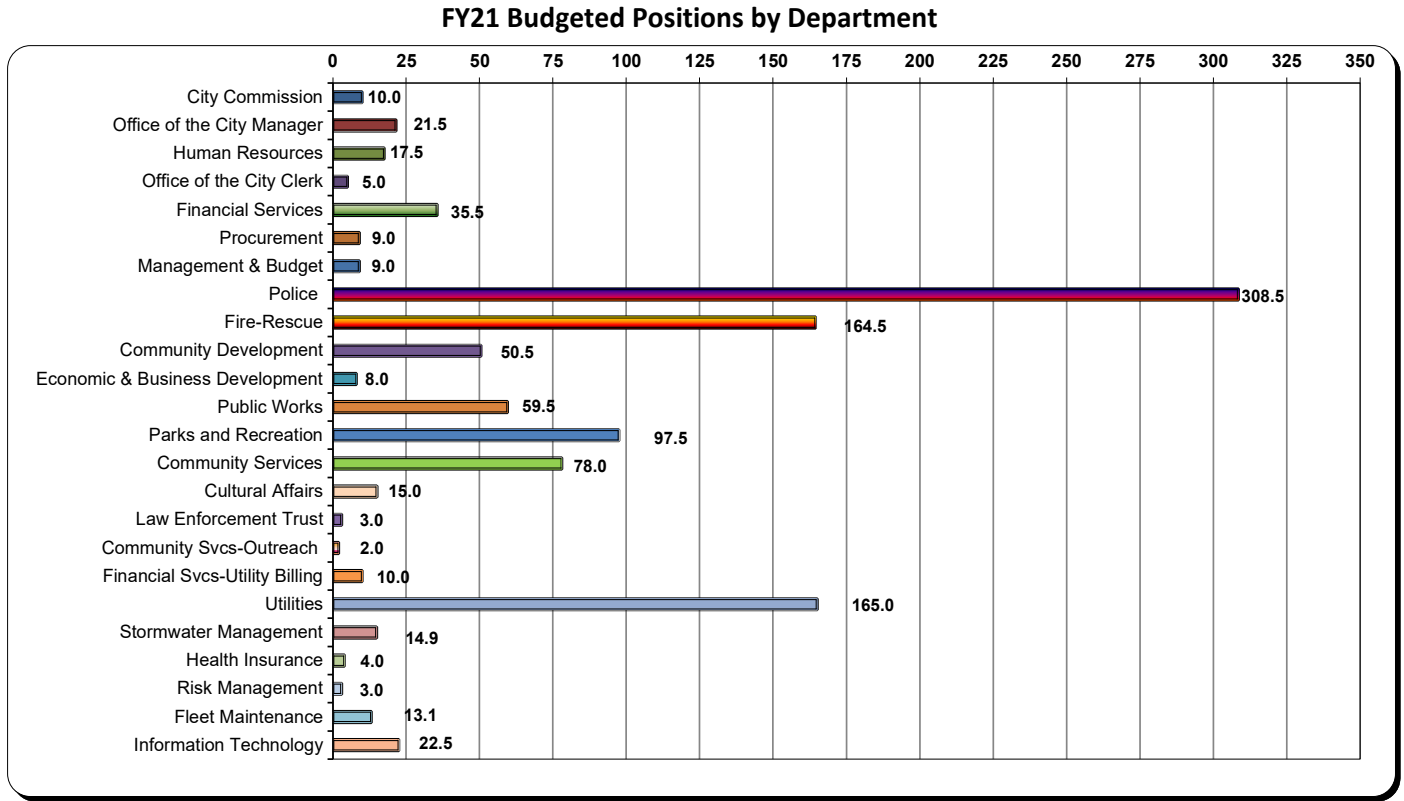
As indicated below, the budget includes a total of 1,126.5 FTE (Full-time equivalent) authorized positions. This reflects a decrease of 18.5 FTEs compared to the FY20 budget. The total of 1,126.5 is comprised of 1,041 full-time, 147 (73.5 FTEs) part-time, 16 (8 FTEs) seasonal part-time, and 8 (4 FTEs) temporary part-time budgeted positions.

Fund/ Dept. #	Department	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	# FTE Change
001-01	City Commission	10.00	10.00	10.00	10.00	10.00	-
001-05	Office of the City Manager	20.00	16.00	20.00	20.00	21.50	1.50
001-06	Human Resources (HR)	14.00	14.00	17.00	17.00	17.50	0.50
001-08	Office of the City Clerk	4.00	4.00	5.00	5.00	5.00	-
001-10	Financial Services	35.50	36.50	35.50	35.50	35.50	-
001-11	Procurement	10.00	10.00	11.00	11.00	9.00	(2.00)
001-15	Management & Budget	9.00	10.00	10.00	10.00	9.00	(1.00)
001-20	Police	297.50	304.50	306.50	306.50	308.50	2.00
001-30	Fire-Rescue	166.00	166.00	165.00	165.00	164.50	(0.50)
001-41	Community Development*	43.50	54.50	50.00	50.00	50.50	0.50
001-43	Economic & Business Development	-	-	8.00	7.00	8.00	-
001-50	Public Works (PW)	65.10	61.50	74.00	74.00	59.50	(14.50)
001-53	Construction & Facilities Management	17.50	-	-	-	-	-
001-60	Parks and Recreation	121.50	121.00	107.50	107.50	97.50	(10.00)
001-63	Community Services**	68.50	70.00	72.00	72.00	78.00	6.00
001-68	Cultural Affairs	15.00	18.00	17.00	17.00	15.00	(2.00)
160-20	Police-Law Enforcement Trust	-	3.00	3.00	3.00	3.00	-
167-43	Community Services-CDBG-Outreach**	2.00	2.00	2.00	2.00	2.00	-
410-10	Financial Services-Utility Billing	9.00	9.00	10.00	10.00	10.00	-
410-55	Utilities	127.00	157.50	162.00	162.00	165.00	3.00
415-50	PW - Stormwater Management	13.90	14.90	14.90	14.90	14.90	-
501-06	HR - Health Insurance	-	-	5.00	5.00	4.00	(1.00)
502-06	HR - Risk Management	5.00	5.00	3.00	3.00	3.00	-
503-50	PW - Fleet Maintenance	13.50	14.60	14.60	14.60	13.10	(1.50)
504-58	Information Technology	17.00	21.00	22.00	22.00	22.50	0.50
Total Full & Part-time Employees		1,084.50	1,123.00	1,145.00	1,144.00	1,126.50	(18.50)

* Formerly Community & Economic Development

** Formerly Social Services

FY21 Budgeted Positions by Department



Adopted Authorized Position Summary

Fund/Department	Fiscal Year 2020 Adopted					Fiscal Year 2021 Adopted					New Position FTE	Deleted Position FTE	Transfer (In/(Out))	Total Net FTE Change
	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				
City Commission	10.00	-	-	-	10.00	10.00	-	-	-	10.00	-	-	-	-
Office of the City Manager	20.00	-	-	-	20.00	21.00	0.50	-	-	21.50	1.50	(1.00)	1.00	1.50
Human Resources	16.00	1.00	-	-	17.00	15.00	2.50	-	-	17.50	1.50	(2.00)	1.00	0.50
Office of the City Clerk	5.00	-	-	-	5.00	5.00	-	-	-	5.00	-	-	-	-
Financial Services	35.00	-	-	0.50	35.50	35.00	-	-	0.50	35.50	-	-	-	-
Procurement	11.00	-	-	-	11.00	9.00	-	-	-	9.00	-	(2.00)	-	(2.00)
Management and Budget	9.00	-	-	1.00	10.00	9.00	-	-	-	9.00	-	(1.00)	-	(1.00)
Police	306.00	0.50	-	-	306.50	308.00	0.50	-	-	308.50	2.00	-	-	2.00
Fire-Rescue	165.00	-	-	-	165.00	163.00	1.50	-	-	164.50	1.50	(2.00)	-	(0.50)
Community Development	47.00	3.00	-	-	50.00	48.00	2.50	-	-	50.50	2.00	(1.50)	-	0.50
Economic & Business Development	8.00	-	-	-	8.00	8.00	-	-	-	8.00	-	(1.00)	1.00	-
Public Works	64.50	9.00	-	0.50	74.00	55.00	4.00	-	0.50	59.50	1.00	(5.50)	(10.00)	(14.50)
Parks & Recreation	61.00	31.50	13.50	1.50	107.50	62.00	28.50	6.50	0.50	97.50	0.50	(11.50)	1.00	(10.00)
Community Services	44.00	28.00	-	-	72.00	48.00	30.00	-	-	78.00	-	(4.50)	10.50	6.00
Cultural Affairs	15.00	0.50	1.50	-	17.00	13.00	0.50	1.50	-	15.00	-	(1.00)	(1.00)	(2.00)
General Fund Total	816.50	73.50	15.00	3.50	908.50	809.00	70.50	8.00	1.50	889.00	10.00	(33.00)	3.50	(19.50)
Law Enforcement Trust-Police	3.00	-	-	-	3.00	3.00	-	-	-	3.00	-	-	-	-
Law Enforcement Trust Fund Total	3.00	-	-	-	3.00	3.00	-	-	-	3.00	-	-	-	-
CDBG - Outreach	2.00	-	-	-	2.00	2.00	-	-	-	2.00	-	-	-	-
Comm Dev Block Grant Fund Total	2.00	-	-	-	2.00	2.00	-	-	-	2.00	-	-	-	-
Financial Services - Utility Billing	10.00	-	-	-	10.00	10.00	-	-	-	10.00	-	-	-	-
Utilities	157.00	2.50	-	2.50	162.00	161.00	1.50	-	2.50	165.00	4.00	-	(1.00)	3.00
Utility Fund Total	167.00	2.50	-	2.50	172.00	171.00	1.50	-	2.50	175.00	4.00	-	(1.00)	3.00
Stormwater Management	14.90	-	-	-	14.90	14.90	-	-	-	14.90	-	-	-	-
Stormwater Mgmt Fund Total	14.90	-	-	-	14.90	14.90	-	-	-	14.90	-	-	-	-
Health Insurance	5.00	-	-	-	5.00	4.00	-	-	-	4.00	-	-	(1.00)	(1.00)
Health Insurance Fund Total	5.00	-	-	-	5.00	4.00	-	-	-	4.00	-	-	(1.00)	(1.00)
Risk Management	3.00	-	-	-	3.00	3.00	-	-	-	3.00	-	-	-	-
Risk Management Fund Total	3.00	-	-	-	3.00	3.00	-	-	-	3.00	-	-	-	-
Fleet Maintenance	13.60	1.00	-	-	14.60	12.10	1.00	-	-	13.10	-	-	(1.50)	(1.50)
Fleet Maintenance Fund Total	13.60	1.00	-	-	14.60	12.10	1.00	-	-	13.10	-	-	(1.50)	(1.50)
Information Technology	21.00	1.00	-	-	22.00	22.00	0.50	-	-	22.50	0.50	-	-	0.50
Information Technology Fund Total	21.00	1.00	-	-	22.00	22.00	0.50	-	-	22.50	0.50	-	-	0.50
ALL FUNDS TOTALS	1,046.00	78.00	15.00	6.00	1,145.00	1,041.00	73.50	8.00	4.00	1,126.50	14.50	(33.00)	-	(18.50)

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 90 programs in this budget of which 65 are for General Fund, 1 for Special Revenue Fund, 14 for Enterprise Funds and 10 for Internal Service Funds. The following is a summary of all funds FY21 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
General Fund:						
	City Commission	City Commission	-	1,890,231	1,890,231	10.00
	Office of the City Manager	City Management	-	1,303,155	1,303,155	6.00
		Marketing & Public Relations	-	1,719,480	1,719,480	8.00
		Administration	-	1,949,775	1,949,775	7.50
		Sub-Total	-	4,972,410	4,972,410	21.50
	Human Resources	Administration	-	760,900	760,900	3.00
		Human Resources Operations	-	1,469,000	1,469,000	9.00
		Training and Development	-	420,000	420,000	2.50
		Div of Civil Rights & Emp Labor Rel	-	456,300	456,300	3.00
		Sub-Total	-	3,106,200	3,106,200	17.50
	Legal	Legal	-	1,454,600	1,454,600	-
	Office of the City Clerk	Administration	-	649,424	649,424	3.75
		Passport Services	46,000	143,950	97,950	0.75
		Municipal Election	150	334,700	334,550	0.50
		Sub-Total	46,150	1,128,074	1,081,924	5.00
	Financial Services	Administration	-	602,296	602,296	3.00
		Accounting & Revenue Enhancement	2,451,500	4,095,050	1,643,550	29.00
		Reporting and Training	-	60,250	60,250	1.00
		Grants Administration	-	340,450	340,450	2.50
		Sub-Total	2,451,500	5,098,046	2,646,546	35.50
	Procurement	Procurement Operations	216,000	1,072,368	856,368	7.00
		Mailroom Operations	-	259,200	259,200	2.00
		Sub-Total	216,000	1,331,568	1,115,568	9.00
	Management & Budget	Budget & Capital Project Mgmt.	-	1,111,850	1,111,850	5.65
		Strategic Planning & Performance Mgmt	-	398,500	398,500	1.55
		Fiscal & Structural Innovation	-	357,500	357,500	1.80
		Sub-Total	-	1,867,850	1,867,850	9.00
	Police	Office of the Chief	-	3,481,200	3,481,200	18.50
		Community Oriented Policing	462,700	25,780,700	25,318,000	151.00
		Specialized Support	9,200	8,647,000	8,637,800	41.00
		Code Compliance	538,000	2,074,300	1,536,300	17.00
		Criminal Investigations	-	5,486,850	5,486,850	30.00
		Property & Evidence	-	930,750	930,750	8.00
		Strategic Investigations	-	3,747,600	3,747,600	17.00
		Police Support Services	-	4,164,000	4,164,000	26.00
		Sub-Total	1,009,900	54,312,400	53,302,500	308.50



All Funds Program Summary

Fund	Department	Program	Dedicated Revenues	Direct Program Expenditures	Net Cost	FTE
Fire-Rescue		Administration	100	2,440,530	2,440,430	8.00
		Logistics	-	919,195	919,195	5.00
		Life Safety	1,550,000	2,076,600	526,600	7.00
		Fire Protection *	22,325,880	18,346,768	(3,979,112)	70.50
		Fire-Rescue Training	3,000	1,110,090	1,107,090	5.50
		Emergency Management	-	419,150	419,150	3.00
		Emergency Medical Services	1,400,000	14,439,000	13,039,000	65.50
		Sub-Total	25,278,980	39,751,333	14,472,353	164.50
Community Development		Administration	-	892,450	892,450	5.00
		Planning & Redevelopment	285,000	1,661,200	1,376,200	14.00
		Building Permits & Inspections	6,319,900	4,485,041	(1,834,859)	31.50
		Sub-Total	6,604,900	7,038,691	433,791	50.50
Economic & Business Development		Business Development	-	1,191,995	1,191,995	7.00
		Business Inclusion Diversity	-	543,000	543,000	1.00
		Sub-Total	-	1,734,995	1,734,995	8.00
Public Works		Administration	-	654,390	654,390	1.95
		Building Maintenance	-	3,912,948	3,912,948	19.00
		Streets Maintenance	905,000	1,904,383	999,383	8.25
		Community Shuttle Service	2,144,457	1,184,835	(959,622)	9.40
		Solid Waste Management	1,745,400	763,553	(981,847)	6.15
		Landscape Maintenance	-	2,116,983	2,116,983	14.75
		Sub-Total	4,794,857	10,537,092	5,742,235	59.50
Parks & Recreation		Administration	-	2,063,971	2,063,971	9.50
		Vernon E. Hargray Youth Enrich. Ctr.	64,742	712,524	647,782	7.00
		Sunset Lakes	152,000	703,974	551,974	7.50
		Miramar Regional Park	113,500	1,966,464	1,852,964	12.50
		Special Events	13,500	908,350	894,850	4.00
		Aquatics	409,500	2,018,449	1,608,949	23.50
		Ansin Sports Complex	105,050	921,056	816,006	9.50
		Park Maintenance	51,800	3,225,729	3,173,929	16.00
		Vizcaya Park	75,500	614,185	538,685	8.00
		Miramar Reg Park Amphitheater	161,900	962,951	801,051	-
	Sub-Total	1,147,492	14,097,653	12,950,161	97.50	
Community Services		Administration	-	699,032	699,032	5.00
		Senior Services	285,411	3,113,673	2,828,262	28.00
		Adult Daycare Center	220,550	617,237	396,687	6.50
		Childcare	726,703	3,334,610	2,607,907	38.50
		Sub-Total	1,232,664	7,764,552	6,531,888	78.00
Cultural Affairs		Administration	5,000	758,503	753,503	3.00
		Arts & Education	82,500	531,832	449,332	5.00
		Food & Beverage Services	362,000	863,932	501,932	2.50
		Theater Production	176,650	1,051,033	874,383	4.50
		Sub-Total	626,150	3,205,300	2,579,150	15.00
Total General Fund			43,408,593	159,290,995	115,882,402	889.00



All Funds Program Summary

Fund	Department	Program	Dedicated Revenues	Direct Program Expenditures	Net Cost	FTE
Special Revenue Fund:						
Community Development Block Grant (CDBG)	Community Services	CDBG-Outreach	109,000	109,000	-	2.00
Total Special Revenue Fund			109,000	109,000	-	2.00
Enterprise Funds:						
Utility	Financial Services	Utility Billing	1,180,000	1,827,550	647,550	10.00
Sub-Total			1,180,000	1,827,550	647,550	10.00
	Utilities	Administration	-	3,043,327	3,043,327	21.50
		Office of Operational Services	-	2,170,000	2,170,000	14.00
		Electrical Instrument & Contr	-	1,256,400	1,256,400	6.00
		Water Treatment & Supply	-	6,229,060	6,229,060	24.00
		Wastewater Treatment & Disp	-	5,140,220	5,140,220	15.00
		Plant Maintenance	-	1,472,810	1,472,810	11.00
		Water Trans & Dist Maintenance	-	1,865,700	1,865,700	14.00
		Water Accountability	-	1,338,200	1,338,200	8.00
		Wastewater Collection Maint	-	4,378,509	4,378,509	24.00
		Water & Wastewater Qual Ctrl	-	1,358,200	1,358,200	8.00
		Support Services	-	832,000	832,000	5.50
		Engineering & Strategic Development	129,000	2,404,334	2,275,334	14.00
Sub-Total			129,000	31,488,760	31,359,760	165.00
Total Utility Fund			1,309,000	33,316,310	32,007,310	175.00
Stormwater Management	Public Works	Stormwater Management	5,660,700	3,105,322	(2,555,378)	14.90
Total Stormwater Management Fund			5,660,700	3,105,322	(2,555,378)	14.90
Internal Service Funds:						
Health Insurance	Human Resources	Benefits Administration	1,789,200	1,789,200	-	3.00
		Wellness	345,200	345,200	-	1.00
Sub-Total			2,134,400	2,134,400	-	4.00
Risk Management	Human Resources	Risk Management	583,100	583,100	-	3.00
Sub-Total			583,100	583,100	-	3.00
Fleet Maintenance	Public Works	Fleet Maintenance	3,054,400	3,054,400	-	13.10
Sub-Total			3,054,400	3,054,400	-	13.10
Information Technology	IT	Administration	684,700	684,700	-	3.00
		Data Services	1,886,700	1,886,700	-	4.00
		Network Services	6,637,700	6,637,700	-	3.00
		Helpdesk	1,188,400	1,188,400	-	5.50
		Cyber Security	840,100	840,100	-	3.00
		Public Safety IT	569,900	569,900	-	4.00
Sub-Total			11,807,500	11,807,500	-	22.50
Total Internal Service Fund			17,579,400	17,579,400	-	42.60
Total	90 Programs		\$ 68,066,693	\$ 213,401,027	\$ 145,334,334	1,123.50

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

Note: Dedicated revenues cover the costs of administration related to program function.



Capital Improvement Program FY 2021—FY 2025

Overview of Recommended Capital Projects

The Capital Improvement Program (CIP) five year plan expenditure projection for FY 2021 - FY 2025 is \$167,614,879. This includes 64 projects of which 17 will impact the FY 2021 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 2021 - FY 2025, five year estimated cost for each category is as follows:

Park Facilities: The total five year estimated cost for this category is \$28,306,870. This cost is for 18 projects of which 1 is budgeted in FY 2021 for \$100,000.

Infrastructure Redevelopment and Improvements: The total five year estimated cost for this category is \$130,189,266. This cost is for 35 projects of which 15 are budgeted in FY 2021 for \$21,439,604.

Public Buildings: The total five year estimated cost for this category is \$5,775,000. This cost is for 5 projects of which no projects are budgeted in FY 2021.

Capital Equipment, Vehicles and Software: The total five year estimated cost for this category is \$3,343,743. This cost is for 6 projects of which 1 is budgeted in FY 2021 for \$295,000.

The proposed funding plan involves a commitment to annual appropriations established in the FY 2021 annual budget and long-term financing for these projects.

The total capital expenditure that will impact FY 2021 budget is \$21,834,604. The funding sources are allocated as follows:

Fund/Source	Amount
Capital Grants Fund	\$16,099,604
Utility Fund	3,395,000
Contribution in Aid of Construction Fund	2,000,000
Stormwater Management Fund	340,000
Total	\$21,834,604

Capital Improvement Program FY 2021—FY 2025

FY 2021 - FY 2025 by funding source and department are allocated as follows:

Fund/Source	Amount
General Fund	\$1,758,367
Park Development Fund	2,200,000
2020 CIP Loan Fund Non-Taxable	2,100,000
2020 CIP Loan Fund-Taxable	1,000,000
Capital Grants Fund	51,480,723
Utility Fund	17,809,614
CIAC Fund	5,000,000
Stormwater Management Fund	1,714,904
State Revolving Fund Loan	8,460,732
To Be Determined	76,090,539
Total	\$167,614,879

Department	Amount
Fire-Rescue	\$1,305,000
Community Development	98,970
Public Works	24,732,472
Parks and Recreation	3,545,000
Community Services	257,250
Utilities	136,976,914
Information Technology	699,273
Total	\$167,614,879



Miramar Innovation and Technology Village rendering.

Capital Improvement Program FY 2021—FY 2025

Section I: List of 5 Year Capital Projects that will have a fiscal impact on the FY21 budget

Project Number	Project Title	5-Year Schedule FY 2021 - FY 2025	Department	FY 2021 Budget	FY 2022 - FY 2025	5-Year Total Cost
Park Facilities						
51001	Vizcaya Park	FY 22	Utilities	\$ -	\$ 470,000	\$ 470,000
51003	Park Improvements-Variou	FY 22	Parks & Recreation	-	300,000	300,000
51006	Amphitheater at Miramar Regional Park	FY 22	Utilities	-	400,000	400,000
51021	Playground Resurfacing	FY 22 - FY 25	Parks & Recreation	-	320,000	320,000
51023	Ansin Sports Complex - Phase IV	FY 22	Utilities	-	2,200,000	2,200,000
51024	City of Miramar 911 Remembrance Monument	FY 22	Utilities	-	800,000	800,000
51029	Miramar Regional Bark Park Trail	Capital Grants Fund 393	Parks & Recreation	100,000	-	100,000
Future	Miramar Athletic Park Renovations	FY 22 - FY 24	Utilities	-	1,275,000	1,275,000
Future	Country Lakes West Park	FY 22 - FY 24	Utilities	-	3,880,000	3,880,000
Future	Country Lakes East Park	FY 22 - FY 24	Utilities	-	2,725,000	2,725,000
Future	Miramar Regional Park Conference Center	FY 22 - FY 23	Utilities	-	7,045,544	7,045,544
Future	Miramar Regional Overflow Parking Improvements	FY 22 - FY 23	Utilities	-	5,355,000	5,355,000
Future	Linear Park Lighting Improvements	FY 22 - FY 23	Utilities	-	366,000	366,000
Future	Miramar Aquatics Equipment Replacement	FY 22	Utilities	-	245,326	245,326
Future	Lakeshore Park Improvements - Phase II	FY 22	Parks & Recreation	-	155,000	155,000
Future	Miramar Aquatics Complex Pool Liner Replacement	FY 22	Parks & Recreation	-	210,000	210,000
Future	Miramar Regional Park Artificial Turf	FY 23	Parks & Recreation	-	995,000	995,000
Future	Ansin Sports Complex Stadium Improvements	FY 22	Parks & Recreation	-	1,465,000	1,465,000
Total PF Projects				\$ 100,000	\$ 28,206,870	\$ 28,306,870
Infrastructure Redevelopment & Improvements						
52004	Sewer Line Rehabilitation	Utility Fund 410	Utilities	\$ 250,000	\$ 1,000,000	\$ 1,250,000
52009	Public Informational Signs	FY 22	Utilities	-	300,000	300,000
52016	Meter Repair & Replacement	Utility Fund 410	Utilities	250,000	1,000,000	1,250,000
52021	Historic Miramar Canal Improvements	Stormwater Mgmt Fund 415	Public Works	340,000	1,360,000	1,700,000
52022	Street Construction & Resurfacing-Variou	Capital Grants Fund 393	Public Works	5,705,803	4,000,000	9,705,803
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 22 - FY 23	Utilities	-	1,000,000	1,000,000
52060	Air Conditioning Systems Replacement Program	FY 22 - FY 25	Public Works	-	630,000	630,000
52061	Pembroke Road-SW 160 Ave to US 27/Mir Pkwy Ext.	Capital Grants Fund 393	Utilities	9,430,000	30,000,000	39,430,000
52062	Left-Turn Lane from Red Road to Miramar Town Center	FY 22	Utilities	-	365,000	365,000
52063	Repair/Replacement of Existing Sidewalks	Capital Grants Fund 393	Public Works	377,801	600,000	977,801
52069	LED Streetlight Installation & Upgrade	FY 22 - FY 24	Public Works	-	1,057,146	1,057,146
52072	Water Service Line/Main Repair/Replacement	Utility Fund 410	Utilities	500,000	2,000,000	2,500,000
52074	ADA Evaluation and Corrective Action	FY 22 - FY 25	Utilities	-	800,000	800,000
52076	Country Club Ranches Water Main Improvements - Phase I	CIAC Fund 414	Utilities	1,500,000	1,000,000	2,500,000
52085	Sustainable Renewable Energy & Conservation Initiatives	CIAC Fund 414	Utilities	500,000	2,000,000	2,500,000
52087	Bus Facilities Infrastructure Improvement Program	Capital Grants Fund 393	Public Works	144,000	1,098,900	1,242,900
52088	WWRF Building N 2nd Floor Conversion/Renovations	Utility Fund 410	Utilities	500,000	-	500,000
52089	Pembroke Road Bike Lanes-Palm Ave to Douglas Rd	Capital Grants Fund 393	Utilities	252,000	-	252,000
52090	Pembroke Road Bike Lanes-State Road 7 to Island Drive	Capital Grants Fund 393	Utilities	90,000	2,910,000	3,000,000
52091	Utilities Collection & Distribution System Improvements	Utility Fund 410	Utilities	400,000	3,000,000	3,400,000
52092	West Water Treatment Plant Capacity Improvements & Upgrades	FY 22	Utilities	-	1,285,000	1,285,000
52093	Wastewater Reclamation Facility Capacity Improvements & Re-Rating	Utility Fund 410	Utilities	1,200,000	5,000,000	6,200,000
Future	Fleet Maintenance Vehicle Parking Lot	FY 22 - FY 23	Public Works	-	372,590	372,590
Future	Historic Miramar Drainage Improvements - Phase V	FY 23 - FY 24	Public Works	-	6,030,241	6,030,241
Future	Historic Miramar Drainage Improvements - Phase VI	FY 25	Public Works	-	2,430,491	2,430,491
Future	SW 148 Ave Widening-Miramar Pkwy to Bass Creek Rd	FY 22 - FY 23	Utilities	-	10,420,000	10,420,000
Future	Miramar Blvd Widening-Palm Ave to Douglas Rd	FY 22 - FY 23	Utilities	-	11,420,000	11,420,000
Future	Honey Hill Road Widening-Red Rd to Flamingo Rd	FY 23 - FY 24	Utilities	-	10,420,000	10,420,000



Capital Improvement Program FY 2021—FY 2025

Section I: List of 5 Year Capital Projects that will have a fiscal impact on the FY21 budget (cont'd)

Project Number	Project Title	5-Year Schedule FY 2021 - FY 2025	Department	FY 2021 Budget	FY 2022 - FY 2025	5-Year Total Cost
Infrastructure Redevelopment & Improvements (cont'd)						
Future	Installation of Guardrail along Utopia Drive	FY 22	Public Works	-	210,000	210,000
Future	HR Department Office Renovations	FY 22	Utilities	-	350,000	350,000
Future	Eastbound Turn Lane Extension along Miramar Pkwy from Dykes Rd to Southbound I-75	FY 22	Utilities	-	450,000	450,000
Future	Sidewalk Improvements Around AC-Perry K-8	FY 23 - FY 25	Utilities	-	1,803,044	1,803,044
Future	2 Million Gallon Storage Tank Rehabilitation	FY 23	Utilities	-	500,000	500,000
Future	Sunset Lakes & Fairway Early Childhood Playground Equipment & Soft Surface Covering	FY 22	Community Services	-	257,250	257,250
Total IRI Projects				\$ 21,439,604	\$ 108,749,662	\$ 130,189,266
Public Buildings						
53012	Fire Station 107	FY 22	Utilities	\$ -	\$ 175,000	\$ 175,000
53016	Facilities Capital Improvement	FY 22	Utilities	-	1,100,000	1,100,000
53018	Historic Miramar Public Safety Complex	FY 22 - FY 23	Utilities	-	1,225,000	1,225,000
53025	Historic Miramar Innovation & Technology Village	FY 22	Utilities	-	3,100,000	3,100,000
Future	City Commission Conference Room Expansion	FY 22	Utilities	-	175,000	175,000
Total PB Projects				\$ -	\$ 5,775,000	\$ 5,775,000
Capital Equipment, Vehicles and Software						
54011	Building Plans Digital Conversion	FY 22	Community Dev.	\$ -	\$ 98,970	\$ 98,970
54017	Utilities Video Surveillance Security System	Utility Fund 410	Utilities	295,000	570,000	865,000
Future	Air & Light Support Unit	FY 22	Fire-Rescue	-	385,000	385,000
Future	Special Operations Vehicle (SOV)	FY 24	Fire-Rescue	-	920,000	920,000
Future	Buses Improvement Program	FY 22	Public Works	-	375,500	375,500
Future	Citywide Video Surveillance Security System	FY 22	Information Tech	-	699,273	699,273
Total CE Projects				\$ 295,000	\$ 3,048,743	\$ 3,343,743
Total FY 2021-FY 2025 CIP 5 Year Projects				\$ 21,834,604	\$ 145,780,275	\$ 167,614,879

Section II: Requested changes to Capital Projects that will have no fiscal impact on the FY21 budget

Funds will be transferred between the following CIP projects:

Project Number	Project Title	5-Year Schedule FY 2021 - FY 2025	Department	FY 2021 Transfer	FY 2021 - FY 2025 Requested Funding	5-Year Total Cost
51028	Corporate Pavilion Expansion at Miramar Regional Park	Park Development Fund 387, CIP Rev Bond 2013 Fund 388	Utilities	\$ (399,080)	\$ -	\$ (399,080)
51022	Skate Parks	Park Development Fund 387, CIP Rev Bond 2013 Fund 388	Parks & Recreation	154,080	-	154,080
51029	Miramar Regional Bark Park Trail	Park Development Fund 387	Parks & Recreation	100,000	100,000	200,000
52077	Buffer Wall along Pembroke Road Adjacent to University Park Plat	CIP Rev Bond 2013 Fund 388	Utilities	95,000	-	95,000
53016	Facilities Capital Improvement	CIP Rev Bond 2013 Fund 388	Utilities	50,000	1,100,000	1,150,000
52010	East (Historic) Miramar Fire Hydrant & Lines Improve.	Utility Fund 410	Utilities	(350,000)	-	(350,000)
52041	East Water Plant Process Enhancement	Utility Fund 410	Utilities	(7,500,000)	-	(7,500,000)
52071	Wastewater Reclamation Facility Digester Cleaning & Refurbishment	Utility Fund 410	Utilities	(1,550,000)	-	(1,550,000)
54007	WWRF Equipment Replacement & Process Rehab.	Utility Fund 410	Utilities	(500,000)	-	(500,000)
52092	West Water Treatment Plant Capacity Improvements & Upgrades	Utility Fund 410	Utilities	9,900,000	1,285,000	11,185,000
52081	Childcare Playgrounds Soft Surface Covering	GF-Capital Projects Fund 395	Utilities	(195,535)	-	(195,535)
52094	Silver Shores Early Childhood Playground Improvements	GF-Capital Projects Fund 395	Community Services	195,535	-	195,535
52086	Pembroke Road Expansion-Dykes Rd to SW 184 Ave	Developer Contribution 395	Utilities	(192,189)	-	(192,189)
52061	Pembroke Road-SW 160 Ave to US 27/Mir Pkwy Ext.	Developer Contribution 395	Utilities	192,189	39,430,000	39,622,189



Capital Improvement Program FY 2021—FY 2025

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

Project Number	Project Title	5-Year Schedule FY 2021 - FY 2025	Department	FY 2021 Budget	FY 2022 - FY 2025	Total Unfunded
Park Facilities						
Future	Parks & Recreation Field Operations Center at Country Club Ranches	Unfunded	Utilities	\$ -	\$ -	\$ 852,700
Total PF Projects				\$ -	\$ -	\$ 852,700
Infrastructure Redevelopment & Improvements						
Future	Town Center Courtyard Brick Paver Replacement	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
Total IRI Projects				\$ -	\$ -	\$ 1,425,700
Public Buildings						
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
Total PB Projects				\$ -	\$ -	\$ 11,797,800
Capital Equipment, Vehicles and Software						
Future	EnerGov Implementation	Unfunded	Information Tech	\$ -	\$ -	\$ 639,383
Total CE Projects				\$ -	\$ -	\$ 639,383
Total To Be Programmed CIP Projects				\$ -	\$ -	\$ 14,715,583

Note: Project numbers are only assigned to existing and FY 2021 projects.
Justifications for FY 2021 capital projects are available within each budgeted fund.

Impact on Operating Budget FY 2021—FY 2025

Project Number	Description	FY 2021 Cost	Funding Source	Impact on FY 2021 Operating Budget
Park Facilities				
51029	<i>Miramar Regional Bark Park Trail</i> This project entails renovating and improving 9,620 linear feet of existing asphalt trail within the Miramar Regional Park as well as adding 1,660 linear feet of trail that will extend into the newly constructed Dog Park, building two wooden docks with benches and installing 13 new light poles along the trail path.	\$ 100,000	Capital Grants Fund 393	No Impact
Total Park Facilities		\$ 100,000		
Infrastructure Redevelopment & Improvements				
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 wastewater collection system.	\$ 250,000	Utility Fund 410	No Impact
52016	<i>Meter Repair & Replacement</i> This project endeavors to maintain all meters and components through timely replacements to ensure continued accuracy in readings and billings.	250,000	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 help improve the water quality in the City's lakes and canals.	340,000	Stormwater Mgmt Fund 415	No Impact
52022	<i>Street Construction & 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.	5,705,803	Capital Grants Fund 393 (B.C. Transportation Surtax Mobility Program)	No Impact
52061	<i>Pembroke Road-SW 160 Avenue to US 27/Miramar Parkway Extension</i> This project consists of widening Pembroke Road from two to four lanes from SW 160 Avenue to SW 196 Avenue, construct new four lanes of roadway with median, landscaping, irrigation, sidewalk, bike lanes and lighting from SW 196 Avenue to US 27; and construct a new roadway with median, landscaping, irrigation, sidewalk, bike lanes and lighting along Miramar Parkway from SW 192 Terrace to Pembroke Road, just west of SW 196 Avenue. In addition, this project will construct buffer walls along residential areas.	9,430,000	Capital Grants Fund 393 (B.C. Transportation Surtax Mobility Program)	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.	377,801	Capital Grants Fund 393 (B.C. Transportation Surtax Mobility Program)	No Impact
52072	<i>Water Service Line/Main Repair/Replacement</i> This comprehensive water distribution system repair project incorporates leak detection program, customer service responses, and scheduled repair work to aggressively reduce and minimize water losses due to pipeline and service line deterioration and damages.	500,000	Utility Fund 410	No Impact



Impact on Operating Budget FY 2021—FY 2025

Project Number	Description	FY 2021 Cost	Funding Source	Impact on FY 2021 Operating Budget
Infrastructure Redevelopment & Improvements (cont'd)				
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.	1,500,000	CIAC Fund 414	No Impact
52085	<i>Sustainable Renewable Energy & Conservation Initiatives</i> This project aims to investigate the economics of a range of proposed solar photovoltaic scenarios in order to reduce the City's carbon footprint, lower energy costs, and potentially enhance energy security. In addition, perform energy audits and master planning of the City's three treatment plants, etc.	500,000	CIAC Fund 414	No Impact
52087	<i>Bus Facilities Infrastructure Improvement Program</i> This project will fund the construction of bus shelters and associated appurtenances, installation of bus benches, trash cans, and appropriate signage, as needed throughout the City's transit system.	144,000	Capital Grants Fund 393 (B.C. Transportation Surtax Mobility Program)	No Impact
52088	<i>WWRF Building N 2nd Floor Conversion/Renovations</i> This project includes the conversion/renovation of the vacant Police Evidence space located on the 2nd Floor of Building N at the Wastewater Reclamation Facility. The project scope of work will include design and construction of +/- 4,400 sq. ft. of miscellaneous demolition, new reception, offices, storage and conference room areas, new restrooms, interior finishes, and IT infrastructure/component.	500,000	Utility Fund 410	No Impact
52089	<i>Pembroke Road Bike Lanes-Palm Avenue to Douglas Road</i> This project is to construct buffered bike lanes along Pembroke Road between Palm Avenue and Douglas Road.	252,000	Capital Grants Fund 393 (B.C. Transportation Surtax Mobility Program)	No Impact
52090	<i>Pembroke Road Bike Lanes-State Road 7 to Island Drive</i> This project is to prepare a planning study along Pembroke Road between State Road 7 and Island Drive to evaluate the feasibility of installing bike lanes along this corridor.	90,000	Capital Grants Fund 393 (B.C. Transportation Surtax Mobility Program)	No Impact
52091	<i>Utilities Collection & Distribution System Improvements</i> This project provides for the Utilities Collection and Distribution System Improvements Master Plan that will set the policy, infrastructure improvements and capital improvements plan necessary to meet anticipated growth and development for the City of Miramar. It will also entail the construction needed to implement the recommended improvements.	400,000	Utility Fund 410	No Impact
52093	<i>Wastewater Reclamation Facility Capacity Improvements & Re-Rating</i> This project is composed of the following components: 1) Evaluate current plant treatment capacity/process and make recommendations on possible future expansion needs, 2) Re-Rate capacity and 3) Equipment replacement/upgrade. It will also entail the construction needed to implement the recommended improvements.	1,200,000	Utility Fund 410	No Impact
Total Infrastructure Redevelopment & Improvements		\$ 21,439,604		

Impact on Operating Budget FY 2021—FY 2025

Project Number	Description	FY 2021 Cost	Funding Source	Impact on FY 2021 Operating Budget
Public Buildings				
	<i>This category intentionally left blank</i>	\$ -		
	There are no capital projects scheduled to be funded under this category in FY 2021.			
Total Public Buildings		<u>\$ -</u>		
Capital Equipment, Vehicles & Software				
54017	<i>Utilities Video Surveillance Security System</i> This project aims to transport video streams from the following seven major Utilities facilities back to the City's administration centers: Wastewater Reclamation Facility, West Water Treatment Plant, East Water Treatment Plant, 2 MGD Storage Tank, 3 MGD Storage Tank, Master Pump Station and Master Booster Pump Station.	\$ 295,000	Utility Fund 410	No Impact
Total Capital Equipment, Vehicles & Software		<u>\$ 295,000</u>		
TOTAL FY 2021 CIP		<u>\$ 21,834,604</u>		





General Fund Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change from 2020
Beginning Fund Balance	\$ 36,068,857	\$ 35,348,502	\$ 40,248,630	\$ 40,248,630	\$ 31,701,174	-
Revenues:						
Current Revenues	\$ 150,991,003	\$ 160,285,048	\$ 173,130,476	\$ 161,435,576	\$ 164,254,744	-5.1%
Transfer In	3,917,935	3,901,033	3,386,600	3,150,355	8,880,455	162.2%
Approp. of Fund Balance/Carryover	-	-	3,500,000	10,440,364	3,266,116	-6.7%
Total Revenues	\$ 154,908,938	\$ 164,186,081	\$ 180,017,076	\$ 175,026,295	\$ 176,401,315	-2.0%
Expenditures:						
Departmental:						
City Commission	\$ 1,302,294	\$ 1,475,825	\$ 1,691,400	\$ 1,691,400	\$ 1,890,231	11.8%
Office of the City Manager	4,294,193	3,383,749	4,917,700	4,580,500	4,972,410	1.1%
Human Resources	1,791,544	2,064,825	2,929,000	2,583,800	3,106,200	6.0%
Legal	1,177,941	1,056,902	1,454,600	866,300	1,454,600	0.0%
Office of the City Clerk	722,552	951,539	862,622	862,622	1,128,074	30.8%
Financial Services	4,339,201	4,445,880	4,989,200	4,674,357	5,098,046	2.2%
Procurement	1,380,129	1,190,206	1,381,211	1,314,111	1,331,568	-3.6%
Management & Budget	1,440,178	1,586,626	1,792,450	1,784,636	1,867,850	4.2%
Police	50,376,389	51,009,751	54,401,593	54,004,383	54,312,400	-0.2%
Fire-Rescue	34,482,666	36,812,777	38,692,448	39,525,109	39,751,333	2.7%
Community Development	5,384,685	6,405,167	6,165,728	6,474,435	7,038,691	14.2%
Economic & Business Development	-	-	1,629,800	1,199,100	1,734,995	6.5%
Public Works	9,467,874	10,319,230	12,447,009	11,210,156	10,537,092	-15.3%
Construction & Facilities Management	2,322,923	-	-	-	-	0.0%
Parks & Recreation	13,871,553	15,223,066	14,482,154	13,554,003	14,097,653	-2.7%
Community Services	6,076,020	6,441,879	7,007,208	6,577,908	7,764,552	10.8%
Cultural Affairs	3,379,532	3,821,840	3,820,033	3,458,733	3,205,300	-16.1%
Sub-Total	\$ 141,809,675	\$ 146,189,262	\$ 158,664,156	\$ 154,361,553	\$ 159,290,995	0.4%
Non-Departmental						
Non-Departmental	\$ 6,025,116	\$ 4,656,320	\$ 4,151,600	\$ 5,229,514	\$ 4,339,000	4.5%
Debt Service	308,586	391,770	475,200	475,200	475,200	0.0%
Transfer Out	7,446,900	8,080,469	12,820,720	13,067,120	9,986,120	-22.1%
Appropriated Fund Balance	-	-	3,905,400	1,892,908	2,310,000	-40.9%
Sub-Total	\$ 13,780,602	\$ 13,128,559	\$ 21,352,920	\$ 20,664,742	\$ 17,110,320	-19.9%
Capital Improvement						
Non-Departmental	\$ 52	\$ -	\$ -	\$ -	\$ -	0.0%
Sub-Total	\$ 52	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 155,590,328	\$ 159,317,821	\$ 180,017,076	\$ 175,026,295	\$ 176,401,315	-2.0%
Excess/Deficiency (actuals)	\$ (681,390)	\$ 4,868,260	\$ -	\$ -	\$ -	
Appropriated Fund Balance	-	-	3,905,400	1,892,908	2,310,000	
Appropriation of Fund Balance	-	-	(3,500,000)	(10,440,364)	(3,266,116)	
Fund 002 Adjustments	22,215	31,868	-	-	-	
Fund 003 Adjustments	(61,179)	-	-	-	-	
Ending Fund Balance	\$ 35,348,502	\$ 40,248,630	\$ 40,654,030	\$ 31,701,174	\$ 30,745,058	-24.4%
Fund Balance Components						
Non Spendable	\$ 1,823,533	\$ 1,713,021	\$ 1,713,021	\$ 1,713,021	\$ 1,713,021	
Committed	19,069,814	20,383,343	20,383,343	20,383,343	21,003,155	
Assigned						
Emergency Preparedness	6,112,120	6,533,123	6,533,123	4,777,710	951,519	
Pension Trust Fund	-	1,589,151	3,287,763	3,287,763	5,038,026	
OPEB Trust Fund	-	500,000	1,000,000	1,000,000	1,500,000	
Subsequent Years Budget	-	405,400	-	-	-	
Other	366,721	539,337	539,337	539,337	539,337	
Unassigned	7,976,314	8,585,255	7,197,443	-	-	
Ending Fund Balance	\$ 35,348,502	\$ 40,248,630	\$ 40,654,030	\$ 31,701,174	\$ 30,745,058	

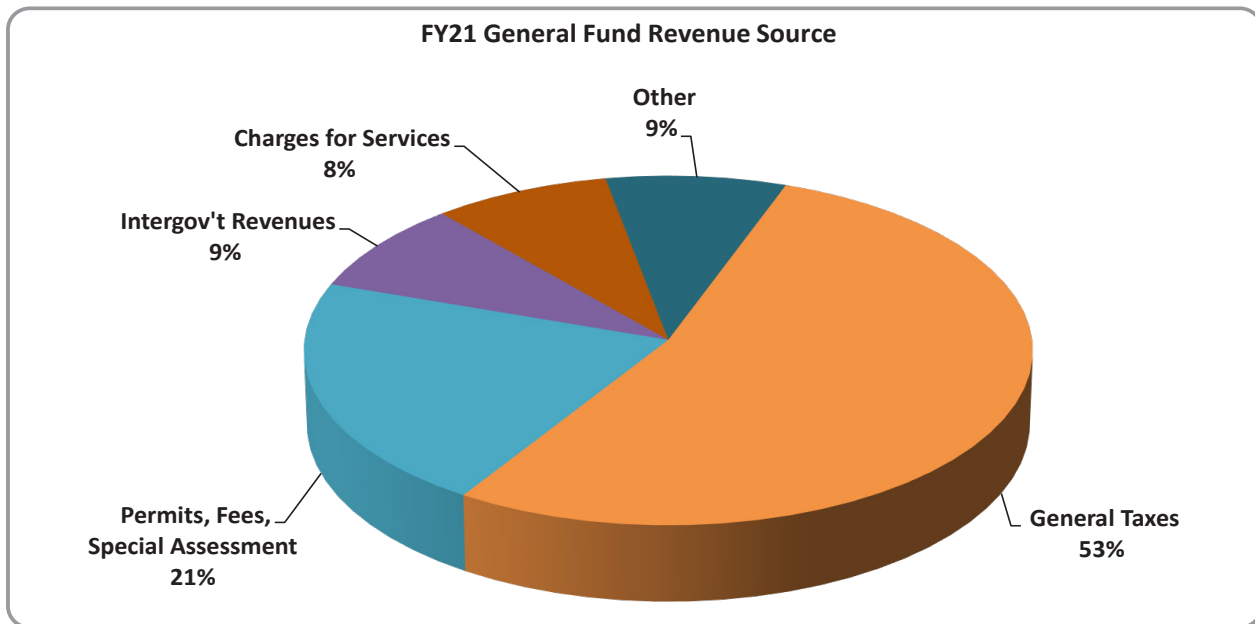
Note: Fund balance components subject to change based on final year-end audited balances



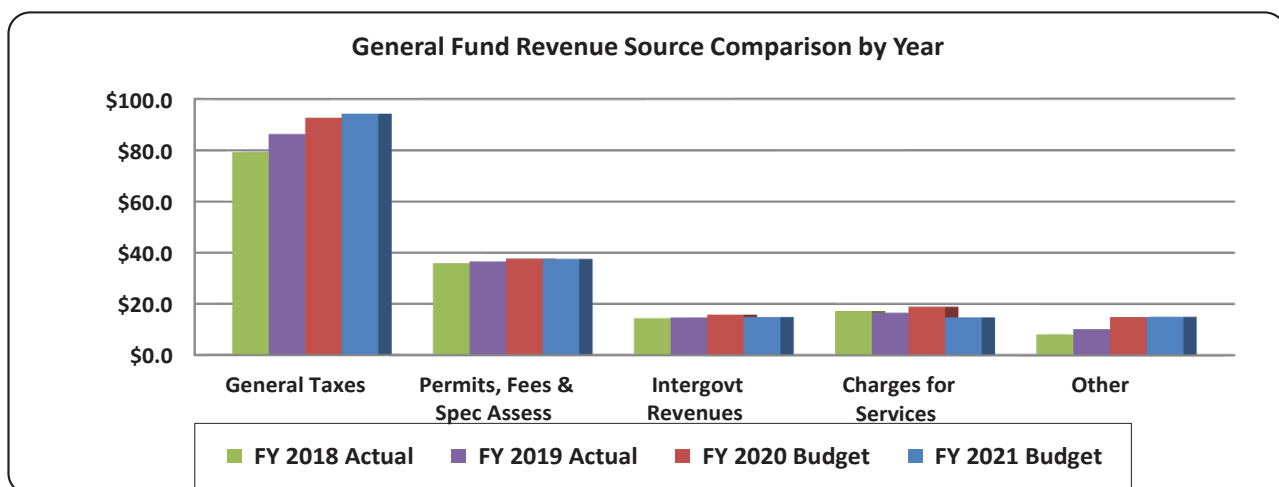
General Fund Revenue Summary by Category

Summary by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change from 2020
General Taxes	\$ 79,271,870	\$ 86,303,436	\$ 92,679,800	\$ 89,488,000	\$ 94,212,369	1.7%
Permits, Fees, Special Assessment	35,904,873	36,583,952	37,727,900	39,990,800	37,608,800	-0.3%
Intergovernmental Revenues	14,379,542	14,674,340	15,809,320	13,772,720	14,870,525	-5.9%
Charges for Services	17,238,906	16,517,438	18,926,023	14,624,723	14,738,850	-22.1%
Fines & Forfeitures	753,041	659,216	704,000	510,400	600,700	-14.7%
Miscellaneous Revenues	3,442,771	5,546,666	7,283,433	3,048,933	2,223,500	-69.5%
Transfers In	3,917,935	3,901,033	3,386,600	3,150,355	8,880,455	162.2%
Appropriation of Fund Balance	-	-	3,500,000	10,440,364	3,266,116	-6.7%
Total	\$154,908,938	\$164,186,081	\$180,017,076	\$175,026,295	\$ 176,401,315	-2.0%

This chart is a summary of FY21 General Fund Revenue by Source.



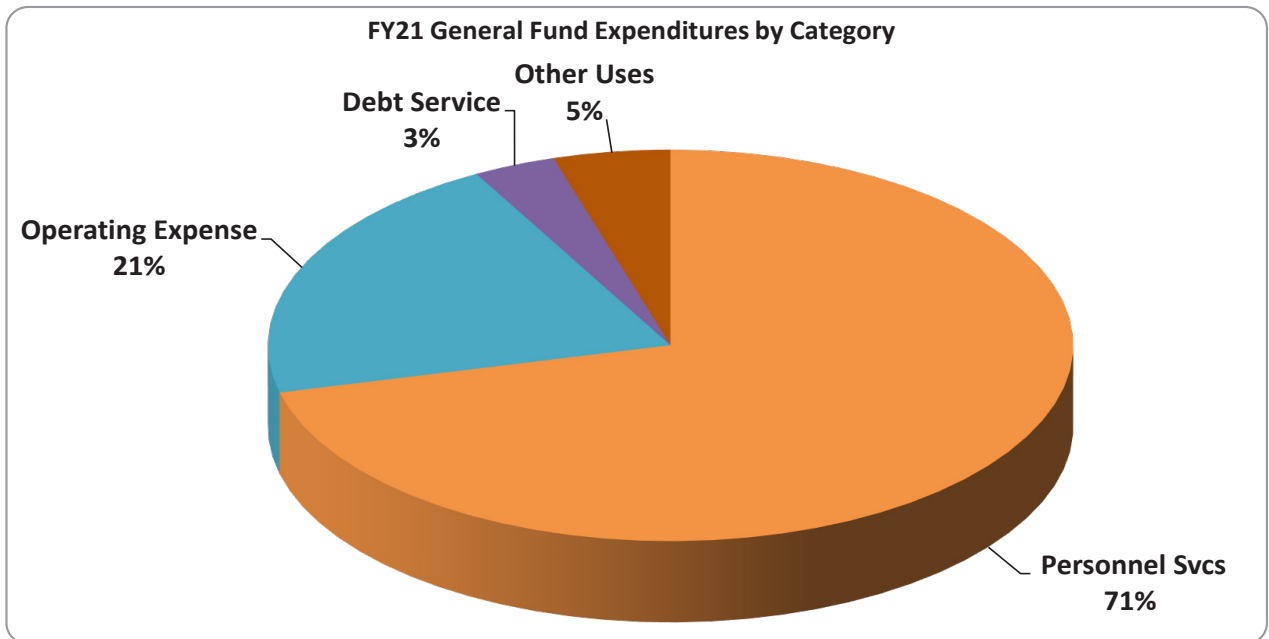
This chart shows the comparison of General Fund Revenues for FY18 to FY21 by Category



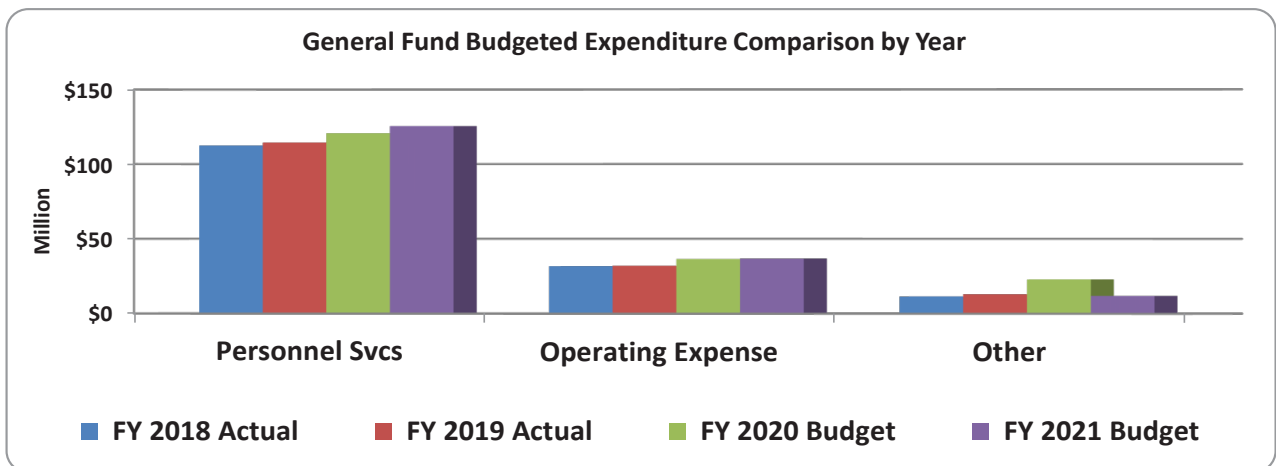
General Fund Expenditure Summary by Category

Summary by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	% Change from 2020
Personnel Services	\$112,477,203	\$114,435,312	\$120,679,300	\$119,305,117	\$ 125,452,600	4.0%
Operating Expense	31,670,112	31,940,787	36,496,157	32,776,127	36,810,257	0.9%
Capital Outlay	3,584,125	4,171,951	5,470,599	6,576,373	1,149,438	-79.0%
Grants & Aids	103,350	297,532	169,700	202,744	217,700	28.3%
Total Operating Expenditures	147,834,790	150,845,582	162,815,756	158,860,361	163,629,995	0.5%
Capital Improvement Program	52	-	-	-	-	0.0%
Debt Service	308,586	391,770	475,200	475,200	475,200	0.0%
Transfer	7,446,900	8,080,469	12,820,720	13,067,120	9,986,120	-22.1%
Other	-	-	-	730,706	-	0.0%
Appropriated Fund Balance	-	-	3,905,400	1,892,908	2,310,000	-40.9%
Total	\$155,590,328	\$159,317,821	\$180,017,076	\$175,026,295	\$ 176,401,315	-2.0%

The following chart is a summary of FY21 General Fund expenditures by category



The following chart shows the comparison of General Fund Expenditures for FY18 to FY21 by Category



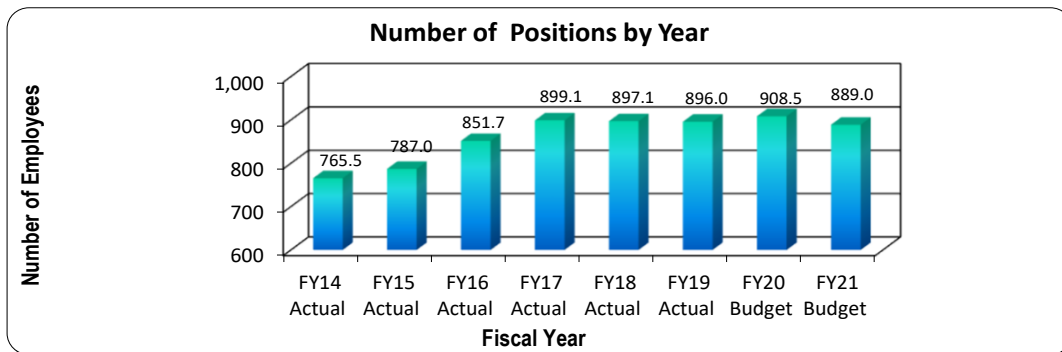
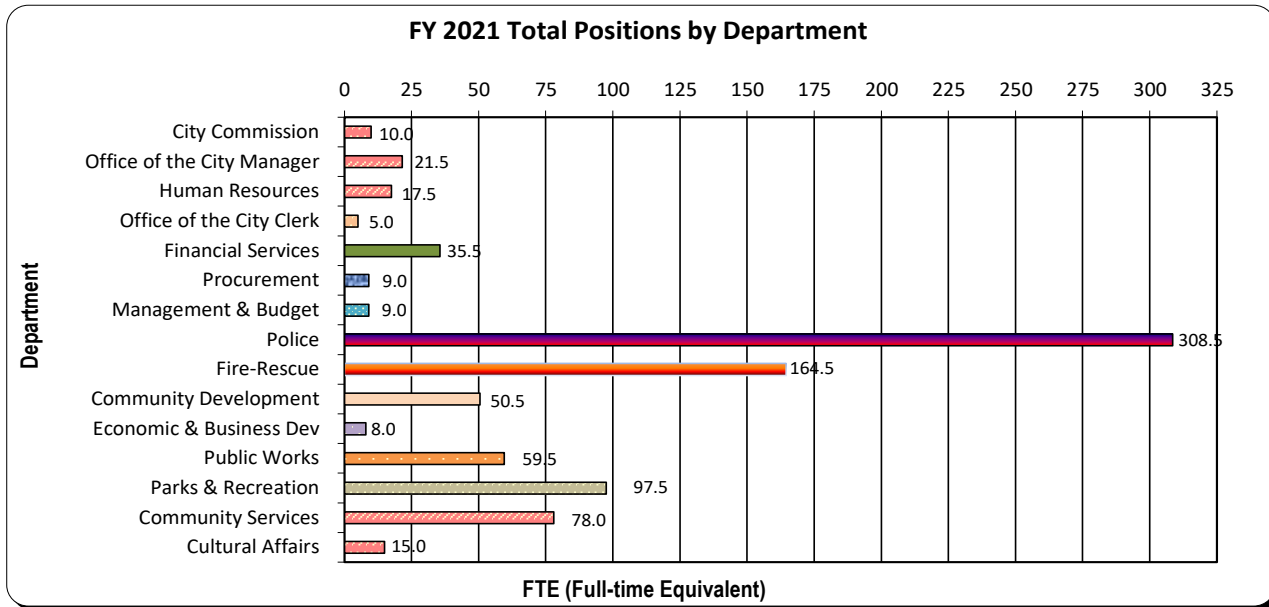
General Fund

Position Comparison Summary

As indicated, the FY 2021 General Fund budget includes a total of 889.0 FTE (Full-time equivalent) authorized positions. This is a decrease of 19.5 FTEs from the FY20 Budget. This total is comprised of 809 full-time, 141 (70.5 FTEs) part-time, 16 (8 FTEs) seasonal part-time and 3 (1.5 FTEs) temporary part-time budgeted positions.

Department	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	# FTE Change
City Commission	10.00	10.00	10.00	10.00	10.00	-
Office of the City Manager	20.00	16.00	20.00	20.00	21.50	1.50
Human Resources	14.00	14.00	17.00	17.00	17.50	0.50
Office of the City Clerk	4.00	4.00	5.00	5.00	5.00	-
Financial Services	35.50	36.50	35.50	35.50	35.50	-
Procurement	10.00	10.00	11.00	11.00	9.00	(2.00)
Management & Budget	9.00	10.00	10.00	10.00	9.00	(1.00)
Police	297.50	304.50	306.50	306.50	308.50	2.00
Fire-Rescue	166.00	166.00	165.00	165.00	164.50	(0.50)
Community Development	43.50	54.50	50.00	50.00	50.50	0.50
Economic & Business Development	-	-	8.00	7.00	8.00	-
Public Works	65.10	61.50	74.00	74.00	59.50	(14.50)
Construction & Facilities Management*	17.50	-	-	-	-	-
Parks & Recreation	121.50	121.00	107.50	107.50	97.50	(10.00)
Community Services	68.50	70.00	72.00	72.00	78.00	6.00
Cultural Affairs	15.00	18.00	17.00	17.00	15.00	(2.00)
Total Full & Part-time positions	897.10	896.00	908.50	907.50	889.00	(19.50)

* FY19 Construction & Facilities Management was relocated back to the Utility Fund from the General Fund



General Fund Revenue Projections

Object/Loc#	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>General Taxes</u>						
311100	Ad Valorem Taxes-Current	\$ 58,993,696	\$ 65,493,598	\$ 71,322,800	\$ 68,903,800	\$ 74,287,500
311101	Ad Valorem Taxes-Delinquent	984,007	1,568,407	1,150,000	1,150,000	1,200,000
312510	Ins Premium Tax-Fire	989,693	1,070,720	1,000,000	1,000,000	1,000,000
312520	Ins Premium Tax-Police	1,120,391	1,209,810	1,100,000	1,100,000	1,150,000
314100	Utility Tax-Electricity	8,835,693	8,940,379	9,500,000	9,088,100	8,700,000
314300	Utility Tax-Water	1,776,245	1,864,552	1,800,000	1,800,000	1,900,000
314400	Utility Tax-Gas	181,732	174,801	180,000	180,000	180,000
315100	Communication Svcs Taxes	4,352,859	3,872,191	4,332,000	3,971,100	3,594,869
316000	Local Business Tax	2,037,554	2,108,978	2,295,000	2,295,000	2,200,000
	Sub-Total	\$ 79,271,870	\$ 86,303,436	\$ 92,679,800	\$ 89,488,000	\$ 94,212,369
<u>Permits, Fees, Special Assessment</u>						
322100	Building Permits	\$ 5,192,673	\$ 5,402,738	\$ 5,400,000	\$ 8,261,500	\$ 5,575,400
322101	Open Permit Search	262,140	314,855	250,000	250,000	250,000
322110	Permits Surcharge	424,087	501,993	500,000	862,900	400,000
322111	Expired Permits/Revisions Bldg	4,933	49,315	10,000	126,500	30,000
322112	OT Inspection Fee	28,849	35,550	18,000	18,000	25,000
323100	Fran Fee-Electricity	6,526,073	6,738,540	6,800,000	6,531,600	6,700,000
323400	Fran Fee-Gas	90,045	78,703	85,000	85,000	85,000
323700	Fran Fee Solid Waste-Res	726,178	802,132	854,000	854,000	837,300
323701	Fran Fee Solid Waste-Comm	731,479	813,040	840,000	840,000	775,000
323702	Fran Fee Solid Waste-Roll Off	348,170	349,878	360,000	360,000	360,000
323703	Fran Fee-Solid Waste Res Dmst	127,516	186,441	161,400	161,400	126,100
323705	Textile Recycling Revenue	-	7,336	50,000	50,000	50,000
323900	Fran Fee-Towing	105,000	131,208	142,000	142,000	142,000
325200	Fire Protection-Current	20,428,267	20,660,751	22,000,000	21,037,400	22,000,000
325201	Fire Protection-Delinquent	335,596	507,999	250,000	403,000	250,000
329100	Engineering Permits	570,597	-	-	-	-
329101	Garage Sale Permits	3,270	2,895	2,500	2,500	1,500
329105	Admin Fee Cost Recovery	-	577	5,000	5,000	1,500
	Sub-Total	\$ 35,904,873	\$ 36,583,952	\$ 37,727,900	\$ 39,990,800	\$ 37,608,800
<u>Intergovernmental Revenues</u>						
331507	Fed Grant-FEMA	\$ 171,420	\$ 148,771	\$ -	\$ -	\$ -
334500	State Grant-FEMA	28,570	24,796	-	-	-
335120	State Revenue Sharing-Proceeds	3,523,034	3,747,793	3,811,000	3,391,400	3,404,669
335140	Mobile License Tax	17,099	18,280	19,000	19,000	20,000
335150	Alcohol Beverage License Tax	21,732	23,914	21,000	21,000	22,000
335180	Local Gov't Half-Cent Sales Tx	9,310,105	9,289,557	9,984,000	8,378,200	9,034,068
335210	Firefighter Supplemental Comp	67,405	72,932	73,320	73,320	75,880
335492	Fuel Tax Refund	79,935	75,599	70,000	58,800	75,000
337400	Loc Grant-Brow Cty Shuttle Bus	107,561	132,611	540,000	540,000	928,508
337602	Loc Grant-Child Svcs Council	21,076	21,094	17,000	17,000	17,000
338200	County Business Tax Receipts	98,776	172,592	130,000	130,000	100,000
338350	School Resource Officers	932,829	946,400	1,144,000	1,144,000	1,193,400
	Sub-Total	\$ 14,379,542	\$ 14,674,340	\$ 15,809,320	\$ 13,772,720	\$ 14,870,525
<u>Charges for Services</u>						
341297	Pmt in Lieu of Taxes-Util Fund	\$ 2,127,000	\$ 2,255,000	\$ 2,331,800	\$ 2,331,800	\$ 2,495,100
341302	Admin Fee-Sanitation Roll Off	12,868	15,631	16,800	16,800	15,300
341303	Admin Fee-Solid Waste Com	57,886	64,562	72,000	72,000	62,600
341304	Admin Chg to Utility Fund	4,368,200	3,949,201	3,740,000	3,740,000	4,039,200
341307	Admin Fee-SW Res Curb	73,835	40,046	72,000	72,000	73,400
341308	Admin Fee-SW Res Dmst	8,214	12,983	11,300	11,300	11,600
341309	Admin Chg to Stormwater	780,500	822,700	867,100	867,100	897,400



General Fund Revenue Projections

Object/Loc#	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Charges for Services						
341900	Election Qualifying Fees	70	3,181	-	-	150
342120	Police Admin Fees	30,598	35,077	34,000	34,000	34,000
342130	Alarm Registration Fees	74,577	43,741	60,000	60,000	60,000
342160	Notary Services/Copies/Records	10,748	13,623	6,000	6,000	8,000
342510	Fire Inspection Fees	1,721,909	1,485,193	2,050,000	1,767,300	1,550,000
342511	Reinspection Fees	50	-	-	-	-
342600	Ambulance Fees	1,502,799	1,328,295	1,925,223	1,656,023	1,400,000
343410	Solid Waste Disp-Res (Rev Sh)	99,298	-	-	-	-
343411	Solid Waste Disp-Res Dmpstr	3,073	-	-	-	-
343412	Solid Waste Disp-Comm (Rev Sh)	23,239	-	-	-	-
343413	Bulk Solid Waste-Res (Rev Sh)	4,367	-	-	-	-
343414	C&D Disp-Industrial (Rev Shar)	3,431	-	-	-	-
343900	Development Review Fees	337,343	216,277	400,000	234,100	285,000
346910	Child Care Fees	1,548,180	1,317,502	1,255,600	753,000	600,000
346912	Adult Day Care Fees	41,430	69,284	45,600	45,600	25,000
346913	Adult Day Care-Long Term Care	52,479	35,350	50,400	50,400	54,000
347210-010	Summer ProgramMiramar Youth Enrichme	3,860	5,260	1,500	1,500	2,000
347210-061	Summer ProgramAquatics-West	78,084	60,090	60,000	-	60,000
347210-070	Summer ProgramSunset Lakes	61,006	67,402	70,000	1,700	70,000
347210-090	Summer ProgramAnsin Sports Complex	58,622	57,948	63,900	-	58,000
347210-100	Summer ProgramVizcaya Park	26,679	27,766	28,000	28,000	30,000
347210-170	Summer ProgramMiramar Cultural Center	67,935	77,806	73,600	-	75,000
347260-000	Contracted ProgramsUnassigned	51,730	15,280	12,000	12,000	7,500
347260-010	Contracted ProgramsMiramar Youth Enrich	1,933	13,809	12,000	12,000	6,750
347260-061	Contracted ProgramsAquatics-West	7,681	6,853	7,000	7,000	3,500
347260-070	Contracted ProgramsSunset Lakes	6,240	19,286	21,000	21,000	10,500
347260-080	Contracted ProgramsMiramar Regional Pa	15,610	20,978	12,500	12,500	9,000
347260-090	Contracted ProgramsAnsin Sports Comple	2,193	756	2,200	2,200	2,200
347260-100	Contracted ProgramsVizcaya Park	4,529	4,033	4,000	4,000	2,000
347260-180	Contracted ProgramsFacility Rental	1,543	1,032	1,500	1,500	750
347270-080	Admission FeesMiramar Regional Park	59,185	71,041	50,000	50,000	29,500
347270-090	Admission FeesAnsin Sports Complex	3,292	14,995	53,300	400	1,500
347271-060	Aquatic FeesAquatics-East	62,569	99,501	60,000	21,600	52,000
347271-061	Aquatic FeesAquatics-West	318,081	341,403	330,000	61,500	273,000
347280-010	Recreation ActivitiesMiramar Youth Enrich	26,021	30,666	26,000	26,000	15,000
347280-070	Recreation ActivitiesSunset Lakes	16,024	37,187	38,000	38,000	19,000
347280-090	Recreation ActivitiesAnsin Sports Complex	11,329	16,126	11,700	11,700	15,000
347280-100	Recreation ActivitiesVizcaya Park	478	1,964	14,500	14,500	7,500
347284	Rec Activities-Track Meet	2,960	4,420	3,000	3,000	3,000
347285	Rec Activities-Parking Fees	6,187	34,335	220,100	82,100	75,000
347296-000	Athletic ProgramsUnassigned	36,920	-	-	-	-
347296-100	Athletic ProgramsVizcaya Park	4,099	8,886	-	-	-
347299-010	Holiday CampsMiramar Youth Enrichment	1,417	2,241	1,500	1,500	1,000
347299-061	Holiday CampsAquatics-West	-	1,980	1,500	1,500	1,000
347299-070	Holiday CampsSunset Lakes	3,730	5,091	3,800	3,800	2,500
347299-090	Holiday CampsAnsin Sports Complex	2,040	3,690	4,300	4,300	2,000
347299-100	Holiday CampsVizcaya Park	1,170	1,273	2,000	2,000	1,000
347304	Banquet Hall Service Fee	83,597	32,572	30,000	30,000	20,000
347308	Registration Fees-EDU Programs	-	5,788	10,500	10,500	2,500
347309	General Concessions	3,644	1,435	274,700	47,700	45,000
347310-170	Concession-FoodMiramar Cultural Center	18,062	17,402	15,000	15,000	7,500
347311-170	Concession-BeverageMiramar Cultural Cer	15,316	14,038	9,750	9,750	5,000
347312-170	Concession-AlcoholMiramar Cultural Cente	77,004	76,534	75,000	42,600	37,500
347313-170	Catering-FoodMiramar Cultural Center	9,139	40,785	33,600	33,600	37,500
347314	Catering-Beverage	208	13,264	6,000	6,000	3,750
347315	Catering-Alcohol	5,944	34,643	65,000	30,100	32,500
347316	Reception Package	575,931	31,682	418,000	44,500	125,000

General Fund Revenue Projections

Object/Loc#	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Charges for Services (cont.)						
347320	Food & Beverage Svcs	132	4,996	27,500	27,500	14,000
347330	Food & Bev Staff- Reimbursable	4,511	13,711	22,500	22,500	12,000
347338	Group Sales Convenience Fee	24	-	-	-	-
347339	Ticket Sales	119,850	153,685	367,000	130,200	110,000
347340	Box Office Svcs Fee	30,443	10,806	20,000	20,000	150
347341	Ticket Printing Fee-For Profit	10,884	4,504	-	-	-
347345	Credit Card Fee	54,462	36,172	65,000	65,000	-
347346	Facility Ticket Fee	84,921	72,983	75,000	34,900	-
347347	Internet Convenience Fee	61,276	7,374	-	-	-
347350	Souvenirs	20	113	750	750	-
347351	Merchandise Sales	-	1,518	-	-	-
347360	Marketing	2,925	750	500	500	-
347371	Production Staff Reimbursable	115,377	108,540	-	-	-
347372	Production Equipment Rental	49,583	15,951	30,000	-	-
347373	Production Outside Equip Renta	5,052	42,513	-	-	-
347374	Production Svcs Fee	14,120	9,824	-	-	3,000
347375	Production Svcs Incidental	6,061	4,301	-	-	500
347380	Theater Svcs Package	56,762	51,207	52,000	17,600	30,000
347381	Theater Svcs Package Half	500	-	-	-	-
347386	Theater Insurance	8,800	5,200	5,000	5,000	2,500
347405	Special Events Fees	2,227	6,086	3,000	3,000	1,500
347409	Special Events-Concessions	2,796	-	2,500	2,500	-
347410	Vendor Registration & Sponsors	17,378	24,770	18,500	18,500	12,000
347500	Amphitheater Event Income	373,102	318,372	-	-	-
349000	Lien Research	155,415	576,840	500,000	500,000	530,000
349001	Passport Svcs	98,623	89,557	100,000	36,000	45,000
349003	Other Charges & Svcs	13,194	(858)	8,200	8,200	4,100
349004	Garage Condo Fees	86,142	78,434	90,000	90,000	80,000
349010	Vending Svcs	10,136	9,620	11,000	11,000	11,000
349011	Billboard revenue	-	373,750	975,000	-	-
362100-010	Rental RevenueMiramar Youth Enrichment	5,668	18,373	7,800	7,800	5,000
362100-070	Rental RevenueSunset Lakes	95,970	123,669	96,000	52,300	50,000
362100-080	Rental RevenueMiramar Regional Park	133,316	122,383	80,000	80,000	60,000
362100-090	Rental RevenueAnsin Sports Complex	20,717	8,680	-	-	-
362100-091	Rental RevenueAnsin Stadium	25,817	32,759	38,500	38,500	21,750
362100-100	Rental RevenueVizcaya Park	67,903	72,522	68,000	24,700	35,000
362100-180	Rental RevenueFacility Rental	97,219	104,260	95,000	37,900	47,500
362102	Rental-Police Range Master	8,910	9,180	10,000	10,000	9,200
362200	Rental-Park Fields	25,117	29,625	25,500	25,500	29,600
362204	Rental-Amphitheater	-	-	120,350	120,350	30,000
362205	Rental-Theater	-	148,735	108,000	72,000	54,000
362206	Rental-Rooms	62,361	3,510	10,750	10,750	5,000
362209	Rental-In House Equip-Banquet	150	3,055	1,000	1,000	1,000
362215-170	Rental-Banquet HallMiramar Cultural Cente	36,862	119,582	120,000	30,900	62,500
362216-170	Rental-KitchenMiramar Cultural Center	-	1,500	-	-	-
362217-170	Rental-Small WaresMiramar Cultural Cente	150	5,675	3,000	3,000	3,750
362301	Bldg Rental-General	12,453	32,989	20,000	20,000	22,200
362302	Bldg Rental-NSU	112,390	103,024	112,400	112,400	112,400
362400	Telecom Tower Rentals	535,103	528,309	572,000	572,000	572,000
	Sub-Total	\$ 17,238,906	\$ 16,517,438	\$ 18,926,023	\$ 14,624,723	\$ 14,738,850



General Fund Revenue Projections

Object/Loc#	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Fines and Forfeitures</u>						
351500	Traffic Court Fines-General	\$ 398,934	\$ 342,572	\$ 350,000	\$ 176,300	\$ 350,000
351502	Civil Penalty Surcharge	-	425	18,000	18,000	1,000
354100	Local Ordinance Violations	214,239	185,727	180,000	180,000	135,000
354101	Broward County Parking Fines	27,941	15,398	28,500	28,500	22,700
354102	City Code Violations	78,275	65,340	107,500	87,600	62,000
354103	Building Code Violations	33,652	49,754	20,000	20,000	30,000
	Sub-Total	\$ 753,041	\$ 659,216	\$ 704,000	\$ 510,400	\$ 600,700
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	\$ 982,227	\$ 1,555,836	\$ 1,500,000	\$ 694,400	\$ 135,000
361109	Int-Other	30,935	63,400	75,000	75,000	19,000
361200	Dividend Income	-	172,311	140,000	140,000	70,000
364100	Disp of Fixed Assets-Gov't	131,908	362,353	180,000	180,000	25,000
366210	Prog Support-MCC Presents	-	-	-	-	5,000
366212	Prog Support-Education	-	3,250	10,000	10,000	5,000
366430	Waste Reduct Ed Contr-Roll Off	24,245	24,950	27,600	27,600	20,000
366431	Solid Waste Contract Mgmt Cont	126,000	131,250	126,000	126,000	110,000
366432	Waste Reduction-Comm	115,514	127,546	144,000	144,000	96,000
366433	Waste Reduction-Res Curb	103,274	103,884	102,600	102,600	82,600
366434	Waste Reduction-Res Dmst	18,568	29,349	25,500	25,500	20,500
366436	Public Education Waste Pro	35,000	65,000	30,000	30,000	24,000
369900	Miscellaneous Revenue	135,796	291,854	3,504,022	154,622	301,000
369905	Over/Short	(9,303)	160	-	-	-
369910	Reimbursed Expenses-General	98,214	105,945	90,000	90,000	90,000
369911	Reimbursed Expenses-Fire	4,683	2,615	2,800	2,800	3,000
369912	Reimbursed Special Events Shut	305	-	-	-	-
369915	P-Card Rebates	31,875	38,639	35,000	35,000	38,000
369921	Cost Avoidance Collection-Res	903,209	849,589	466,711	387,211	352,900
369923	Cost Avoidance Coll-Commercial	472,227	615,400	535,200	535,200	483,300
369925	Cost Avoidance Coll-Res Dmpstr	178,302	137,183	136,500	136,500	166,200
369930	SW and Recy Liquidated Damages	41,000	5,000	2,500	2,500	7,000
369935	Community Engagement Program	-	87,500	150,000	150,000	150,000
369941	Recycle-City of Miramar (Direc	18,792	-	-	-	-
369942	Solar Powered Recycling	-	-	-	-	20,000
383100	Capital Lease Proceeds	-	773,653	-	-	-
	Sub-Total	\$ 3,442,771	\$ 5,546,666	\$ 7,283,433	\$ 3,048,933	\$ 2,223,500
<u>Other Sources</u>						
381005	Trfr Fr Billboard Rev Fund	\$ -	\$ -	\$ -	\$ -	\$ 505,100
381145	Trfr Fr Pol Outside Svcs Fund	-	200,000	200,000	200,000	200,000
381162	Trfr Fr Fed Grant Fund	733,355	730,157	630,655	825,736	6,144,155
381163	Trfr Fr State & Cty Grant Fund	499,663	371,899	321,245	489,650	311,245
381164	Trfr Fr NSP	1,154	-	-	43,114	-
381385	Trfr Fr Street Constr&Maint Fd	2,533,763	2,597,077	2,234,700	1,577,400	1,719,955
381393	Trfr Fr Capital Grants Fund	-	-	-	14,455	-
381395	Trfr Fr Capital Projects Fund	150,000	1,900	-	-	-
399900	CIP Carryover	-	-	-	1,154,734	-
399999	Appropriation Of Fund Balance	-	-	3,500,000	9,285,630	3,266,116
	Sub-Total	\$ 3,917,935	\$ 3,901,033	\$ 6,886,600	\$ 13,590,719	\$ 12,146,571
Total		\$ 154,908,938	\$ 164,186,081	\$ 180,017,076	\$ 175,026,295	\$ 176,401,315

General Fund Budget Justification—Revenues

Object #	Account Description	Justification
Revenue		
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 FY 21 adopted amount is based on the July 1st Certificate of Taxable Value growth rate of 6.01% (\$10,872,653,425) at a millage rate of 7.1172. The City budgets approximately 96% 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.
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 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.
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	Permits 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	Expired Permits/Revisions Bldg	Fees for renewal of expired permits and building plan revisions.
322112	OT Inspection Fee	This is a permit fee for weekend inspections performed by inspectors; the requests are made by the project manager/developer.
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.
323705	Textile Recycling Revenue	This line item is to account for a franchise revenue agreement for textile recycling services.
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—Revenues

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.
329105	Admin Fee Cost Recovery	This revenue line item is derived from administrative charge related to developer consulting fees.
335120	State Revenue Sharing-Proceeds	State of Florida distributes revenues collected to local governments per the 1972 Florida Revenue Sharing Act. 77.94% of the revenues received are from sales and use tax collections and are included in the General Fund and 22.06% 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.
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.
341900	Election Qualifying Fees	Pursuant to the City's Charter, a qualifying fee of \$25 is required to run for Office. Municipal elections are held every two years in compliance with State Law and the City's Charter.
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.

General Fund Budget Justification—Revenues

Object #	Account Description	Justification
342160	Notary Services/Copies/Records	Notary services provided by City staff.
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.
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	Revenues generated at Miramar Regional Park activities.
347299	Holiday Camps	Winter and Spring Camp registration fees at the Miramar Youth Enrichment Center, Ansin Sports Complex, Aquatic 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.).
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	Revenue from ticket sales at Miramar Amphitheater.
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.
347374	Production Svcs Fee	This revenue account is to record revenues received from Production Service charges calculated based on a percentage of production costs (minimum of \$200).



General Fund Budget Justification—Revenues

Object #	Account Description	Justification
347375	Production Svcs Incidental	This revenue account serves to record revenues received from Production Service charge for incidentals as per Commission approved price list and 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.
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.
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 the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
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.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
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	Revenue received from pavilion and field rentals at various City Parks (excludes the Miramar Regional Park).
362204	Rental-Amphitheater	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.
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.
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.

General Fund Budget Justification—Revenues

Object #	Account Description	Justification
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 account is used to track revenue from CARE programs.
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.
369935	Community Engagement Program	This revenue is for the new Community Engagement Program.
369942	Solar Powered Recycling	This account is used to track revenues from the Solar Powered Recycling Agreement. It is utilized to further promote waste stream reduction programs.
381005	Trfr Fr Billboard Rev Fund	Revenues transferred from Billboard Revenue Fund.
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 Public Works transportation and Senior Services expenses for the Older Americans Act Grant, and for CARES COVID grant reimbursement.
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.
399999	Appropriation of Fund Balance	This account is used to budget for a portion of fund balance needed to cover all budgeted expenses.



General Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	208,811	201,785	219,700	219,700	266,800
601200	Employee Salaries	62,355,395	62,565,521	65,565,400	64,564,611	65,983,700
601250	Firefighters-F.S. 112.816	-	-	-	-	25,000
601201	Salary Attrition	-	-	(2,485,000)	(2,235,300)	-
601205	Lump Sum Payout - Accrued Time	2,479,022	1,475,868	1,356,600	1,637,600	1,075,500
601210	Non-Pensionable Earnings	406	911,154	835,100	735,100	-
601215	Communication Stipend	111,822	129,973	137,400	145,400	346,500
601220	Longevity Pay	430,806	470,052	472,200	472,200	482,800
601310	Special Duty Pay	2,637	2,989	2,600	2,600	2,600
601390	Overtime-Court Time Pay	156,366	145,394	148,300	148,300	145,300
601400	Overtime-General	3,127,400	3,135,907	2,912,700	2,762,403	4,055,000
601402	Overtime-Special Events	76,903	91,529	76,800	76,800	27,700
601405	Overtime-SWAT	46,552	25,803	45,400	45,400	45,400
601410	Overtime-Holiday	989,362	1,051,785	1,009,400	1,009,400	1,036,100
601411	Overtime-Reimbursable	307,948	329,653	308,000	169,000	308,000
601412	Overtime-Emergency	4,872	304,623	-	-	-
601560	VEBA Accrued Time Payout	1,176,002	1,394,244	1,300,000	1,300,000	1,300,000
601561	Drop Transfer	-	-	1,248,000	1,198,000	1,148,900
602100	FICA & MICA	5,133,113	5,221,764	5,144,700	5,147,702	5,111,000
602210	Pension-General	2,880,772	2,946,152	3,319,100	3,319,100	3,531,900
602220	Pension-Police	8,823,379	8,813,360	9,453,500	9,453,500	9,348,500
602230	Pension-Fire	6,888,087	6,289,566	9,287,300	9,287,300	9,472,900
602235	Pension-Senior Mgmt	2,372,979	2,186,284	2,240,000	2,240,000	2,545,400
602240	Pension-FRS	80,456	83,765	87,900	87,900	129,100
602245	Pension-Retiree	171,037	162,901	171,000	171,000	171,000
602260	Pension-401	184,477	164,825	143,300	143,300	148,000
602265	Pension-457	667,286	581,271	690,600	690,600	622,900
602300	Pmt In Lieu Of Insurance	434,345	400,646	428,200	428,200	392,000
602304	Health Insurance-PPO	1,673,710	1,573,243	1,338,100	1,338,100	1,082,700
602305	Health Insurance-HMO	6,754,098	7,429,229	7,971,600	7,495,800	7,396,500
602306	Dental Insurance-PPO	317,119	316,535	261,800	261,800	264,000
602307	Dental Insurance-HMO	43,226	49,881	70,100	70,100	65,000
602308	Long-Term Care Insurance	1,145	-	1,100	1,100	1,100
602309	Basic Life Insurance	144,262	178,393	143,000	143,000	188,300
602311	Long-Term Disability Ins	64,568	64,244	93,400	93,400	93,900
602312	HDHP Aetna	-	433,571	677,500	677,500	861,900
602313	HSA Payflex	-	116,100	115,500	115,500	147,200
602314	IAFF Health Insurance	-	900,000	1,342,000	1,342,000	1,918,500
602315	GAME Retiree Health & Dental	42,578	51,227	42,600	42,600	42,600
602318	NonRep Retiree Health & Dental	367,323	401,975	367,300	344,437	420,000
602319	IAFF Retiree Stipend	-	-	-	22,863	-
602320	PBA Retiree Stipend	269,500	263,800	269,500	269,500	269,500
602321	GAME Retiree Stipend	41,530	39,060	41,500	41,500	41,500
602322	Non-Rep Retiree Stipend	140,977	116,088	141,000	141,000	141,000
602400	Workers' Compensation	3,506,933	3,415,152	3,685,100	3,685,100	4,796,900
	Sub-Total	112,477,203	114,435,312	120,679,300	119,305,117	125,452,600
<u>Operating Expense</u>						
603101	Legal Svcs-City Commission	93,675	59,465	96,400	19,800	96,400
603102	Legal Svcs-Ofc of the City Mgr	198,816	132,136	204,200	78,900	204,200
603103	Legal Svcs-Procurement	103,396	44,688	112,800	35,500	112,800
603104	Legal Svcs-Comm Dev	69,800	69,800	69,800	69,800	69,800
603105	Legal Svcs-Parks & Recreation	46,373	28,350	76,000	27,500	76,000
603106	Legal Svcs-Public Works	79,534	37,887	94,100	21,800	94,100
603107	Legal Svcs-Police	153,600	146,001	153,600	110,900	153,600
603121	City Attorney Svcs	277,700	373,466	377,700	377,700	377,700



General Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
603128	Legal Svcs-Labor Related	155,046	165,110	270,000	124,400	270,000
603133	Medical Director Fees	37,400	37,400	37,400	37,400	37,400
603134	Prof Svcs-Marketing	-	8,742	10,800	10,800	10,800
603140	New Hire Screening	14,951	24,724	34,800	19,800	25,600
603141	Existing Employee Screening	63,235	80,255	77,600	61,630	86,500
603150	Information Technology Svcs	16,365	16,775	18,000	18,000	172,500
603183	Accreditation Fees	10,080	8,780	12,700	10,900	11,400
603190	Prof Svcs-Other	1,173,413	1,710,064	2,251,200	1,832,846	2,119,500
603192	Consulting Svcs	241,598	166,422	306,900	95,362	352,900
603200	Audit Fees	67,066	64,200	220,000	117,400	220,000
603301	Court Appear & Trans Fee	13,184	22,336	27,500	17,500	27,500
603400	Contract Svcs-Other	1,202,596	1,260,135	1,297,450	1,068,934	1,416,850
603401	Janitorial Svcs	459,511	431,013	553,189	658,164	567,156
603404	Air Condition Svcs	96,159	112,566	96,100	96,100	101,800
603407	Board up Svcs	3,004	2,635	2,500	1,000	3,000
603415	Debris Removal	2,064,198	3,751	-	-	-
603420	EMS Billings & Collections	79,317	70,266	110,000	154,100	182,000
603425	Software License & Maint	476,781	598,127	699,220	688,804	699,093
603455	Security Svcs	120,209	109,286	131,200	117,150	131,400
603459	Crossing Guards	304,188	337,674	350,000	182,000	506,600
603460	Landscape Svcs	1,746,682	1,679,777	1,226,676	1,357,326	1,574,380
603463	Tree Trimming Program	-	-	-	-	40,000
603470	Temporary Help	67,648	35,310	32,500	23,400	17,400
603480	Artist Contract	32,951	41,249	93,000	69,000	41,200
603501	Travel-Investigations	2,853	6,915	5,000	3,500	5,000
603503	Arson Investigation	-	499	700	700	700
603601	Firefighters' Pension Benefits	989,693	1,070,720	1,000,000	1,000,000	1,000,000
603602	Police Officers' Pension Benef	1,120,391	1,209,810	1,100,000	1,100,000	1,100,000
604001	Travel & Training	295,645	398,354	459,900	190,383	246,400
604100	Communication Svcs	450,803	390,285	105,500	134,850	101,600
604105	Internet-Computer Lab	8,101	5,560	6,300	6,300	6,300
604200	Postage	65,171	55,575	115,050	116,149	110,050
604300	Water/Wastewater Svcs	485,691	601,746	639,200	639,200	709,784
604301	Electricity Svcs	1,229,582	1,343,518	1,432,700	1,424,700	1,407,900
604302	Gas-Propane	17,980	22,908	22,800	22,800	22,800
604311	Street Lights	769,567	727,020	953,381	768,993	748,900
604400	Leased Equipment	29,842	27,972	54,700	27,200	58,000
604401	Rental Vehicles	79,812	68,040	71,600	75,100	71,600
604402	Leased Vehicles	113,111	47,571	25,800	30,165	-
604403	Leased Building	86,489	90,794	94,800	96,400	99,700
604405	Leased Motorcycles	90,000	90,000	90,000	90,000	90,000
604440	Leased Copiers	190,228	111,317	-	-	-
604500	Risk Internal Svcs Charge	3,446,200	2,836,300	2,180,800	2,180,800	390,600
604550	Health Ins Internal Serv Chg	-	-	1,750,700	1,750,700	3,219,800
604610	Fleet Internal Svcs Charge	1,945,600	2,255,178	2,615,400	2,615,400	2,370,200
604611	Vehicle Rehab & Enhance	34,134	33,439	46,000	37,000	47,000
604612	Vehicle Ancillary	13,725	12,000	13,700	20,700	13,700
604613	Vehicle Detail	1,934	4,553	6,400	5,400	5,600
604614	R&M Motorcycle	4,720	2,648	4,700	4,000	4,700
604620	R&M Buildings	84,373	49,294	81,600	60,004	90,400
604621	Painting	3,070	5,046	10,000	4,500	10,000
604624	Solid Waste Container Maint	-	-	-	3,400	5,000
604625	R&M Equipment	26,912	34,621	44,000	50,600	55,300
604630	R&M Electric	69,224	59,064	70,200	61,200	62,700
604640	R&M Machinery	52,259	48,791	84,900	56,900	53,300
604645	R&M Radios	62,217	49,381	108,800	54,800	317,400



General Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
604650	R&M Office Equip	2,190	1,085	1,500	1,500	1,500
604665	R&M Air Conditioning	45,505	101,293	75,000	70,000	75,000
604666	R&M Street Lights	5,658	11,789	10,000	12,000	10,000
604667	R&M Streets	25,380	28,628	46,500	24,500	46,500
604668	R&M Aquatics	6,781	21,984	20,000	50,000	44,500
604669	Landscape & Irrigation	161,129	157,102	233,400	178,400	202,000
604671	Park Maintenance	274,836	227,096	330,000	345,000	395,000
604672	Street Row & Median Maint	15,825	13,247	15,800	11,800	15,800
604700	Printing & Binding Svcs	102,848	109,252	186,100	134,675	181,400
604740	Ordinance Codification	11,889	18,552	12,700	12,700	12,700
604820	Safety Education	1,138	686	1,100	-	1,100
604825	Crime Prevention	5,375	5,241	5,000	2,000	5,000
604850	Explorer & Recruitment	6,650	17,286	6,600	5,261	6,600
604851	Holiday Lighting Event	60,752	13,250	-	20,442	-
604852	Miramar Day	63,866	-	-	-	-
604853	Independence Day-4th of July	39,034	43,388	75,000	33	37,500
604855	Caribbean Amer. Heritage Celeb	29,851	26,763	75,000	75,000	37,500
604856	Hispanic Heritage	34,798	68,573	75,000	95	37,500
604857	Ansin Sporting Events	36,711	91,824	60,000	30,491	39,250
604858	Black History Celebration	35,544	-	-	-	-
604860	Economic Developmnt Activities	2,500	10,000	102,500	13,075	103,500
604861	Holiday Decorations (5 sites)	-	68,740	75,000	68,740	37,500
604864	Aviation Day	-	15,000	-	-	-
604865	Community Garden	25,157	24,983	15,000	10,000	15,000
604866	5K Run	-	4,402	-	-	-
604868	Panamanian Independence	-	9,009	-	-	-
604869	Senior Prom Gala	-	8,690	-	-	-
604870	Public Education	9,092	28,695	35,000	35,000	30,000
604871	Rotary Club	622	-	-	-	-
604872	Game Night Extravaganza	-	23,165	-	-	-
604873	Puppy Palooza	-	4,872	-	-	-
604874	Poetry Slam	-	98	-	-	-
604875	Citizenship Drive	-	1,250	50,000	800	25,000
604876	Turkey Giveaway & Health Fair	-	14,784	-	-	-
604878	Haitian Flag Day	-	6,820	50,000	-	25,000
604879	Burger & Brew	-	18,785	-	-	12,500
604880	Chamber of Commerce Events	43,548	40,289	43,500	43,500	-
604881	Breakfast with Santa	7,093	5,431	-	-	-
604882	Martin Luther King Parade&Even	30,471	46,873	50,000	16,055	25,000
604883	Veteran's Day	3,101	1,876	-	1,139	1,000
604884	Halloween	9,405	28,682	50,000	38,700	25,000
604886	Jamaican Independence Day	24,500	22,721	50,000	-	25,000
604887	Haitian Candelight Vigil	28,157	27,093	-	-	-
604888	Spec Events-Transportation	212	-	-	-	-
604889	Marketing & Promotions	135,673	521,500	140,700	239,083	233,500
604890	Special Events-Other	111,694	85,522	166,700	147,966	69,450
604891	Theatre Productions	191,200	486,483	699,500	325,662	120,000
604892	Art Gallery	17,225	10,450	17,200	16,200	20,000
604893	Movie Night Quarterly	-	1,923	-	-	-
604894	Women's Empowerment	-	10,115	-	-	-
604896	Sports Summit	-	34,580	-	-	-
604897	Miramar Family Night	-	-	75,000	6,700	37,500
604898	Sports & Entertainment	-	-	70,000	220	35,000
604901	Credit Card Svcs Fees	38,245	39,842	36,900	20,200	36,900
604902	P-Card Service Fees	-	8,581	-	-	-
604905	Bank Svcs Charges	5,141	1,552	5,100	5,100	5,000



General Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
604908	Legislative Expense	375	994	7,000	4,826	7,000
604909	Election Costs	-	198,620	-	-	200,000
604910	Advertising Costs	191,475	102,190	326,800	164,389	330,300
604913	Reimburse Internal Event Costs	(24,775)	(4,100)	-	-	-
604916	Administrative Expense	30,837	41,983	51,100	55,100	65,400
604917	Volunteer Administrative Exp	-	-	-	-	4,000
604918	Commission Initiatives	108,275	159,918	225,000	210,715	225,000
604920	License & Permit Fees	49,864	55,770	48,200	61,823	61,623
604925	Parking Garage Condo Fees	164,512	190,000	190,000	190,000	190,000
604930	Record Storage Charges	23,441	28,185	23,400	37,730	23,400
604931	Recording Fees	3,087	2,156	16,175	18,875	16,175
604950	Employee Awards	13,166	17,496	18,300	18,232	23,500
604965	Special Magistrate	13,800	12,750	15,800	9,800	15,600
604966	U.S. Census	-	-	-	30,000	-
604970	Prisoner Care	-	-	-	-	16,000
604971	Building Demolition	250	-	-	-	-
604989	IT Internal Svcs Charge	4,465,600	5,068,300	5,816,900	5,816,900	5,992,900
604990	Pre-School Activities	36,929	29,604	31,800	31,800	31,800
604991	Summer Programs	94,866	95,816	93,000	7,376	74,200
604992	Recreation Activities	41,838	74,178	69,000	39,476	73,500
604993	Field Trips	32,748	42,376	66,000	9,752	98,415
604994	Athletic Activities	52,187	2,000	7,300	7,300	7,300
604995	Special Assessment Expense	18,784	18,831	18,800	18,804	18,800
604997	Other Operating Expenses	29,882	52,981	63,600	49,642	110,000
604998	Contingency	117,189	110,358	471,900	14,900	527,100
605100	Office Supplies	116,265	114,299	126,400	88,791	123,400
605120	Computer Operating Expenses	33,566	33,864	56,950	137,541	35,050
605220	Vehicle Fuel-On-Site	979,622	963,577	1,086,500	1,001,000	1,024,300
605221	Vehicle Fuel-Off-Site	107,070	83,247	118,000	118,000	112,100
605225	Equip Gas Oil & Lube	20,598	-	11,700	8,700	12,000
605230	Program Supplies	86,954	102,398	145,800	81,622	136,000
605235	General Food & Beverage	124,584	53,456	121,900	94,378	341,900
605240	Uniforms Cost	226,192	235,734	251,500	214,994	270,730
605242	Protective Clothing and Shoes	47,127	68,726	58,700	71,400	88,700
605243	Bunker Gear	78,645	178,379	78,600	80,417	573,462
605244	Personal Prop Reimburse	555	1,548	600	900	1,700
605246	Safety Equipment Supplies	19,267	19,965	21,150	21,150	21,150
605247	Janitorial Supplies	115,368	109,772	128,700	118,700	141,700
605249	Solid Waste Containers	13,270	8,970	11,000	7,600	10,000
605250	Noncap Furn (Item less 5000)	89,278	190,538	85,061	65,989	86,580
605251	Noncap Equip (Item less 5000)	231,835	334,740	248,522	217,818	292,055
605252	Small Tools	48,619	48,252	50,800	44,665	46,800
605261	Canine Expenses	23,508	26,840	16,000	30,500	24,000
605263	Automotive Supplies	6,478	4,861	6,500	6,500	6,500
605265	Medical Supplies	115,774	124,732	115,800	134,063	115,800
605266	Photography	1,550	1,475	2,100	985	1,600
605267	Oxygen	5,787	4,990	5,800	7,800	5,800
605268	Pharmaceuticals	17,050	17,684	17,000	17,000	17,000
605270	Ammunition Expense	109,409	117,449	109,400	109,400	170,800
605280	Chemicals	138,886	100,484	185,900	71,400	111,900
605285	Lab Supplies	243	387	400	400	400
605290	Other Operating Supplies	111,925	107,410	122,900	86,149	120,500
605292	Aquatic Supplies	15,929	8,104	12,000	12,000	12,000
605295	Hurricane Supplies	56,884	69,907	25,000	20,472	25,000
605410	Subscriptions & Memberships	139,934	131,792	174,733	135,937	154,204
605500	Training-General	178,228	163,635	225,000	143,730	233,600



General Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605510	Tuition Reimbursement	58,784	106,016	116,900	91,516	126,800
605600	CM Restricted	-	-	-	639,372	-
	Sub-Total	31,670,112	31,940,787	36,496,157	32,776,127	36,810,257
	<u>Capital Improvement Program</u>					
606510	CIP-Construction	52	-	-	-	-
606700	Law Enforce. Memorial/Display	-	-	-	8,790	-
	Sub-Total	52	-	-	8,790	-
	<u>Dept Capital Outlay</u>					
606100	Land Acquisition	1,796	-	-	-	-
606200	Buildings/Structures	25,000	-	-	-	-
606210	Building Renovation	28,000	91,932	135,000	190,542	-
606211	Minor Building Repairs	129,746	93,367	510,000	615,959	500,000
606303	Traffic Calming	-	-	40,000	40,000	100,000
606319	Park Improvement	145,333	50,226	-	7,867	-
606322	Roadway Repairs	-	-	40,000	-	-
606400	Machinery & Equipment	188,314	896,839	170,400	253,054	-
606405	Furniture & Fixtures	8,096	4,640	-	190,000	-
606440	Vehicles Purchase	-	356,728	-	98,115	-
606441	Vehicle Replacement Program	3,057,711	2,481,460	4,482,199	4,383,199	68,000
606450	Radio Equipment	-	86,365	13,000	144,025	13,000
606470	Computer Equipment	129	26,316	10,000	23,914	19,500
606471	Software	-	84,078	70,000	620,908	448,938
	Sub-Total	3,584,125	4,171,951	5,470,599	6,567,583	1,149,438
	<u>Grants & Aides</u>					
608210	Area Agency on Aging	49,452	51,614	49,500	59,749	49,500
608250	Economic Incentive	34,235	221,534	94,300	66,095	94,300
608301	MASH Grt Energy Assistance	8,855	5,487	8,900	29,900	28,900
608306	Grants to others	10,808	18,897	17,000	47,000	45,000
	Sub-Total	103,350	297,532	169,700	202,744	217,700
	<u>Debt Service</u>					
607183	Prin-2017 Motorola Lse-Radio	28,343	29,545	30,800	30,800	32,200
607184	Prin-2017 BOA M&P Radio Lse	239,649	244,095	248,700	248,700	253,300
607189	Prin-US Bancorp FF SCBA Lease	-	72,594	148,300	148,300	152,500
607283	Int-2017 Motorola Lse-Radio Eq	9,562	8,360	7,100	7,100	5,800
607284	Int-2017 BOA M&P Radio Lse	31,032	26,586	22,100	22,100	17,500
607289	Int -US Bancorp FF SCBA Lease	-	10,590	18,200	18,200	13,900
	Sub-Total	308,586	391,770	475,200	475,200	475,200
	<u>Transfers</u>					
691006	Transfer to Economic Dev Fd	-	-	3,300,000	3,300,000	-
691201	Trfr To Debt Svcs	-	306,500	763,800	1,010,200	517,650
691203	Trfr To CIP Rev Bond	4,265,200	4,098,100	4,875,900	4,875,900	4,845,200
691204	Trfr To Debt Svcs	3,011,700	2,241,600	1,921,300	1,921,300	4,321,670
691395	Trfr To Capital Projects	170,000	1,434,269	1,959,720	1,959,720	-
691410	Trfr To Utility	-	-	-	-	301,600
	Sub-Total	7,446,900	8,080,469	12,820,720	13,067,120	9,986,120
	<u>Other</u>					
609980	Emergency Preparedness	-	-	-	730,706	-
609990	Appropriated Fund Balance	-	-	3,905,400	1,892,908	2,310,000
	Sub-Total	-	-	3,905,400	2,623,614	2,310,000
	Total	\$ 155,590,328	\$ 159,317,821	\$ 180,017,076	\$ 175,026,295	\$ 176,401,315

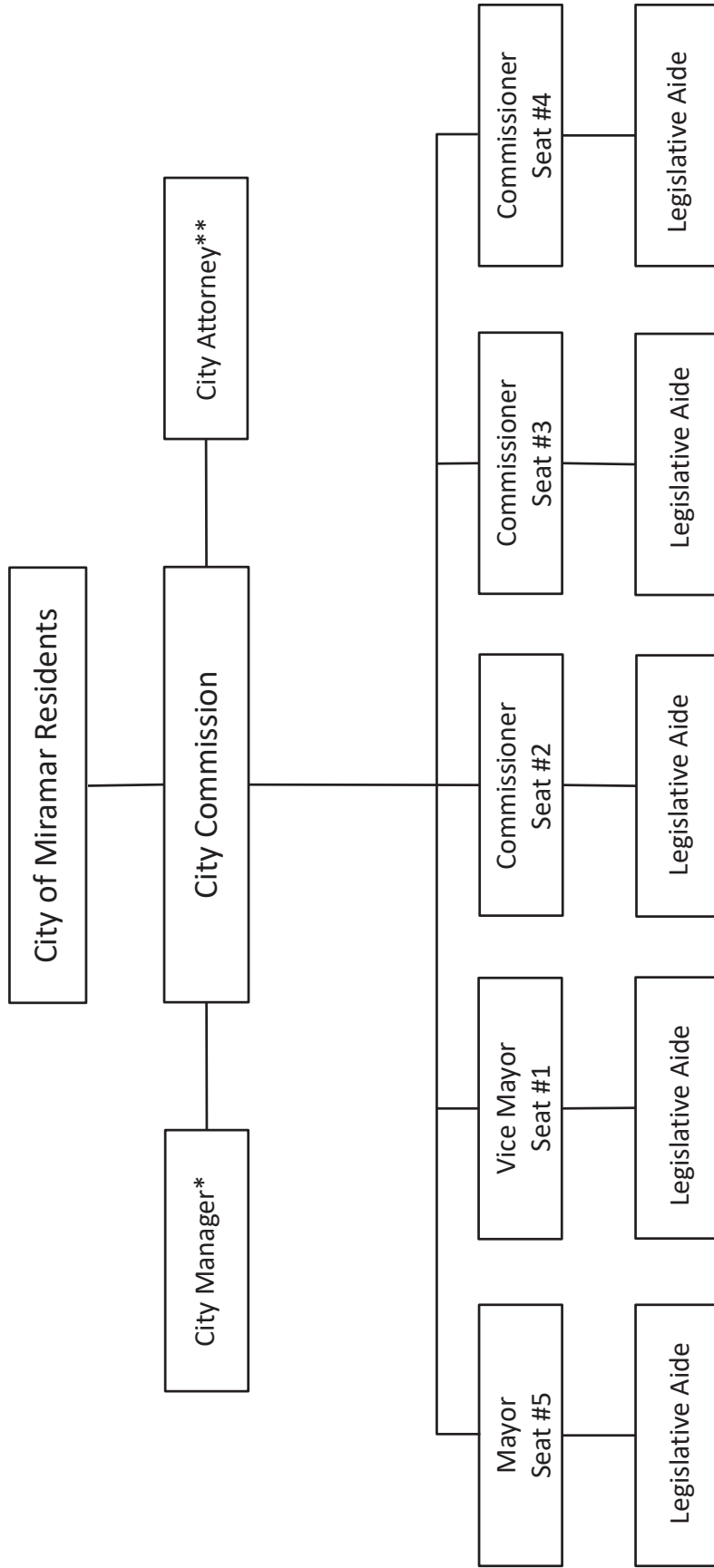
City Commission

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



* Budgeted in the Office of the City Manager
 ** Budgeted in Legal Department



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, 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 2020 Accomplishments

- Approved Fiscal Year 2020 Annual Operating and Capital Improvement Budgets.
- Approved the 5-year Capital Improvement Plan.
- Commission Initiatives:
 - * COVID-19 Food Distribution and Senior Outreach.
 - * State of the City Address.
 - * Youth Advisory Council.
 - * Aviation Expo.
 - * Drive-In Movie Night.
 - * Heroes Hometown Advantage.
 - * High School Graduate Scholarship Program.
 - * Panamanian Independence.
 - * Adopt-A-Street.
 - * Black History meets Reggae Month Celebrations.
 - * CommUnity and Cops.
- Approved the following reports:
 - *Comprehensive Annual Performance Report (CAPER).
 - *Comprehensive Annual Financial Report (CAFR).
- Approved the following code amendments:
 - * Approved and adopted numerous sections of the City's Procurement Code.
 - * Approved and adopted six Ordinances amending the Land Development Code.

City Commission

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
None	\$ -	\$ -	\$ -	\$ -	\$ -

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Program					
City Commission	1,302,294	1,475,825	1,691,400	1,691,400	1,890,231
Total	\$ 1,302,294	\$ 1,475,825	\$ 1,691,400	\$ 1,691,400	\$ 1,890,231

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Category					
Personnel Services	950,636	1,068,004	1,096,400	1,096,400	1,215,800
Operating Expenditures	351,659	407,821	595,000	595,000	674,431
Capital Outlay	-	-	-	-	-
Total	\$ 1,302,294	\$ 1,475,825	\$ 1,691,400	\$ 1,691,400	\$ 1,890,231

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Positions by Program					
City Commission	10.00	10.00	10.00	10.00	10.00
Total	10.00	10.00	10.00	10.00	10.00

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Position Detail					
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
Total FTE's	10.00	10.00	10.00	10.00	10.00

City Commission FTE's by Program

City Commission

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

FY 20
10.00

FY 21
10.00



City Commission Expenditures by Object Code

City Commission General—001-01-010-511-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	208,811	-	-	-	-
601200	Employee Salaries	368,684	-	-	-	-
601205	Lump Sum Payout - Accrued Time	32,672	-	-	-	-
601220	Longevity Pay	690	-	800	800	800
601400	Overtime-General	570	-	-	-	-
602100	FICA & MICA	52,277	-	-	-	-
602235	Pension-Senior Mgmt	38,916	70,299	52,400	52,400	80,600
602240	Pension-FRS	80,456	83,765	87,900	87,900	129,100
602260	Pension-401	5,063	-	-	-	-
602265	Pension-457	31,308	38,600	52,200	52,200	49,900
602300	Pmt In Lieu Of Insurance	3,518	2,805	6,200	6,200	6,200
602304	Health Insurance-PPO	17,001	13,964	16,500	16,500	28,200
602305	Health Insurance-HMO	76,255	90,302	82,100	82,100	83,600
602306	Dental Insurance-PPO	3,240	3,471	3,900	3,900	4,700
602307	Dental Insurance-HMO	715	900	900	900	500
602309	Basic Life Insurance	1,039	1,412	1,400	1,400	2,000
602311	Long-Term Disability Ins	323	284	900	900	1,000
602312	HDHP Aetna	-	8,568	23,800	23,800	13,500
602313	HSA Payflex	-	4,050	5,400	5,400	2,700
602400	Workers' Compensation	29,100	36,300	38,100	38,100	42,000
	Sub-Total	950,636	354,721	372,500	372,500	444,800
<u>Operating Expense</u>						
603470	Temporary Help	36	-	2,500	500	2,500
604001	Travel & Training	367	530	-	-	-
604100	Communication Svcs	15	30	-	-	-
604200	Postage	3,082	-	-	-	-
604301	Electricity Svcs	10,009	9,411	11,800	11,800	10,531
604500	Risk Internal Svcs Charge	31,000	25,900	19,000	19,000	3,400
604550	Health Ins Internal Serv Chg	-	-	20,700	20,700	33,800
604610	Fleet Internal Svcs Charge	-	-	3,500	3,500	3,200
604916	Administrative Expense	6,820	6,819	11,500	11,500	9,500
604918	Commission Initiatives	1,624	195	-	-	-
604989	IT Internal Svcs Charge	59,100	52,200	74,400	74,400	70,300
604997	Other Operating Expenses	-	250	-	-	-
605100	Office Supplies	197	4	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	785	-	2,400	2,400	-
605290	Other Operating Supplies	99	(128)	-	-	-
605410	Subscriptions & Memberships	52,791	48,751	56,100	58,100	58,100
	Sub-Total	165,925	143,962	202,900	202,900	192,331
Total		\$ 1,116,560	\$ 498,683	\$ 575,400	\$ 575,400	\$ 637,131

City Commission Expenditures by Object Code

Mayor Messam—001-01-010-511-xxxxxx-00004/001-01-014-511-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	47,261	51,300	51,300	51,300
601200	Employee Salaries	-	79,385	85,500	85,500	85,500
601205	Lump Sum Payout - Accrued Time	-	10,640	5,000	5,000	5,000
602100	FICA & MICA	-	11,700	10,900	10,900	10,900
	Sub-Total	-	148,985	152,700	152,700	152,700
<u>Operating Expense</u>						
603192	Consulting Svcs	-	-	-	7,000	-
603470	Temporary Help	-	3,000	-	-	-
604001	Travel & Training	18,096	26,473	17,600	11,712	8,800
604100	Communication Svcs	2,309	2,780	-	-	-
604200	Postage	640	440	500	500	500
604700	Printing & Binding Svcs	3,802	2,389	4,240	4,281	4,240
604889	Marketing & Promotions	1,557	2,363	1,000	5,208	16,000
604908	Legislative Expense	-	594	5,400	3,526	5,400
604916	Administrative Expense	-	-	-	-	12,500
604918	Commission Initiatives	24,322	26,555	45,000	45,513	45,000
604997	Other Operating Expenses	1,231	653	3,380	4,480	12,180
605100	Office Supplies	584	-	600	600	600
605290	Other Operating Supplies	-	-	1,100	-	1,100
605510	Tuition Reimbursement	-	-	4,000	-	4,000
	Sub-Total	52,541	65,247	82,820	82,820	110,320
Total		\$ 52,541	\$ 214,232	\$ 235,520	\$ 235,520	\$ 263,020

Vice Mayor Chambers—001-01-010-511-xxxxxx-00006/001-01-016-511-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	48,839	42,100	42,100	54,500
601200	Employee Salaries	-	95,135	85,500	85,500	85,500
601205	Lump Sum Payout - Accrued Time	-	-	5,000	5,000	5,000
601400	Overtime-General	-	7,570	-	-	-
602100	FICA & MICA	-	12,913	10,200	10,200	10,200
	Sub-Total	-	164,457	142,800	142,800	155,200
<u>Operating Expense</u>						
603470	Temporary Help	2,729	630	-	-	-
604001	Travel & Training	3,575	6,732	17,600	2,100	8,800
604100	Communication Svcs	1,150	2,741	-	-	-
604200	Postage	160	5	500	500	500
604700	Printing & Binding Svcs	192	797	4,240	9,580	4,240
604889	Marketing & Promotions	266	351	700	25,798	15,700
604908	Legislative Expense	325	-	400	400	400
604918	Commission Initiatives	24,973	38,602	45,000	33,282	45,000
604997	Other Operating Expenses	1,090	1,019	3,280	3,795	12,080
605100	Office Supplies	689	268	600	2,100	600
605290	Other Operating Supplies	1,080	-	1,000	1,000	1,000
605510	Tuition Reimbursement	1,097	-	4,000	(1,235)	4,000
	Sub-Total	37,324	51,145	77,320	77,320	92,320
Total		\$ 37,324	\$ 215,602	\$ 220,120	\$ 220,120	\$ 247,520



City Commission Expenditures by Object Code

Commissioner Barnes—001-01-010-511-xxxxxx-00003/001-01-018-511-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	36,675	42,100	42,100	54,500
601200	Employee Salaries	-	89,379	85,500	85,500	85,500
601205	Lump Sum Payout - Accrued Time	-	6,992	5,000	5,000	5,000
601220	Longevity Pay	-	785	-	-	-
602100	FICA & MICA	-	11,034	10,200	10,200	10,200
	Sub-Total	-	144,865	142,800	142,800	155,200
<u>Operating Expense</u>						
604001	Travel & Training	3,761	8,402	17,600	17,600	8,800
604100	Communication Svcs	1,600	1,302	-	-	-
604200	Postage	160	-	500	500	500
604700	Printing & Binding Svcs	74	394	4,240	4,240	4,240
604889	Marketing & Promotions	-	-	500	500	15,500
604908	Legislative Expense	-	-	400	400	400
604918	Commission Initiatives	3,657	6,701	45,000	45,000	45,000
604997	Other Operating Expenses	282	1,148	3,380	3,380	12,180
605100	Office Supplies	-	-	600	600	600
605290	Other Operating Supplies	-	387	1,100	1,100	1,100
605510	Tuition Reimbursement	-	-	4,000	4,000	4,000
	Sub-Total	9,535	18,333	77,320	77,320	92,320
Total		\$ 9,535	\$ 163,199	\$ 220,120	\$ 220,120	\$ 247,520

Commissioner Davis—001-01-010-511-xxxxxx-00001/001-01-011-511-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	2,183	42,100	42,100	54,500
601200	Employee Salaries	-	51,279	85,500	85,500	85,500
601205	Lump Sum Payout - Accrued Time	-	1,442	5,000	5,000	5,000
602100	FICA & MICA	-	4,371	10,200	10,200	10,200
	Sub-Total	-	59,275	142,800	142,800	155,200
<u>Operating Expense</u>						
604001	Travel & Training	-	1,814	17,600	9,499	8,800
604100	Communication Svcs	-	1,376	-	-	-
604200	Postage	-	-	500	449	500
604700	Printing & Binding Svcs	-	4,083	4,240	3,934	4,240
604889	Marketing & Promotions	-	3,533	700	11,566	15,700
604908	Legislative Expense	-	-	400	100	400
604918	Commission Initiatives	-	15,653	45,000	45,120	45,000
604997	Other Operating Expenses	-	68	3,280	1,727	12,080
605100	Office Supplies	-	421	600	66	600
605120	Computer Operating Expenses	-	4,648	-	-	-
605290	Other Operating Supplies	-	509	1,000	859	1,000
605510	Tuition Reimbursement	-	-	4,000	4,000	4,000
	Sub-Total	-	32,105	77,320	77,320	92,320
Total		\$ -	\$ 91,380	\$ 220,120	\$ 220,120	\$ 247,520

City Commission Expenditures by Object Code

Commissioner Colbourne—001-01-010-511-xxxxxx-00002/001-01-012-511-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601100	Elected Officials Salaries	-	42,075	42,100	42,100	52,000
601200	Employee Salaries	-	63,259	85,500	85,500	85,500
601205	Lump Sum Payout - Accrued Time	-	-	5,000	5,000	5,000
602100	FICA & MICA	-	9,556	10,200	10,200	10,200
	Sub-Total	-	114,890	142,800	142,800	152,700
Operating Expense						
603190	Prof Svcs-Other	-	-	-	1,800	-
603470	Temporary Help	7,541	6,051	-	-	-
604001	Travel & Training	6,396	7,561	17,600	9,000	8,800
604100	Communication Svcs	1,402	3,041	-	-	-
604200	Postage	160	49	500	650	500
604700	Printing & Binding Svcs	-	275	4,240	4,240	4,240
604889	Marketing & Promotions	3,890	774	700	13,700	15,700
604908	Legislative Expense	-	400	400	400	400
604916	Administrative Expense	-	-	-	-	2,500
604918	Commission Initiatives	22,143	30,585	45,000	41,800	45,000
604997	Other Operating Expenses	4,326	2,458	3,280	3,280	12,080
605100	Office Supplies	146	502	600	600	600
605290	Other Operating Supplies	825	274	1,000	850	1,000
605510	Tuition Reimbursement	-	-	4,000	1,000	4,000
	Sub-Total	46,830	51,971	77,320	77,320	94,820
Total		\$ 46,830	\$ 166,861	\$ 220,120	\$ 220,120	\$ 247,520

Former Commissioner Riggs—001-01-010-511-xxxxxx-00007

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601100	Elected Officials Salaries	-	24,752	-	-	-
601200	Employee Salaries	-	49,844	-	-	-
602100	FICA & MICA	-	6,214	-	-	-
	Sub-Total	-	80,810	-	-	-
Operating Expense						
604100	Communication Svcs	1,227	628	-	-	-
604200	Postage	2,762	277	-	-	-
604700	Printing & Binding Svcs	240	35	-	-	-
604889	Marketing & Promotions	-	302	-	-	-
604908	Legislative Expense	50	-	-	-	-
604918	Commission Initiatives	31,556	41,627	-	-	-
604997	Other Operating Expenses	1,597	1,423	-	-	-
605100	Office Supplies	1,140	-	-	-	-
605290	Other Operating Supplies	932	766	-	-	-
	Sub-Total	39,504	45,058	-	-	-
Total		\$ 39,504	\$ 125,868	\$ -	\$ -	\$ -



City Commission Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
603470	Temporary Help	For temporary assistance as needed.
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.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles as provided by PW-Fleet 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, Constant Contact 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: Broward Black Elected Officials \$500 Sam's Club membership \$100 African American Mayor's Association \$10,000 Broward league of Cities Annual Membership \$10,000 Florida League of Cities \$15,000 National Forum of Black Public Administration \$500 Florida League of Mayors \$1,500 United States Conference of Mayors \$9,500 National League of Cities \$9,000 Miscellaneous \$2,000
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.

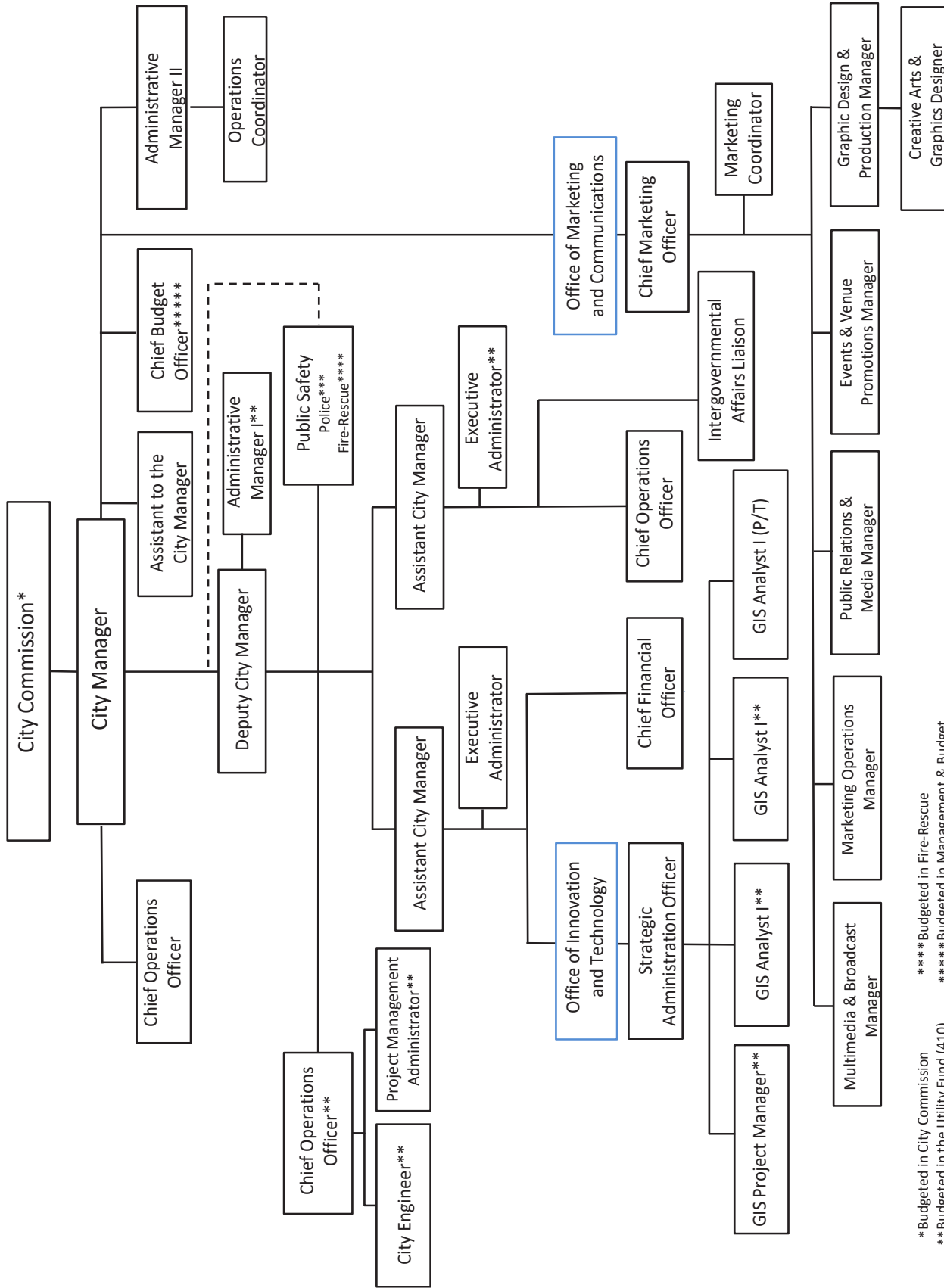
Office of the City Manager

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



* Budgeted in City Commission
 ** Budgeted in the Utility Fund (410)
 *** Budgeted in Police
 **** Budgeted in Fire-Rescue
 ***** Budgeted in Management & Budget
 --- Shared Management by City Manager and Deputy City Manager



Office of the City Manager

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. In addition, this department is responsible for the City's goals and objectives to incorporate innovative ideas and technology throughout City operations to reduce expenditures and increase revenues, while providing enhanced services and public engagement tools.

As indicated in the Position Detail, this department is comprised of 21.5 budgeted positions, 21 full-time and one (.5 FTE) part-time employees. The three major programs provided are:

1. City Management
2. Marketing and Communications
3. Administration

FY 2020 Accomplishments

City Management/Administration

- Continued on course for the development of Miramar Town Center's final development block, which will include 393 rental apartments and 26,500 square feet of retail in an eight story building. The project, branded as Manor at Miramar and being developed by Related Development, LLC, will include shops and restaurants on the ground floor, a lobby, lounge and state-of-the-art amenities for the residential tenants. Planned public amenities will feature a plaza with park benches and elegant landscaping.



An art sculpture will enhance the exterior's grounds. Parking for these uses in Block 2 would be accommodated through a new internal +/- 660 space parking garage and frontage surface parking off of Red Road.

The \$110 million project will generate 650 jobs over the two-year construction period and a total of 323 jobs on a recurring basis. Additionally, \$1.9 million will be generated annually in property taxes and \$1 million in sales taxes. Construction is scheduled to commence by the end of 2020. The Manor at Miramar project will culminate the Town Center vision and will serve as the final piece that will help connect and activate all of the uses at Town Center.

- Finalized a Comprehensive Lease Agreement with Pinnacle Communities, LLC, after receiving an unsolicited proposal, for the development of up to 120 senior affordable housing units on the 2.3-acre former Public Safety Building site.
- Entered into negotiations with Florida Soccer Soldiers, after receiving an unsolicited proposal, for a public-private partnership that proposes to construct a state-of-the-art soccer training facility on City park land located near Everglades High School and Glades Middle School.
- Entered into an agreement with the Broward County School Board for the development of an open space area at Henry D. Perry Education Center. This project will allow the City to build workforce housing on approximately 10-acres of land in support of the Innovation and Technology Village.



Office of the City Manager

- Construction commenced on the \$6.6 million Miramar I-95 Express Bus Park & Ride facility. Located on a 14-acre property at the northeast corner of Hiatus Road and Miramar Boulevard that the City dedicated to Broward County, the Park & Ride facility will include +/-474 parking spaces, 18 oversized parking spaces for City shuttle buses, and associated bus shelters. This project is a joint partnership between the City, Broward County Transit ("BCT") and the Florida Department of Transportation ("FDOT"). BCT is responsible for the funding, development, construction and operation of the project; however, they partnered with FDOT to oversee the final design, permitting and turn-key construction of the facility. The City is permitted to use the facility for overflow parking needs in connection with the Ansin Sports Complex and Miramar Town Center during off-peak hours.
 - Activation of the Internet of Things (IOT) initiative to update Geographic Information System (GIS) software for the planning and development of the City's infrastructure and smart city initiatives--which is highly sensitive to the future of the City's long-term sustainability and success.
 - Launched citywide virtual town hall communications plan to provide a platform for public information regarding ongoing city projects.
 - The City of Miramar received \$7 million dollars from the City of Hollywood for the Interlocal Agreement for Virtual Re-use (Reclaimed Water).
 - Comprehensive Assessment of Revenues and Expenses (C.A.R.E.) Program:
 1. Negotiated \$48,000 for the term of the 2-year agreement in valet parking and event management service revenue.
 2. Raised \$85,000 of savings from the Utility Bill Audit.
 3. Established \$39,000 savings/per month & 80 participating vendors from our P-Card policy.
 4. Collected \$38,152 in reimbursements from contractors.
 5. Saved \$10,565 with Double-sided default printing.
 6. Saved \$10,404 with Computer Hibernation Policy.
 7. Received \$404,543 in various grants.
 8. Received \$5,000 year-to-date, with an estimated revenue of \$75,000 annually (for five years), from Bus Bench Ads.
 - Communication outreach expansion: Launched 3 news bulletins to increase communications with residents and business: Hello Miramar resident bi-monthly bulletin placed in water bill and mailed to residents in east Miramar. Business Pulse bulletin mailed to 3,000 Miramar businesses bi-monthly and Miramar News bi-monthly tabloid newsletter distributed to 8,000 retail locations and city facilities. All 3 platforms also include website, e-blast and social media promotion.
 - Track and Field: Creative conception and marketing plan developed; launched national advertising campaign to drive bookings/awareness for Miramar Ansin Sports Complex as a sports destination including advertising in USA Today Superbowl edition.
 - Videos: 171 videos produced for city events and programs including: production of a multimedia presentation, in conjunction with a community partner, regarding why the City of Miramar is an ideal place to transplant an internationally renowned Fortune 500 organization's headquarters to the City; created series of 6 recycle animated videos; Coronavirus, Census, Conservation Pays, Hurricane preparedness; Feeding SFL; High School Drive-Thru Graduations, BLM protests, Good Morning Miramar, State of the City and CARE Program; Health & Wellness Center Videos, Ed Ansin Tribute, City Manager Health Fair video, etc.
 - Collateral development: Developed over 987 pieces of collateral for the fiscal year (+286 done by Freelancers).
 - Media outreach: Produced and distributed 60 press releases and hosted 3 press conferences and secured over 200 news reports.
 - Covid-19 multimedia efforts: 153 COVID related collateral (+ 60 done by Freelancers). These are pieces of communication that have been distributed internally and externally on multiple media platforms including but not limited to, 4,784 website updates with 105,736-page views with average time on site of 2 minutes 54 seconds. Social media platforms - 743 posts receiving 7,876 comments; 16K + clicks to links, 8,000 video views -Views on Social Media: 4.3K. Video scripting and production, signage (A Frames, Door, floor billboards, VMS and marquee) collaterals creation; 112 newsletters with average open rate of 23.70% (vs 16% national average), 36 videos; 15 press releases which generated 140+ press coverage.
- Marketing & Communications*
- Website: Redesign city website, reinstated blog and trained web liaisons.
 - Social Media growth reach grew by 5,614 followers or 31.52% growth as of September 23, 2020. This represents a population reach of 17.08% vs 12.9% at the end of FY19.

Office of the City Manager

- Department Programs: Developed multimedia plan and implemented marketing for all 17 city departments including: Recycle right, Conservation pays, Census 2020; Miramar Pulse; Miramar Employee Health & Wellness Center; EBD, commission meetings, Parks & Recreation Sports, HR Employee Health and Wellness Center, and the Community Garden.
- Census 2020: Launched multimedia campaign to drive awareness and response to the 2020 Census since August 2019; Including presentation luncheons with clergy, school principals and HOAs, Facebook Live meetings on National Census Day- April 1, 2020 and last push for the census Sept. 29, 2020, radio and TV interviews, etc.
- Outdoor signage: Created signage for digital billboards, marquee sign and other outdoor assets.
- Miramar Cultural Center: mailer to 90,000 residents as part of multimedia marketing for 33 MCC events (including 23 virtual events). Established advertising tracking to ensure highest ROI and ticket sales.
- Events and Initiatives: provided integrated marketing campaigns for 10 city events and 15 initiatives; 10 Facebook Live Events- Conversation with the Mayor; 2 Facebook Lives for Census 2020.



Aerial view of City of Miramar City Hall.

Office of the City Manager

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Program

City Management	2,923,597	2,763,148	2,978,000	2,867,120	1,303,155
Marketing and Communications	1,370,596	5,915	1,939,700	1,713,380	1,719,480
Administration	-	-	-	-	1,949,775
Business Inclusion Diversity	-	614,686	-	-	-
Total	\$ 4,294,193	\$ 3,383,749	\$ 4,917,700	\$ 4,580,500	\$ 4,972,410

Expenditures by Category

Personnel Services	3,611,324	3,078,942	3,730,900	3,710,900	3,794,600
Operating Expenses	647,457	285,740	1,135,300	818,100	1,177,810
Capital Outlay	35,412	19,067	51,500	51,500	-
Total	\$ 4,294,193	\$ 3,383,749	\$ 4,917,700	\$ 4,580,500	\$ 4,972,410

Positions by Program

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
City Management	12.00	11.00	10.00	11.00	6.00
Marketing and Communications	8.00	-	10.00	9.00	8.00
Administration	-	-	-	-	7.50
Business Inclusion Diversity	-	5.00	-	-	-
Total	20.00	16.00	20.00	20.00	21.50

Office of the City Manager

Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administrative Manager	1.00	1.00	1.00	-	-
Administrative Manager II	-	-	-	1.00	1.00
Administrative Supervisor	1.00	-	-	-	-
Assistant City Manager	2.00	3.00	2.00	2.00	2.00
Assistant to the City Manager	-	-	-	1.00	1.00
Assistant to the City Manager/Director of Cultural Affairs	-	1.00	1.00	-	-
Business Diversity Officer	1.00	1.00	-	-	-
Chief Financial Officer	1.00	1.00	1.00	1.00	1.00
Chief Marketing Officer	-	-	-	1.00	1.00
Chief of Staff	1.00	-	-	-	-
Chief Operations Officer	-	-	-	1.00	2.00
City Commission Administrative Coordinator	1.00	-	-	-	-
City Manager	1.00	1.00	1.00	1.00	1.00
Community Relations and Program Administrator	1.00	-	1.00	1.00	-
Compliance Coordinator	-	1.00	-	-	-
Creative Arts and Graphics Designer	2.00	-	3.00	1.00	1.00
Deputy City Manager	-	-	1.00	1.00	1.00
Director of Cultural Affairs	-	-	-	1.00	-
Events & Venue Promotions Manager	1.00	-	1.00	-	1.00
Executive Administrator	2.00	1.00	2.00	1.00	1.00
GIS Analyst I - Part-time	-	-	-	-	0.50
Graphic Design & Production Manager	-	-	-	1.00	1.00
Intergovernmental Affairs Liaison	-	-	-	-	1.00
Marketing & Communications Administrator	-	1.00	1.00	-	-
Marketing & Public Relations Administrator	1.00	-	-	-	-
Marketing Coordinator	2.00	-	1.00	1.00	1.00
Marketing Operations Manager	-	1.00	1.00	1.00	1.00
Monitoring Coordinator	-	1.00	-	-	-
Multimedia and Broadcast Manager	1.00	-	1.00	1.00	1.00
Ombudsman Coordinator	-	1.00	-	-	-
Operations Coordinator	-	-	-	1.00	1.00
Outreach Coordinator	-	1.00	-	-	-
Public Relations & Media Manager	-	-	-	1.00	1.00
Senior Management Administrator	-	-	1.00	1.00	-
Strategic Administration Officer	-	-	-	-	1.00
Strategic Development Officer	1.00	1.00	1.00	-	-
Total FTE's	20.00	16.00	20.00	20.00	21.50



Office of the City Manager FTE's by Program

City Management

The City Manager is the administrative head of the City Government and is responsible for the efficient and effective administration of all departments of the City. On behalf of the City Commission, the City Manager ensures the proper implementation of City policies and ordinances and carries out Commission directives. The City Manager's Office initiates the strategic planning process required to address the City's financial, operational and infrastructure needs. 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 20</u>	<u>FY 21</u>
10.00	6.00

Marketing & Communications

Responsible for the dissemination of official information and promoting the City's public image. It focuses on enhancing and implementing city-wide branding strategies, image development, communications and public information for all media outlets.

<u>FY 20</u>	<u>FY 21</u>
10.00	8.00

Administration

Responsible for providing executive level administration support to the City Manager to implement the efficient and effective administration of all departments of the City. With the use of technology and efficient management tools, this program functions to structure the delivery of critical programs and services to the community, while ensuring prudence in the development, administration and oversight of the City's budget. This program is also responsible for additional revenue generating initiatives and facilitating legislative agendas and associated activities. It assists the City Manager to ensure that City policies, ordinances and Commission directives are effectively implemented and coordinates the strategic planning process required to address the City's future financial, operational and infrastructure needs.

<u>FY 20</u>	<u>FY 21</u>
-	7.50

Innovation and Technology – This office is under the Administration Program and is responsible for the City's goals and objectives to incorporate innovative ideas and technology throughout City operations to reduce expenditures and increase revenues, while providing enhanced services and public engagement tools.

<u>FY 20</u>	<u>FY 21</u>
3.00*	3.00*





*Positions budgeted in the Utility Fund (410)

Office of the City Manager Balanced Scorecard




Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Review revenue and expenditure actuals on a quarterly basis	Manage the City in Compliance with the Adopted Budget	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Review Capital Improvement Plan project status	Manage the City in Compliance with the Adopted Budget	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Hold Budget Workshop to determine goals and priorities	Provide a FY2020 Budget that Supports the City's Mission	Q4 Actual	1.00	1.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Adopt a balanced budget by September 30, 2020	Provide a FY2020 Budget that Supports the City's Mission	Q4 Actual	1.00	1.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	



Office of the City Manager Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Maintain 12% committed fund balance as required by policy	Maintain a Healthy Fund Balance Reserve	Q4 Actual	12.00%	12.00%	
		YTD Actual	12.00%	12.00%	
		EOY Target	12.00%	12.00%	12.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 958,180.87	\$ 1,199,412.66	
		YTD Actual	\$ 3,383,749.09	\$ 4,528,998.44	
		EOY Target	\$ 3,398,267.00	\$ 4,917,700.00	\$ 4,972,410.00
		% Target	102.44%	92.10%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 958,180.87	\$ 1,199,412.66	
		YTD Actual	\$ 3,383,749.09	\$ 4,528,998.44	
		EOY Projection	\$ 3,484,331.00	\$ 4,460,464.00	\$ 4,972,410.00
		% Target	97.11%	101.54%	
		% Goal	100.00%	100.00%	
 Hold Monthly EMT Meetings (modified in Q1 2020 to monthly meetings from bi-weekly)	Assist Departments in Defining and Achieving their Collective Goals	Q4 Actual	7.00	5.00	
		YTD Actual	23.00	21.00	
		EOY Target	24.00	12.00	12.00
		% Target	95.83%	175.00%	
		% Goal	100.00%	100.00%	

Office of the City Manager Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Provide Quarterly Reports	Inform the Commission About the Overall Health of the City	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	3.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	75.00%	
		% Goal	100.00%	100.00%	
 Hold Executive Management Team Strategic Retreat	Executive Management Staff Training and Team Building	Q4 Actual	0.00	0.00	
		YTD Actual	0.00	0.00	
		EOY Target	1.00	1.00	1.00
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Ensure City Attorney conducts ethics training (hours)	Ensure City Commission Complies with Broward County Ethics Training Requirements	Q4 Actual	0.00	4.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.
End of year targets exclude year-end budget amendments.

Office of Marketing & Communications Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
↑ Exceed 3CMA standard of 10% of population following city's official Social Media Accounts (based on current population of 137,107)	Expand Social Media	Q4 Actual	1.00	1.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
↑ 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.)	Multimedia and Broadcasting	Q4 Actual	4.00	39.00	
		YTD Actual	8.00	58.00	
		EOY Target	5.00	5.00	5.00
		% Target	160.00%	1,160.00%	
		% Goal	100.00%	100.00%	
↓ Hold annual Strategic Planning retreat to prepare for upcoming calendar/marketing year	Strategic Planning Retreat	Q4 Actual	0.00	0.00	
		YTD Actual	0.00	0.00	
		EOY Target	0.00	1.00	1.00
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
↑ Maintain budgeted Training/Development Opportunities for all staff members	On-going Training/Development	Q4 Actual	3.00	10.00	
		YTD Actual	10.00	27.00	
		EOY Target	2.00	2.00	2.00
		% Target	500.00%	1,350.00%	
		% Goal	100.00%	100.00%	
↑ Create and implement strategic plans with department support to promote city services (Social Services, Community and Economic Development, Utilities, Police, Fire)		Q4 Actual	2.00	20.00	
		YTD Actual	6.00	44.00	
		EOY Target	2.00	2.00	2.00
		% Target	300.00%	2,200.00%	
		% Goal	100.00%	100.00%	
↑ 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)		Q4 Actual	2.00	25.00	
		YTD Actual	5.00	36.00	
		EOY Target	2.00	2.00	2.00
		% Target	250.00%	1,800.00%	
		% Goal	100.00%	100.00%	

Office of the City Manager Budget Summary by Program

City Management—Program 050

Description

The City Manager is the administrative head of the City Government and is responsible for the efficient and effective administration of all departments of the City. On behalf of the City Commission, this program is designed to ensure the proper implementation of City policies and ordinances and to carry out Commission directives. This program initiates the strategic planning process required to address the City's financial, operational and infrastructure needs. 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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	2,705,007	2,585,233	2,534,100	2,506,100	1,029,900
Operating Expense	189,408	158,848	392,400	309,520	273,255
Capital Outlay	29,183	19,067	51,500	51,500	-
Total	\$ 2,923,597	\$ 2,763,148	\$ 2,978,000	\$ 2,867,120	\$ 1,303,155

Percent of Time by Position

Administrative Manager	1.00	1.00	1.00	-	-
Administrative Manager II	-	-	-	1.00	1.00
Administrative Supervisor	1.00	-	-	-	-
Assistant City Manager	2.00	3.00	2.00	2.00	-
Assistant to the City Manager	-	-	-	1.00	1.00
Assistant to the City Manager/Director of Cultural Affairs	-	1.00	1.00	-	-
Business Diversity Officer	1.00	-	-	-	-
Chief Financial Officer	1.00	1.00	1.00	1.00	-
Chief of Staff	1.00	-	-	-	-
Chief Operations Officer	-	-	-	1.00	2.00
City Commission Administrative Coordinator	1.00	-	-	-	-
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Manager	-	-	1.00	1.00	-
Director of Cultural Affairs	-	-	-	1.00	-
Executive Administrator	2.00	1.00	1.00	-	-
Marketing & Communications Administrator	-	1.00	-	-	-
Marketing Operations Manager	-	1.00	-	-	-
Operations Coordinator	-	-	-	1.00	1.00
Senior Management Administrator	-	-	1.00	1.00	-
Strategic Development Officer	1.00	1.00	1.00	-	-
Total	12.00	11.00	10.00	11.00	6.00



Office of the City Manager Budget Summary by Program

Marketing and Communications—Program 051

This program focuses on enhancing and implementing city-wide branding strategies, image development, communications and public information for all media outlets. With this standardized and centralized information portal, communication, marketing and promotions, this program optimizes the City's media capital and identifies additional resources to position the City for tourism, business attraction and business retention.

Note: This program was transferred in from Parks & Recreation in FY 2020.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	906,317	-	1,196,800	1,204,800	1,001,900
Operating Expense	458,050	5,915	742,900	508,580	717,580
Capital Outlay	6,229	-	-	-	-
Total	\$ 1,370,596	\$ 5,915	\$ 1,939,700	\$ 1,713,380	\$ 1,719,480

Percent of Time by Position

Chief Marketing Officer	-	-	-	1.00	1.00
Community Relations and Program Administrator	1.00	-	1.00	1.00	-
Creative Arts and Graphics Designer	2.00	-	3.00	1.00	1.00
Events & Venue Promotions Manager	1.00	-	1.00	-	1.00
Executive Administrator	-	-	1.00	1.00	-
Graphic Design & Production Manager	-	-	-	1.00	1.00
Marketing & Communications Administrator	-	-	1.00	-	-
Marketing & Public Relations Administrator	1.00	-	-	-	-
Marketing Coordinator	2.00	-	1.00	1.00	1.00
Marketing Operations Manager	-	-	1.00	1.00	1.00
Multimedia and Broadcast Manager	1.00	-	1.00	1.00	1.00
Public Relations & Media Manager	-	-	-	1.00	1.00
Total	8.00	-	10.00	9.00	8.00

Office of the City Manager Budget Summary by Program

Administration—Program 100

This program is responsible for providing executive level administration support to the City Manager to implement the efficient and effective administration of all departments of the City. With the use of technology and efficient management tools, this program functions to structure the delivery of critical programs and services to the community, while ensuring prudence in the development, administration and oversight of the City's budget. This program is also responsible for additional revenue generating initiatives and facilitating legislative agendas and associated activities. It assists the City Manager to ensure that City policies, ordinances and Commission directives are effectively implemented and coordinates the strategic planning process required to address the City's future financial, operational and infrastructure needs. This program also includes the Office of Innovation and Technology, which is responsible for the City's goals and objectives to incorporate innovative ideas and technology throughout City operations to reduce expenditures and increase revenues, while providing enhanced services and public engagement tools.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	-	-	-	-	1,762,800
Operating Expense	-	-	-	-	-	186,975
Capital Outlay	-	-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ 1,949,775

Percent of Time by Position

Assistant City Manager	-	-	-	-	-	2.00
Chief Financial Officer	-	-	-	-	-	1.00
Deputy City Manager	-	-	-	-	-	1.00
Executive Administrator	-	-	-	-	-	1.00
GIS Analyst I - Part-time	-	-	-	-	-	0.50
Intergovernmental Affairs Liaison	-	-	-	-	-	1.00
Strategic Administration Officer	-	-	-	-	-	1.00
Total		-	-	-	-	7.50



Office of the City Manager Budget Summary by Program

Business Inclusion Diversity (BID)—Program 052

Description

This program was transferred out to Economic & Business Development in FY 2020.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	493,709	-	-	-	-
Operating Expense	-	120,977	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Total		\$ -	\$ 614,686	\$ -	\$ -	\$ -

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	-	-	-
Total		5.00			

Office of the City Manager Expenditures by Object Code

City Management—001-05-050-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601200	Employee Salaries	1,783,978	1,667,934	1,670,300	1,641,300	669,600
601205	Lump Sum Payout - Accrued Time	167,622	198,221	137,600	137,600	55,800
601210	Non-Pensionable Earnings	-	3,358	43,100	43,100	-
601215	Communication Stipend	6,793	5,090	3,900	3,900	9,800
601220	Longevity Pay	7,304	12,626	13,900	13,900	7,500
601400	Overtime-General	-	-	-	1,000	2,000
602100	FICA & MICA	114,539	115,220	105,800	105,800	46,000
602210	Pension-General	-	20,111	-	-	8,700
602235	Pension-Senior Mgmt	382,858	266,098	248,100	248,100	31,700
602260	Pension-401	-	18,125	-	-	15,100
602265	Pension-457	97,317	97,754	83,200	83,200	44,600
602300	Pmt In Lieu Of Insurance	5,632	11,481	12,500	12,500	6,200
602304	Health Insurance-PPO	31,339	10,147	-	-	-
602305	Health Insurance-HMO	71,722	89,681	94,900	94,900	94,700
602306	Dental Insurance-PPO	3,765	4,843	5,000	5,000	3,500
602307	Dental Insurance-HMO	793	917	900	900	500
602309	Basic Life Insurance	4,304	5,121	3,600	3,600	1,900
602311	Long-Term Disability Ins	1,042	1,131	2,400	2,400	900
602312	HDHP Aetna	-	24,575	45,900	45,900	-
602313	HSA Payflex	-	5,400	6,800	6,800	-
602400	Workers' Compensation	26,000	27,400	56,200	56,200	31,400
	Sub-Total	2,705,007	2,585,233	2,534,100	2,506,100	1,029,900
Operating Expense						
603190	Prof Svcs-Other	9,750	12,488	10,000	10,000	105,000
603200	Audit Fees	-	-	150,000	70,000	75,000
603425	Software License & Maint	-	-	-	400	-
603470	Temporary Help	-	-	-	10,000	-
604001	Travel & Training	28,222	15,614	14,800	13,350	3,625
604100	Communication Svcs	7,778	4,647	500	500	-
604200	Postage	448	111	900	900	450
604301	Electricity Svcs	12,911	12,139	15,200	15,200	3,390
604402	Leased Vehicles	6,521	-	11,100	11,100	-
604500	Risk Internal Svcs Charge	38,000	14,600	19,800	19,800	2,400
604550	Health Ins Internal Serv Chg	-	-	28,400	28,400	28,500
604610	Fleet Internal Svcs Charge	3,900	5,907	18,000	18,000	-
604700	Printing & Binding Svcs	1,036	1,322	1,200	10,800	400
604889	Marketing & Promotions	-	5,687	6,000	4,400	2,000
604916	Administrative Expense	280	6,987	4,500	4,500	3,250
604920	License & Permit Fees	-	-	800	800	-
604989	IT Internal Svcs Charge	56,100	57,500	69,900	69,900	40,600
604997	Other Operating Expenses	453	6,052	1,000	1,000	900
604998	Contingency	1,150	554	2,300	1,300	1,150
605100	Office Supplies	3,370	2,519	3,000	3,100	1,500
605120	Computer Operating Expenses	583	211	2,500	-	600
605220	Vehicle Fuel-On-Site	5,369	-	9,700	1,100	800
605221	Vehicle Fuel-Off-Site	198	-	-	-	-
605250	Noncap Furn (Item less 5000)	-	1,774	-	-	-
605251	Noncap Equip (Item less 5000)	448	1,028	-	-	-
605290	Other Operating Supplies	371	1,256	1,000	1,000	500
605410	Subscriptions & Memberships	11,198	6,462	10,800	5,900	2,440
605500	Training-General	1,322	882	3,000	-	750
605510	Tuition Reimbursement	-	1,109	8,000	8,000	-
605600	CM Restricted	-	-	-	70	-
	Sub-Total	189,408	158,848	392,400	309,520	273,255
Dept Capital Outlay						
606441	Vehicle Replacement Program	29,183	19,067	51,500	51,500	-
	Sub-Total	29,183	19,067	51,500	51,500	-
Total		\$ 2,923,597	\$ 2,763,148	\$ 2,978,000	\$ 2,867,120	\$ 1,303,155



Office of the City Manager Expenditures by Object Code

Marketing and Communications—001-05-051-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601200	Employee Salaries	519,603	-	745,000	745,000	631,000
601205	Lump Sum Payout - Accrued Time	62,320	-	38,200	38,200	28,500
601210	Non-Pensionable Earnings	-	-	21,400	21,400	-
601215	Communication Stipend	-	-	3,300	11,300	15,600
601220	Longevity Pay	762	-	-	-	-
601400	Overtime-General	1,362	-	1,400	1,400	-
602100	FICA & MICA	43,146	-	62,100	62,100	51,900
602210	Pension-General	41,494	-	26,000	26,000	-
602235	Pension-Senior Mgmt	132,655	-	133,200	133,200	145,800
602265	Pension-457	8,118	-	22,400	22,400	17,800
602300	Pmt In Lieu Of Insurance	4,165	-	-	-	-
602304	Health Insurance-PPO	294	-	-	-	14,100
602305	Health Insurance-HMO	66,151	-	102,100	102,100	48,600
602306	Dental Insurance-PPO	3,744	-	2,800	2,800	800
602307	Dental Insurance-HMO	250	-	900	900	1,300
602309	Basic Life Insurance	2,032	-	1,600	1,600	1,800
602311	Long-Term Disability Ins	521	-	1,100	1,100	900
602312	HDHP Aetna	-	-	8,200	8,200	13,500
602313	HSA Payflex	-	-	1,400	1,400	2,700
602400	Workers' Compensation	19,700	-	25,700	25,700	27,600
	Sub-Total	906,317	-	1,196,800	1,204,800	1,001,900
Operating Expense						
603190	Prof Svcs-Other	54,803	500	68,200	59,489	68,200
603192	Consulting Svcs	-	-	-	12,054	-
603400	Contract Svcs-Other	4,800	-	4,800	-	4,800
603425	Software License & Maint	14,110	-	14,100	17,631	14,100
604001	Travel & Training	32,081	-	34,600	2,114	9,300
604100	Communication Svcs	4,179	-	-	250	-
604200	Postage	11,984	-	45,000	45,000	45,000
604301	Electricity Svcs	-	-	-	-	6,780
604402	Leased Vehicles	6,061	-	-	-	-
604500	Risk Internal Svcs Charge	-	-	10,400	10,400	1,900
604550	Health Ins Internal Serv Chg	-	-	18,800	18,800	18,700
604610	Fleet Internal Svcs Charge	3,300	-	-	-	-
604700	Printing & Binding Svcs	24,292	4,995	74,300	46,753	69,300
604851	Holiday Lighting Event	2,928	-	-	-	-
604852	Miramar Day	4,765	-	-	-	-
604853	Independence Day-4th of July	2,385	-	-	-	-
604855	Caribbean Amer. Heritage Celeb	5,010	-	-	-	-
604856	Hispanic Heritage	3,498	-	-	-	-
604858	Black History Celebration	4,010	-	-	-	-
604881	Breakfast with Santa	656	-	-	-	-
604882	Martin Luther King Parade&Even	5,011	-	-	-	-
604883	Veteran's Day	379	-	-	-	-
604884	Halloween	1,414	-	-	-	-
604886	Jamaican Independence Day	2,774	-	-	-	-
604887	Haitian Candelight Vigil	3,700	-	-	-	-
604889	Marketing & Promotions	121,371	-	104,600	73,360	124,400
604910	Advertising Costs	57,535	-	259,800	119,960	259,800
604916	Administrative Expense	163	-	200	-	200
604920	License & Permit Fees	4,004	-	4,000	4,605	6,500
604989	IT Internal Svcs Charge	56,200	-	65,100	65,100	49,500
604997	Other Operating Expenses	1,497	-	1,500	-	1,500
604998	Contingency	750	-	800	-	800
605100	Office Supplies	5,829	-	5,800	2,892	5,800

Office of the City Manager Expenditures by Object Code

Marketing and Communications—001-05-051-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605120	Computer Operating Expenses	306	-	300	-	400
605220	Vehicle Fuel-On-Site	1,158	-	-	-	-
605230	Program Supplies	3,615	-	8,600	2,501	8,600
605250	Noncap Furn (Item less 5000)	576	-	600	3,550	600
605251	Noncap Equip (Item less 5000)	6,568	-	15,000	16,452	15,000
605266	Photography	1,550	-	1,600	985	1,600
605410	Subscriptions & Memberships	2,732	420	2,700	-	2,700
605500	Training-General	2,054	-	2,100	6,683	2,100
	Sub-Total	458,050	5,915	742,900	508,580	717,580
	Dept Capital Outlay					
606441	Vehicle Replacement Program	6,100	-	-	-	-
606470	Computer Equipment	129	-	-	-	-
	Sub-Total	6,229	-	-	-	-
	Total	\$ 1,370,596	\$ 5,915	\$ 1,939,700	\$ 1,713,380	\$ 1,719,480



Office of the City Manager Expenditures by Object Code

Administration—001-05-100-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	-	-	1,155,300
601205	Lump Sum Payout - Accrued Time	-	-	-	-	36,400
601215	Communication Stipend	-	-	-	-	11,100
601220	Longevity Pay	-	-	-	-	6,400
602100	FICA & MICA	-	-	-	-	71,600
602235	Pension-Senior Mgmt	-	-	-	-	267,000
602265	Pension-457	-	-	-	-	60,900
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602305	Health Insurance-HMO	-	-	-	-	75,500
602306	Dental Insurance-PPO	-	-	-	-	2,900
602307	Dental Insurance-HMO	-	-	-	-	900
602309	Basic Life Insurance	-	-	-	-	3,300
602311	Long-Term Disability Ins	-	-	-	-	1,600
602312	HDHP Aetna	-	-	-	-	28,300
602313	HSA Payflex	-	-	-	-	4,100
602400	Workers' Compensation	-	-	-	-	31,300
	Sub-Total	-	-	-	-	1,762,800
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	-	5,000
603200	Audit Fees	-	-	-	-	75,000
604001	Travel & Training	-	-	-	-	3,625
604200	Postage	-	-	-	-	450
604301	Electricity Svcs	-	-	-	-	3,390
604500	Risk Internal Svcs Charge	-	-	-	-	1,200
604550	Health Ins Internal Serv Chg	-	-	-	-	20,400
604700	Printing & Binding Svcs	-	-	-	-	400
604889	Marketing & Promotions	-	-	-	-	2,000
604916	Administrative Expense	-	-	-	-	3,250
604989	IT Internal Svcs Charge	-	-	-	-	47,700
604997	Other Operating Expenses	-	-	-	-	900
604998	Contingency	-	-	-	-	1,150
605100	Office Supplies	-	-	-	-	1,500
605120	Computer Operating Expenses	-	-	-	-	600
605290	Other Operating Supplies	-	-	-	-	500
605410	Subscriptions & Memberships	-	-	-	-	4,160
605500	Training-General	-	-	-	-	750
605510	Tuition Reimbursement	-	-	-	-	15,000
	Sub-Total	-	-	-	-	186,975
	Total	\$ -	\$ -	\$ -	\$ -	\$ 1,949,775

Office of the City Manager Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	327,366	-	-	-
601205	Lump Sum Payout - Accrued Time	-	1,745	-	-	-
601215	Communication Stipend	-	1,163	-	-	-
602100	FICA & MICA	-	25,076	-	-	-
602235	Pension-Senior Mgmt	-	80,299	-	-	-
602260	Pension-401	-	525	-	-	-
602265	Pension-457	-	12,486	-	-	-
602300	Pmt In Lieu Of Insurance	-	9,689	-	-	-
602305	Health Insurance-HMO	-	32,364	-	-	-
602306	Dental Insurance-PPO	-	607	-	-	-
602307	Dental Insurance-HMO	-	307	-	-	-
602309	Basic Life Insurance	-	1,695	-	-	-
602311	Long-Term Disability Ins	-	387	-	-	-
	Sub-Total	-	493,709	-	-	-
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	5,088	-	-	-
603425	Software License & Maint	-	69,628	-	-	-
604001	Travel & Training	-	11,722	-	-	-
604100	Communication Svcs	-	800	-	-	-
604700	Printing & Binding Svcs	-	296	-	-	-
604889	Marketing & Promotions	-	2,871	-	-	-
604916	Administrative Expense	-	62	-	-	-
604989	IT Internal Svcs Charge	-	26,100	-	-	-
605100	Office Supplies	-	152	-	-	-
605410	Subscriptions & Memberships	-	2,679	-	-	-
605500	Training-General	-	1,579	-	-	-
	Sub-Total	-	120,977	-	-	-
	Total	\$ -	\$ 614,686	\$ -	\$ -	\$ -



Office of the City Manager Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
601400	Overtime-General	Overtime is necessary due to unforeseen administrative needs.
603190	Prof Svcs-Other	This line item is necessary for securing third party resources, as needed, and for professional services in support of the department. These services may include but are not limited to such needs as Crisis Communication Services for City Management (\$110,000); copywriting, videography, production, creative design, photography, etc. for MCC (\$10,000); and Marketing (\$58,200).
603200	Audit Fees	This account represents the cost for the Internal Audit Services Engagement Agreement (\$150,000).
603400	Contract Svcs-Other	This cost is associated with contractual agreements including, but not limited to, media and promotional placement for city functions and event campaigns (\$4,800).
603425	Software License & Maint	This line item is contracted for software license and maintenance and is for the purchase of software that will aid the graphics technicians and multimedia department in having the proper resources and equipment to fulfill their job duties. Vendors include Adobe Suite (\$3,280), Canva (\$600), Archive Social (\$1,800), iStockPhoto (\$6,696) and other miscellaneous software (\$1,724).
604001	Travel & Training	This represents costs associated with travel and accommodations for specialized training and certification courses, workshops, continuing education or conferences for staff growth, knowledge, edification and learning in their respective positions including: FPPTA (Florida Public Pension Trustees Association); ICMA Certification/Annual Conference; NFBPA (National Forum for Black Public Administrators); FL League of Cities Conf; FCCMA (Florida City and County Management Association); AWWA/WEFTEC/WASTEWATER; P3C (Public-Private Partnership Conference); and AICP Training (CEUs).
604200	Postage	USPS, Federal Express and UPS charges including costs incurred for dissemination of various information and messages to the community including, but not limited to, season brochures, informational materials and general correspondence.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604700	Printing & Binding Svcs	Cost of printing flyers, posters, brochures, postcards, placards for buses, car and van wraps, vinyl banners, retractable banners, A-frame signs, door hangers, informational material and general correspondence and miscellaneous notices and stickers. Also includes cost of messages sent via water bills and those that are mailed to residents who do not receive a water bill.
604889	Marketing & Promotions	This represents the costs associated with marketing materials and specialty items needed to promote City events, initiatives, programs, executive team and other meetings. This includes, but not limited to, the purchase of customized gifts and promotional items such as video books, USB drives, water bottles, key chains, blankets, Frisbees, hand towels, mugs, pens/writing supplies, t-shirts, jackets, folders, hand fans, executive-level promotional items, etc., in support of the Commission, City Manager's Office and 15 City departments.
604910	Advertising Costs	This represents costs associated with media negotiations and placement for city institutional, business, brand awareness, event campaigns, public notices, radio, print, digital, TV, OOH (billboards, bus benches, buses, etc), social media and other messaging in publications with local, regional, national and international reach for business and personal attraction.
604916	Administrative Expense	This account provides funding for various administrative expenses incurred.
604920	License & Permit Fees	Costs associated with licensing for Citywide coverage for music (special events), images (graphic design) and video (footage). Vendors include BMI, Inc. (\$1,300), ASCAP (\$1,500) and SESAC (\$2,200). Remaining funds (\$1,500) cover licenses and permits for images and video from multiple vendors.
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 computer operating related items.
605220	Vehicle Fuel-On-Site	This account covers the cost of fuel used for emergency services related to official City business.

Office of the City Manager Budget Justification

Object #	Account Description	Justification
605230	Program Supplies	This represents the costs associated with supplies to support the City's marketing and promotional initiatives.
605250	Noncap Furn (Item less 5000)	This line item will be used to purchase furniture for new and existing staff (additional workstations in whole or in part, - addition of lockable door, chair, desk, supply cabinets for specialty items, as needed, (\$400) as well as furniture needs for the City's studio (\$200).
605251	Noncap Equip (Item less 5000)	This cost represents equipment required to support multimedia and broadcast services (\$10,000) and creative arts and graphic design equipment (\$5,000).
605266	Photography	This cost represents photograph for citywide events, additional/new city assets, etc.
605290	Other Operating Supplies	This cost is for supplies not specified in other line items.
605410	Subscriptions & Memberships	<p>This account is for memberships in professional associations, subscriptions, and for books, manuals and publications necessary for staff to retain and/or learn new information for professional and technical certifications and knowledge. Expenses include the following:</p> <p>City Management and Administration: Broward City/County Management Association (BCCMA) (\$750) National Forum for Black Public Administrators (NFBPA) (\$1,175) International City/County Management Association (ICMA) (\$1,400) American Society for Public Administration (ASPA) (\$650) Miscellaneous (\$2,625)</p> <p>Marketing & Communications: South Florida Business Journal (\$114) Sun Sentinel Digital (\$360) Miami Herald Digital (\$120) Public Management Magazine (\$155) City County Communications and Marketing Association 3CMA (\$900) Miscellaneous (\$1,051)</p>
605500	Training-General	This expenditure represents funds needed to attend various seminars and trainings for staff within City Management (\$750), Administration (\$750) and the Office of Marketing and Communications (\$2,100).
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.





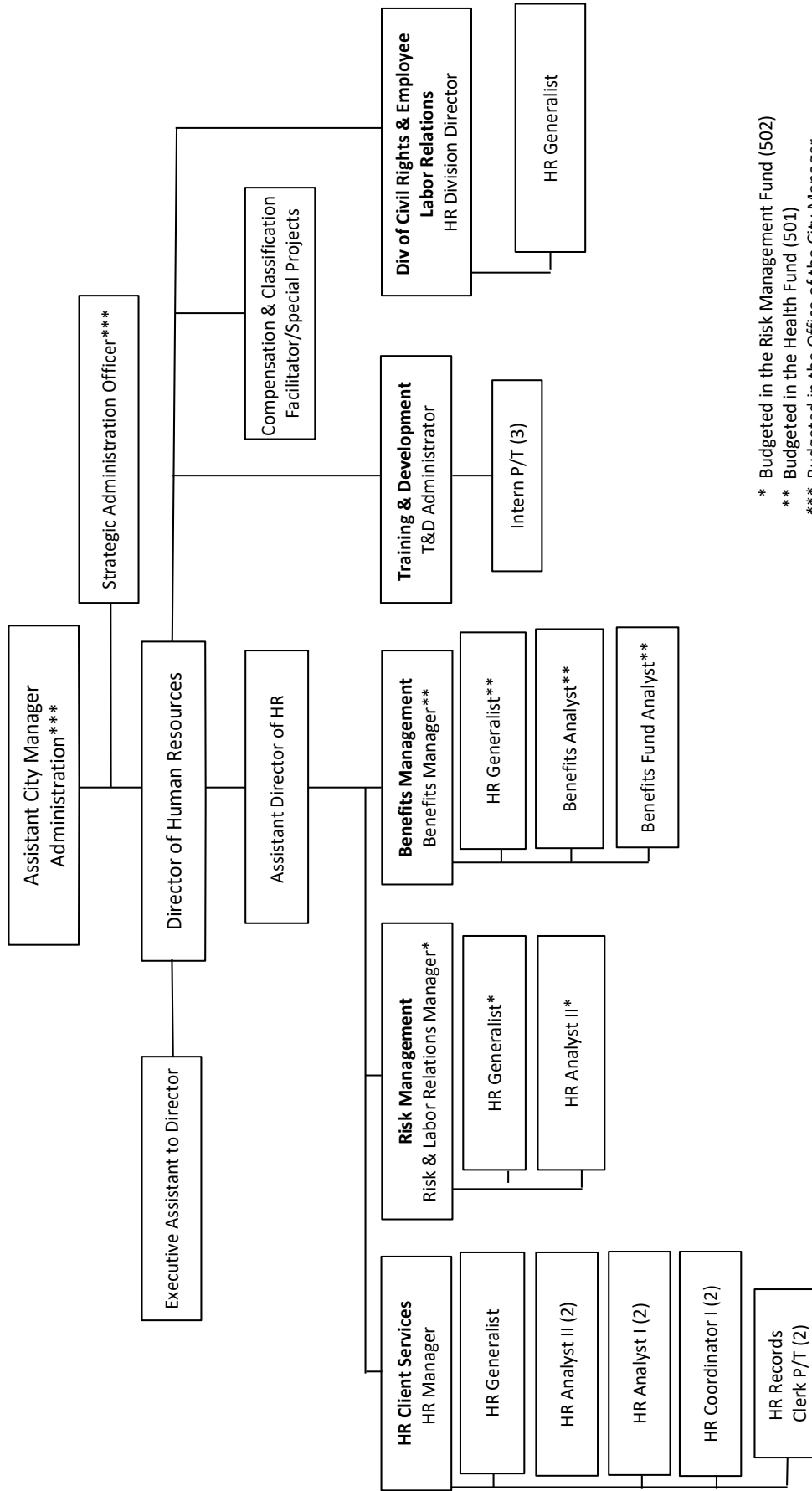
Human Resources

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



* Budgeted in the Risk Management Fund (502)

** Budgeted in the Health Fund (501)

*** Budgeted in the Office of the City Manager

Human Resources

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, the department oversees the Health Insurance and Risk Management Funds.

This department is comprised of 24.5 budgeted positions. As indicated in the Position Detail, 15 full-time and five (2.5 FTEs) part-time employees are general-funded; three full-time employees are budgeted in the Risk Management Internal Service Fund 502; and four full-time employees are budgeted in the Health Insurance Internal Service Fund 501. The four major programs provided in the General Fund are:

1. Administration
2. Human Resources Operations
3. Training & Development
4. Division of Civil Rights & Employee Labor Relations

FY 2020 Accomplishments

Human Resources

- Provided employee training sessions in the following key focus areas: Skill Development (Customer Service, Correctness in the Workplace, and Effective Communication); Safety (Active Killer, Stop the Bleed and Defensive Driving); Benefits (Resources for Life and Mental Health Awareness); Department Need (Professional Boundaries and Power of Five - Employee Retreat).
- Through continued partnership with Florida International University (FIU) delivered one additional cohort of the Supervisory Academy to promote employee personal growth and development.
- Incorporated the Znanja Online Learning Platform to promote a true blended learning environment for employees which enables accessibility to learning modules using any laptop, tablet, and smart phone device and available any time which will eliminate some scheduling conflicts.
- Formalized a Training Committee where employees serve as the "voice" of their department while participating in various initiatives, discussions, and other aspects of the training function.
- Initiated Diversity and Inclusion Training to provide employees with the foundation knowledge so they can drive diversity awareness and identify and report any diversity issues.

- Established an Education Partnership Program that provides employees with a discounted tuition rate, deferred payment plans, and possible direct bill options. This intervention will help remove some of the upfront financial burden on employees that want to continue their education and professional development.
- Implemented Test Genius Program to improve the fairness, consistency and transparency of candidate selection process.
- Completed first phase of compensation and classification study of the unrepresented classifications.
- Automated the approval process for employee and position changes, which allows a paperless workflow. After completion, documents are automatically placed in the employee's electronic folder.
- Successfully sourced, screened, interviewed, and hired employees remotely.
- Developed a part-time recruitment program to incorporate Miramar residency and veterans preference selection.

Risk Management/Health Fund

- The Risk Management section working with the City's Third Party Administrator closed 104% of workers' compensation claims opened in FY20, consequently significantly reducing the City's total number of opened workers' compensation claims carried forward to FY21. Reducing the number of opened claims will positively impact the outstanding claim liabilities.
- During FY20 the City's Workers' Compensation Experience Modification rate decreased from 0.73 to 0.65.
- Opening an Employee Onsite Health Clinic will provide quick and meaningful access to a Primary Care Physician for routine preventive care, and acute illnesses. Services are available for all employees and their dependents who are age two and older and participate in the City's medical plan. It is projected that within 12-18 months, the City should expect a 1:1 return on investment as utilization of the clinic increases. In addition, improvements in medication compliance, increased routine visits, and increased presenteeism at work are also expected over time resulting in reduced claims on the medical plan.
- Continued expansion of wellness events and activities throughout the City through offering live events and virtual webinars multiple times per month and providing rewards and incentives through a digital wellness platform in order to increase participation. Engagement in the wellness platform has increased from 8% to 30% since inception in June 2019.



Human Resources

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
None	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Program

Administration	677,148	804,031	1,150,800	1,008,480	760,900
Human Resources Operations	1,114,397	1,260,794	1,305,300	1,288,555	1,469,000
Training & Development	-	-	472,900	286,765	420,000
Div of Civil Rights & Employee Labor Relations	-	-	-	-	456,300
Total	\$ 1,791,544	\$ 2,064,825	\$ 2,929,000	\$ 2,583,800	\$ 3,106,200

Expenditures by Category

Personnel Services	1,449,820	1,684,143	2,197,100	2,197,100	2,467,700
Operating Expense	338,003	367,682	727,700	381,000	638,500
Capital Outlay	3,722	13,000	4,200	5,700	-
Total	\$ 1,791,544	\$ 2,064,825	\$ 2,929,000	\$ 2,583,800	\$ 3,106,200

Positions by Program

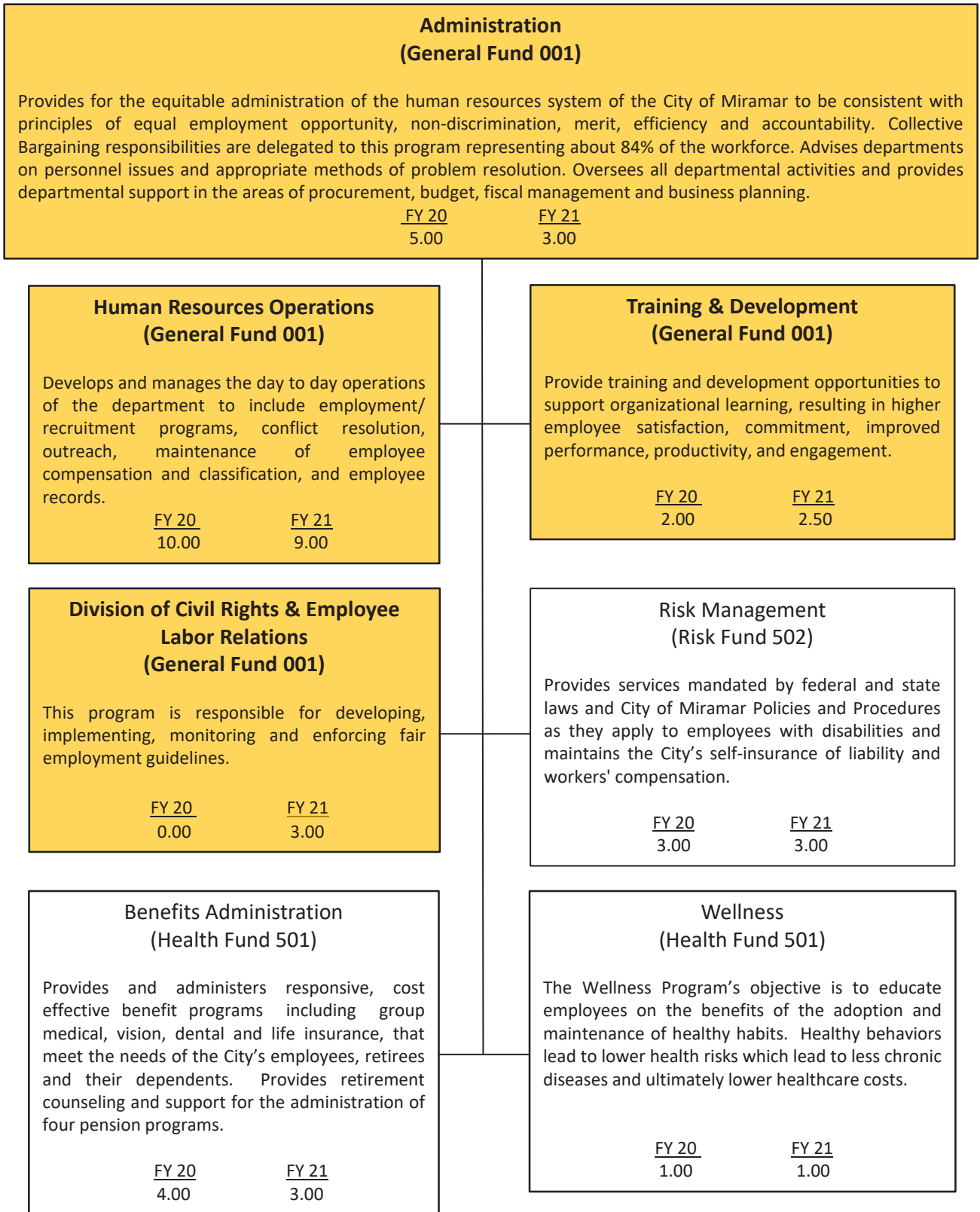
	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	2.00	2.50	5.00	5.00	3.00
Human Resources Operations	12.00	11.50	10.00	10.00	9.00
Training & Development	-	-	2.00	2.00	2.50
Div of Civil Rights & Employee Labor Relations	-	-	-	-	3.00
Total	14.00	14.00	17.00	17.00	17.50

Position Detail






	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Assistant Director of Human Resources	1.00	1.00	1.00	1.00	1.00
Compensation & Classification Facilitator/Special Projects	-	-	1.00	1.00	1.00
Director of Human Resources	-	1.00	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	1.00	1.00	2.00
Human Resources Analyst II*	-	-	-	-	2.00
Human Resources Assistant	1.00	1.00	1.00	1.00	-
Human Resources Assistant-Part-time (2)	1.00	-	-	-	-
Human Resources Coordinator I*	2.00	2.00	2.00	2.00	2.00
Human Resources Division Director	-	-	-	1.00	1.00
Human Resources Generalist*	3.00	3.00	4.00	4.00	2.00
Human Resources Manager	2.00	1.00	1.00	1.00	1.00
Human Resources Records Clerk-Part-time (2)	-	1.00	1.00	1.00	1.00
Intern - PT (3)	-	-	-	-	1.50
Risk & Labor Relations Manager	1.00	-	-	-	-
Senior Human Resources Administrator	-	-	1.00	-	-
Training & Development Administrator	1.00	1.00	1.00	1.00	1.00
Training & Development Coordinator	-	1.00	1.00	1.00	-
Total FTE's	14.00	14.00	17.00	17.00	17.50

* Block Budgeting positions


Human Resources FTE's by Program



Human Resources Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Average number of days from job posting to pre-on-boarding	Provide departments with qualified personnel within a reasonable timeframe	Q4 Actual	23.00	5.00	
		YTD Actual	30.50	18.50	
		EOY Target	75.00	25.00	25.00
		% Target	40.67%	74.00%	
		% Goal	100.00%	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	Q4 Actual	46,316.00	184.00	
		YTD Actual	199,054.00	84,652.00	
		EOY Target	210,000.00	85,000.00	85,000.00
		% Target	94.79%	99.59%	
		% Goal	100.00%	100.00%	
 Number of HR Work Orders Received	Expand/ Improve the availability and useability of online services for departments, employees and job-seekers	Q4 Actual	720.00	439.00	
		YTD Actual	2,689.00	1,692.00	
		EOY Target	2,000.00	2,000.00	2,000.00
		% Target	134.45%	84.60%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 509,028.66	\$ 665,484.45	
		YTD Actual	\$ 2,064,825.00	\$ 2,547,997.01	
		EOY Target	\$ 2,025,800.00	\$ 2,929,000.00	\$ 3,106,200.00
		% Target	101.93%	86.99%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 509,028.66	\$ 665,484.45	
		YTD Actual	\$ 2,064,825.00	\$ 2,547,997.01	
		EOY Projection	\$ 2,024,847.00	\$ 2,489,638.00	\$ 3,106,200.00
		% Target	101.97%	102.34%	
		% Goal	100.00%	100.00%	

Human Resources Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 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	Q4 Actual	0.00	1.00	
		YTD Actual	3.00	6.00	
		EOY Target	5.00	5.00	5.00
		% Target	60.00	120.00	
		% Goal	100.00%	100.00%	
 Number of safety training sessions	Implement safety programs to reduce workers compensation claims and lost work days	Q4 Actual	2.00	0.00	
		YTD Actual	6.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	150.00%	100.00%	
		% Goal	100.00%	100.00%	
 Workers' Compensation Claims -YTD Closed % Total	Implement safety programs to reduce workers compensation claims and lost work days	Q4 Actual	160.70%	0.70%	
		YTD Actual	154.93%	25.48%	
		EOY Target	75.00%	25.00%	25.00%
		% Target	206.57%	101.90%	
		% Goal	100.00%	100.00%	
 Total number of employees actively participating in training programs	Improve the overall skills of the workforce to adequately support the City's priorities	Q4 Actual	261.00	298.00	
		YTD Actual	1,108.00	914.00	
		EOY Target	500.00	500.00	500.00
		% Target	221.60%	182.80%	
		% Goal	100.00%	100.00%	
 Number of wellness events held per year	Improve health and well-being of employees by increasing wellness participation and initiatives	Q4 Actual	10.00	13.00	
		YTD Actual	33.00	51.00	
		EOY Target	15.00	20.00	20.00
		% Target	220.00%	255.00%	
		% Goal	100.00%	100.00%	
 Diversity & Inclusion monthly training		Q4 Actual	720.00	3.00	
		YTD Actual	2,689.00	7.00	
		EOY Target	2,000.00	4.00	4.00
		% Target	134.45%	175.00%	
		% Goal	100.00%	100.00%	



Human Resources Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Human Resources focus groups		Q4 Actual	720.00	0.00	
		YTD Actual	2,689.00	3.00	
		EOY Target	2,000.00	3.00	3.00
		% Target	134.45%	100.00%	
		% Goal	100.00%	100.00%	
 Compensation & Classification		Q4 Actual	720.00	4.00	
		YTD Actual	2,689.00	16.00	
		EOY Target	2,000.00	16.00	16.00
		% Target	134.45%	100.00%	
		% Goal	100.00%	100.00%	
 Union round tables		Q4 Actual	720.00	5.00	
		YTD Actual	2,689.00	8.00	
		EOY Target	2,000.00	4.00	4.00
		% Target	134.45%	200.00%	
		% Goal	100.00%	100.00%	
 Close investigations within timelines		Q4 Actual	720.00	8.00	
		YTD Actual	2,689.00	13.00	
		EOY Target	2,000.00	6.00	6.00
		% Target	134.45%	216.67%	
		% Goal	100.00%	100.00%	
 Grievances by union: IAFF, GAME, PBA		Q4 Actual	720.00	1.00	
		YTD Actual	2,689.00	4.00	
		EOY Target	2,000.00	3.00	3.00
		% Target	134.45%	133.33%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	463,682	601,654	876,000	876,000	644,600
Operating Expense	209,744	189,377	270,600	128,280	116,300
Capital Outlay	3,722	13,000	4,200	4,200	-
Total	\$ 677,148	\$ 804,031	\$ 1,150,800	\$ 1,008,480	\$ 760,900

Percent of Time by Position

Assistant Director of Human Resources	0.50	0.50	1.00	1.00	1.00
Director of Human Resources	-	1.00	1.00	1.00	1.00
Executive Assistant to Director	1.00	1.00	1.00	1.00	1.00
Human Resources Division Director	-	-	-	1.00	-
Human Resources Generalist	-	-	1.00	1.00	-
Risk & Labor Relations Manager	0.50	-	-	-	-
Senior Human Resources Administrator	-	-	1.00	-	-
Total	2.00	2.50	5.00	5.00	3.00



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 and access control levels.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	986,138	1,082,489	1,108,800	1,108,800	1,274,400
Operating Expense	128,259	178,306	196,500	178,255	194,600
Capital Outlay	-	-	-	1,500	-
Total	\$ 1,114,397	\$ 1,260,794	\$ 1,305,300	\$ 1,288,555	\$ 1,469,000

Percent of Time by Position

Assistant Director of Human Resources	0.50	0.50	-	-	-
Compensation & Classification Facilitator/Special Projects	-	-	1.00	1.00	-
Human Resources Analyst I	1.00	1.00	1.00	1.00	2.00
Human Resources Analyst II	-	-	-	-	2.00
Human Resources Assistant	1.00	1.00	1.00	1.00	-
Human Resources Assistant - Part Time (2)	1.00	-	-	-	-
Human Resources Coordinator I	2.00	2.00	2.00	2.00	2.00
Human Resources Generalist	3.00	3.00	3.00	3.00	1.00
Human Resources Manager	2.00	1.00	1.00	1.00	1.00
Human Resources Records Clerk - Part Time (2)	-	1.00	1.00	1.00	1.00
Risk & Labor Relations Manager	0.50	-	-	-	-
Training and Development Administrator	1.00	1.00	-	-	-
Training and Development Coordinator	-	1.00	-	-	-
Total	12.00	11.50	10.00	10.00	9.00

Human Resources Budget Summary by Program

Training & Development—Program 064

Description

Provide training and development opportunities to support organizational learning, resulting in higher employee satisfaction, commitment, improved performance, productivity and engagement. This program was established as a separate program within the Human Resources Department beginning FY 2020.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	-	212,300	212,300	223,000	
Operating Expense	-	-	260,600	74,465	197,000	
Capital Outlay	-	-	-	-	-	
Total		\$ -	\$ -	\$ 472,900	\$ 286,765	\$ 420,000

Percent of Time by Position	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Intern - PT (3)	-	-	-	-	1.50
Training and Development Administrator	-	-	1.00	1.00	1.00
Training and Development Coordinator	-	-	1.00	1.00	-
Total	-	-	2.00	2.00	2.50



Human Resources Budget Summary by Program

Division of Civil Rights & Employee Labor Relations—Program 066

Description

This program is responsible for developing, implementing, monitoring and enforcing fair employment guidelines. It is comprised of the following five areas: Civil rights advocacy, Federal, state and local compliance, labor relations, employee relations, and Diversity and Inclusion.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	-	-	-	325,700
Operating Expense	-	-	-	-	130,600
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 456,300

Percent of Time by Position

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Compensation & Classification Facilitator/Special Projects	-	-	-	-	1.00
Human Resources Division Director	-	-	-	-	1.00
Human Resources Generalist	-	-	-	-	1.00
Total	-	-	-	-	3.00

Human Resources Expenditures by Object Code

Administration—001-06-100-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	274,701	374,270	529,000	529,000	384,200
601205	Lump Sum Payout - Accrued Time	40,823	42,239	52,900	52,900	36,300
601210	Non-Pensionable Earnings	-	4,011	15,900	15,900	-
601215	Communication Stipend	-	1,935	3,300	3,300	5,200
601220	Longevity Pay	148	1,608	1,600	1,600	1,600
601400	Overtime-General	2	3,752	-	-	-
601410	Overtime-Holiday	-	249	-	-	-
602100	FICA & MICA	20,748	25,109	38,400	38,400	25,900
602210	Pension-General	9,399	10,305	11,200	11,200	12,000
602235	Pension-Senior Mgmt	53,922	70,299	101,200	101,200	77,200
602265	Pension-457	19,792	14,763	20,800	20,800	20,100
602300	Pmt In Lieu Of Insurance	-	5,568	6,200	6,200	6,200
602305	Health Insurance-HMO	31,792	32,406	76,700	76,700	25,600
602306	Dental Insurance-PPO	1,060	1,762	2,600	2,600	1,900
602307	Dental Insurance-HMO	323	306	500	500	400
602309	Basic Life Insurance	1,035	1,484	1,200	1,200	1,100
602311	Long-Term Disability Ins	237	289	700	700	500
602312	HDHP Aetna	-	-	-	-	21,500
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	9,700	11,300	13,800	13,800	22,200
	Sub-Total	463,682	601,654	876,000	876,000	644,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	86,110	101,403	176,000	48,000	39,600
603470	Temporary Help	9,722	4,156	-	-	-
604001	Travel & Training	161	2,440	4,000	50	3,500
604100	Communication Svcs	1,165	1,261	-	-	-
604200	Postage	2,314	1,791	2,900	2,900	2,900
604301	Electricity Svcs	9,391	8,830	11,100	11,100	9,900
604402	Leased Vehicles	4,920	4,365	-	4,365	-
604500	Risk Internal Svcs Charge	35,800	28,200	21,000	21,000	400
604550	Health Ins Internal Serv Chg	-	-	6,100	6,100	8,100
604610	Fleet Internal Svcs Charge	500	2,503	-	-	-
604700	Printing & Binding Svcs	44	-	-	-	-
604950	Employee Awards	3,911	4,223	4,800	4,800	4,800
604989	IT Internal Svcs Charge	48,600	15,700	19,800	19,800	19,200
604998	Contingency	-	-	300	300	300
605100	Office Supplies	2,387	4,562	2,000	2,000	2,000
605120	Computer Operating Expenses	-	-	900	-	900
605220	Vehicle Fuel-On-Site	434	326	1,300	1,300	1,300
605221	Vehicle Fuel-Off-Site	128	-	-	-	-
605250	Noncap Furn (Item less 5000)	-	-	500	500	500
605251	Noncap Equip (Item less 5000)	-	211	1,000	-	1,000
605290	Other Operating Supplies	1,524	2,362	2,500	1,709	2,500
605410	Subscriptions & Memberships	2,487	4,886	1,400	1,400	1,400
605500	Training-General	145	1,049	8,000	45	8,000
605510	Tuition Reimbursement	-	1,109	7,000	2,851	10,000
605600	CM Restricted	-	-	-	60	-
	Sub-Total	209,744	189,377	270,600	128,280	116,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	3,722	13,000	4,200	4,200	-
	Sub-Total	3,722	13,000	4,200	4,200	-
Total		\$ 677,148	\$ 804,031	\$ 1,150,800	\$ 1,008,480	\$ 760,900



Human Resources Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	602,836	668,303	678,300	678,300	757,000
601205	Lump Sum Payout - Accrued Time	55,796	25,336	31,700	31,700	30,300
601210	Non-Pensionable Earnings	-	12,466	15,900	15,900	-
601215	Communication Stipend	-	2,635	3,300	3,300	14,300
601220	Longevity Pay	148	-	-	-	2,200
601400	Overtime-General	6	1,926	-	-	-
601410	Overtime-Holiday	0	10	-	-	-
602100	FICA & MICA	49,098	52,803	58,000	58,000	63,700
602210	Pension-General	25,296	28,715	29,100	29,100	28,200
602235	Pension-Senior Mgmt	87,736	86,999	52,600	52,600	96,800
602260	Pension-401	24,403	27,670	28,900	28,900	19,800
602265	Pension-457	17,400	13,544	19,300	19,300	21,500
602305	Health Insurance-HMO	92,969	119,817	151,100	151,100	149,400
602306	Dental Insurance-PPO	3,673	4,155	4,300	4,300	5,400
602307	Dental Insurance-HMO	664	831	900	900	900
602309	Basic Life Insurance	2,320	3,006	1,500	1,500	2,200
602311	Long-Term Disability Ins	592	596	1,000	1,000	1,100
602312	HDHP Aetna	-	5,327	-	-	29,800
602313	HSA Payflex	-	1,350	-	-	5,400
602400	Workers' Compensation	23,200	27,000	32,900	32,900	46,400
	Sub-Total	986,138	1,082,489	1,108,800	1,108,800	1,274,400
<u>Operating Expense</u>						
603140	New Hire Screening	10,275	12,799	20,000	8,000	9,000
603141	Existing Employee Screening	9,599	30	6,500	-	6,500
603425	Software License & Maint	1,605	14,931	4,500	23,574	21,000
604001	Travel & Training	17,092	27,807	15,000	4,861	7,500
604200	Postage	-	40	-	-	-
604500	Risk Internal Svcs Charge	-	-	-	-	3,000
604550	Health Ins Internal Serv Chg	-	-	25,400	25,400	44,900
604610	Fleet Internal Svcs Charge	900	1,001	3,000	3,000	2,800
604700	Printing & Binding Svcs	1,653	2,308	4,000	170	4,000
604890	Special Events-Other	(1,112)	10,651	3,500	4,080	3,500
604910	Advertising Costs	-	2,791	1,700	570	1,700
604920	License & Permit Fees	15,412	11,057	-	12,665	-
604950	Employee Awards	-	312	-	-	-
604989	IT Internal Svcs Charge	24,900	52,200	60,700	60,700	53,800
604997	Other Operating Expenses	63	336	1,000	1,000	1,000
605100	Office Supplies	6,979	6,794	5,500	5,500	5,000
605120	Computer Operating Expenses	-	-	7,200	-	5,700
605250	Noncap Furn (Item less 5000)	-	-	4,000	2,000	2,400
605251	Noncap Equip (Item less 5000)	80	9,076	2,200	18,975	2,200
605290	Other Operating Supplies	264	3,120	4,000	2,201	2,000
605410	Subscriptions & Memberships	-	70	300	2,300	300
605500	Training-General	40,549	9,929	28,000	3,259	18,000
605510	Tuition Reimbursement	-	13,054	-	-	300
	Sub-Total	128,259	178,306	196,500	178,255	194,600
<u>Dept Capital Outlay</u>						
606470	Computer Equipment	-	-	-	1,500	-
	Sub-Total	-	-	-	1,500	-
Total		\$ 1,114,397	\$ 1,260,794	\$ 1,305,300	\$ 1,288,555	\$ 1,469,000

Human Resources Expenditures by Object Code

Training & Development—001-06-064-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	140,000	140,000	175,400
601205	Lump Sum Payout - Accrued Time	-	-	3,100	3,100	1,600
601210	Non-Pensionable Earnings	-	-	4,200	4,200	-
601215	Communication Stipend	-	-	-	-	2,000
602100	FICA & MICA	-	-	11,300	11,300	10,800
602235	Pension-Senior Mgmt	-	-	29,500	29,500	17,900
602265	Pension-457	-	-	4,200	4,200	-
602305	Health Insurance-HMO	-	-	9,300	9,300	-
602306	Dental Insurance-PPO	-	-	400	400	-
602307	Dental Insurance-HMO	-	-	200	200	200
602309	Basic Life Insurance	-	-	300	300	200
602311	Long-Term Disability Ins	-	-	200	200	100
602312	HDHP Aetna	-	-	8,200	8,200	6,800
602313	HSA Payflex	-	-	1,400	1,400	1,400
602400	Workers' Compensation	-	-	-	-	6,600
	Sub-Total	-	-	212,300	212,300	223,000
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	198,000	24,942	148,000
603192	Consulting Svcs	-	-	3,000	-	3,000
603425	Software License & Maint	-	-	12,000	5,509	12,000
604001	Travel & Training	-	-	1,500	1,617	5,500
604500	Risk Internal Svcs Charge	-	-	-	-	500
604550	Health Ins Internal Serv Chg	-	-	3,200	3,200	100
604700	Printing & Binding Svcs	-	-	12,500	-	7,500
604890	Special Events-Other	-	-	3,500	997	7,000
604989	IT Internal Svcs Charge	-	-	12,300	12,300	6,000
604997	Other Operating Expenses	-	-	100	100	400
605100	Office Supplies	-	-	2,000	2,000	2,000
605120	Computer Operating Expenses	-	-	2,000	236	2,000
605266	Photography	-	-	500	-	-
605290	Other Operating Supplies	-	-	3,000	96	3,000
605500	Training-General	-	-	-	16,468	-
605510	Tuition Reimbursement	-	-	7,000	7,000	-
	Sub-Total	-	-	260,600	74,465	197,000
	Total	\$ -	\$ -	\$ 472,900	\$ 286,765	\$ 420,000



Human Resources Expenditures by Object Code

Division of Civil Rights & Employee Labor Relations—001-06-066-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	-	-	208,800
601205	Lump Sum Payout - Accrued Time	-	-	-	-	10,900
601215	Communication Stipend	-	-	-	-	3,300
602100	FICA & MICA	-	-	-	-	16,500
602235	Pension-Senior Mgmt	-	-	-	-	48,200
602265	Pension-457	-	-	-	-	2,200
602305	Health Insurance-HMO	-	-	-	-	33,700
602306	Dental Insurance-PPO	-	-	-	-	1,000
602307	Dental Insurance-HMO	-	-	-	-	200
602309	Basic Life Insurance	-	-	-	-	600
602311	Long-Term Disability Ins	-	-	-	-	300
	Sub-Total	-	-	-	-	325,700
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	-	70,000
604001	Travel & Training	-	-	-	-	4,000
604500	Risk Internal Svcs Charge	-	-	-	-	600
604550	Health Ins Internal Serv Chg	-	-	-	-	10,100
604700	Printing & Binding Svcs	-	-	-	-	4,500
604890	Special Events-Other	-	-	-	-	5,000
604910	Advertising Costs	-	-	-	-	3,000
604989	IT Internal Svcs Charge	-	-	-	-	17,900
605100	Office Supplies	-	-	-	-	2,000
605120	Computer Operating Expenses	-	-	-	-	1,000
605290	Other Operating Supplies	-	-	-	-	1,000
605410	Subscriptions & Memberships	-	-	-	-	2,500
605500	Training-General	-	-	-	-	2,000
605510	Tuition Reimbursement	-	-	-	-	7,000
	Sub-Total	-	-	-	-	130,600
	Total	\$ -	\$ -	\$ -	\$ -	\$ 456,300

Human Resources Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
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. The budget of \$257,600 includes funding for the City's on-site Employee Assistance Program (EAP) for catastrophic events for an individual or group, trainings such as Supervisory Academy, Executive Academy, Harassment Training, Diversity Training, Excel trainings, Word trainings, and Microsoft Office.
603192	Consulting Svcs	This \$3,000 budget is to cover payment of a consultant for training services to City employees.
603425	Software License & Maint	Software needed for staff development, performance management, organizational and program training.
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. The \$20,500 budget will cover the following trainings: HR Florida Conference- August 2021; IPMA-HR Conference; Administrative Professionals.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
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.
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 line item represents contingency funding for unanticipated expenses not budgeted in any other account.
605100	Office Supplies	This is an estimated amount required for office supplies.
605120	Computer Operating Expenses	The budget of \$9,600 is associated with purchase of computer related hardware, display screens, keyboards, etc., to support the necessary functions of the Human Resources 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.
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.



Human Resources Budget Justification

Object #	Account Description	Justification
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.

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 contracted firm performing City Attorney services is Austin Pamies Norris Weeks Powell, PLLC.

There are no City personnel in this department.

FY 2020 Accomplishments

- Represented the City at all City Commission meetings, workshops and other required meetings.
- Successfully defended the City in key litigation matters.
- 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.

Program Revenues, Expenditures and Positions Summary

	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues						
None	-	-	-	-	-	-
Expenditures by Program						
Legal		\$ 1,177,941	\$ 1,056,902	\$ 1,454,600	\$ 866,300	\$ 1,454,600
Expenditures by Category						
Personnel Services		-	-	-	-	-
Operating Expense		1,177,941	1,056,902	1,454,600	866,300	1,454,600
Capital Outlay		-	-	-	-	-
Total		\$ 1,177,941	\$ 1,056,902	\$ 1,454,600	\$ 866,300	\$ 1,454,600
Position Detail						
None						



Legal Expenditures by Object Code

Legal—001-07-070-514-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>						
603101	Legal Svcs-City Commission	93,675	59,465	96,400	19,800	96,400
603102	Legal Svcs-Ofc of the City Mgr	198,816	132,136	204,200	78,900	204,200
603103	Legal Svcs-Procurement	103,396	44,688	112,800	35,500	112,800
603104	Legal Svcs-Comm Dev	69,800	69,800	69,800	69,800	69,800
603105	Legal Svcs-Parks & Recreation	46,373	28,350	76,000	27,500	76,000
603106	Legal Svcs-Public Works	79,534	37,887	94,100	21,800	94,100
603107	Legal Svcs-Police	153,600	146,001	153,600	110,900	153,600
603121	City Attorney Svcs	277,700	373,466	377,700	377,700	377,700
603128	Legal Svcs-Labor Related	155,046	165,110	270,000	124,400	270,000
	Sub-Total	1,177,941	1,056,902	1,454,600	866,300	1,454,600
	Total	\$ 1,177,941	\$ 1,056,902	\$ 1,454,600	\$ 866,300	\$ 1,454,600

Legal Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
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.

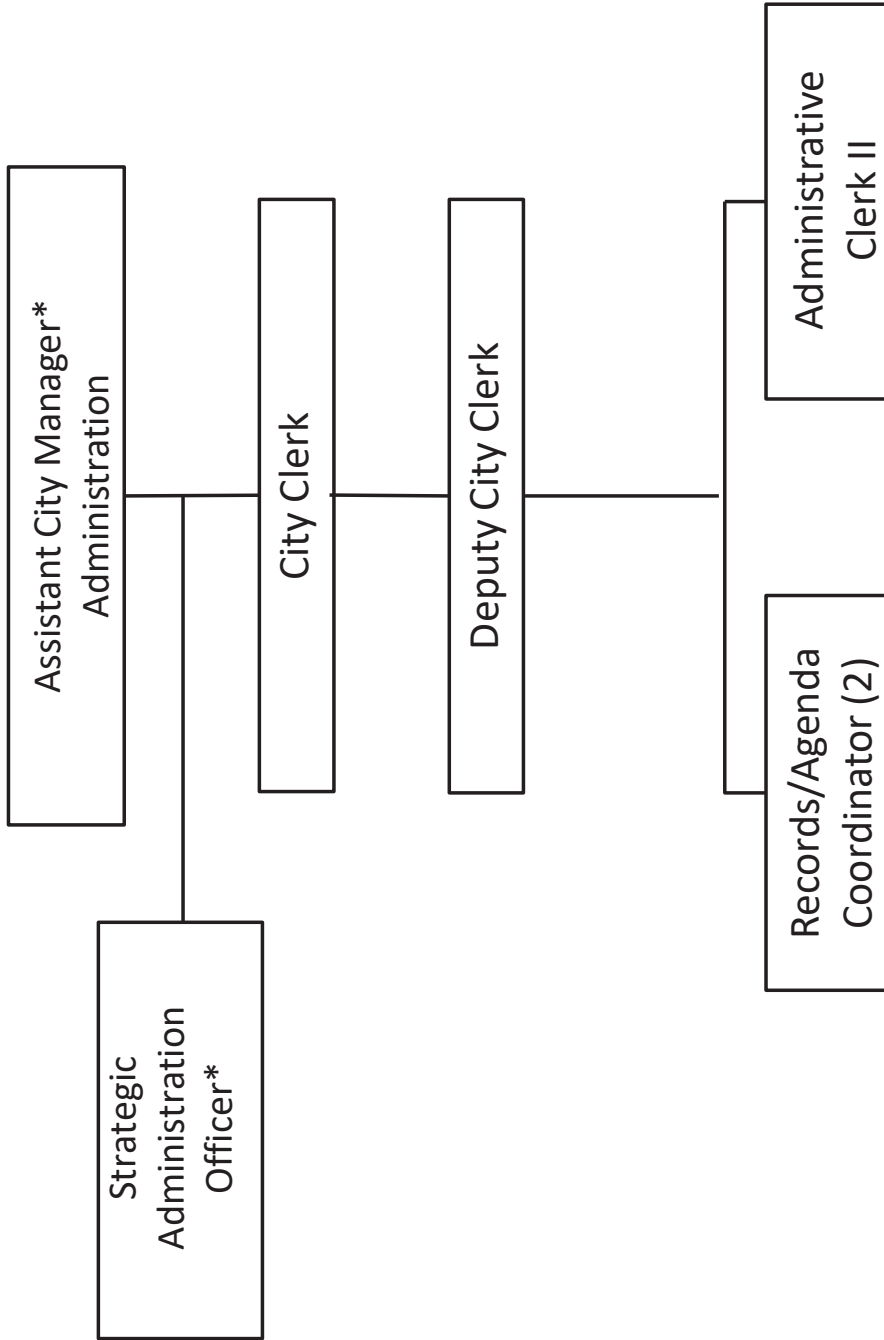
Office of the City Clerk

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



* Budgeted in the Office of the City Manager

Office of the City Clerk

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 five full-time budgeted positions in this department. The three major programs provided are:

1. Administration
2. Passport Services
3. Municipal Election

FY 2020 Accomplishments

- Successfully hosted Citywide Records Management/ Request training.
- Effectively enhanced passport services and promoted flexibility to meet the public's demand by continuing to offer Passport "Walk-In Day" twice a month (through February 2020 prior to the Covid-19 Pandemic).
- Held virtual Commission Meetings during the Covid-19 pandemic.
- Successfully hosted virtual training for election software.

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Passport Services	98,623	90,057	100,000	36,000	46,000
Municipal Election	70	3,181	-	-	150
Total	\$ 98,693	\$ 93,238	\$ 100,000	\$ 36,000	\$ 46,150
Expenditures by Program					
Administration	418,018	497,238	614,972	616,972	649,424
Passport Services	187,606	140,365	140,450	139,250	143,950
Municipal Election	116,928	313,936	107,200	106,400	334,700
Records and Archives Management	-	-	-	-	-
Agenda Processing	-	-	-	-	-
Total	\$ 722,552	\$ 951,539	\$ 862,622	\$ 862,622	\$ 1,128,074
Expenditures by Category					
Personnel Services	540,701	553,080	622,700	621,200	688,000
Operating Expense	181,851	398,459	239,922	241,422	440,074
Capital Outlay	-	-	-	-	-
Total	\$ 722,552	\$ 951,539	\$ 862,622	\$ 862,622	\$ 1,128,074



Office of the City Clerk

Positions by Program

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	2.20	2.75	3.75	3.75	3.75
Passport Services	1.30	0.75	0.75	0.75	0.75
Municipal Election	0.50	0.50	0.50	0.50	0.50
Total	4.00	4.00	5.00	5.00	5.00

Position Detail

Administrative Clerk II	-	-	1.00	1.00	1.00
Agenda Coordinator	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/Agenda Coordinator	-	-	-	-	2.00
Records Coordinator	1.00	1.00	1.00	1.00	-
Total FTE's	4.00	4.00	5.00	5.00	5.00







Staff from the Office of the City Clerk.

Office of the City Clerk Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Percentage of passport applications processed accurately	Increase the percentage of passports issued timely.	Q4 Actual	100.00%	0%	
		YTD Actual	99.50%	50.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	99.50%	50.00%	
		% Goal	100.00%	100.00%	
 Percentage of records requests processed within 14 business days	Increase the percentage of records requests processed in a reasonable time	Q4 Actual	75.00%	79.00%	
		YTD Actual	74.25%	79.75%	
	Allow for compliance with the State of Florida Sunshine Law	EOY Target	90.00%	80.00%	80.00%
		% Target	82.50%	99.69%	
		% Goal	90.00%	90.00%	
 Percentage of public records requests acknowledged within 1 business day	Allow for compliance with the State of Florida Sunshine Law	Q4 Actual	100.00%	92.00%	
		YTD Actual	97.00%	90.75%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	97.00%	90.75%	
		% Goal	100.00%	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	Q4 Actual	6.00	6.00	
		YTD Actual	23.00	22.00	
		EOY Target	21.00	21.00	21.00
		% Target	109.52%	104.76%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 196,175.07	\$ 199,613.12	
		YTD Actual	\$ 951,539.00	\$ 834,965.19	
		EOY Target	\$ 892,200.00	\$ 862,622.00	\$ 1,128,074.00
		% Target	106.65%	96.79%	
		% Goal	100.00%	100.00%	



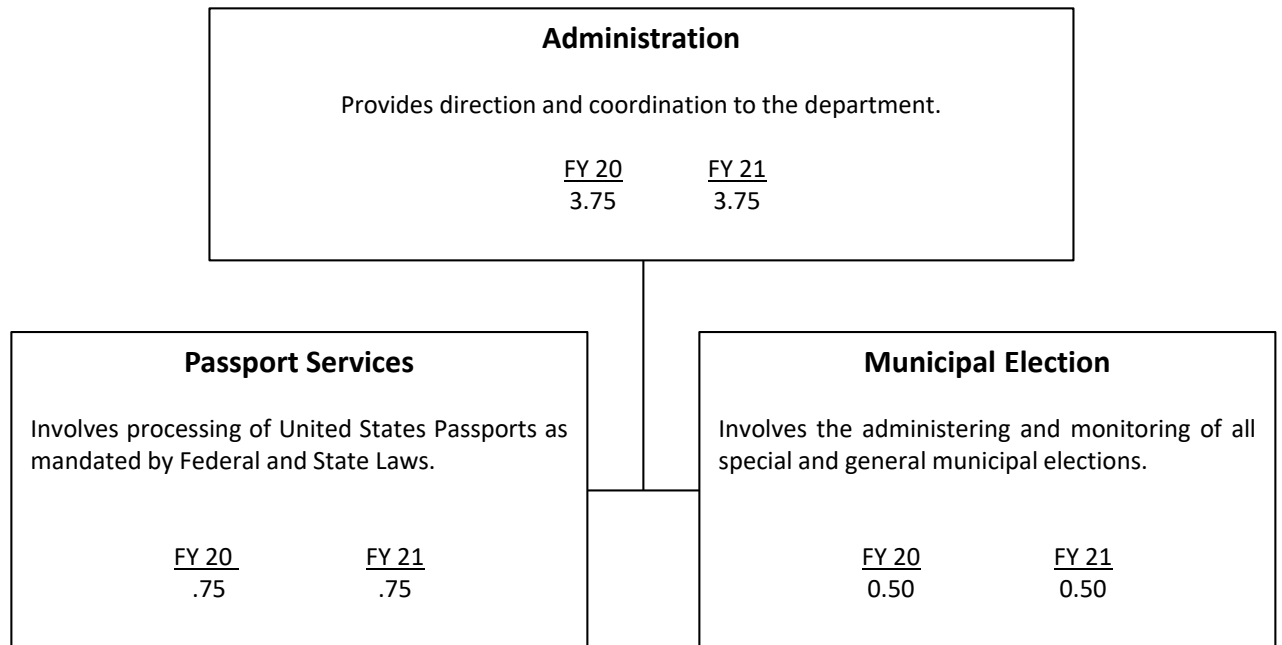
Office of the City Clerk Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 18,332.59	\$ 366.00	
		YTD Actual	\$ 93,238.45	\$ 37,284.31	
		EOY Target	\$ 114,100.00	\$ 36,000.00	\$ 46,150.00
		% Target	81.72%	103.57%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 196,175.07	\$ 199,613.12	
		YTD Actual	\$ 951,539.00	\$ 834,965.19	
		EOY Projection	\$ 886,475.00	\$ 862,186.00	\$ 1,128,074.00
		% Target	107.34%	96.84%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 18,332.59	\$ 366.00	
		YTD Actual	\$ 93,238.45	\$ 37,284.31	
		EOY Projection	\$ 103,500.00	\$ 74,200.00	\$ 46,150.00
		% Target	90.09%	50.25%	
		% Goal	100.00%	100.00%	
 Number of course hours/cross training completed by staff	Develop and increase skill levels of staff	Q4 Actual	56.00	0.00	
		YTD Actual	116.00	101.00	
		EOY Target	40.00	100.00	100.00
		% Target	290.00%	101.00%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

Office of the City Clerk FTE's by Program



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	254,091	327,230	396,600	395,100	435,700
Operating Expense	163,927	170,009	218,372	221,872	213,724
Capital Outlay	-	-	-	-	-
Total	\$ 418,018	\$ 497,238	\$ 614,972	\$ 616,972	\$ 649,424

Percent of Time by Position

Administrative Clerk II	-	-	1.00	1.00	1.00
Agenda Coordinator	0.45	1.00	1.00	1.00	-
City Clerk	0.25	0.25	0.25	0.25	0.25
Deputy City Clerk	0.50	0.50	0.50	0.50	0.50
Records/Agenda Coordinator	-	-	-	-	2.00
Records Coordinator	1.00	1.00	1.00	1.00	-
Total	2.20	2.75	3.75	3.75	3.75

Office of the City Clerk Budget Summary by Program

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Passport Services	349001	\$ 98,623	\$ 89,557	\$ 100,000	\$ 36,000	\$ 45,000
Miscellaneous Revenues	369900	-	500	-	-	1,000
Total		\$ 98,623	\$ 90,057	\$ 100,000	\$ 36,000	\$ 46,000

Expenditures by Category

Personnel Services	170,099	121,850	122,700	122,700	133,000
Operating Expense	17,507	18,514	17,750	16,550	10,950
Capital Outlay	-	-	-	-	-
Total	\$ 187,606	\$ 140,365	\$ 140,450	\$ 139,250	\$ 143,950

Percent of Time by Position

Agenda Coordinator	0.55	-	-	-	-
City Clerk	0.25	0.25	0.25	0.25	0.25
Deputy City Clerk	0.50	0.50	0.50	0.50	0.50
Total	1.30	0.75	0.75	0.75	0.75



Office of the City Clerk Budget Summary by Program

Municipal Election—Program 083

Description

This program ensures the democratic process in representing the public's interests by conducting municipal elections in compliance with State Law and the City Charter.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Election Qualifying Fees	341900	\$ 70	\$ 3,181	\$ -	\$ -	\$ 150

Expenditures by Category

Personnel Services	116,511	104,000	103,400	103,400	119,300
Operating Expense	417	209,936	3,800	3,000	215,400
Capital Outlay	-	-	-	-	-
Total	\$ 116,928	\$ 313,936	\$ 107,200	\$ 106,400	\$ 334,700

Percent of Time by Position

City Clerk	0.50	0.50	0.50	0.50	0.50
Total	0.50	0.50	0.50	0.50	0.50

Office of the City Clerk Expenditures by Object Code

Administration—001-08-100-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	155,486	204,195	232,800	232,800	253,200
601205	Lump Sum Payout - Accrued Time	12,573	7,570	8,900	8,900	15,500
601210	Non-Pensionable Earnings	-	3,140	2,100	2,100	-
601215	Communication Stipend	-	-	-	-	7,300
601220	Longevity Pay	637	702	1,300	1,300	1,300
601400	Overtime-General	7,772	9,306	14,000	12,500	15,000
601410	Overtime-Holiday	27	-	-	-	-
602100	FICA & MICA	13,344	16,252	18,700	18,700	20,800
602210	Pension-General	24,896	35,119	46,700	46,700	53,200
602235	Pension-Senior Mgmt	6,103	6,600	6,600	6,600	7,400
602265	Pension-457	3,746	3,155	3,100	3,100	3,200
602305	Health Insurance-HMO	18,260	27,998	49,100	49,100	42,700
602306	Dental Insurance-PPO	1,215	1,590	1,600	1,600	2,200
602307	Dental Insurance-HMO	-	-	200	200	-
602309	Basic Life Insurance	462	691	500	500	700
602311	Long-Term Disability Ins	170	211	300	300	400
602400	Workers' Compensation	9,400	10,700	10,700	10,700	12,800
	Sub-Total	254,091	327,230	396,600	395,100	435,700
<u>Operating Expense</u>						
603190	Prof Svcs-Other	18,805	18,834	36,100	31,600	36,100
603425	Software License & Maint	56,058	56,232	53,820	56,820	55,324
603470	Temporary Help	2,104	-	2,100	100	2,100
604001	Travel & Training	5,199	8,160	5,200	3,800	2,600
604100	Communication Svcs	1,942	2,025	-	-	-
604200	Postage	1,155	1,033	1,400	1,400	1,400
604301	Electricity Svcs	5,494	5,166	6,500	6,500	5,770
604500	Risk Internal Svcs Charge	5,200	5,600	4,000	4,000	700
604550	Health Ins Internal Serv Chg	-	-	8,200	8,200	13,000
604610	Fleet Internal Svcs Charge	-	-	-	-	4,100
604625	R&M Equipment	1,450	140	1,500	500	1,500
604740	Ordinance Codification	11,889	18,552	12,700	12,700	12,700
604910	Advertising Costs	11,935	16,643	13,300	25,300	13,300
604916	Administrative Expense	1,807	1,180	1,800	1,800	1,800
604931	Recording Fees	2,522	819	13,975	16,675	13,975
604989	IT Internal Svcs Charge	26,900	20,900	40,900	40,900	31,300
605100	Office Supplies	6,162	4,502	6,000	3,402	6,000
605120	Computer Operating Expenses	402	407	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	-	-	-	600	600
605250	Noncap Furn (Item less 5000)	-	-	2,461	660	1,260
605251	Noncap Equip (Item less 5000)	-	3,596	911	-	1,055
605290	Other Operating Supplies	243	358	500	500	500
605410	Subscriptions & Memberships	2,160	2,421	2,945	2,945	3,580
605500	Training-General	2,500	3,441	3,060	1,625	3,060
605510	Tuition Reimbursement	-	-	-	-	1,000
605600	CM Restricted	-	-	-	845	-
	Sub-Total	163,927	170,009	218,372	221,872	213,724
Total		\$ 418,018	\$ 497,238	\$ 614,972	\$ 616,972	\$ 649,424



Office of the City Clerk Expenditures by Object Code

Passport Services—001-08-082-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	99,776	71,685	71,300	71,300	73,400
601205	Lump Sum Payout - Accrued Time	12,573	7,570	4,800	4,800	10,300
601210	Non-Pensionable Earnings	-	800	2,100	2,100	-
601215	Communication Stipend	-	-	-	-	1,500
601220	Longevity Pay	637	702	700	700	700
601400	Overtime-General	4,667	-	-	-	-
601410	Overtime-Holiday	22	-	-	-	-
602100	FICA & MICA	9,048	5,680	6,000	6,000	6,200
602210	Pension-General	13,998	8,504	9,300	9,300	9,900
602235	Pension-Senior Mgmt	6,103	6,600	6,600	6,600	7,400
602265	Pension-457	3,746	3,154	3,100	3,100	3,200
602305	Health Insurance-HMO	11,607	8,559	10,300	10,300	10,400
602306	Dental Insurance-PPO	866	665	700	700	700
602309	Basic Life Insurance	351	365	200	200	200
602311	Long-Term Disability Ins	105	65	100	100	100
602400	Workers' Compensation	6,600	7,500	7,500	7,500	9,000
	Sub-Total	170,099	121,850	122,700	122,700	133,000
<u>Operating Expense</u>						
604200	Postage	3,000	3,000	4,200	4,200	4,200
604500	Risk Internal Svcs Charge	12,500	13,500	9,700	9,700	1,500
604550	Health Ins Internal Serv Chg	-	-	1,800	1,800	3,200
604916	Administrative Expense	255	-	300	300	300
605100	Office Supplies	1,532	1,668	1,500	300	1,500
605120	Computer Operating Expenses	219	346	250	250	250
	Sub-Total	17,507	18,514	17,750	16,550	10,950
	Total	\$ 187,606	\$ 140,365	\$ 140,450	\$ 139,250	\$ 143,950

Office of the City Clerk Expenditures by Object Code

Municipal Election—001-08-083-512-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	62,626	62,863	62,600	62,600	64,400
601205	Lump Sum Payout - Accrued Time	18,732	6,983	2,300	2,300	13,100
601210	Non-Pensionable Earnings	-	-	1,900	1,900	-
601215	Communication Stipend	-	-	-	-	1,000
601220	Longevity Pay	599	602	600	600	600
602100	FICA & MICA	6,310	4,303	5,100	5,100	5,300
602235	Pension-Senior Mgmt	12,305	13,300	13,200	13,200	14,900
602265	Pension-457	5,447	3,876	3,800	3,800	3,900
602305	Health Insurance-HMO	8,082	9,331	11,200	11,200	12,800
602306	Dental Insurance-PPO	435	443	400	400	500
602309	Basic Life Insurance	121	148	100	100	200
602311	Long-Term Disability Ins	52	52	100	100	100
602400	Workers' Compensation	1,800	2,100	2,100	2,100	2,500
	Sub-Total	116,511	104,000	103,400	103,400	119,300
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	1,951	-	-	-
603425	Software License & Maint	117	1,019	1,000	1,000	2,500
604500	Risk Internal Svcs Charge	-	-	-	-	200
604550	Health Ins Internal Serv Chg	-	-	1,900	1,900	3,800
604625	R&M Equipment	-	-	500	-	500
604909	Election Costs	-	198,620	-	-	200,000
604910	Advertising Costs	-	7,848	-	-	8,000
604916	Administrative Expense	-	-	100	100	100
605100	Office Supplies	300	498	300	-	300
	Sub-Total	417	209,936	3,800	3,000	215,400
Total		\$ 116,928	\$ 313,936	\$ 107,200	\$ 106,400	\$ 334,700



Office of the City Clerk Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
341900	Election Qualifying Fees	Pursuant to the City's Charter, a qualifying fee of \$25 is required to run for Office. Municipal elections are held every two years in compliance with State Law and the City's Charter.
349001	Passport Svcs	This revenue is derived from fees collected for the processing of US passport applications.
369900	Miscellaneous Revenue	This is for revenues that cannot be classified in another revenue line item.
<u>Expense</u>		
601400	Overtime-General	This account represents costs for overtime that is necessary due to unforeseen administrative needs. Includes additional overtime related to Commission meetings.
603190	Prof Svcs-Other	This account represents costs associated with the following: Closed Captioning services - \$14,100 Transcription of Meeting Minutes - \$22,000
603425	Software License & Maint	This account represents costs for the following software: BIS (Commission Chambers audio recording) - \$1,500 Granicus (Commission electronic voting, live streaming,) - \$30,900 Legistar/MCCi (Commission paperless agenda) - \$15,000 Hightail (electronically transmits audio recordings) - \$310 JustFOIA (Records Management) - \$6,000 EasyVote (Election Software) - \$2,500 MuniCode OrdBank (posting of adopted ordinances online) - \$350 Authorize.net (online payment module for records requests) - \$540 TimeTap (online appt. scheduler) - \$240 Tockify (online noticing software) - \$85 Check In Systems Inc. (online sign-in for passport svcs.) - \$399
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.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles as provided by PW-Fleet Maintenance.
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.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as provided by PW-Fleet Maintenance.

Office of the City Clerk Budget Justification

Object #	Account Description	Justification
605250	Noncap Furn (Item less 5000)	This includes \$1,260 for office chairs for the training/agenda office.
605251	Noncap Equip (Item less 5000)	This includes \$1,055 for standard workstation monitors for five employees.
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 the following memberships/subscriptions: Florida Association of City Clerks (FACC) - \$600 International Institute of Municipal Clerks (IIMC) - \$680 American Society of Notaries - \$850 Broward County Municipal Clerks Assoc. (BCMCA) - \$425 FL Records Management Assoc. (FRMA) - \$500 American Society for Public Administration (ASPA) - \$525
605500	Training-General	This account represents costs associated with various registration fees/conferences/webinars required to maintain certifications: Florida Association of City Clerks (FACC) - \$700 International Institute of Municipal Clerks (IIMC) - \$1,200 FL Records Management Assoc. (FRMA) - \$510 Association of Records Mgrs. Administrators (ARMA) - \$100 FL Municipal Communicators Assoc. (FMCA) - \$550
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.





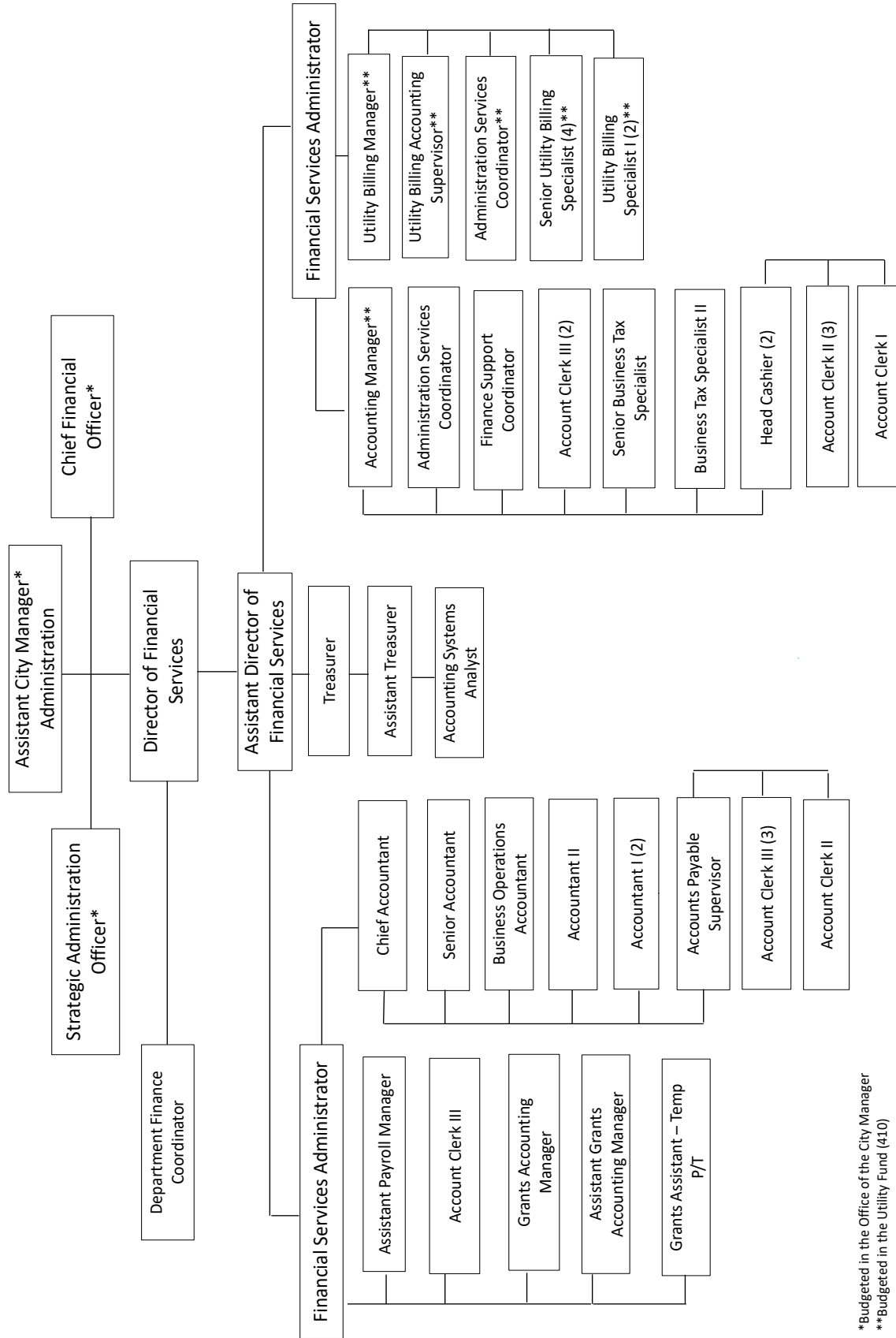
Financial Services

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



*Budgeted in the Office of the City Manager

**Budgeted in the Utility Fund (410)



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 (GAAP).
- 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 35.5 budgeted positions, 35 full-time and one (.5 FTE) 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 2020 Accomplishments

- Awarded the Certificate of Achievement for Excellence in Financial Reporting.
- Issued the FY 2019 Comprehensive Annual Financial Report (CAFR).
- Provided assistance in securing 8 new grants for City personnel.
- Implementation of Munis Accounts Payable Manager and Purchasing Card Module to enhance payment processing capabilities.
- Secured a \$10 Million loan to finance Capital Improvement Projects.

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Accounting and Revenue Enhancement	\$ 2,222,683	\$ 2,346,400	\$ 2,535,000	\$ 2,535,000	\$ 2,451,500

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Program					
Administration	662,393	673,969	573,600	560,410	602,296
Accounting & Revenue Enhancement	3,363,660	3,376,789	3,969,800	3,705,347	4,095,050
Reporting and Training	88,982	109,455	111,000	96,100	60,250
Grants Administration	224,166	285,666	334,800	312,500	340,450
Total	\$ 4,339,201	\$ 4,445,880	\$ 4,989,200	\$ 4,674,357	\$ 5,098,046

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Category					
Personnel Services	3,708,321	3,926,600	4,199,000	4,058,400	4,350,800
Operating Expense	630,881	515,086	720,200	541,986	707,246
Capital Outlay	-	4,194	70,000	73,971	40,000
Total	\$ 4,339,201	\$ 4,445,880	\$ 4,989,200	\$ 4,674,357	\$ 5,098,046



Financial Services

Positions by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	3.00	4.00	3.00	3.00	3.00
Accounting & Revenue Enhancement	29.00	29.00	29.00	29.00	29.00
Reporting and Training	1.00	1.00	1.00	1.00	1.00
Grants Administration	2.50	2.50	2.50	2.50	2.50
Total	35.50	36.50	35.50	35.50	35.50

Position Detail

Account Clerk I*	3.00	2.00	2.00	1.00	1.00
Account Clerk II*	5.00	6.00	6.00	4.00	4.00
Account Clerk III*	4.00	3.00	3.00	6.00	6.00
Accountant I	2.00	2.00	2.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accounting Manager	2.00	-	-	-	-
Accounting System Analyst	1.00	1.00	2.00	1.00	1.00
Accounts Payable Supervisor	1.00	1.00	1.00	1.00	1.00
Administration Services Coordinator	-	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	1.00	1.00	1.00
Assistant Internal Auditor	-	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 II*	1.00	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
Finance Support Coordinator	-	-	-	1.00	1.00
Financial Services Administrator	-	2.00	2.00	2.00	2.00
Grants Accounting Manager	1.00	1.00	1.00	1.00	1.00
Grants Assistant - Temp Part-time	0.50	0.50	0.50	0.50	0.50
Head Cashier	2.00	2.00	2.00	2.00	2.00
Internal Auditor	-	1.00	-	-	-
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	1.00	1.00	1.00
Treasurer/Retirement & Financial Planning Resource Manager	1.00	1.00	1.00	1.00	1.00
Total FTE's	35.50	36.50	35.50	35.50	35.50

* Block Budgeting position

Financial Services Balanced Scorecard






Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 1,135,185.90	\$ 1,241,979.38	
		YTD Actual	\$ 4,445,880.00	\$ 4,644,172.07	
		EOY Target	\$ 4,483,100.00	\$ 5,018,557.00	\$ 5,098,046.00
		% Target	99.17%	92.54%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 1,135,185.90	\$ 1,241,979.38	
		YTD Actual	\$ 4,445,880.00	\$ 4,644,172.07	
		EOY Projection	\$ 4,506,580.00	\$ 4,550,185.00	\$ 5,098,046.00
		% Target	98.65%	102.07%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 124,603.98	\$ 93,535.15	
		YTD Actual	\$ 2,346,399.64	\$ 2,432,303.60	
		EOY Target	\$ 2,505,000.00	\$ 2,535,000.00	\$ 2,451,500.00
		% Target	93.67%	95.95%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 124,603.98	\$ 93,535.15	
		YTD Actual	\$ 2,346,399.64	\$ 2,432,303.60	
		EOY Projection	\$ 2,505,000.00	\$ 2,376,500.00	\$ 2,451,500.00
		% Target	93.67%	102.35%	
		% Goal	100.00%	100.00%	
 Number of training sessions held/offered	Improve supervisory leadership skills	Q4 Actual	1.00	5.00	
		YTD Actual	4.00	18.00	
		EOY Target	3.00	3.00	3.00
		% Target	133.33%	600.00%	
		% Goal	100.00%	100.00%	



Financial Services Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of training sessions held/offered	Improve staff customer service skills - including conflict resolution and communication skills	Q4 Actual	1.00	0.00	
		YTD Actual	4.00	10.00	
		EOY Target	2.00	2.00	2.00
		% Target	200.00%	500.00%	
		% Goal	100.00%	100.00%	
 Number of financial reports issued for the fiscal year		Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of consecutive GFOA awards received	Issue CAFR by March 31 each year	Q4 Actual	0.00	0.00	
		YTD Actual	30.00	31.00	
		EOY Target	30.00	31.00	31.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of accounts sent to collections	Pursue more timely collection of non-UB account receivable balances	Q4 Actual	52.00	0.00	
		YTD Actual	330.00	132.00	
		EOY Target	300.00	300.00	300.00
		% Target	110.00%	44.00%	
		% Goal	100.00%	100.00%	
 Number of reports issued	Fed Finance report	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	

Financial Services Balanced Scorecard





Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of reports issued	Quarterly Grants report	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of reports issued	Quarterly donations	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of FRS (Florida Retirement System) submitted		Q4 Actual	3.00	3.00	
		YTD Actual	12.00	12.00	
		EOY Target	12.00	12.00	12.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of reports issued	Schedule of Expenditure of Federal Awards (SEFA)	Q4 Actual	0.00	0.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Complete/respond to a lien search request within 3 business days	Efficiency/customer service	Q4 Actual	1.00	5.00	
		YTD Actual	5.00	13.00	
		EOY Target	4.00	4.00	4.00
		% Target	125.00%	325.00%	
		% Goal	100.00%	100.00%	



Financial Services Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Review and issue Business Tax Receipt for complete application within 3 business days	Efficiency/customer service	Q4 Actual	1.00	12.00	
		YTD Actual	4.00	26.00	
		EOY Target	3.00	5.00	5.00
		% Target	133.33%	520.00%	
		% Goal	100.00%	100.00%	
 Number of eligible vendors converted	Increase ACH vendor participation in an attempt to reduce fraud opportunities	Q4 Actual	59.00	12.00	
		YTD Actual	59.00	12.00	
		EOY Target	30.00	30.00	30.00
		% Target	196.67%	40.00%	
		% Goal	100.00%	100.00%	
 Filed by 4/30, 7/31, 10/31, 1/31	Payroll quarterly form 941	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Filed by 1/31	Form 945 annual return of withheld income tax	Q4 Actual	0.00	0.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Forms issued and filed by 1/31	W-2 form (Recipient & IRS)	Q4 Actual	0.00	0.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	

Financial Services Balanced Scorecard

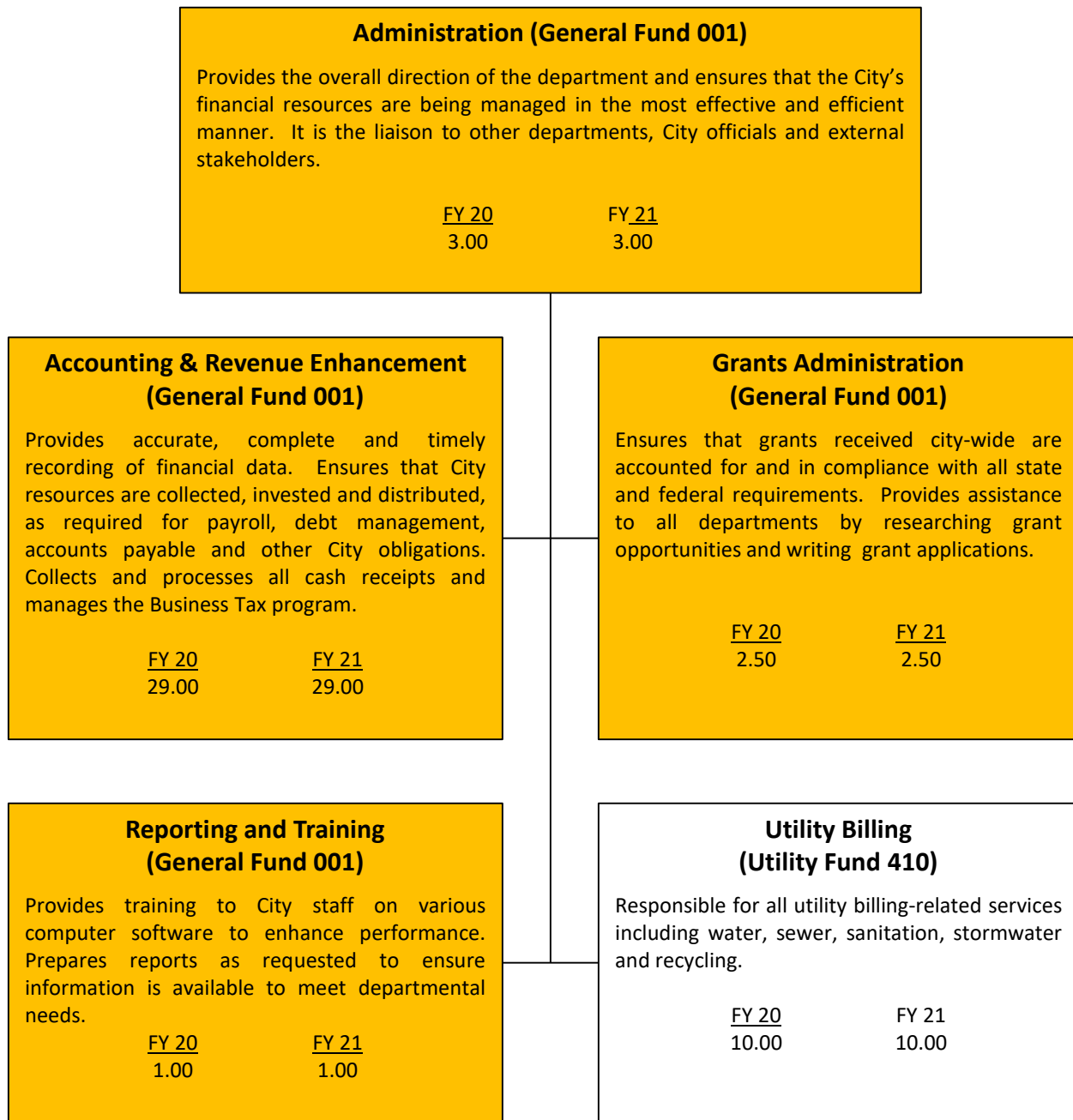
Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Monthly filings by the 20th of the subsequent month	State Sales Tax	Q4 Actual	3.00	3.00	
		YTD Actual	12.00	12.00	
		EOY Target	12.00	12.00	12.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Forms issued by 1/31	Form 1099-R (Recipient)	Q4 Actual	0.00	0.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Forms filed with the IRS	Form 1099-R (IRS)	Q4 Actual	0.00	0.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Forms issued and filed by 1/31	Form 1099-M (Recipient and IRS)	Q4 Actual	0.00	0.00	
		YTD Actual	1.00	1.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Financial Services FTE's by Program



Financial Services Budget Summary by Program

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 and efficient manner. It is the liaison to other departments, City officials and external stakeholders.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	579,765	591,628	430,900	430,900	493,000
Operating Expense	82,629	78,148	72,700	55,539	69,296
Capital Outlay	-	4,194	70,000	73,971	40,000
Total	\$ 662,393	\$ 673,969	\$ 573,600	\$ 560,410	\$ 602,296

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
Internal Auditor	-	1.00	-	-	-
Total	3.00	4.00	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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Local Business Tax	316000	2,037,554	2,016,387	2,295,000	2,295,000	2,200,000
Admin Fee Cost Recovery	329105	-	577	5,000	5,000	1,500
Credit Card Fee	347345	29,714	29,856	35,000	35,000	-
Lien Research	349000	155,415	299,580	200,000	200,000	250,000
		\$ 2,222,683	\$ 2,346,400	\$ 2,535,000	\$ 2,535,000	\$ 2,451,500

Expenditures by Category

Personnel Services	2,862,573	3,001,849	3,405,600	3,278,300	3,536,400
Operating Expense	501,087	374,940	564,200	427,047	558,650
Capital Outlay	-	-	-	-	-
Total	\$ 3,363,660	\$ 3,376,789	\$ 3,969,800	\$ 3,705,347	\$ 4,095,050

Percent of Time by Position

Account Clerk I*	3.00	2.00	2.00	1.00	1.00
Account Clerk II*	5.00	6.00	6.00	4.00	4.00
Account Clerk III	4.00	3.00	3.00	6.00	6.00
Accountant I	2.00	2.00	2.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accounting Manager	2.00	-	-	-	-
Accounting System Analyst	-	-	1.00	-	-
Accounts Payable Supervisor	1.00	1.00	1.00	1.00	1.00
Administration Services Coordinator	-	1.00	1.00	1.00	1.00
Assistant Internal Auditor	-	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 II*	1.00	1.00	1.00	1.00	1.00
Chief Accountant	1.00	1.00	1.00	1.00	1.00
Finance Support Coordinator	-	-	-	1.00	1.00
Financial Services Administrator	-	2.00	2.00	2.00	2.00
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	1.00	1.00	1.00
Treasurer/Retirement & Financial Planning Resource Manager	1.00	1.00	1.00	1.00	1.00
Total	29.00	29.00	29.00	29.00	29.00

* Block Budgeting position

Financial Services Budget Summary by Program

Reporting and Training—Program 102

Description

The Financial Services 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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	80,391	99,291	98,000	84,700	49,500
Operating Expense	8,591	10,164	13,000	11,400	10,750
Capital Outlay	-	-	-	-	-
Total	\$ 88,982	\$ 109,455	\$ 111,000	\$ 96,100	\$ 60,250

Percent of Time by Position

Accounting System Analyst	1.00	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00	1.00



The City of Miramar Financial Services Team.

Financial Services Budget Summary by Program

Grants Administration—Program 103

Description

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

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	185,592	233,832	264,500	264,500	271,900
Operating Expense	38,574	51,834	70,300	48,000	68,550
Capital Outlay	-	-	-	-	-
Total	\$ 224,166	\$ 285,666	\$ 334,800	\$ 312,500	\$ 340,450

Percent of Time by Position

Assistant Grants Accounting Manager	1.00	1.00	1.00	1.00	1.00
Grants Accounting Manager	1.00	1.00	1.00	1.00	1.00
Grants Assistant - Temp Part-time	0.50	0.50	0.50	0.50	0.50
Total	2.50	2.50	2.50	2.50	2.50

Financial Services Expenditures by Object Code

Administration—001-10-100-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	374,569	389,492	323,100	323,100	332,500
601201	Salary Attrition	-	-	(60,000)	(60,000)	-
601205	Lump Sum Payout - Accrued Time	18,641	18,641	20,600	20,600	22,900
601210	Non-Pensionable Earnings	-	3,141	9,700	9,700	-
601215	Communication Stipend	2,355	4,665	3,900	3,900	3,900
601220	Longevity Pay	-	3,032	3,800	3,800	3,800
602100	FICA & MICA	26,212	29,084	25,600	25,600	25,500
602235	Pension-Senior Mgmt	87,336	78,999	40,300	40,300	45,500
602265	Pension-457	28,046	21,070	22,000	22,000	18,200
602304	Health Insurance-PPO	13,299	11,963	-	-	-
602305	Health Insurance-HMO	18,473	13,530	18,600	18,600	8,100
602306	Dental Insurance-PPO	775	879	800	800	800
602307	Dental Insurance-HMO	176	167	200	200	200
602309	Basic Life Insurance	1,977	1,752	700	700	900
602311	Long-Term Disability Ins	306	336	500	500	500
602312	HDHP Aetna	-	5,327	8,200	8,200	13,600
602313	HSA Payflex	-	1,350	1,400	1,400	2,700
602400	Workers' Compensation	7,600	8,200	11,500	11,500	13,900
	Sub-Total	579,765	591,628	430,900	430,900	493,000
<u>Operating Expense</u>						
603190	Prof Svcs-Other	725	29,503	6,000	2,100	6,000
604001	Travel & Training	7,915	9,754	11,300	2,640	5,650
604301	Electricity Svcs	14,525	13,657	17,100	17,100	17,546
604500	Risk Internal Svcs Charge	6,400	2,700	3,200	3,200	600
604550	Health Ins Internal Serv Chg	-	-	4,700	4,700	2,600
604650	R&M Office Equip	-	-	200	200	200
604700	Printing & Binding Svcs	1,022	170	1,500	1,500	1,500
604916	Administrative Expense	584	702	1,100	1,100	1,100
604950	Employee Awards	1,284	890	2,000	2,000	5,000
604989	IT Internal Svcs Charge	46,500	15,700	17,000	17,000	18,100
605100	Office Supplies	800	1,189	2,300	822	2,300
605120	Computer Operating Expenses	800	413	800	800	800
605220	Vehicle Fuel-On-Site	(1)	-	-	-	-
605250	Noncap Furn (Item less 5000)	1,141	773	1,100	-	1,100
605290	Other Operating Supplies	2	119	200	200	200
605410	Subscriptions & Memberships	931	2,578	2,700	604	2,700
605500	Training-General	-	-	1,000	1,000	1,000
605510	Tuition Reimbursement	-	-	500	500	2,900
605600	CM Restricted	-	-	-	73	-
	Sub-Total	82,629	78,148	72,700	55,539	69,296
<u>Dept Capital Outlay</u>						
606471	Software	-	4,194	70,000	73,971	40,000
	Sub-Total	-	4,194	70,000	73,971	40,000
Total		\$ 662,393	\$ 673,969	\$ 573,600	\$ 560,410	\$ 602,296



Financial Services Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,842,363	1,869,531	2,070,100	2,035,000	2,166,400
601205	Lump Sum Payout - Accrued Time	95,246	80,637	91,600	91,600	77,800
601210	Non-Pensionable Earnings	128	56,640	19,300	19,300	-
601215	Communication Stipend	-	3,355	3,900	3,900	7,800
601220	Longevity Pay	15,535	14,973	10,400	10,400	9,500
601400	Overtime-General	12,465	33,443	20,000	20,000	26,200
601410	Overtime-Holiday	8,845	1,339	8,800	8,800	8,800
602100	FICA & MICA	147,639	153,196	169,500	169,500	174,700
602210	Pension-General	259,062	245,129	280,500	280,500	329,300
602235	Pension-Senior Mgmt	108,345	113,999	148,700	148,700	167,100
602265	Pension-457	16,473	23,435	28,500	28,500	25,900
602300	Pmt In Lieu Of Insurance	11,222	11,265	12,500	12,500	18,700
602304	Health Insurance-PPO	13,689	25,439	33,900	33,900	28,200
602305	Health Insurance-HMO	257,459	260,497	375,200	283,000	337,500
602306	Dental Insurance-PPO	10,856	11,826	11,600	11,600	15,000
602307	Dental Insurance-HMO	1,549	1,261	1,800	1,800	1,300
602309	Basic Life Insurance	4,685	6,049	4,500	4,500	6,200
602311	Long-Term Disability Ins	2,112	2,137	2,900	2,900	3,100
602312	HDHP Aetna	-	21,648	24,600	24,600	27,100
602313	HSA Payflex	-	6,750	4,100	4,100	5,400
602400	Workers' Compensation	54,900	59,300	83,200	83,200	100,400
	Sub-Total	2,862,573	3,001,849	3,405,600	3,278,300	3,536,400
<u>Operating Expense</u>						
603190	Prof Svcs-Other	50,678	27,437	86,800	29,880	91,500
603200	Audit Fees	67,066	64,200	70,000	47,400	70,000
603470	Temporary Help	2,344	2,508	2,300	2,300	2,300
604001	Travel & Training	21,991	28,460	30,500	4,100	15,250
604200	Postage	19,027	12,868	19,500	19,500	19,500
604500	Risk Internal Svcs Charge	64,400	27,200	32,700	32,700	5,800
604550	Health Ins Internal Serv Chg	-	-	74,200	74,200	109,000
604650	R&M Office Equip	902	-	1,000	1,000	1,000
604700	Printing & Binding Svcs	4,439	3,541	4,000	4,000	4,000
604901	Credit Card Svcs Fees	36,389	37,932	35,000	18,300	35,000
604905	Bank Svcs Charges	34	-	-	-	-
604989	IT Internal Svcs Charge	210,900	146,300	171,400	171,400	168,600
605100	Office Supplies	8,349	20,949	15,000	6,100	15,000
605120	Computer Operating Expenses	7,986	(1,317)	8,000	8,000	6,000
605240	Uniforms Cost	742	253	900	900	900
605250	Noncap Furn (Item less 5000)	4,546	-	4,500	467	5,000
605290	Other Operating Supplies	39	989	1,500	1,500	1,500
605410	Subscriptions & Memberships	1,206	3,357	2,800	1,200	2,800
605500	Training-General	50	-	100	100	1,500
605510	Tuition Reimbursement	-	263	4,000	4,000	4,000
	Sub-Total	501,087	374,940	564,200	427,047	558,650
	Total	\$ 3,363,660	\$ 3,376,789	\$ 3,969,800	\$ 3,705,347	\$ 4,095,050

Financial Services Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	48,625	65,300	65,000	51,700	31,200
601205	Lump Sum Payout - Accrued Time	-	1,875	-	-	-
601210	Non-Pensionable Earnings	-	1,300	2,000	2,000	-
602100	FICA & MICA	3,387	5,420	5,100	5,100	2,400
602235	Pension-Senior Mgmt	14,606	13,800	13,700	13,700	7,200
602265	Pension-457	-	-	2,000	2,000	900
602300	Pmt In Lieu Of Insurance	-	4,273	6,200	6,200	-
602305	Health Insurance-HMO	11,330	4,033	-	-	4,000
602306	Dental Insurance-PPO	-	675	900	900	-
602307	Dental Insurance-HMO	210	75	-	-	100
602309	Basic Life Insurance	251	333	100	100	100
602311	Long-Term Disability Ins	82	108	100	100	-
602400	Workers' Compensation	1,900	2,100	2,900	2,900	3,600
	Sub-Total	80,391	99,291	98,000	84,700	49,500
<u>Operating Expense</u>						
604001	Travel & Training	35	2,424	3,900	3,000	1,950
604500	Risk Internal Svcs Charge	4,300	1,800	2,100	2,100	400
604550	Health Ins Internal Serv Chg	-	-	100	100	1,200
604989	IT Internal Svcs Charge	4,100	5,200	5,700	5,700	6,000
605100	Office Supplies	26	515	600	100	600
605120	Computer Operating Expenses	-	-	400	400	400
605410	Subscriptions & Memberships	130	225	200	-	200
	Sub-Total	8,591	10,164	13,000	11,400	10,750
Total		\$ 88,982	\$ 109,455	\$ 111,000	\$ 96,100	\$ 60,250



Financial Services Expenditures by Object Code

Grants Administration—001-10-103-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	115,971	142,689	164,200	164,200	166,500
601205	Lump Sum Payout - Accrued Time	6,038	8,440	6,400	6,400	8,100
601210	Non-Pensionable Earnings	-	2,502	4,200	4,200	-
602100	FICA & MICA	9,009	11,406	13,400	13,400	13,400
602235	Pension-Senior Mgmt	17,307	29,800	29,600	29,600	33,100
602260	Pension-401	6,742	-	-	-	-
602265	Pension-457	3,331	4,240	4,200	4,200	4,300
602305	Health Insurance-HMO	19,938	26,441	31,800	31,800	33,700
602306	Dental Insurance-PPO	864	1,278	1,300	1,300	1,400
602307	Dental Insurance-HMO	75	-	-	-	-
602309	Basic Life Insurance	365	555	400	400	500
602311	Long-Term Disability Ins	153	200	200	200	200
602400	Workers' Compensation	5,800	6,280	8,800	8,800	10,700
	Sub-Total	185,592	233,832	264,500	264,500	271,900
<u>Operating Expense</u>						
603190	Prof Svcs-Other	11,169	19,472	25,000	8,700	25,000
604001	Travel & Training	7,641	1,750	9,300	4,000	4,650
604500	Risk Internal Svcs Charge	6,400	2,700	3,200	3,200	600
604550	Health Ins Internal Serv Chg	-	-	5,400	5,400	10,100
604650	R&M Office Equip	-	-	300	300	300
604700	Printing & Binding Svcs	-	43	300	300	300
604920	License & Permit Fees	9,300	8,085	10,000	10,000	10,000
604989	IT Internal Svcs Charge	3,400	13,100	14,100	14,100	14,900
605100	Office Supplies	665	61	1,000	900	1,000
605120	Computer Operating Expenses	-	-	700	700	700
605250	Noncap Furn (Item less 5000)	-	-	600	-	600
605410	Subscriptions & Memberships	-	100	400	400	400
605510	Tuition Reimbursement	-	6,524	-	-	-
	Sub-Total	38,574	51,834	70,300	48,000	68,550
	Total	\$ 224,166	\$ 285,666	\$ 334,800	\$ 312,500	\$ 340,450

Financial Services Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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%.
329105	Admin Fee Cost Recovery	This revenue line item is derived from administrative charge related to developer consulting fees.
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.
<u>Expense</u>		
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. Revenue Enhancement: \$26,200 - General Support
601410	Overtime-Holiday	This expenditure is for overtime hours worked on contractual holidays per the individual collective bargaining agreements. \$8,800 - Revenue Enhancement - Overtime - Holiday - Clerical Support
603190	Prof Svcs-Other	Professional Services for costs to be incurred for non-employee services including actuarial, grant writing and system support provided by Third Party vendors as listed below: \$6,000 - Administration (GASB 87) \$91,500 - Revenue Enhancement (AMI Risk \$3,500, OPEB \$30,000, Pension Actuarial Analysis \$10,000, DAC \$8,000, Excess Benefit \$5,000, Arbitrage \$10,000, Audits \$25,000) \$25,000 - Grants (Grants Writer)
603200	Audit Fees	Contracted cost between the City and its external auditors for the annual year-end financial audit. The cost is allocated between Financial Services (General Fund-001) and Utility Billing (Utility Fund-410) as shown below: \$70,000 - Financial Services (General Fund-001) \$40,000 - Utility Billing (Utility Fund-410)
603470	Temporary Help	This account represents costs associated with providing additional professional staff for clerical support to maintain work flow during extended employee absences. \$2,300 - Revenue Enhancement - Temporary Services - Clerical Support
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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: Annual Subscription - Grants Search Engine \$10,000
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.



Financial Services Budget Justification

Object #	Account Description	Justification
605250	Noncap Furn (Item less 5000)	<p>This is for furniture that cost less than \$5,000 per unit.</p> <p>Administration and 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.</p> <p>\$1,100 - Administration (CDW-2 Monitors -\$600; Office Depot File Cabinet - \$500)</p> <p>\$4,500 - Revenue Enhancement (Office Depot Desk - \$1,460; Office Depot File Cabinets - \$840; Office Depot Chairs - \$1,200; CDW Scanners - \$1,000)</p> <p>\$600 - Grants (CDW Monitors)</p> <p>\$500 - Other</p>
605290	Other Operating Supplies	This cost is for supplies not specified in other line items.
605410	Subscriptions & Memberships	<p>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.</p> <p>\$2,700 - Administration (AICPA - \$600; FGFOA - \$100; SFGFOA - \$75; GAAFR Newsletter - \$100; GASB Pronouncements & Other Publications - \$750; CPA Certification- \$275; CGFO - \$100; GFOA - \$500; FICPA - \$200)</p> <p>\$2,800 - Revenue Enhancement (AICPA - \$300; FGFOA - \$800; SFGFOA - \$250; GFOA - \$750; FICPA - \$200; Payroll Association - \$500)</p> <p>\$200 - Reporting and Training (SFGFOA - \$50; GFOA - \$150)</p> <p>\$400 - Grants - (NGMA \$400)</p>
605500	Training-General	<p>Training - General is available for Continuing Professional Education (CPE) Credits for staff ongoing training and development.</p> <p>\$1,000 - Administration</p> <p>\$1,500- Revenue Enhancement - Pryor Training/Seminars</p>
605510	Tuition Reimbursement	<p>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.</p> <p>\$2,900 - Tuition Reimbursement - Administration - Continuing Education</p> <p>\$4,000 - Tuition Reimbursement - Revenue Enhancement - Continuing Education</p>
606471	Software	This includes the purchase of a Comprehensive Annual Financial Report (CAFR) software with annual maintenance cost of \$40,000.

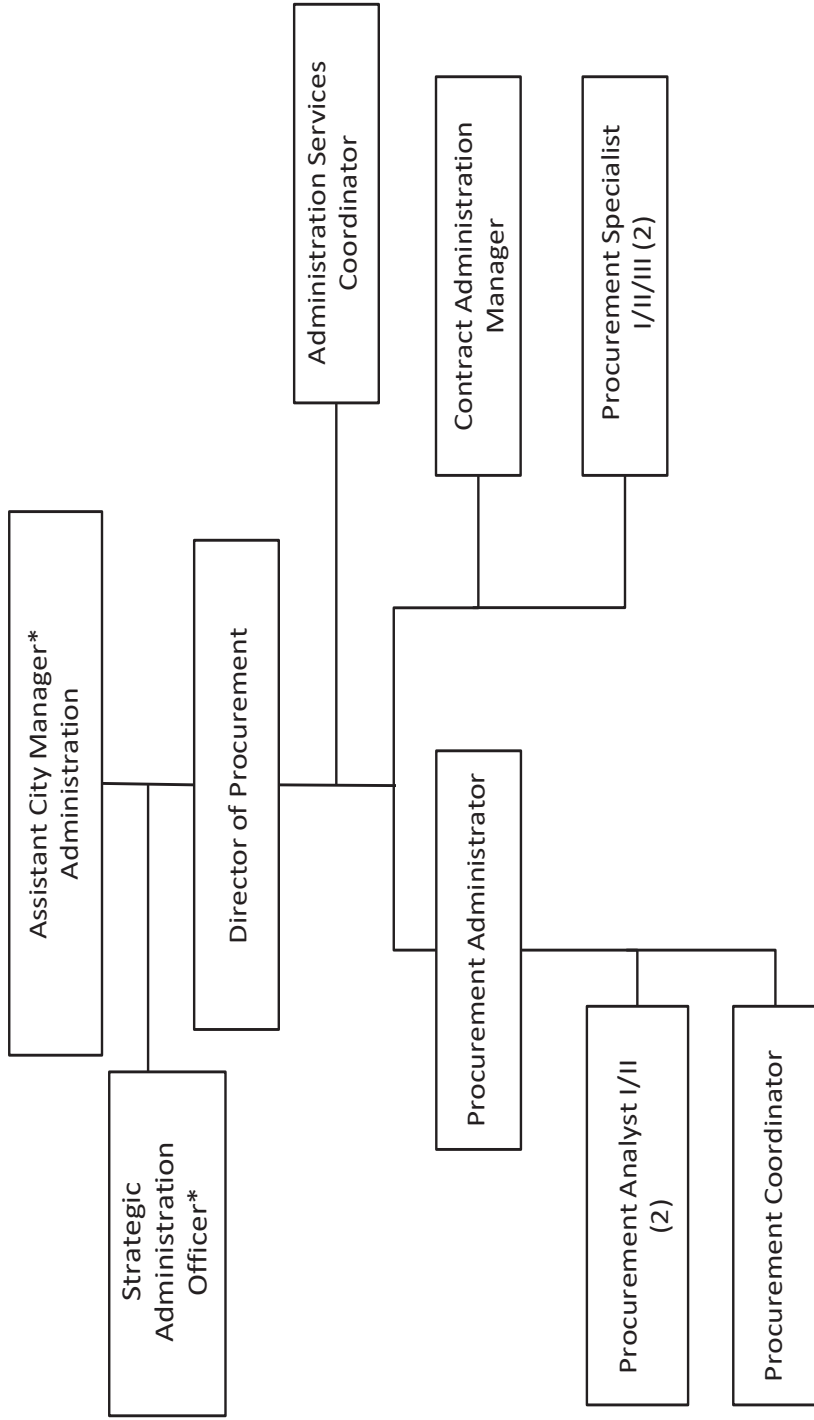
Procurement

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



* Budgeted in the Office of the City Manager



Procurement

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 nine full-time budgeted positions. The two major programs are:

1. Procurement Operations
2. Mailroom Operations

FY 2020 Accomplishments







- Sections of Procurement Code amended by Ordinance 20-12.
- Managed the upgrade of vending machine services.
- Hosted a successful City surplus auction.
- Purchased a new mail opener for efficiency.

Program Revenues, Expenditures and Positions Summary


	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Procurement Operations	278,918	541,821	368,000	368,000	216,000
Expenditures by Program					
Procurement Operations	1,176,317	983,799	1,127,061	1,057,961	1,072,368
Mailroom Operations	203,812	206,407	254,150	256,150	259,200
Total	\$ 1,380,129	\$ 1,190,206	\$ 1,381,211	\$ 1,314,111	\$ 1,331,568
Expenditures by Category					
Personnel Services	1,121,855	1,019,436	1,201,100	1,164,200	1,177,800
Operating Expense	249,266	115,985	176,461	146,261	153,768
Capital Outlay	9,009	54,785	3,650	3,650	-
Total	\$ 1,380,129	\$ 1,190,206	\$ 1,381,211	\$ 1,314,111	\$ 1,331,568
Positions by Program					
Procurement Operations	8.00	8.00	8.50	8.50	7.00
Mailroom Operations	2.00	2.00	2.50	2.50	2.00
Total	10.00	10.00	11.00	11.00	9.00
Position Detail					
Administration Services Coordinator	-	1.00	1.00	1.00	1.00
Assistant Director of Procurement	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 Administrator	-	1.00	1.00	1.00	1.00
Procurement Analyst I/II	-	-	-	2.00	2.00
Procurement Coordinator	2.00	1.00	1.00	1.00	1.00
Procurement Specialist I/II/III	2.00	2.00	3.00	3.00	2.00
Senior Procurement Analyst	3.00	3.00	3.00	1.00	-
Total FTE's	10.00	10.00	11.00	11.00	9.00



Procurement Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of vendor workshops hosted	Vendor and supplier outreach	Q4 Actual	2.00	1.00	
		YTD Actual	7.00	4.00	
		EOY Target	8.00	8.00	8.00
		% Target	87.50%	50.00%	
		% Goal	100.00%	100.00%	
 Number of solicitations processed and recommended for award within 90 days	Improve the management of procurement processes	Q4 Actual	7.00	4.00	
		YTD Actual	23.00	18.00	
		EOY Target	25.00	25.00	25.00
		% Target	92.00%	72.00%	
		% Goal	100.00%	100.00%	
 Number of pieces processed for mailing	Prompt and accurate distribution of mail	Q4 Actual	10,777.00	7,426.00	
		YTD Actual	52,060.00	37,358.00	
		EOY Target	55,000.00	55,000.00	55,000.00
		% Target	94.65%	67.92%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 307,151.77	\$ 345,458.06	
		YTD Actual	\$ 1,190,206.20	\$ 1,298,235.82	
		EOY Target	\$ 1,301,100.00	\$ 1,381,211.00	\$ 1,331,568.00
		% Target	91.48%	93.99%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 307,151.77	\$ 345,458.06	
		YTD Actual	\$ 1,190,206.20	\$ 1,298,235.82	
		EOY Projection	\$ 1,196,749.00	\$ 1,270,273.00	\$ 1,331,568.00
		% Target	99.45%	102.20%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 131,043.39	\$ 67,828.12	
		YTD Actual	\$ 541,821.00	\$ 292,782.46	
		EOY Target	\$ 270,000.00	\$ 368,000.00	\$ 216,000.00
		% Target	200.67%	79.56%	
		% Goal	100.00%	100.00%	

Procurement Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 131,043.39	\$ 67,828.12	
		YTD Actual	\$ 541,821.00	\$ 292,782.46	
		EOY Projection	\$ 355,500.00	\$ 296,000.00	\$ 216,000.00
		% Target	152.41%	98.91%	
		% Goal	100.00%	100.00%	
 Number of training sessions hosted by Procurement for City Depts.	Expand City-wide training for end-users	Q4 Actual	4.00	2.00	
		YTD Actual	10.00	10.00	
		EOY Target	8.00	8.00	8.00
		% Target	125.00%	125.00%	
		% Goal	100.00%	100.00%	
 Number of transactions spot audit performed	Munis Transactions Spot Audit	Q4 Actual	5.00	2.00	
		YTD Actual	11.00	9.00	
		EOY Target	10.00	10.00	10.00
		% Target	110.00%	90.00%	
		% Goal	100.00%	100.00%	
 Increase the use of P-card by 10%		Q4 Actual	10.00%	-18.00%	
		YTD Actual	25.60%	7.00%	
		EOY Target	10.00%	10.00%	10.00%
		% Target	256.00%	70.00%	
		% Goal	100.00%	100.00%	
 Number of training hours attended per staff	Procurement Training and Development	Q4 Actual	10.00	10.00	
		YTD Actual	47.00	45.00	
		EOY Target	40.00	40.00	40.00
		% Target	117.50%	112.50%	
		% Goal	100.00%	100.00%	
 Number of seminars/cooperative meetings attended	Attend seminars and monthly NIGP meetings	Q4 Actual	2.00	2.00	
		YTD Actual	9.00	8.00	
		EOY Target	8.00	8.00	8.00
		% Target	112.50%	100.00%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Procurement FTE's by Program

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 20
8.50

FY 21
7.00

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 20
2.50

FY 21
2.00



Staff from Procurement Department.

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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Franchise Fee-Towing Services	323900	105,000	131,208	142,000	142,000	142,000
Vending Services	349010	10,136	9,620	11,000	11,000	11,000
Disposal of Fixed Assets-Governmental	364100	131,908	362,353	180,000	180,000	25,000
P-Card Rebates	369915	31,875	38,639	35,000	35,000	38,000
Total		\$ 278,918	\$ 541,821	\$ 368,000	\$ 368,000	\$ 216,000

Expenditures by Category

Personnel Services	945,749	837,147	988,600	951,700	956,700
Operating Expense	221,559	91,866	138,461	106,261	115,668
Capital Outlay	9,009	54,785	-	-	-
Total	\$ 1,176,317	\$ 983,799	\$ 1,127,061	\$ 1,057,961	\$ 1,072,368

Percent of Time by Position

Administration Services Coordinator	-	1.00	1.00	1.00	1.00
Assistant Director of Procurement	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 Administrator	-	1.00	1.00	1.00	1.00
Procurement Analyst I/II	-	-	-	2.00	2.00
Procurement Coordinator	1.75	0.75	0.75	0.75	0.75
Procurement Specialist I/II/III	0.50	0.50	1.00	1.00	0.50
Senior Procurement Analyst	3.00	3.00	3.00	1.00	-
Total	8.00	8.00	8.50	8.50	7.00



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	176,106	182,289	212,500	212,500	221,100
Operating Expense	27,706	24,119	38,000	40,000	38,100
Capital Outlay	-	-	3,650	3,650	-
Total	\$ 203,812	\$ 206,407	\$ 254,150	\$ 256,150	\$ 259,200

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	2.00	2.00	1.50
Total	2.00	2.00	2.50	2.50	2.00

Procurement Expenditures by Object Code

Procurement Operations—001-11-120-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	565,266	516,806	625,000	588,100	578,800
601205	Lump Sum Payout - Accrued Time	71,636	44,752	29,500	29,500	40,500
601210	Non-Pensionable Earnings	-	8,510	14,700	14,700	-
601215	Communication Stipend	-	-	-	-	9,100
601220	Longevity Pay	804	1,347	1,100	1,100	1,200
601400	Overtime-General	562	632	1,000	1,000	1,000
601410	Overtime-Holiday	6	-	-	-	-
602100	FICA & MICA	49,555	44,102	51,500	51,500	47,600
602210	Pension-General	60,391	64,334	55,000	55,000	61,600
602235	Pension-Senior Mgmt	89,137	58,900	81,600	81,600	74,500
602265	Pension-457	17,732	14,887	20,800	20,800	17,400
602300	Pmt In Lieu Of Insurance	5,611	5,212	4,700	4,700	-
602305	Health Insurance-HMO	61,539	44,604	61,400	61,400	72,400
602306	Dental Insurance-PPO	2,632	2,014	2,100	2,100	2,800
602307	Dental Insurance-HMO	398	448	900	900	500
602309	Basic Life Insurance	1,752	1,785	1,400	1,400	1,600
602311	Long-Term Disability Ins	429	372	900	900	800
602312	HDHP Aetna	-	5,392	12,300	12,300	18,600
602313	HSA Payflex	-	1,350	2,000	2,000	3,700
602400	Workers' Compensation	18,300	21,700	22,700	22,700	24,600
	Sub-Total	945,749	837,147	988,600	951,700	956,700
<u>Operating Expense</u>						
603192	Consulting Svcs	106,839	-	-	-	-
603400	Contract Svcs-Other	52	173	150	150	150
604001	Travel & Training	4,377	2,192	4,400	-	2,200
604100	Communication Svcs	5,070	4,951	-	-	-
604301	Electricity Svcs	2,163	2,034	2,500	2,500	4,418
604403	Leased Building	642	-	600	600	600
604500	Risk Internal Svcs Charge	20,700	15,000	11,700	11,700	1,300
604550	Health Ins Internal Serv Chg	-	-	13,200	13,200	21,800
604610	Fleet Internal Svcs Charge	5,500	5,907	-	-	-
604700	Printing & Binding Svcs	284	435	500	500	500
604890	Special Events-Other	3,006	3,419	7,000	500	7,000
604910	Advertising Costs	2,107	140	6,000	2,200	3,500
604950	Employee Awards	4,616	6,381	6,500	5,500	6,500
604989	IT Internal Svcs Charge	36,400	36,600	59,800	59,800	42,500
604997	Other Operating Expenses	750	1,084	2,000	1,500	2,000
605100	Office Supplies	1,353	964	1,500	1,500	1,500
605120	Computer Operating Expenses	919	691	1,200	1,600	1,200
605220	Vehicle Fuel-On-Site	1,875	1,623	-	-	-
605240	Uniforms Cost	-	-	1,000	300	1,000
605250	Noncap Furn (Item less 5000)	-	2,614	5,000	-	5,000
605251	Noncap Equip (Item less 5000)	19,850	1,765	911	-	-
605290	Other Operating Supplies	-	-	500	500	500
605410	Subscriptions & Memberships	1,415	1,606	4,000	2,200	4,000
605500	Training-General	3,641	4,288	6,000	2,000	6,000
605510	Tuition Reimbursement	-	-	4,000	-	4,000
605600	CM Restricted	-	-	-	11	-
	Sub-Total	221,559	91,866	138,461	106,261	115,668
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	9,009	50,785	-	-	-
606471	Software	-	4,000	-	-	-
	Sub-Total	9,009	54,785	-	-	-
Total		\$ 1,176,317	\$ 983,799	\$ 1,127,061	\$ 1,057,961	\$ 1,072,368



Procurement Expenditures by Object Code

Mailroom Operations—001-11-121-513

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	108,164	108,364	128,700	128,700	127,000
601205	Lump Sum Payout - Accrued Time	6,534	8,509	7,000	7,000	7,800
601210	Non-Pensionable Earnings	-	2,787	1,000	1,000	-
601215	Communication Stipend	-	-	-	-	2,000
601400	Overtime-General	468	1,984	4,000	4,000	1,500
601410	Overtime-Holiday	399	-	500	500	500
602100	FICA & MICA	8,752	9,319	10,500	10,500	10,400
602210	Pension-General	16,997	18,110	20,300	20,300	22,700
602235	Pension-Senior Mgmt	7,703	6,700	8,600	8,600	7,600
602265	Pension-457	2,079	2,131	3,100	3,100	2,900
602300	Pmt In Lieu Of Insurance	-	1,068	1,600	1,600	-
602305	Health Insurance-HMO	18,605	11,822	14,500	14,500	27,300
602306	Dental Insurance-PPO	485	524	800	800	1,100
602307	Dental Insurance-HMO	218	158	100	100	100
602309	Basic Life Insurance	284	349	300	300	400
602311	Long-Term Disability Ins	116	105	200	200	200
602312	HDHP Aetna	-	2,806	4,100	4,100	1,700
602313	HSA Payflex	-	1,350	700	700	300
602400	Workers' Compensation	5,300	6,200	6,500	6,500	7,600
	Sub-Total	176,106	182,289	212,500	212,500	221,100
<u>Operating Expense</u>						
604100	Communication Svcs	575	629	-	-	-
604200	Postage	2,231	2,282	3,100	3,100	3,100
604400	Leased Equipment	6,470	6,470	7,000	7,000	7,000
604500	Risk Internal Svcs Charge	-	-	-	-	600
604550	Health Ins Internal Serv Chg	-	-	3,700	3,700	8,200
604610	Fleet Internal Svcs Charge	3,700	3,904	5,300	5,300	4,900
604625	R&M Equipment	-	-	200	200	200
604989	IT Internal Svcs Charge	14,400	10,400	16,500	16,500	11,900
604997	Other Operating Expenses	303	251	500	2,500	500
605100	Office Supplies	28	183	200	200	200
605220	Vehicle Fuel-On-Site	-	-	1,500	1,500	1,500
	Sub-Total	27,706	24,119	38,000	40,000	38,100
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	3,650	3,650	-
	Sub-Total	-	-	3,650	3,650	-
	Total	\$ 203,812	\$ 206,407	\$ 254,150	\$ 256,150	\$ 259,200

Procurement Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
323900	Fran Fee-Towing	Revenues generated from the City's Towing Franchise agreement for towing within the city limits.
349010	Vending Svcs	Fees generated from the City's contracts with various food and drink service vendors.
364100	Disp of Fixed Assets-Gov't	Revenues generated from on-line and live auctions of vehicles, equipment and items declared a surplus.
369915	P-Card Rebates	Revenues generated from rebates from purchases made by utilizing the City's Purchase Card program.
<u>Expense</u>		
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 - \$150
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.
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 - \$600
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
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 line item is for furniture and fixture that cost less than \$5,000. Cubicles Renovation \$3,500; Cabinets \$1,500.
605290	Other Operating Supplies	This cost is for supplies that are not accounted for in other line item, 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: ; NIGP \$2,000; South FL NIGP Chapter \$1000; Fappo \$500; NPPGov \$500.



Procurement Budget Justification

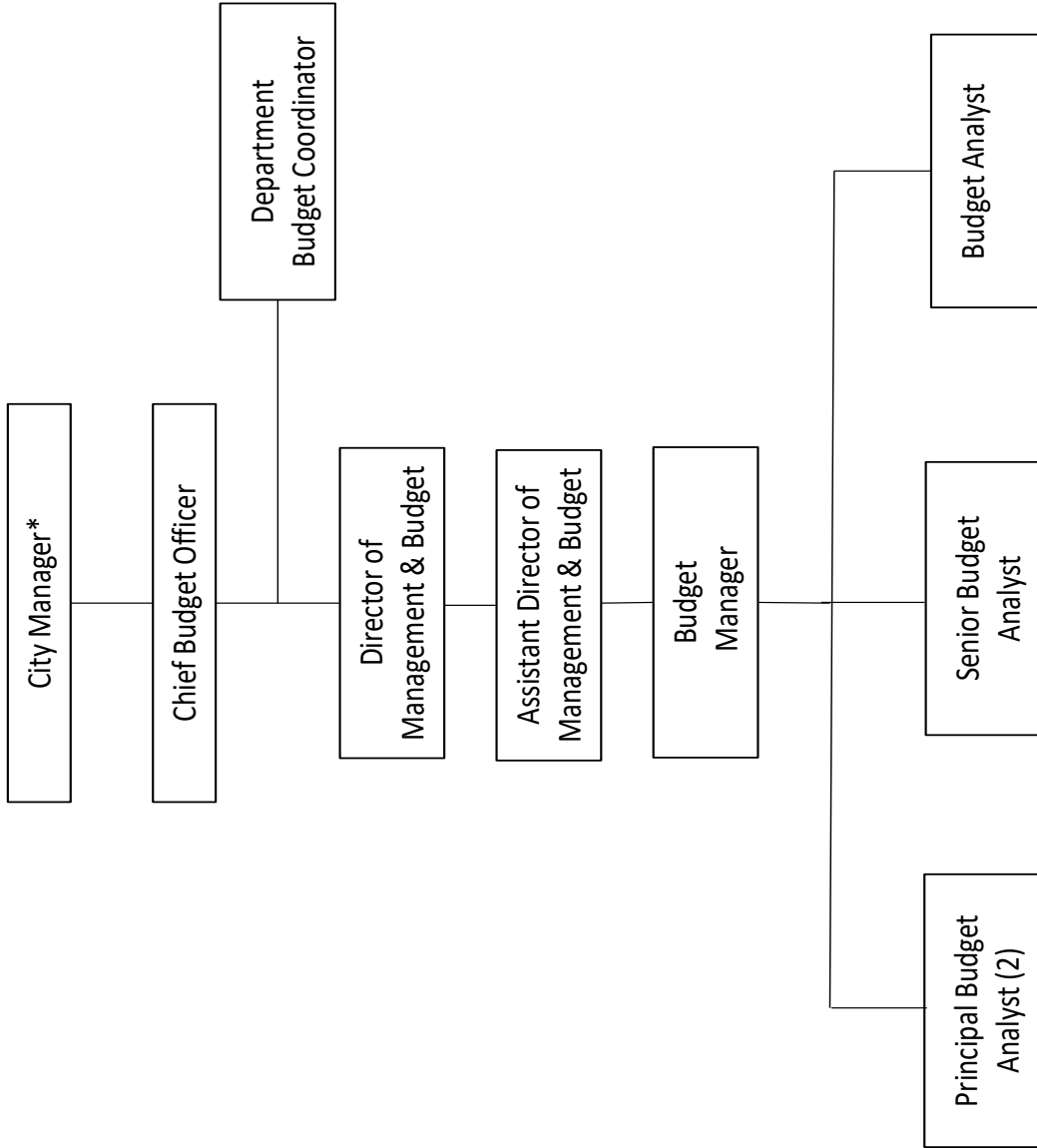
Object #	Account Description	Justification
605500	Training-General	This is for ongoing staff development for employees with specialized training requirement and continued professional education. Certifications must be kept current. Trainings must be attended regularly to maintain certifications. Certifications include but are not limited to CPPO, CPPB, and CPM. NIGP and Fappo training for all employees \$6,000.
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.

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



*Budgeted in the Office of the City Manager

Management and Budget

Department Overview

The Management and Budget Department works closely with all of the 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. The department conducts financial forecasting and research, 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 nine full-time budgeted positions. The three programs provided are:

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

FY 2020 Accomplishments

- Delivered General Fund five-year forecast.
- Developed scenario analysis for possible COVID-19 related effects.
- Conducted numerous trainings with departments on various budget topics.
- Received the GFOA Distinguished Budget Presentation award.
- Assisted departments with enhancements to their performance measures.
- Timely completion of the Adopted Annual Budget Document and the Adopted 5-Year Capital Improvement Program Document.
- Balanced the General Fund budget through various funding strategies while maintaining service levels.

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
None	-	-	-	-	-
Expenditures by Program					
Budget & Capital Project Management	967,308	977,497	1,021,350	1,009,308	1,111,850
Strategic Planning & Performance Management	285,068	307,120	369,900	374,128	398,500
Fiscal & Structural Innovation	187,801	302,008	401,200	401,200	357,500
Total	\$ 1,440,178	\$ 1,586,626	\$ 1,792,450	\$ 1,784,636	\$ 1,867,850
Expenditures by Category					
Personnel Services	1,266,915	1,394,608	1,566,100	1,566,100	1,611,000
Operating Expense	173,263	192,018	226,350	210,850	256,850
Capital Outlay	-	-	-	7,686	-
Total	\$ 1,440,178	\$ 1,586,626	\$ 1,792,450	\$ 1,784,636	\$ 1,867,850



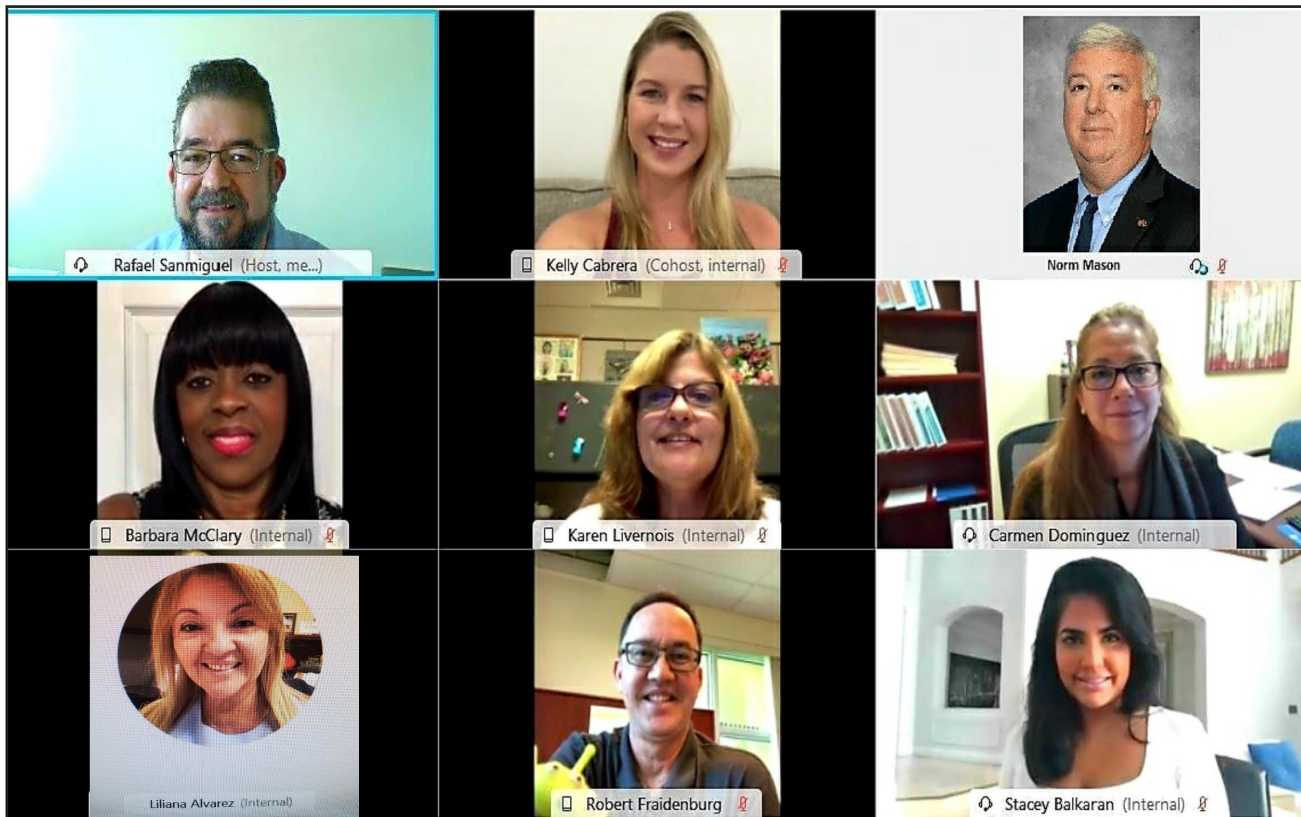
Management and Budget

Positions by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Budget & Capital Project Management	5.65	5.65	5.65	5.65	5.65
Strategic Planning & Performance Management	1.55	1.55	1.55	1.55	1.55
Fiscal & Structural Innovation	1.80	2.80	2.80	1.80	1.80
Total	9.00	10.00	10.00	9.00	9.00

Position Detail







Assistant Director of Management & Budget	1.00	1.00	1.00	1.00	1.00
Budget Administrator	-	1.00	1.00	1.00	-
Budget Analyst*	1.00	2.00	2.00	1.00	1.00
Budget Manager	1.00	1.00	1.00	1.00	1.00
Chief Budget Officer	-	-	-	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
Grants Researcher/Writer - Temp Full-time	-	1.00	1.00	1.00	-
Principal Budget Analyst	-	-	-	2.00	2.00
Principal Economic and Policy Manager	1.00	-	-	-	-
Senior Budget Analyst*	3.00	2.00	2.00	1.00	1.00
Total FTE's	9.00	10.00	10.00	10.00	9.00

*Block budgeted positions









The Management and Budget Team.







Management and Budget Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Percentage of requisitions reviewed and processed within 2 business days	Enhance budget process	Q4 Actual	97.20%	98.80%	
		YTD Actual	97.43%	99.17%	
		EOY Target	93.00%	93.00%	93.00%
		% Target	104.76%	106.64%	
		% Goal	100.00%	100.00%	
 Percentage of budget transfers reviewed and processed within 2 business days	Enhance budget process	Q4 Actual	95.22%	98.74%	
		YTD Actual	92.16%	96.31%	
		EOY Target	93.00%	93.00%	93.00%
		% Target	99.09%	103.55%	
		% Goal	100.00%	100.00%	
 Number of visitors to the Visual Budget website	Provide transparent budgetary information to stakeholders	Q4 Actual	160.00	86.00	
		YTD Actual	576.00	523.00	
		EOY Target	300.00	750.00	750.00
		% Target	192.00%	69.73%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 450,539.77	\$ 491,071.61	
		YTD Actual	\$ 1,586,626.06	\$ 1,753,001.18	
		EOY Target	\$ 1,944,535.37	\$ 1,800,136.00	\$ 1,867,850.00
		YTD Actual versus	81.59%	97.38%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Maintain a healthy fund balance	Q4 Actual	\$ 450,539.77	\$ 491,071.61	
	Focus on ways to enhance revenues and reduce costs	YTD Actual	\$ 1,586,626.06	\$ 1,753,001.18	
		EOY Projection	\$ 1,704,528.00	\$ 1,696,115.00	\$ 1,867,850.00
		% Target	93.08%	103.35%	
	Finances	% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 20,783,818.55	\$ 18,434,436.68	
		YTD Actual	\$ 1,179,560,316.00	\$ 118,907,687.50	
		EOY Target	\$ 112,257,365.71	\$ 128,675,200.00	\$ 132,992,722.00
		% Target	105.08%	92.41%	
		% Goal	100.00%	100.00%	

Management and Budget Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Revenues	Maintain a healthy fund balance	Q4 Actual	\$ 20,783,818.55	\$ 18,434,436.68	
		YTD Actual	\$ 117,960,316.00	\$ 118,907,687.50	
	Finances	EOY Projection	\$ 112,257,365.71	\$ 120,327,502.00	\$ 132,992,722.00
		% Target	105.08%	98.82%	
		% Goal	100.00%	100.00%	
 GFOA annual Budget Presentation Award ratings		Q4 Actual	88.43%	95.70%	
		YTD Actual	88.43%	95.70%	
		EOY Target	82.00%	82.00%	82.00%
		% Target	107.84%	116.71%	
		% Goal	100.00%	100.00%	
 Number of coaching hours provided to all departments by budget staff	Enhance budget process	Q4 Actual	25.75	72.50	
		YTD Actual	350.25	309.65	
		EOY Target	350.00	350.00	320.00
		% Target	100.07%	88.47%	
		% Goal	100.00%	100.00%	
 Percentage of position control transactions processed within 4 days	Enhance budget process	Q4 Actual	100.00%	81.87%	
		YTD Actual	100.00%	93.52%	
		EOY Target	95.00%	90.00%	92.00%
		% Target	105.26%	103.91%	
		% Goal	100.00%	100.00%	
 Comparison of General Fund YTD actual revenues versus budget	Enhance Revenues	Q4 Actual	97.50%	92.80%	
		YTD Actual	97.50%	92.80%	
		EOY Target	98.00%	98.00%	95.00%
		% Target	99.49%	94.69%	
		% Goal	100.00%	100.00%	
 Percent of departments that came in under budget	Reduce costs	Q4 Actual	46.66%	87.50%	
		YTD Actual	46.66%	87.50%	
		EOY Target	80.00%	80.00%	80.00%
		% Target	46.66%	87.50%	
		% Goal	100.00%	100.00%	

Management and Budget Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Projected Net General Fund Savings	Enhance Revenues	Q4 Actual	\$ 6.52	\$ 7.09	
		YTD Actual	\$ 6.52	\$ 7.09	
		EOY Projection	\$ 4.00	\$ 4.70	\$ 4.70
	Reduce costs	% Target	163.00%	150.85%	
		% Goal	100.00%	100.00%	
 Comparison of General Fund YTD actuals versus budgeted expenditures	Reduce costs	Q4 Actual	93.80%	96.10%	
		YTD Actual	93.80%	96.10%	
		EOY Target	96.00%	96.00%	96.00%
		% Target	97.71%	100.10%	
		% Goal	100.00%	100.00%	
 Number of training hours attended by Budget staff	Staff development	Q4 Actual	63.50	71.50	
		YTD Actual	184.00	250.50	
		EOY Target	180.00	185.00	200.00
		% Target	102.22%	135.41%	
		% Goal	100.00%	100.00%	
 Percentage of unrestricted General Fund balance available for use	Maintain a healthy fund balance	Q4 Actual	40.90%	44.73%	
		YTD Actual	40.90%	44.73%	
		EOY Target	50.00%	45.00%	45.00%
		% Target	81.80%	99.40%	
		% Goal	100.00%	100.00%	
 Unassigned Fund Balance as a % of annual General Fund expenditures	Maintain a healthy fund balance	Q4 Actual	5.38%	5.10%	
		YTD Actual	5.38%	5.10%	
		EOY Target	10.00%	5.50%	5.50%
		% Target	53.80%	92.73%	
		% Goal	100.00%	100.00%	
 Bond ratings evaluation from Moody's	Legend for Data Table:	Q4 Actual	2	2	
	Aaa = 4;	YTD Actual	2	2	
	Aa1 = 3;	EOY Target	2	2	2
	Aa2 = 2;	% Target	100.00%	100.00%	
	Aa1 = 1	% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.
End of year targets exclude year-end budget amendments.



Management and Budget FTE's by Program

Budget & Capital Project Management

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.

FY 20
5.65

FY 21
5.65

Strategic Planning & Performance Management

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.

FY 20
1.55

FY 21
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.

FY 20
2.80

FY 21
1.80

Management and Budget Summary by Program

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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-
Expenditures by Category						
Personnel Services		825,397	830,549	886,600	886,600	951,600
Operating Expense		141,911	146,949	134,750	122,708	160,250
Capital Outlay		-	-	-	-	-
Total		\$ 967,308	\$ 977,497	\$ 1,021,350	\$ 1,009,308	\$ 1,111,850

Percent of Time by Position

Assistant Director of Management & Budget	0.50	0.50	0.50	0.50	0.75
Budget Administrator	-	0.75	0.75	0.75	-
Budget Analyst	0.75	1.75	1.75	0.75	0.75
Budget Manager	0.75	-	-	-	-
Chief Budget Officer	-	-	-	-	0.40
Department Budget Coordinator	1.00	1.00	1.00	1.00	1.00
Director of Management & Budget	0.40	0.40	0.40	0.40	0.50
Principal Budget Analyst	-	-	-	1.25	1.25
Senior Budget Analyst	2.25	1.25	1.25	1.00	1.00
Total	5.65	5.65	5.65	5.65	5.65



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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	264,761	281,174	298,700	298,700	314,900
Operating Expense	20,307	25,947	71,200	67,742	83,600
Capital Outlay	-	-	-	7,686	-
Total	\$ 285,068	\$ 307,120	\$ 369,900	\$ 374,128	\$ 398,500

Percent of Time by Position

Assistant Director of Management & Budget	0.25	0.25	0.25	0.25	0.25
Budget Administrator	-	0.25	0.25	0.25	-
Budget Analyst	0.25	0.25	0.25	0.25	0.25
Budget Manager	0.25	-	-	-	-
Chief Budget Officer	-	-	-	-	0.30
Director of Management & Budget	0.30	0.30	0.30	0.30	0.25
Principal Budget Analyst	-	-	-	0.50	0.50
Senior Budget Analyst	0.50	0.50	0.50	-	-
Total	1.55	1.55	1.55	1.55	1.55

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	176,756	282,886	380,800	380,800	344,500
Operating Expense	11,045	19,123	20,400	20,400	13,000
Capital Outlay	-	-	-	-	-
Total	\$ 187,801	\$ 302,008	\$ 401,200	\$ 401,200	\$ 357,500

Percent of Time by Position

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



Management and Budget Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	531,449	538,616	574,700	574,700	629,300
601205	Lump Sum Payout - Accrued Time	42,221	30,945	28,000	28,000	24,200
601210	Non-Pensionable Earnings	-	9,035	16,600	16,600	-
601215	Communication Stipend	1,276	1,272	1,900	1,900	4,200
601220	Longevity Pay	2,607	3,562	3,800	3,800	4,500
602100	FICA & MICA	44,591	45,585	47,300	47,300	49,600
602235	Pension-Senior Mgmt	125,952	122,399	121,000	121,000	143,800
602265	Pension-457	19,619	19,082	21,100	21,100	23,200
602300	Pmt In Lieu Of Insurance	10,429	11,265	15,600	15,600	15,600
602304	Health Insurance-PPO	9,510	10,516	12,400	12,400	10,600
602305	Health Insurance-HMO	21,441	17,461	25,800	25,800	23,900
602306	Dental Insurance-PPO	1,551	1,571	1,500	1,500	1,700
602307	Dental Insurance-HMO	540	459	600	600	600
602309	Basic Life Insurance	2,104	2,244	1,200	1,200	1,800
602311	Long-Term Disability Ins	608	578	800	800	900
602312	HDHP Aetna	-	807	-	-	-
602313	HSA Payflex	-	1,350	-	-	-
602400	Workers' Compensation	11,500	13,800	14,300	14,300	17,700
	Sub-Total	825,397	830,549	886,600	886,600	951,600
<u>Operating Expense</u>						
603192	Consulting Svcs	49,900	34,263	19,000	22,266	50,000
603425	Software License & Maint	32,428	49,107	35,000	28,700	35,000
604001	Travel & Training	2,240	1,299	5,000	(1,299)	2,500
604200	Postage	12	12	50	50	50
604301	Electricity Svcs	6,919	6,505	8,100	8,100	7,300
604500	Risk Internal Svcs Charge	11,300	9,100	6,600	6,600	1,200
604550	Health Ins Internal Serv Chg	-	-	6,600	6,600	10,600
604700	Printing & Binding Svcs	5,434	4,599	6,500	8,039	6,500
604910	Advertising Costs	790	1,603	4,000	1,059	4,000
604950	Employee Awards	-	-	-	132	-
604989	IT Internal Svcs Charge	28,900	29,500	36,900	36,900	35,600
604998	Contingency	-	-	1,000	-	1,000
605100	Office Supplies	2,178	2,319	2,500	876	2,500
605120	Computer Operating Expenses	287	290	500	-	500
605250	Noncap Furn (Item less 5000)	-	3,268	500	-	500
605251	Noncap Equip (Item less 5000)	-	-	-	3,458	-
605410	Subscriptions & Memberships	830	1,083	1,000	1,000	1,500
605500	Training-General	693	955	1,500	185	1,500
605510	Tuition Reimbursement	-	3,045	-	-	-
605600	CM Restricted	-	-	-	42	-
	Sub-Total	141,911	146,949	134,750	122,708	160,250
	Total	\$ 967,308	\$ 977,497	\$ 1,021,350	\$ 1,009,308	\$ 1,111,850

Management and Budget Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	173,046	185,803	192,800	192,800	204,900
601205	Lump Sum Payout - Accrued Time	9,083	8,610	9,500	9,500	9,100
601210	Non-Pensionable Earnings	-	2,128	5,600	5,600	-
601215	Communication Stipend	772	750	1,100	1,100	2,000
601220	Longevity Pay	1,022	1,293	1,400	1,400	1,600
602100	FICA & MICA	13,784	15,151	15,300	15,300	15,500
602235	Pension-Senior Mgmt	40,017	38,900	40,600	40,600	46,800
602265	Pension-457	7,943	7,884	8,200	8,200	8,900
602300	Pmt In Lieu Of Insurance	3,868	4,224	6,200	6,200	6,200
602304	Health Insurance-PPO	3,789	3,506	4,100	4,100	3,500
602305	Health Insurance-HMO	4,146	4,403	5,400	5,400	5,800
602306	Dental Insurance-PPO	592	602	600	600	700
602307	Dental Insurance-HMO	117	118	100	100	100
602309	Basic Life Insurance	613	732	400	400	600
602311	Long-Term Disability Ins	169	168	300	300	300
602400	Workers' Compensation	5,800	6,900	7,100	7,100	8,900
	Sub-Total	264,761	281,174	298,700	298,700	314,900
<u>Operating Expense</u>						
603192	Consulting Svcs	-	8,750	50,000	46,542	65,000
604500	Risk Internal Svcs Charge	4,900	3,900	2,800	2,800	500
604550	Health Ins Internal Serv Chg	-	-	1,700	1,700	2,900
604700	Printing & Binding Svcs	-	376	-	-	-
604989	IT Internal Svcs Charge	10,700	8,100	10,200	10,200	9,200
605410	Subscriptions & Memberships	3,000	3,000	3,000	3,000	2,500
605500	Training-General	-	298	-	-	-
605510	Tuition Reimbursement	1,707	1,523	3,500	3,500	3,500
	Sub-Total	20,307	25,947	71,200	67,742	83,600
<u>Dept Capital Outlay</u>						
606471	Software	-	-	-	7,686	-
	Sub-Total	-	-	-	7,686	-
Total		\$ 285,068	\$ 307,120	\$ 369,900	\$ 374,128	\$ 398,500



Management and Budget Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	100,517	175,197	259,400	259,400	223,100
601205	Lump Sum Payout - Accrued Time	3,958	4,761	10,700	10,700	13,400
601210	Non-Pensionable Earnings	-	646	6,300	6,300	-
601215	Communication Stipend	585	1,032	1,600	1,600	3,500
601220	Longevity Pay	304	316	300	300	300
602100	FICA & MICA	7,468	13,675	23,100	23,100	17,200
602235	Pension-Senior Mgmt	47,520	62,000	44,700	44,700	51,500
602265	Pension-457	5,745	7,537	8,900	8,900	9,400
602300	Pmt In Lieu Of Insurance	1,457	1,408	3,100	3,100	3,100
602305	Health Insurance-HMO	3,441	4,403	5,400	5,400	5,800
602306	Dental Insurance-PPO	479	504	500	500	500
602307	Dental Insurance-HMO	2	106	200	200	200
602309	Basic Life Insurance	394	824	600	600	600
602311	Long-Term Disability Ins	86	157	400	400	300
602312	HDHP Aetna	-	4,520	8,200	8,200	6,800
602313	HSA Payflex	-	-	1,400	1,400	1,400
602400	Workers' Compensation	4,800	5,800	6,000	6,000	7,400
	Sub-Total	176,756	282,886	380,800	380,800	344,500
<u>Operating Expense</u>						
604500	Risk Internal Svcs Charge	3,700	3,000	2,100	2,100	400
604550	Health Ins Internal Serv Chg	-	-	2,600	2,600	1,900
604700	Printing & Binding Svcs	245	-	-	-	-
604989	IT Internal Svcs Charge	7,100	14,600	15,700	15,700	10,700
605510	Tuition Reimbursement	-	1,523	-	-	-
	Sub-Total	11,045	19,123	20,400	20,400	13,000
	Total	\$ 187,801	\$ 302,008	\$ 401,200	\$ 401,200	\$ 357,500

Management and Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
603192	Consulting Svcs	Development of a budget process/document builder software solution \$50,000 Cost Allocation Study \$25,000 Financial projection consultant \$40,000
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: \$6,300
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.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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 = \$750 Florida Government Financial Officers Association = \$750 Florida Benchmarking Consortium, City of Miramar membership = \$2,500
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.



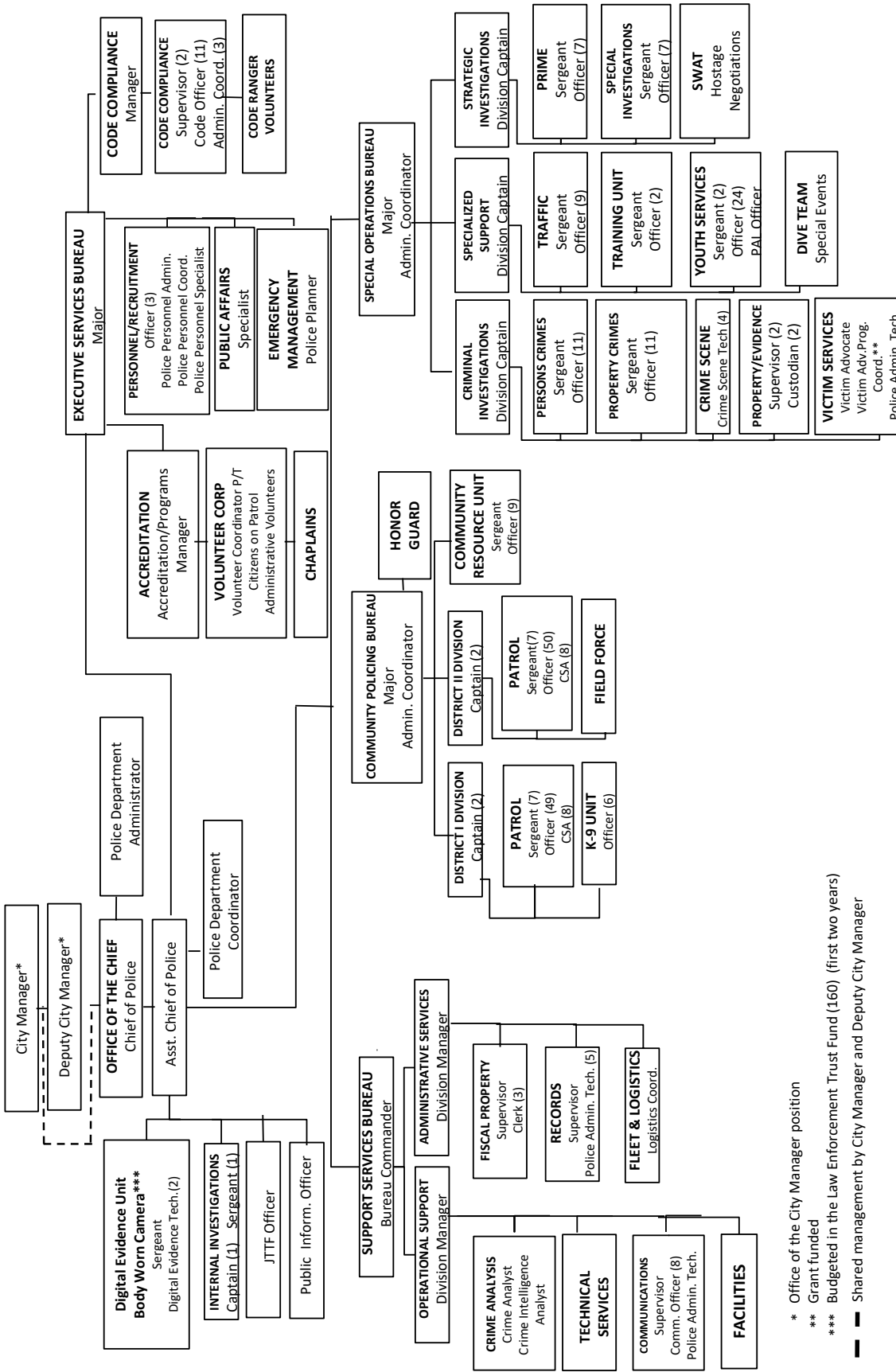


Police

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



* Office of the City Manager position

** Grant funded

*** Budgeted in the Law Enforcement Trust Fund (160) (first two years)

--- Shared management by City Manager and Deputy City Manager

Police

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 308.5 budgeted positions of which 308 are full-time and one (.5 FTE) 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 2020 Accomplishments

- The department conducted mental health awareness training for all sworn departmental staff, which equipped the officers with the necessary skills to identify symptoms and help citizens obtain the needed care.
- Mendell's Rule was an initiative implemented by the Chief of Police, in collaboration with Broward Crime Stoppers, to increase the amount awarded for tips leading to the arrests of offenders committing juvenile related homicides. This was the first initiative in Broward County of this magnitude to be instituted.
- The department launched the Autism Awareness Outreach Program to allow officers to better serve those in the community who live with autism. The program will assist in improving response and communication with them.
- The department procured Mark43, a new cloud hosted records management system to advance report writing, state and federal crime reporting, public records requests and strategic analysis capabilities in accordance with 21st Century Policing standards.
- The department implemented its first Unmanned Aircraft Systems (UAS) Drone Program. The drones are effective aerial support tools to assist with various public safety services and events.
- The department enforced all COVID-19 executive orders and assisted with all operations at the Youth Enrichment Center COVID-19 testing site in collaboration with the National Guard.



The Police Department receives re-accreditation for Law Enforcement.

Police

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Community Oriented Policing	500,500	440,831	468,500	294,800	462,700
Specialized Support	15,710	17,759	10,000	30,280	9,200
Code Compliance	367,091	572,493	665,500	645,600	538,000
Criminal Investigations	51,977	48,579	-	57,306	-
Total	\$ 935,278	\$ 1,079,662	\$ 1,144,000	\$ 1,257,586	\$ 1,009,900

Expenditures by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Office of the Chief	3,001,440	3,197,899	3,385,400	3,414,618	3,481,200
Community Oriented Policing	24,846,238	25,840,968	27,072,780	26,899,680	25,780,700
Specialized Support	6,703,547	6,671,276	8,015,852	7,813,822	8,647,000
Code Compliance	1,886,167	1,813,342	1,888,260	1,879,760	2,074,300
Criminal Investigations	5,642,572	5,230,100	5,408,485	5,393,010	5,486,850
Property & Evidence	799,553	876,186	900,500	896,087	930,750
Strategic Investigations	3,693,093	3,712,329	3,707,763	3,713,663	3,747,600
Police Support Services	3,805,787	3,667,652	4,022,553	3,993,743	4,164,000
Other	(2,008)	-	-	-	-
Total	\$ 50,376,389	\$ 51,009,751	\$ 54,401,593	\$ 54,004,383	\$ 54,312,400





Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	42,375,896	42,778,346	44,552,900	44,396,900	46,527,200
Operating Expense	6,310,489	6,417,397	7,320,600	7,050,100	7,688,200
Departmental Capital Outlay	1,690,003	1,814,008	2,528,093	2,557,383	97,000
Total	\$ 50,376,389	\$ 51,009,751	\$ 54,401,593	\$ 54,004,383	\$ 54,312,400

Positions by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Office of the Chief	17.50	18.50	18.50	18.50	18.50
Community Oriented Policing	145.00	151.00	153.00	153.00	151.00
Specialized Support	36.00	38.00	39.00	39.00	41.00
Code Compliance	15.00	15.00	15.00	15.00	17.00
Criminal Investigations	30.00	30.00	30.00	30.00	30.00
Property & Evidence	8.00	8.00	8.00	8.00	8.00
Strategic Investigations	18.00	18.00	18.00	18.00	17.00
Police Support Services	28.00	26.00	25.00	25.00	26.00
Total	297.50	304.50	306.50	306.50	308.50





Police

Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Accreditation & Program Manager	-	1.00	1.00	1.00	1.00
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 Commander	1.00	1.00	1.00	1.00	1.00
Code Compliance Manager	1.00	1.00	1.00	1.00	1.00
Code Compliance Intern/Officer I/II	10.00	10.00	10.00	10.00	11.00
Code Compliance Supervisor	1.00	1.00	1.00	1.00	2.00
Communications Officer	8.00	8.00	8.00	8.00	8.00
Communications Supervisor	1.00	1.00	1.00	1.00	1.00
Community Service Aide	16.00	16.00	16.00	16.00	16.00
Crime Analyst	1.00	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	-	-	-	-
Executive Assist. to Department	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	-	-	-	-
IT Analyst II	1.00	-	-	-	-
IT Analyst III	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 Department Administrator	-	1.00	1.00	1.00	1.00
Police Department Coordinator	-	1.00	1.00	1.00	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	1.00
Police Division Manager	2.00	2.00	2.00	2.00	2.00
Police Major	3.00	3.00	3.00	3.00	3.00
Police Officer	158.00	167.00	169.00	169.00	169.00
Police Officer (School Resource Officer)	23.00	23.00	23.00	23.00	23.00
Police Personnel Administrator	1.00	1.00	1.00	1.00	1.00
Police Personnel Coordinator	1.00	1.00	1.00	1.00	1.00
Police Personnel Specialist	-	1.00	1.00	1.00	1.00
Police Planner	1.00	1.00	1.00	1.00	1.00
Police Sergeant	23.00	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
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Training Specialist	1.00	-	-	-	-
Victim Advocate	1.00	1.00	1.00	1.00	1.00
Victim Advocate Program Coordinator	1.00	1.00	1.00	1.00	1.00
Volunteer Coordinator - Part-time	0.50	0.50	0.50	0.50	0.50
Total FTE's	297.50	304.50	306.50	306.50	308.50
Positions by Classification					
Sworn Officers	217.00	226.00	228.00	228.00	228.00
Code Compliance	15.00	15.00	15.00	15.00	17.00
Clerk/Tech Positions	65.50	63.50	63.50	63.50	63.50
Total	297.50	304.50	306.50	306.50	308.50

Police Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Community Oriented Policing	Provide community outreach initiatives and educational campaigns on a quarterly basis	Q4 Actual	92.00	30.00	
		YTD Actual	348.00	381.00	
		EOY Target	350.00	350.00	350.00
		% Target	99.43%	108.86%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 13,161,152.20	\$ 13,403,136.63	
		YTD Actual	\$ 51,009,751.03	\$ 53,723,085.19	
		EOY Target	\$ 50,396,263.00	\$ 54,410,383.00	\$ 54,312,400.00
		% Target	101.22%	98.74%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 13,161,152.20	\$ 13,403,136.63	
		YTD Actual	\$ 51,009,751.03	\$ 53,723,085.19	
		EOY Projection	\$ 51,540,423.00	\$ 53,658,000.00	\$ 54,312,400.00
		% Target	98.97%	100.12%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 317,870.83	\$ 178,523.56	
		YTD Actual	\$ 1,079,662.00	\$ 914,461.83	
		EOY Target	\$ 1,304,385.00	\$ 1,257,586.00	\$ 1,009,900.00
		% Target	82.77%	72.72%	
		% Goal	100.00%	100.00%	

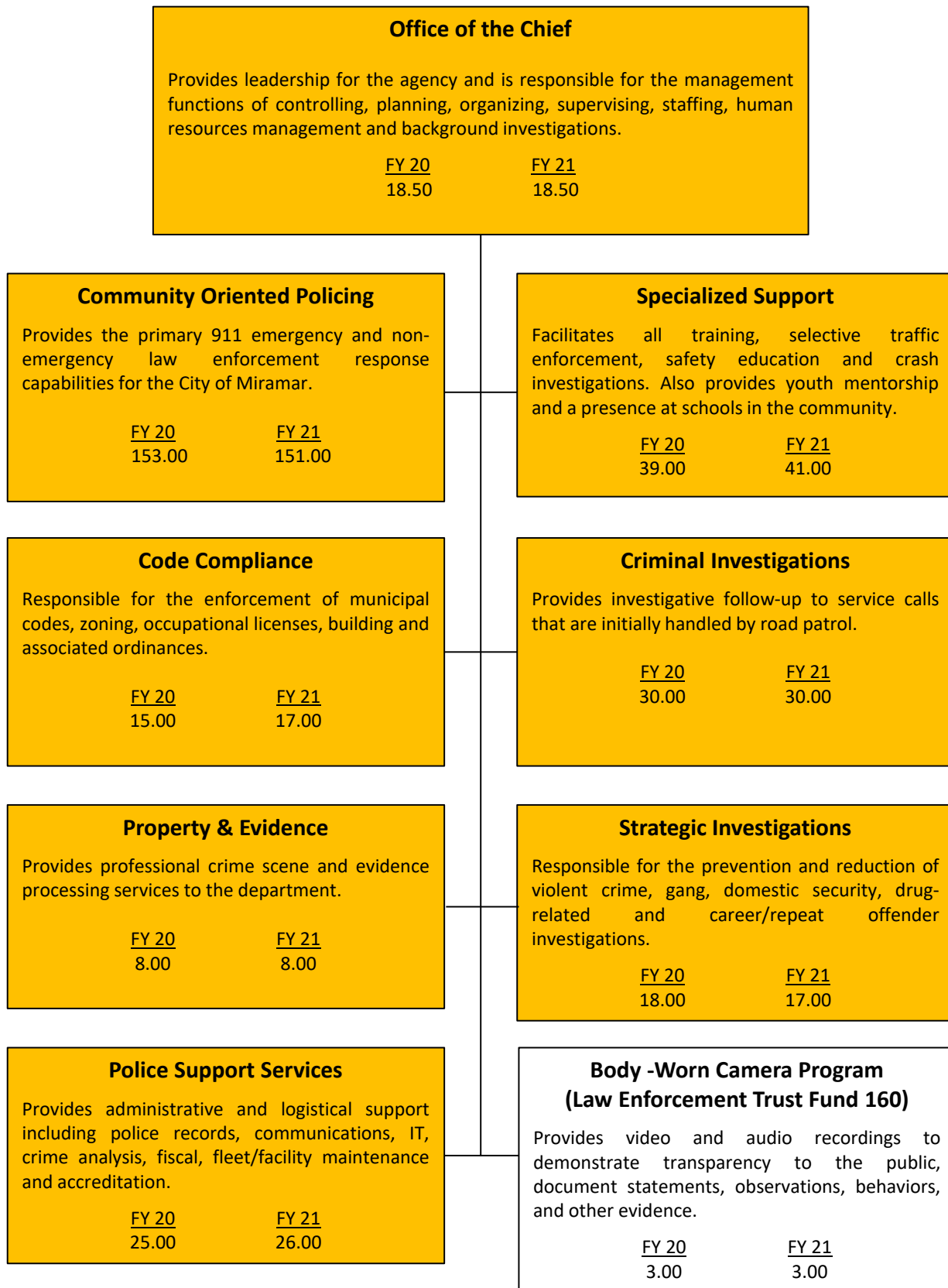
Police Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 317,870.83	\$ 178,523.56	
		YTD Actual	\$ 1,079,662.00	\$ 914,461.83	
		EOY Projection	\$ 1,238,500.00	\$ 1,035,567.00	\$ 1,009,900.00
		% Target	87.18%	88.31%	
		% Goal	100.00%	100.00%	
 Code Compliance	Engage the community to gain voluntary compliance of city ordinances.	Q4 Actual	1,719.00	1,339.00	
		YTD Actual	6,708.00	4,171.00	
		EOY Target	6,667.00	3,000.00	3,000.00
		% Target	100.62%	139.03%	
		% Goal	100.00%	100.00%	
 Crime Clearance Rate	Improve the overall clearance rate of crimes reported	Q4 Actual	-0.47%	-1.91%	
		YTD Actual	26.54%	21.56%	
		EOY Target	25.00%	25.00%	25.00%
		% Target	106.16%	86.24%	
		% Goal	100.00%	100.00%	
 Advanced Training	Provide police personnel with advanced and career development training in addition to the annual instruction curriculum	Q4 Actual	2,034.00	208.00	
		YTD Actual	10,573.00	5,350.00	
		EOY Target	6,500.00	7,500.00	7,500.00
		% Target	162.66%	71.33%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20

End of year targets exclude year-end budget amendments.

Police FTE's by Program



Police Budget Summary by Program

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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	2,676,354	2,840,383	3,015,900	2,974,900	3,156,900
Operating Expense	279,832	324,816	292,100	362,318	324,300
Capital Outlay	45,255	32,700	77,400	77,400	-
Total	<u>\$ 3,001,440</u>	<u>\$ 3,197,899</u>	<u>\$ 3,385,400</u>	<u>\$ 3,414,618</u>	<u>\$ 3,481,200</u>

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	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	1.00	1.00
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Officer	4.00	4.00	3.00	3.00	3.00
Police Personnel Administrator	1.00	1.00	1.00	1.00	1.00
Police Personnel Coordinator	1.00	1.00	1.00	1.00	1.00
Police Personnel Specialist	-	1.00	1.00	1.00	1.00
Police Planner	-	-	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	0.50	0.50	0.50
Total	<u>17.50</u>	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Court Fines	351500	398,934	342,572	350,000	176,300	350,000
Broward County Parking Fines	354101	27,941	15,398	28,500	28,500	22,700
Reimbursed Expenses - General	369910	73,625	82,861	90,000	90,000	90,000
Total		\$ 500,500	\$ 440,831	\$ 468,500	\$ 294,800	\$ 462,700

Expenditures by Category

Personnel Services	20,763,131	21,567,305	21,981,800	21,892,800	22,611,600
Operating Expense	2,871,165	3,008,112	3,422,500	3,317,900	3,169,100
Capital Outlay	1,211,942	1,265,551	1,668,480	1,688,980	-
Total	\$24,846,238	\$25,840,968	\$ 27,072,780	\$ 26,899,680	\$ 25,780,700

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Community Service Aide	16.00	16.00	16.00	16.00	16.00
Police Captain	4.00	4.00	4.00	4.00	4.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Officer - CRO	9.00	9.00	9.00	9.00	9.00
Police Officer - K-9	5.00	5.00	5.00	5.00	5.00
Police Officer - Patrol	95.00	101.00	103.00	103.00	101.00
Police Sergeant - CRO	1.00	1.00	1.00	1.00	1.00
Police Sergeant - Patrol*	13.00	13.00	13.00	13.00	13.00
Total	145.00	151.00	153.00	153.00	151.00

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

Police Budget Summary by Program

Specialized Support—Program 202

Description

This program coordinates and schedules all training for department employees. It also develops, administers and conducts the in-house 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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Rental-Police Range Master	362102	\$ 8,910	\$ 9,180	\$ 10,000	\$ 10,000	\$ 9,200
Transfer from Federal Grant Fund	381162	6,800	8,579	-	20,280	-
		\$ 15,710	\$ 17,759	\$ 10,000	\$ 30,280	\$ 9,200

Expenditures by Category

Personnel Services	5,497,532	5,512,131	6,548,000	6,528,000	7,166,600
Operating Expense	1,072,357	1,024,753	1,153,800	971,770	1,480,400
Capital Outlay	133,658	134,392	314,052	314,052	-
Total	\$ 6,703,547	\$ 6,671,276	\$ 8,015,852	\$ 7,813,822	\$ 8,647,000

Percent of Time by Position

Police Captain	1.00	1.00	1.00	1.00	1.00
Police Officer	30.00	33.00	34.00	34.00	36.00
Police Sergeant	4.00	4.00	4.00	4.00	4.00
Training Specialist	1.00	-	-	-	-
Total	36.00	38.00	39.00	39.00	41.00

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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Alarm Registration Fees	342130	74,577	43,741	60,000	60,000	60,000
Lien Research	349000	-	277,260	300,000	300,000	280,000
Civil Penalty Surcharge	351502	-	425	18,000	18,000	1,000
Administrative Hearing	351503	-	-	-	-	-
Local Ordinance Violations	354100	214,239	185,727	180,000	180,000	135,000
City Code Violations	354102	78,275	65,340	107,500	87,600	62,000
Total		\$ 367,091	\$ 572,493	\$ 665,500	\$ 645,600	\$ 538,000

Expenditures by Category

Personnel Services	1,523,704	1,466,337	1,547,100	1,547,100	1,676,100
Operating Expense	257,686	214,472	262,500	254,000	301,200
Capital Outlay	104,777	132,533	78,660	78,660	97,000
Total	\$ 1,886,167	\$ 1,813,342	\$ 1,888,260	\$ 1,879,760	\$ 2,074,300

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	2.00
Code Compliance Intern/Officer I/II	10.00	10.00	10.00	10.00	11.00
Total	15.00	15.00	15.00	15.00	17.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Trfr Fr Fed Grant Fund	381162	51,977	48,579	-	57,306	-

Expenditures by Category

Personnel Services	5,083,137	4,703,462	4,808,600	4,802,600	5,024,100
Operating Expense	444,466	394,606	450,400	440,925	462,750
Capital Outlay	114,969	132,033	149,485	149,485	-
Total	\$ 5,642,572	\$ 5,230,100	\$ 5,408,485	\$ 5,393,010	\$ 5,486,850

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Police Administrative Tech	2.00	2.00	2.00	2.00	1.00
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	21.00	21.00	21.00	21.00	22.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Victim Advocate	1.00	1.00	1.00	1.00	1.00
Victim Advocate Program Coordinator*	1.00	1.00	1.00	1.00	1.00
Total	30.00	30.00	30.00	30.00	30.00

* - 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	681,161	753,731	758,100	758,100	807,200
Operating Expense	103,940	107,987	130,300	125,887	123,550
Capital Outlay	14,453	14,467	12,100	12,100	-
Total	\$ 799,553	\$ 876,186	\$ 900,500	\$ 896,087	\$ 930,750

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
Total	8.00	8.00	8.00	8.00	8.00

* - 1 position underfilled (Police Officer)

Police Budget Summary by Program

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	3,384,846	3,403,958	3,346,500	3,346,500	3,450,400
Operating Expense	301,879	263,971	305,800	311,700	297,200
Capital Outlay	6,368	44,400	55,463	55,463	-
Total	\$ 3,693,093	\$ 3,712,329	\$ 3,707,763	\$ 3,713,663	\$ 3,747,600

Percent of Time by Position

Police Captain	1.00	1.00	1.00	1.00	1.00
Police Officer	15.00	15.00	15.00	15.00	14.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Total	18.00	18.00	18.00	18.00	17.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	2,766,033	2,531,039	2,546,900	2,546,900	2,634,300
Operating Expense	981,172	1,078,680	1,303,200	1,265,600	1,529,700
Capital Outlay	58,581	57,933	172,453	181,243	-
Total	\$ 3,805,787	\$ 3,667,652	\$ 4,022,553	\$ 3,993,743	\$ 4,164,000

Percent of Time by Position

Budget/Fiscal Property Supervisor	1.00	1.00	1.00	1.00	1.00
Communications Officer	8.00	8.00	8.00	8.00	8.00
Communications Supervisor	1.00	1.00	1.00	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	-	-	-	-
IT Analyst III	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	6.00
Police Crime Intelligence Analyst	1.00	1.00	1.00	1.00	1.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Planner	1.00	1.00	-	-	-
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Total	28.00	26.00	25.00	25.00	26.00

Police Expenditures by Object Code

Office of the Chief—001-20-200-521-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,717,251	1,670,057	1,775,700	1,775,700	1,787,400
601201	Salary Attrition	-	-	(41,900)	(41,900)	-
601205	Lump Sum Payout - Accrued Time	94,087	57,974	77,500	71,500	55,700
601210	Non-Pensionable Earnings	-	25,637	46,000	11,000	-
601215	Communication Stipend	6,782	6,840	6,400	6,400	8,600
601220	Longevity Pay	30,589	34,344	39,000	39,000	36,700
601390	Overtime-Court Time Pay	37	-	-	-	-
601400	Overtime-General	18,864	25,748	18,900	18,900	32,300
601405	Overtime-SWAT	-	-	-	-	1,000
601410	Overtime-Holiday	6,600	14,244	7,000	7,000	15,000
601412	Overtime-Emergency	2,750	-	-	-	-
601561	Drop Transfer	-	-	46,600	46,600	32,500
602100	FICA & MICA	124,754	127,326	138,200	138,200	136,100
602210	Pension-General	36,095	58,431	25,900	25,900	27,400
602220	Pension-Police	226,600	381,702	358,600	358,600	443,500
602235	Pension-Senior Mgmt	52,722	69,699	98,800	98,800	90,600
602260	Pension-401	44,398	45,792	44,800	44,800	45,300
602265	Pension-457	53,240	40,876	51,400	51,400	48,600
602300	Pmt In Lieu Of Insurance	23,587	21,062	18,700	18,700	6,200
602304	Health Insurance-PPO	12,680	20,104	-	-	-
602305	Health Insurance-HMO	154,483	178,263	240,800	240,800	311,000
602306	Dental Insurance-PPO	8,555	8,486	10,200	10,200	11,900
602307	Dental Insurance-HMO	367	813	500	500	800
602309	Basic Life Insurance	3,433	4,334	3,900	3,900	5,100
602311	Long-Term Disability Ins	1,660	1,731	2,500	2,500	2,500
602400	Workers' Compensation	56,821	46,918	46,400	46,400	58,700
	Sub-Total	2,676,354	2,840,383	3,015,900	2,974,900	3,156,900
<u>Operating Expense</u>						
603140	New Hire Screening	4,360	2,658	8,300	3,300	9,800
603183	Accreditation Fees	-	6,480	10,000	8,200	10,000
603190	Prof Svcs-Other	16,507	25,851	10,500	16,000	10,500
604001	Travel & Training	78,518	79,359	42,000	26,300	21,000
604500	Risk Internal Svcs Charge	46,800	34,500	27,600	27,600	5,100
604550	Health Ins Internal Serv Chg	-	-	31,000	31,000	93,400
604610	Fleet Internal Svcs Charge	11,900	13,615	16,200	16,200	14,800
604825	Crime Prevention	5,375	5,241	5,000	2,000	5,000
604916	Administrative Expense	10,050	13,804	12,000	12,900	11,000
604917	Volunteer Administrative Exp	-	-	-	-	4,000
604950	Employee Awards	2,348	4,089	4,000	4,800	6,000
604989	IT Internal Svcs Charge	78,700	107,100	98,600	98,600	104,800
604998	Contingency	1,851	4,311	4,000	4,000	4,000
605220	Vehicle Fuel-On-Site	10,402	7,982	11,100	11,100	10,600
605240	Uniforms Cost	2,802	3,752	2,500	4,000	-
605251	Noncap Equip (Item less 5000)	2,276	2,588	2,300	300	2,300
605410	Subscriptions & Memberships	5,497	4,586	5,000	4,500	5,000
605500	Training-General	2,446	439	2,000	1,518	2,000
605510	Tuition Reimbursement	-	8,462	-	-	5,000
605600	CM Restricted	-	-	-	90,000	-
	Sub-Total	279,832	324,816	292,100	362,318	324,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	45,255	32,700	77,400	77,400	-
	Sub-Total	45,255	32,700	77,400	77,400	-
Total		\$ 3,001,440	\$ 3,197,899	\$ 3,385,400	\$ 3,414,618	\$ 3,481,200

Police Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	10,537,760	10,926,515	11,140,500	11,140,500	11,277,000
601201	Salary Attrition	-	-	(260,500)	(260,500)	-
601205	Lump Sum Payout - Accrued Time	44,900	20,203	35,300	35,300	28,900
601210	Non-Pensionable Earnings	-	201,508	208,300	169,300	-
601215	Communication Stipend	18,303	17,992	17,900	17,900	17,900
601220	Longevity Pay	110,237	126,070	129,200	129,200	134,300
601390	Overtime-Court Time Pay	106,081	98,313	94,800	94,800	94,800
601400	Overtime-General	400,396	447,639	400,000	400,000	581,300
601402	Overtime-Special Events	4,024	6,410	4,000	4,000	5,200
601405	Overtime-SWAT	16,111	9,522	15,000	15,000	14,000
601410	Overtime-Holiday	485,414	533,786	515,000	515,000	528,000
601412	Overtime-Emergency	-	6,780	-	-	-
601561	Drop Transfer	-	-	268,000	218,000	213,800
602100	FICA & MICA	863,217	912,342	880,200	880,200	874,800
602210	Pension-General	144,179	150,179	178,800	178,800	190,300
602220	Pension-Police	5,614,084	5,665,517	5,841,900	5,841,900	5,666,400
602260	Pension-401	6,810	4,571	-	-	-
602265	Pension-457	21,193	17,910	18,600	18,600	15,600
602300	Pmt In Lieu Of Insurance	124,387	115,582	124,600	124,600	149,500
602304	Health Insurance-PPO	307,073	304,201	379,400	379,400	320,700
602305	Health Insurance-HMO	1,090,108	1,148,059	1,106,600	1,106,600	1,292,500
602306	Dental Insurance-PPO	60,472	57,952	55,500	55,500	59,400
602307	Dental Insurance-HMO	5,396	7,263	10,500	10,500	9,500
602309	Basic Life Insurance	21,525	31,478	24,200	24,200	32,100
602311	Long-Term Disability Ins	12,819	13,130	15,800	15,800	16,000
602312	HDHP Aetna	-	83,483	127,400	127,400	159,500
602313	HSA Payflex	-	25,553	23,000	23,000	27,000
602400	Workers' Compensation	768,641	635,345	627,800	627,800	903,100
	Sub-Total	20,763,131	21,567,305	21,981,800	21,892,800	22,611,600
<u>Operating Expense</u>						
603140	New Hire Screening	-	8,455	3,000	5,000	-
603407	Board up Svcs	3,004	1,777	2,500	1,000	2,500
603425	Software License & Maint	254,653	277,793	418,000	308,000	229,700
604001	Travel & Training	-	19,394	8,000	7,300	4,000
604500	Risk Internal Svcs Charge	631,700	465,200	372,000	372,000	69,300
604550	Health Ins Internal Serv Chg	-	-	268,000	268,000	485,300
604610	Fleet Internal Svcs Charge	564,200	651,327	786,300	786,300	714,900
604989	IT Internal Svcs Charge	692,500	804,400	820,200	820,200	898,400
605220	Vehicle Fuel-On-Site	488,847	522,348	502,500	502,500	477,400
605221	Vehicle Fuel-Off-Site	28,100	21,641	30,000	30,000	28,500
605240	Uniforms Cost	82,650	69,821	82,000	72,000	95,000
605242	Protective Clothing and Shoes	39,984	63,192	48,000	62,200	77,000
605251	Noncap Equip (Item less 5000)	9,984	19,594	10,000	3,500	6,500
605261	Canine Expenses	23,508	26,840	16,000	30,500	24,000
605290	Other Operating Supplies	15,336	15,129	15,000	7,200	15,000
605500	Training-General	29,718	33,673	34,000	35,200	34,000
605510	Tuition Reimbursement	6,980	7,529	7,000	7,000	7,600
	Sub-Total	2,871,165	3,008,112	3,422,500	3,317,900	3,169,100
<u>Dept Capital Outlay</u>						
606440	Vehicles Purchase	-	337,000	-	-	-
606441	Vehicle Replacement Program	1,211,942	859,200	1,645,480	1,546,480	-
606450	Radio Equipment	-	45,815	13,000	138,000	-
606470	Computer Equipment	-	23,536	10,000	4,500	-
	Sub-Total	1,211,942	1,265,551	1,668,480	1,688,980	-
Total		\$ 24,846,238	\$ 25,840,968	\$ 27,072,780	\$ 26,899,680	\$ 25,780,700

Police Expenditures by Object Code

Specialized Support—001-20-202-521-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	3,092,367	3,035,776	3,446,000	3,446,000	3,650,100
601201	Salary Attrition	-	-	(81,300)	(81,300)	-
601205	Lump Sum Payout - Accrued Time	9,892	3,709	6,800	6,800	6,400
601210	Non-Pensionable Earnings	-	50,699	69,100	49,100	-
601215	Communication Stipend	7,345	7,163	8,300	8,300	7,700
601220	Longevity Pay	65,471	70,233	70,100	70,100	73,300
601390	Overtime-Court Time Pay	3,487	6,509	6,600	6,600	6,600
601400	Overtime-General	124,109	120,635	124,000	124,000	167,900
601402	Overtime-Special Events	3,895	2,530	3,900	3,900	3,500
601405	Overtime-SWAT	3,307	1,776	3,300	3,300	3,300
601410	Overtime-Holiday	76,232	77,488	76,000	76,000	86,000
601412	Overtime-Emergency	431	5,214	-	-	-
601561	Drop Transfer	-	-	81,400	81,400	65,400
602100	FICA & MICA	236,374	239,992	274,800	274,800	285,200
602220	Pension-Police	1,244,297	1,233,130	1,758,700	1,758,700	1,835,000
602235	Pension-Senior Mgmt	11,305	10,200	-	-	-
602265	Pension-457	11,189	8,107	7,600	7,600	4,000
602300	Pmt In Lieu Of Insurance	16,271	16,897	24,900	24,900	24,900
602304	Health Insurance-PPO	95,769	80,659	87,900	87,900	89,800
602305	Health Insurance-HMO	305,229	351,841	368,400	368,400	574,700
602306	Dental Insurance-PPO	18,086	17,791	19,600	19,600	22,800
602307	Dental Insurance-HMO	1,067	1,063	1,900	1,900	1,600
602309	Basic Life Insurance	3,756	5,255	7,500	7,500	10,400
602311	Long-Term Disability Ins	3,182	3,201	4,900	4,900	5,200
602312	HDHP Aetna	-	23,492	37,800	37,800	64,500
602313	HSA Payflex	-	2,797	5,400	5,400	8,100
602400	Workers' Compensation	164,472	135,974	134,400	134,400	170,200
	Sub-Total	5,497,532	5,512,131	6,548,000	6,528,000	7,166,600
<u>Operating Expense</u>						
603459	Crossing Guards	304,188	337,674	350,000	182,000	506,600
604001	Travel & Training	-	9,408	8,000	2,600	4,000
604405	Leased Motorcycles	90,000	90,000	90,000	90,000	90,000
604500	Risk Internal Svcs Charge	161,800	119,200	95,300	95,300	17,800
604550	Health Ins Internal Serv Chg	-	-	83,200	83,200	197,600
604610	Fleet Internal Svcs Charge	71,900	74,884	85,700	85,700	78,000
604614	R&M Motorcycle	4,720	2,648	4,700	4,000	4,700
604989	IT Internal Svcs Charge	219,000	188,100	207,800	207,800	239,500
605220	Vehicle Fuel-On-Site	83,472	40,037	87,200	87,200	82,900
605230	Program Supplies	11,424	11,270	11,800	8,300	11,800
605240	Uniforms Cost	4,774	15,670	7,000	7,000	-
605251	Noncap Equip (Item less 5000)	1,092	4,751	5,400	3,200	68,400
605270	Ammunition Expense	109,409	117,449	109,400	109,400	170,800
605290	Other Operating Supplies	3,333	5,498	3,300	1,800	3,300
605500	Training-General	3,034	4,441	3,000	2,270	3,000
605510	Tuition Reimbursement	4,211	3,723	2,000	2,000	2,000
	Sub-Total	1,072,357	1,024,753	1,153,800	971,770	1,480,400
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	37,475	-	-	-
606441	Vehicle Replacement Program	133,658	96,917	314,052	314,052	-
	Sub-Total	133,658	134,392	314,052	314,052	-
Total		\$ 6,703,547	\$ 6,671,276	\$ 8,015,852	\$ 7,813,822	\$ 8,647,000

Police Expenditures by Object Code

Code Compliance—001-20-203-524-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	867,519	863,459	898,300	898,300	986,100
601201	Salary Attrition	-	-	(21,500)	(21,500)	-
601205	Lump Sum Payout - Accrued Time	23,104	29,425	28,900	28,900	9,400
601210	Non-Pensionable Earnings	-	33,044	2,700	2,700	-
601215	Communication Stipend	6,760	6,831	6,800	6,800	6,500
601220	Longevity Pay	5,657	5,355	4,800	4,800	5,000
601400	Overtime-General	108,747	14,938	13,000	13,000	13,000
601410	Overtime-Holiday	699	1,272	1,000	1,000	1,000
602100	FICA & MICA	76,754	71,165	73,100	73,100	78,000
602210	Pension-General	139,379	159,484	186,800	186,800	220,800
602235	Pension-Senior Mgmt	21,409	19,400	19,300	19,300	15,700
602265	Pension-457	2,746	2,753	2,800	2,800	2,000
602304	Health Insurance-PPO	54,756	40,614	33,900	33,900	14,100
602305	Health Insurance-HMO	126,509	136,857	208,500	208,500	215,400
602306	Dental Insurance-PPO	5,836	5,798	5,600	5,600	7,600
602307	Dental Insurance-HMO	1,131	761	900	900	1,100
602309	Basic Life Insurance	2,096	2,745	1,900	1,900	2,800
602311	Long-Term Disability Ins	1,102	1,058	1,300	1,300	1,400
602312	HDHP Aetna	-	5,327	8,200	8,200	6,800
602313	HSA Payflex	-	1,350	1,400	1,400	1,400
602400	Workers' Compensation	79,500	64,700	69,400	69,400	88,000
	Sub-Total	1,523,704	1,466,337	1,547,100	1,547,100	1,676,100
<u>Operating Expense</u>						
603140	New Hire Screening	-	-	-	-	3,000
603425	Software License & Maint	-	-	-	-	5,000
603460	Landscape Svcs	1,050	475	1,600	3,100	1,600
604001	Travel & Training	-	1,185	3,000	-	1,500
604301	Electricity Svcs	3,520	3,309	4,100	4,100	-
604402	Leased Vehicles	21,729	11,700	-	-	-
604500	Risk Internal Svcs Charge	61,500	45,300	36,200	36,200	6,800
604550	Health Ins Internal Serv Chg	-	-	43,200	43,200	68,700
604610	Fleet Internal Svcs Charge	38,300	38,562	47,200	47,200	43,000
604611	Vehicle Rehab & Enhance	-	-	-	-	11,000
604700	Printing & Binding Svcs	3,378	1,033	4,000	1,000	4,000
604931	Recording Fees	750	1,307	2,000	2,000	2,000
604965	Special Magistrate	13,800	12,000	13,800	7,800	13,800
604989	IT Internal Svcs Charge	91,200	78,400	79,900	79,900	101,800
605100	Office Supplies	2,977	-	-	-	-
605120	Computer Operating Expenses	-	55	1,000	500	500
605220	Vehicle Fuel-On-Site	14,108	10,318	20,500	20,500	19,500
605240	Uniforms Cost	1,766	3,808	1,800	4,300	4,800
605242	Protective Clothing and Shoes	-	-	-	-	3,000
605251	Noncap Equip (Item less 5000)	-	3,606	500	500	500
605410	Subscriptions & Memberships	1,485	1,383	1,600	1,600	1,600
605500	Training-General	2,124	2,030	2,100	2,100	6,100
605510	Tuition Reimbursement	-	-	-	-	3,000
	Sub-Total	257,686	214,472	262,500	254,000	301,200
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	104,777	132,533	78,660	78,660	68,000
606450	Radio Equipment	-	-	-	-	13,000
606470	Computer Equipment	-	-	-	-	16,000
	Sub-Total	104,777	132,533	78,660	78,660	97,000
Total		\$ 1,886,167	\$ 1,813,342	\$ 1,888,260	\$ 1,879,760	\$ 2,074,300

Police Expenditures by Object Code

Criminal Investigations—001-20-204-521-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	2,871,356	2,684,630	2,633,500	2,633,500	2,644,300
601201	Salary Attrition	-	-	(61,800)	(61,800)	-
601205	Lump Sum Payout - Accrued Time	20,536	18,857	18,500	18,500	21,200
601210	Non-Pensionable Earnings	-	50,010	52,900	46,900	-
601215	Communication Stipend	16,171	15,767	14,800	14,800	14,800
601220	Longevity Pay	74,081	74,105	69,100	69,100	69,600
601390	Overtime-Court Time Pay	19,858	21,719	22,800	22,800	22,800
601400	Overtime-General	235,095	221,564	235,000	235,000	310,000
601402	Overtime-Special Events	2,324	488	2,300	2,300	1,500
601405	Overtime-SWAT	2,610	1,074	2,600	2,600	2,600
601410	Overtime-Holiday	75,146	70,913	75,000	75,000	73,000
601412	Overtime-Emergency	-	727	-	-	-
601561	Drop Transfer	-	-	259,000	259,000	248,400
602100	FICA & MICA	224,492	223,602	211,700	211,700	208,600
602210	Pension-General	29,796	31,617	34,800	34,800	28,300
602220	Pension-Police	889,398	693,886	653,700	653,700	596,300
602235	Pension-Senior Mgmt	-	12,000	11,800	11,800	13,000
602260	Pension-401	11,841	7,249	7,600	7,600	7,800
602265	Pension-457	9,926	10,873	11,600	11,600	11,800
602300	Pmt In Lieu Of Insurance	27,256	23,889	31,200	31,200	24,900
602304	Health Insurance-PPO	54,436	49,107	49,400	49,400	90,000
602305	Health Insurance-HMO	311,528	294,056	262,600	262,600	357,600
602306	Dental Insurance-PPO	17,895	15,578	14,400	14,400	17,100
602307	Dental Insurance-HMO	963	1,101	1,600	1,600	1,400
602309	Basic Life Insurance	4,095	5,577	5,700	5,700	7,500
602311	Long-Term Disability Ins	2,955	2,962	3,700	3,700	3,800
602312	HDHP Aetna	-	17,510	31,600	31,600	54,000
602313	HSA Payflex	-	4,725	5,400	5,400	8,100
602400	Workers' Compensation	181,379	149,876	148,100	148,100	185,700
	Sub-Total	5,083,137	4,703,462	4,808,600	4,802,600	5,024,100
<u>Operating Expense</u>						
603501	Travel-Investigations	2,853	6,915	5,000	3,500	5,000
604001	Travel & Training	-	3,486	6,700	4,100	3,350
604402	Leased Vehicles	8,159	3,400	-	-	-
604500	Risk Internal Svcs Charge	124,900	92,000	73,600	73,600	13,900
604550	Health Ins Internal Serv Chg	-	-	59,200	59,200	134,500
604610	Fleet Internal Svcs Charge	82,300	88,399	101,200	101,200	92,100
604989	IT Internal Svcs Charge	182,600	156,700	159,800	159,800	173,700
605220	Vehicle Fuel-On-Site	33,763	31,690	34,200	34,200	32,500
605240	Uniforms Cost	2,251	2,582	3,000	3,000	-
605251	Noncap Equip (Item less 5000)	3,547	3,600	3,500	1,000	3,500
605290	Other Operating Supplies	651	427	700	200	700
605500	Training-General	3,442	5,407	3,500	1,125	3,500
	Sub-Total	444,466	394,606	450,400	440,925	462,750
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	114,969	132,033	149,485	149,485	-
	Sub-Total	114,969	132,033	149,485	149,485	-
Total		\$ 5,642,572	\$ 5,230,100	\$ 5,408,485	\$ 5,393,010	\$ 5,486,850

Police Expenditures by Object Code

Property & Evidence—001-20-205-521-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	405,374	421,165	434,000	434,000	452,700
601201	Salary Attrition	-	-	(10,300)	(10,300)	-
601205	Lump Sum Payout - Accrued Time	14,808	17,028	14,200	14,200	11,000
601210	Non-Pensionable Earnings	-	16,657	-	-	-
601215	Communication Stipend	2,471	2,525	2,300	2,300	2,300
601220	Longevity Pay	2,227	2,991	3,100	3,100	3,800
601390	Overtime-Court Time Pay	840	1,132	1,000	1,000	1,000
601400	Overtime-General	25,750	45,848	29,400	29,400	45,200
601410	Overtime-Holiday	378	3,440	5,000	5,000	4,000
602100	FICA & MICA	34,096	38,250	34,700	34,700	35,900
602210	Pension-General	88,187	90,948	100,500	100,500	108,900
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	6,200
602304	Health Insurance-PPO	19,630	27,013	34,000	34,000	33,600
602305	Health Insurance-HMO	46,041	40,290	57,900	57,900	48,500
602306	Dental Insurance-PPO	2,298	2,223	2,000	2,000	2,800
602307	Dental Insurance-HMO	221	401	700	700	400
602309	Basic Life Insurance	1,466	1,692	900	900	1,300
602311	Long-Term Disability Ins	473	525	600	600	600
602312	HDHP Aetna	-	8,803	8,200	8,200	6,800
602313	HSA Payflex	-	2,700	1,400	1,400	1,400
602400	Workers' Compensation	36,900	30,100	32,300	32,300	40,800
	Sub-Total	681,161	753,731	758,100	758,100	807,200
<u>Operating Expense</u>						
604001	Travel & Training	-	-	3,500	400	1,750
604301	Electricity Svcs	9,344	8,477	10,300	10,300	9,700
604500	Risk Internal Svcs Charge	29,700	21,900	17,500	17,500	3,300
604550	Health Ins Internal Serv Chg	-	-	16,900	16,900	24,600
604610	Fleet Internal Svcs Charge	10,900	11,613	13,900	13,900	12,700
604989	IT Internal Svcs Charge	42,700	41,800	42,700	42,700	47,900
605220	Vehicle Fuel-On-Site	1,425	1,187	1,500	1,500	1,500
605225	Equip Gas Oil & Lube	800	-	900	900	900
605240	Uniforms Cost	1,703	833	1,900	1,900	-
605251	Noncap Equip (Item less 5000)	1,634	12,155	10,000	10,000	10,000
605290	Other Operating Supplies	2,271	6,836	7,500	7,500	7,500
605410	Subscriptions & Memberships	760	550	1,000	1,000	1,000
605500	Training-General	2,704	2,637	2,700	1,387	2,700
	Sub-Total	103,940	107,987	130,300	125,887	123,550
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	14,453	14,467	12,100	12,100	-
	Sub-Total	14,453	14,467	12,100	12,100	-
Total		\$ 799,553	\$ 876,186	\$ 900,500	\$ 896,087	\$ 930,750

Police Expenditures by Object Code

Strategic Investigations—001-20-206-521-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,614,177	1,605,395	1,595,300	1,595,300	1,576,600
601201	Salary Attrition	-	-	(37,500)	(37,500)	-
601205	Lump Sum Payout - Accrued Time	8,113	9,185	8,600	8,600	-
601210	Non-Pensionable Earnings	-	29,006	32,700	32,700	-
601215	Communication Stipend	8,111	9,626	8,600	8,600	8,600
601220	Longevity Pay	23,338	25,837	27,500	27,500	30,600
601390	Overtime-Court Time Pay	25,930	17,721	23,000	23,000	20,000
601400	Overtime-General	239,666	220,140	239,000	239,000	308,700
601405	Overtime-SWAT	2,540	1,892	2,500	2,500	2,500
601410	Overtime-Holiday	55,918	53,129	55,800	55,800	54,000
601561	Drop Transfer	-	-	93,000	93,000	88,800
602100	FICA & MICA	232,337	237,422	127,300	127,300	123,500
602220	Pension-Police	849,000	839,125	840,600	840,600	807,300
602265	Pension-457	3,850	3,861	3,800	3,800	3,900
602300	Pmt In Lieu Of Insurance	11,222	11,265	18,700	18,700	6,200
602304	Health Insurance-PPO	14,628	14,022	16,500	16,500	-
602305	Health Insurance-HMO	180,587	164,369	103,500	103,500	202,000
602306	Dental Insurance-PPO	8,469	9,672	8,600	8,600	10,200
602307	Dental Insurance-HMO	739	767	900	900	900
602309	Basic Life Insurance	2,350	3,280	3,500	3,500	4,500
602311	Long-Term Disability Ins	1,787	1,816	2,300	2,300	2,200
602312	HDHP Aetna	-	49,892	76,700	76,700	84,800
602313	HSA Payflex	-	12,150	12,200	12,200	12,200
602400	Workers' Compensation	102,086	84,387	83,400	83,400	102,900
	Sub-Total	3,384,846	3,403,958	3,346,500	3,346,500	3,450,400
<u>Operating Expense</u>						
604001	Travel & Training	-	1,659	1,000	1,400	500
604401	Rental Vehicles	73,312	68,040	71,600	75,100	71,600
604500	Risk Internal Svcs Charge	74,200	54,700	43,700	43,700	8,100
604550	Health Ins Internal Serv Chg	-	-	35,500	35,500	61,500
604610	Fleet Internal Svcs Charge	27,200	32,937	39,200	39,200	35,700
604989	IT Internal Svcs Charge	109,800	94,000	90,700	90,700	101,800
605220	Vehicle Fuel-On-Site	8,657	563	13,200	13,200	12,600
605240	Uniforms Cost	2,503	4,825	2,500	5,000	-
605251	Noncap Equip (Item less 5000)	758	1,100	800	300	800
605290	Other Operating Supplies	847	1,396	800	800	800
605500	Training-General	1,040	376	1,000	1,000	1,000
605510	Tuition Reimbursement	3,563	4,376	5,800	5,800	2,800
	Sub-Total	301,879	263,971	305,800	311,700	297,200
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	6,368	44,400	55,463	55,463	-
	Sub-Total	6,368	44,400	55,463	55,463	-
	Total	\$ 3,693,093	\$ 3,712,329	\$ 3,707,763	\$ 3,713,663	\$ 3,747,600

Police Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,695,719	1,532,479	1,483,300	1,483,300	1,497,200
601201	Salary Attrition	-	-	(35,200)	(35,200)	-
601205	Lump Sum Payout - Accrued Time	55,564	30,200	43,400	43,400	39,800
601210	Non-Pensionable Earnings	-	48,380	9,700	9,700	-
601215	Communication Stipend	3,400	2,850	2,800	2,800	2,800
601220	Longevity Pay	16,211	13,946	9,600	9,600	8,800
601390	Overtime-Court Time Pay	133	-	100	100	100
601400	Overtime-General	82,267	30,981	45,000	45,000	51,700
601410	Overtime-Holiday	29,482	48,358	46,000	46,000	50,000
601412	Overtime-Emergency	-	1,819	-	-	-
602100	FICA & MICA	139,992	126,227	118,500	118,500	118,500
602210	Pension-General	204,270	198,505	245,000	245,000	280,300
602235	Pension-Senior Mgmt	99,041	62,600	67,700	67,700	76,600
602260	Pension-401	468	-	-	-	-
602265	Pension-457	15,077	9,422	9,700	9,700	7,600
602300	Pmt In Lieu Of Insurance	8,269	-	-	-	-
602304	Health Insurance-PPO	40,666	35,661	16,900	16,900	28,200
602305	Health Insurance-HMO	203,759	235,439	319,700	319,700	253,200
602306	Dental Insurance-PPO	9,391	9,752	8,700	8,700	8,100
602307	Dental Insurance-HMO	1,335	940	1,800	1,800	2,300
602309	Basic Life Insurance	5,139	5,891	3,200	3,200	4,300
602311	Long-Term Disability Ins	2,152	1,954	2,100	2,100	2,100
602312	HDHP Aetna	-	7,738	11,900	11,900	27,100
602313	HSA Payflex	-	2,700	2,700	2,700	5,400
602400	Workers' Compensation	153,700	125,200	134,300	134,300	170,200
	Sub-Total	2,766,033	2,531,039	2,546,900	2,546,900	2,634,300
<u>Operating Expense</u>						
603150	Information Technology Svcs	16,365	16,775	18,000	18,000	172,500
603183	Accreditation Fees	6,580	-	-	-	-
603301	Court Appear & Trans Fee	13,184	22,336	27,500	17,500	27,500
604001	Travel & Training	-	13,972	7,000	2,700	3,500
604100	Communication Svcs	258,607	173,556	10,000	8,000	9,000
604200	Postage	12,128	11,187	15,500	15,500	15,500
604300	Water/Wastewater Svcs	30,778	34,502	34,400	34,400	40,500
604301	Electricity Svcs	148,472	150,919	159,900	159,900	166,300
604401	Rental Vehicles	6,500	-	-	-	-
604500	Risk Internal Svcs Charge	110,700	81,600	65,200	65,200	12,200
604550	Health Ins Internal Serv Chg	-	-	58,800	58,800	84,200
604610	Fleet Internal Svcs Charge	39,800	47,453	56,400	56,400	51,300
604611	Vehicle Rehab & Enhance	28,173	27,692	40,000	31,000	30,000
604612	Vehicle Ancillary	10,994	9,010	11,000	18,000	11,000
604613	Vehicle Detail	1,241	3,578	3,000	3,000	3,000
604620	R&M Buildings	3,735	-	-	-	-
604625	R&M Equipment	-	-	2,500	7,500	4,500
604645	R&M Radios	39,252	24,246	27,300	27,300	225,600
604650	R&M Office Equip	348	1,085	-	-	-
604700	Printing & Binding Svcs	13,001	5,795	13,000	6,500	13,000
604970	Prisoner Care	-	-	-	-	16,000
604989	IT Internal Svcs Charge	163,800	376,650	676,300	676,300	576,500
604997	Other Operating Expenses	-	5,508	6,000	7,200	6,000
605100	Office Supplies	17,458	14,964	20,000	13,000	18,000
605120	Computer Operating Expenses	548	3,655	2,500	500	1,500
605220	Vehicle Fuel-On-Site	3,249	7,277	2,200	2,200	2,100
605225	Equip Gas Oil & Lube	800	-	900	900	900
605240	Uniforms Cost	8,081	10,652	8,000	8,000	11,100

Police Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605244	Personal Prop Reimburse	205	460	200	500	500
605251	Noncap Equip (Item less 5000)	22,772	4,877	14,500	9,900	10,000
605290	Other Operating Supplies	9,966	9,294	8,000	2,800	8,000
605410	Subscriptions & Memberships	1,869	1,272	2,500	1,000	2,500
605500	Training-General	1,973	3,168	2,000	3,000	2,000
605510	Tuition Reimbursement	10,592	17,195	10,600	10,600	5,000
	Sub-Total	981,172	1,078,680	1,303,200	1,265,600	1,529,700
	Capital Improvement Program					
606700	Law Enforce. Memorial/Display	-	-	-	8,790	-
	Sub-Total	-	-	-	8,790	-
	Dept Capital Outlay					
606441	Vehicle Replacement Program	58,581	57,933	172,453	172,453	-
	Sub-Total	58,581	57,933	172,453	172,453	-
	Total	\$ 3,805,787	\$ 3,667,652	\$ 4,022,553	\$ 3,993,743	\$ 4,164,000



The City of Miramar offers a Police Academy to provide citizens an opportunity to learn about police operations.

Police Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
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, 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. Includes start-up costs of \$3,000 for an approved above base request for 2 additional positions in Code (program 203).
603150	Information Technology Svcs	This line item provides funding for online computerized information services. Reed Elsevier- AVCC service -\$1600 monthly Reed Elsevier- news media service - \$200 monthly Identi-Kit Annual Maintenance- \$1,400 Net Motion maintenance- \$15,000 All Traffic solution Annual service maintenance - \$6,000 Biometrics4all Annual service maintenance - \$1,100 Hawk Analytics Annual service maintenance - \$6,000 Power Details Annual service maintenance - \$8,000 Cellebrite Annual service maintenance - \$4,000 Coban Technologies Annual service maintenance - \$8,500 Identity Automation Annual service maintenance - \$5,500 Keytrak Annual Maintenance - \$2,000 Motorola Solutions Annual CAD service maintenance \$32,800 CI Technologies Annual service maintenance - \$1,900 Crash Data Annual service maintenance- \$1,100 Global Positioning Service Info. Technology - \$500 TVEyes - \$5000 Body Camera Licenses - \$3300 Dropbox - \$200 Vigilant - Vetted Solutions - \$19,300 EvidenceonQ - \$9,800 Pix4d - \$500 West Publishing media services - \$19,000 (\$1,550 monthly)
603183	Accreditation Fees	Annual accreditation fees: CALEA- \$9000 Commission for Florida Law Enforcement- \$800
603190	Prof Svcs-Other	This line item is used to fund outside professional services: Videographer services -\$5,000 (\$1250 per video) Psychological testing (\$285 pp)-\$2850 Forensic investigation-\$1500 (DNA testing and photo recognition) Destruction of Police Uniforms- \$1000
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 funds the police department's portion of the costs associated with the annual maintenance of the computer aided dispatch system and other systems: Insight Public Sector -Mark 43 software \$208,900 Superior Migration Support - \$20,000 Carolina Crisis Annual Software - \$800 Includes start-up costs of \$5,000 for an approved above base request for 2 additional positions in Code (program 203)
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.

Police Budget Justification

Object #	Account Description	Justification
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 funds cellular service fees for HNT line and cable services for PDHQ and WSS: ATT - \$20 per month, \$240 Comcast PDHQ - \$540 per month, \$6,480 Comcast WSS - \$50 per month, \$600 Other - \$1,680
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: Enterprise Holding (5 vehicles) - \$3,825 per month; \$45,900 Royal Rental (3 vehicles) - \$2,136 per month; \$25,700
604405	Leased Motorcycles	This line funds the costs for 10 Leased Motorcycles: Peterson's Harley-Davidson 10 motorcycles at \$750 each per month; \$90,000
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as per HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604610	Fleet Internal Svcs Charge	This account is for repair and maintenance of city vehicles as per PW Fleet Maintenance.
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. Includes start-up costs of \$11,000 for an approved above base request for 2 additional vehicles in Code (program 203).
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.
604625	R&M Equipment	This line represents costs associated with the repair and maintenance of equipment.
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. Includes Motorola Bi-Directional Antenna (BDA) radio compatibility reconfiguration for \$165,000 (above- base).
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.
604917	Volunteer Administrative Exp	This line is for costs associated with volunteer programs, supplies, events, etc.
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 is for contractual agreement with Broward County Jail which will be used for medical treatment for persons arrested by the Miramar Police while in custody.

Police Budget Justification

Object #	Account Description	Justification
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. Includes start-up costs of \$2,000 for an approved above base request for 2 additional positions in Code (program 203).
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. Includes start-up costs of \$3,000 for an approved above base request for 2 additional positions in Code (program 203).
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)	Account used for noncapital equipment items that cost under \$5,000 each: Crime scene processing supplies and equipment: Drug testing kits, fingerprint processing equipment, gunpowder detection kits, evidence markers, biohazard gear, evidence packaging - \$10,000 Replacement of Automated External Defibrillators (AEDs) - \$10,000 Equipment rental for DUI checkpoints (solar light towers, traffic cones) - \$5,000 Camera equipment and accessories - \$3,000 Interview room acoustics - \$3,000 Dive tools - \$2,700 Promotional products for recruitment and department events - \$2,300 Miscellaneous equipment - \$3,000 Safety equipment replacement - \$63,000 (above-base)
605261	Canine Expenses	This cost is for veterinary care, food, grooming, and other related supplies needed for police canines.
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.

Police Budget Justification

Object #	Account Description	Justification
605410	Subscriptions & Memberships	<p>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:</p> <p>Kiwanis Group annual membership - \$300 Sun Sentinel subscription - \$100 International Conference of Police Chaplains (3 members) \$400 Fl. Police Chiefs Association (6 members) - \$1,100 International Assoc. of Chiefs of Police (6 members) - \$1,200 Broward County Chiefs of Police Assoc. (13 members) - \$1,900 South Florida Background Investigators agency membership - \$125 National Internal Affairs Investigators Assoc. agency membership - \$50 Society for Human Resources (1 member) - \$200 International Assoc. for Identification membership (4 members) - \$400 American Academy of Forensic Sciences (1 member) - \$25 Assoc. for Crime Scene Reconstruction (1 member) - \$40 International Associate for Property & Evidence (3 members) - \$150 FL Division of the International Assoc. for Identification (4 members) - \$140 Sam's Club Annual Membership - \$45 International Assoc. of Financial Crimes Investigators (2 members) - \$160 National Narcotic Detector Dog Assoc. (1 member) - \$55 North American Police Work Dog Association membership (1 member) - \$45 Gold Coast Assoc. of Code Enforcement membership (15 members) - \$450 FL Assoc. of Code Enforcement (15 members) - \$600 Allotment for price increases and/or new subscriptions/memberships - \$2,615</p>
605500	Training-General	<p>This is for local training by subject matter experts to include course registration fees and training materials needed to support training activities.</p> <p>Palm Beach County Sheriff Office \$300 University of Central Florida-safety training for Code officers \$2000 FBI Leeds- \$650 Miami Dade Police Dept. Training Bureau \$1550 Police Motorcycle Training - \$1450 Police/CSA Academy for new hires, general officer safety courses-\$31,500 Broward Victim Advocate training-\$250 Fl. Dept. of Health- 911 Dispatch Certification Fee -\$350 Police Honor Guard -\$150 Glock/Range/Tactical Training-\$3000 FAU Public Safety Leadership Course- \$2000 Code Officer Safety Training courses-\$1300 State of Florida Bureau of Criminal Justice -\$160 Institute of Police Technology -\$225 International Assoc. of Identification -\$600 Exam fees- \$550 Fl. State College of Jacksonville- 911 dispatch certification course -\$600 John Scott Dailey Fl. Institute -Leadership course \$1300 Medley Police Range - \$2000 Other - \$365 Includes start-up costs of \$4,000 for an approved above base request for 2 additional positions in Code (program 203)</p>
605510	Tuition Reimbursement	<p>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.</p>
606441	Vehicle Replacement Program	<p>\$68,000 for an approved above base request for 2 additional vehicles in Code (program 203).</p>
606450	Radio Equipment	<p>Start-up costs of \$13,000 for an approved above base request for 2 additional positions in Code (program 203).</p>
606470	Computer Equipment	<p>Start-up costs of \$16,000 for an approved above base request for 2 additional positions in Code (program 203).</p>



Firefighters receive specialized training on the proper use of extrication tools.

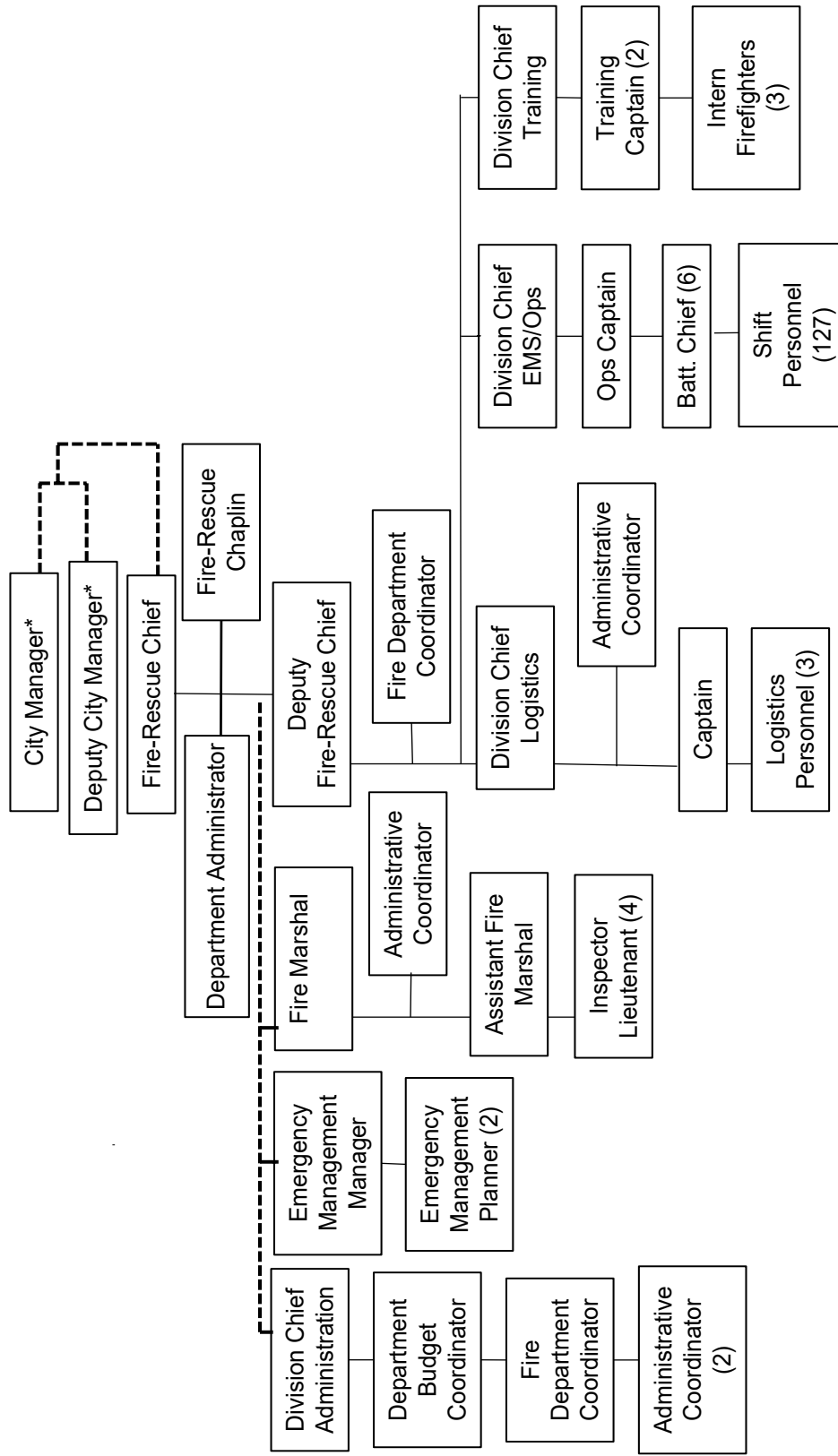
Fire-Rescue

Mission

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



Fire-Rescue Organizational Chart



*Budgeted in the Office of the City Manager
 ----- Shared management by City Manager and Deputy City Manager
 - - - - - Indicates Shared Responsibility Between Fire Chief and Deputy Fire Chief



Fire-Rescue

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 164.5 budgeted positions of which 163 are full-time and three (1.5 FTEs) part-time employees. 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 2020 Accomplishments

- Developed Fire Rescue incident action plan to COVID response.
- Began program of "Drive By Parades" for residents as a result of COVID-19.
- Conducted Promotional exams for the ranks of Battalion Chief and Lieutenant.
- Hired and trained six new Firefighter/Paramedics for emergency operations.
- Implemented a Social Media campaign designed to keep residents and staff up to date on COVID related activities and information.
- Led the city's response to the COVID-19 pandemic. Conducted training and purchased necessary equipment and supplies for the safety of the residents and staff.
- Recertified department in Advanced and Basic Cardiac Life Support.
- Completed Florida continuing educational requirements for Paramedics and EMTs.
- Held first Pet CPR and Basic first aid class in December for a class of 10 participants.
- Graduated a new group of CERT members.
- Hosted the New Renaissance Middle School forensic class along with several other school groups throughout the year for completion of projects, field trips and safety presentations.

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Administration	212	272	200	200	100
Life Safety	1,721,959	1,485,193	2,050,000	1,767,300	1,550,000
Fire Protection*	20,831,268	21,241,681	22,323,320	21,513,720	22,325,880
Fire-Rescue Training	2,883	2,515	2,800	2,800	3,000
Emergency Medical Services	1,504,599	1,328,395	1,925,223	1,656,023	1,400,000
Other (Unassigned)	-	776,645	-	-	-
Total	\$ 24,060,921	\$ 24,834,702	\$ 26,301,543	\$ 24,940,043	\$ 25,278,980

* Dedicated revenue covers 100% (FY18 thru FY21) of fire protection costs and allowable expenditures in other programs and CIP.

Expenditures by Program

Administration	1,963,155	2,792,852	2,501,310	2,693,785	2,440,530
Logistics	1,352,362	1,161,036	973,135	967,300	919,195
Life Safety	1,650,534	1,770,379	2,093,300	1,939,038	2,076,600
Fire Protection	15,843,346	17,171,404	17,884,630	18,542,374	18,346,768
Fire-Rescue Training	843,731	879,097	1,014,673	1,007,038	1,110,090
Emergency Management	646,844	588,765	681,500	674,541	419,150
Emergency Medical Services	12,184,854	12,448,774	13,543,900	13,701,033	14,439,000
District 107 Response Time Improvement	-	472	-	-	-
Other	(2,159)	-	-	-	-
Total	\$ 34,482,666	\$ 36,812,777	\$ 38,692,448	\$ 39,525,109	\$ 39,751,333



Fire-Rescue







Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	30,703,974	31,721,946	33,659,400	33,760,102	34,883,700
Operating Expense	3,083,028	3,750,700	3,897,900	4,090,989	4,683,695
Capital Outlay	695,664	1,340,131	1,135,148	1,674,018	183,938
Total	\$ 34,482,666	\$ 36,812,777	\$ 38,692,448	\$ 39,525,109	\$ 39,751,333

Positions by Program					
Administration	10.00	9.00	8.00	8.00	8.00
Logistics	6.00	6.00	5.00	5.00	5.00
Life Safety	7.00	8.00	8.00	8.00	7.00
Fire Protection	70.50	70.50	70.50	70.50	70.50
Fire-Rescue Training	3.00	3.00	4.00	4.00	5.50
Emergency Management	4.00	4.00	4.00	4.00	3.00
Emergency Medical Services	65.50	65.50	65.50	65.50	65.50
Total	166.00	166.00	165.00	165.00	164.50

Position Detail					
Administrative Coordinator	4.00	4.00	3.00	3.00	3.00
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	-	-	-	-
Department Administrator	-	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	4.00
Driver/Engineer	21.00	21.00	21.00	21.00	21.00
Emergency Mgmt. Manager	1.00	1.00	1.00	1.00	1.00
Emergency Mgmt. Planner	2.00	2.00	2.00	2.00	2.00
Executive Asst. to the Fire Chief	1.00	-	-	-	-
Executive Asst. to the Fire Dept.	1.00	-	-	-	-
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Department Coordinator	1.00	2.00	2.00	2.00	2.00
Fire Life Safety Coordinator	-	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
Firefighter Paramedic	65.00	65.00	65.00	65.00	65.00
Inspector Lieutenant	4.00	4.00	4.00	4.00	4.00
Intern - Firefighter - Part-time (3)	-	-	-	-	1.50
Logistics Technician	2.00	2.00	2.00	2.00	2.00
Rescue Lieutenant	21.00	21.00	21.00	21.00	21.00
Senior Administrative Manager	1.00	1.00	1.00	1.00	-
Total FTE's	166.00	166.00	165.00	165.00	164.50







Positions by Classification					
Certified Firefighters	151.00	151.00	151.00	151.00	150.00
Communications	1.00	-	-	-	-
Clerk/Tech/Firefighter Paramedic Trainee	14.00	15.00	14.00	14.00	14.50
Total	166.00	166.00	165.00	165.00	164.50

Fire-Rescue Balanced Scorecard







Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Total Miramar Fire-Rescue Transports	Enhanced Continuity of service	Q4 Actual	1,105.00	1,210.00	
		YTD Actual	4,603.00	4,555.00	
		EOY Target	5,600.00	5,600.00	5,600.00
		% Target	82.20%	81.34%	
		% Goal	100.00%	100.00%	
 Total Average EMS Response Times (in minutes)	Reduce Fire-Rescue Response Times to Medical Calls	Q4 Actual	7.00	7.13	
		YTD Actual	6.65	6.96	
		EOY Target	6.00	6.00	6.00
		% Target	90.29%	86.21%	
		% Goal	100.00%	100.00%	
 % of EMS calls arrived in 6 minutes or less	Reduce Fire-Rescue Response Times to Medical Calls	Q4 Actual	74.00%	72.00%	
		YTD Actual	73.51%	71.58%	
		EOY Target	83.00%	83.00%	83.00%
		% Target	88.57%	86.24%	
		% Goal	100.00%	100.00%	
 Total Average Fire Response Time (in minutes)	Reduce Fire-Rescue Response Times to Medical Calls	Q4 Actual	5.25	5.03	
		YTD Actual	4.84	5.14	
		EOY Target	6.00	6.00	6.00
		% Target	123.90%	116.85%	
		% Goal	100.00%	100.00%	
 % of Fire calls arrived in 6 minutes or less	Reduce Fire-Rescue Response Times to Medical Calls	Q4 Actual	86.00%	87.30%	
		YTD Actual	87.75%	87.38%	
		EOY Target	90.00%	90.00%	90.00%
		% Target	97.50%	97.09%	
		% Goal	100.00%	100.00%	
 Number of EMS Calls Responded to	Enhanced Continuity of service	Q4 Actual	1,957.00	2,109.00	
		YTD Actual	8,247.00	8,179.00	
		EOY Target	8,984.00	8,984.00	8,984.00
		% Target	91.80%	91.04%	
		% Goal	100.00%	100.00%	



Fire-Rescue Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of Fire Calls Responded to	Enhanced Continuity of service	Q4 Actual	889.00	976.00	
		YTD Actual	3,606.00	3,917.00	
		EOY Target	2,432.00	2,432.00	2,432.00
		% Target	148.27%	161.06%	
		% Goal	100.00%	100.00%	
 Percent of Cardiac Patients with pulsatile rhythms upon delivery to a hospital	Enhanced Continuity of service	Q4 Actual	33.00%	9.00%	
		YTD Actual	25.00%	15.00%	
		EOY Target	15.00%	15.00%	15.00%
		% Target	166.67%	100.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	10,221,995.60	11,175,893.96	
		YTD Actual	36,812,777.02	39,389,596.21	
		EOY Target	35,698,740.00	39,238,109.00	39,751,333.00
		% Target	103.12%	100.39%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	10,221,995.60	11,175,893.96	
		YTD Actual	36,812,777.02	39,389,596.21	
		EOY Projection	35,637,998.00	38,440,735.00	39,751,333.00
		% Target	103.30%	102.47%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	1,059,680.60	956,696.84	
		YTD Actual	24,834,702.06	24,935,501.17	
		EOY Target	26,833,634.00	24,940,043.00	25,278,980.00
		% Target	92.55%	99.98%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	1,059,680.60	956,696.84	
		YTD Actual	24,834,702.06	24,935,501.17	
		EOY Projection	27,712,612.00	25,200,764.00	25,278,980.00
		% Target	89.62%	98.95%	
		% Goal	100.00%	100.00%	

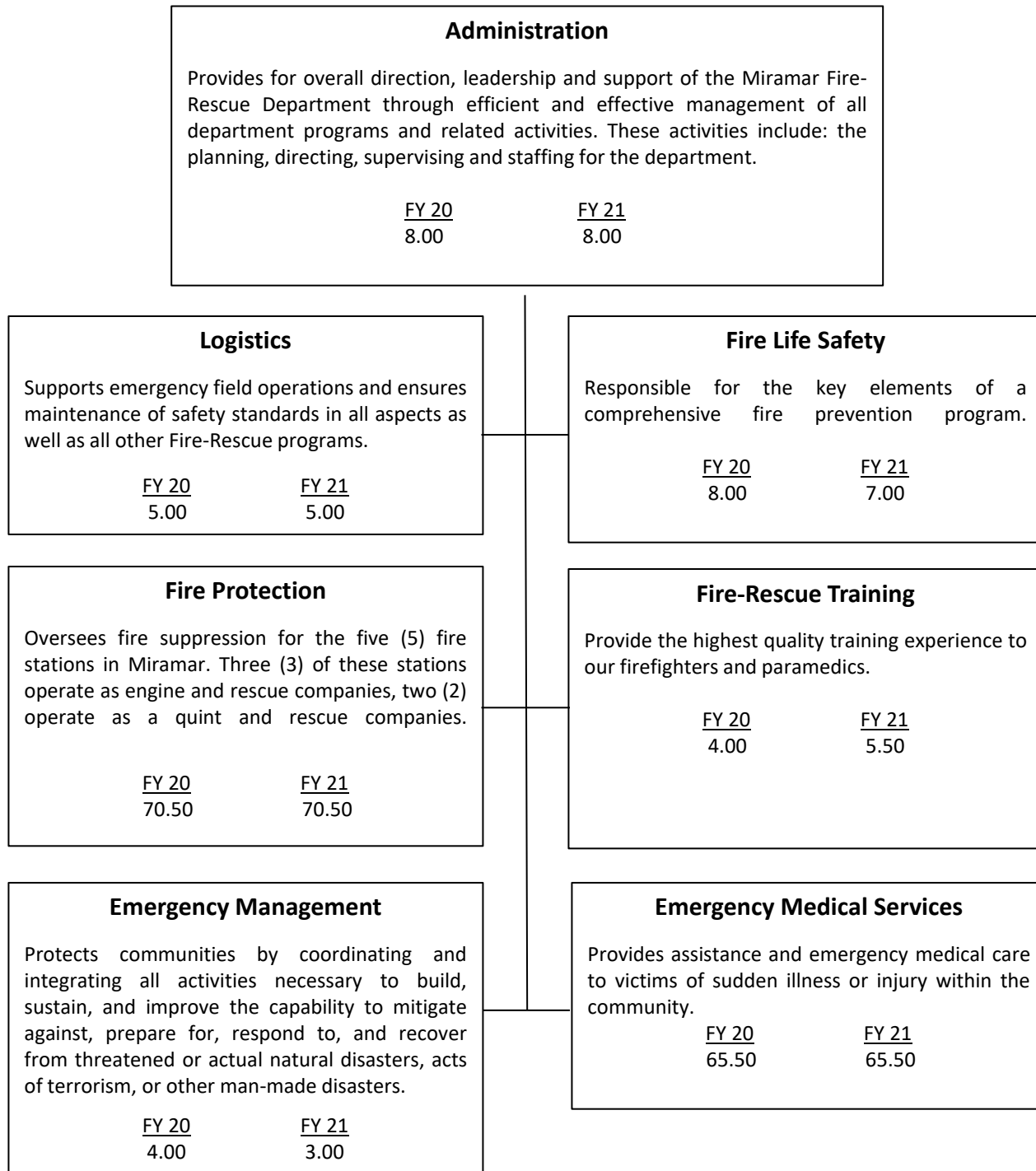
Fire-Rescue Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Percent of Fire Plan Reviews Processed within 4 days	Reduce Property Loss and Destruction	Q4 Actual	84.00%	19.70%	
		YTD Actual	77.40%	55.18%	
		EOY Target	90.00%	90.00%	
		% Target	86.00%	61.31%	
		% Goal	100.00%	100.00%	
 Number of Fire Plans reviewed	Reduce Property Loss and Destruction	Q4 Actual	290.00	355.00	
		YTD Actual	952.00	1,237.00	
		EOY Target	824.00	824.00	824.00
		% Target	115.53%	150.12%	
		% Goal	100.00%	100.00%	
 Total Number of Life Safety Inspections	Reduce Property Loss and Destruction	Q4 Actual	1,324.00	475.00	
		YTD Actual	4,682.00	3,803.00	
		EOY Target	3,444.00	3,444.00	3,444.00
		% Target	135.95%	110.42%	
		% Goal	100.00%	100.00%	
 Total training hours (248 per FF/PM)	Enhance Fire Training	Q4 Actual	8,882.00	9,317.73	
		YTD Actual	34,398.76	34,057.95	
		EOY Target	37,448.00	37,448.00	37,448.00
		% Target	91.86%	90.95%	
		% Goal	100.00%	100.00%	
 Survey: Fire Service Quality, Among all respondents: % Excellent or Good	Professional Development	Q4 Actual	95.70%	98.00%	
		YTD Actual	89.13%	98.50%	
		EOY Target	98.00%	98.00%	98.00%
		% Target	90.94%	100.51%	
		% Goal	100.00%	100.00%	
 Number of incidents per 1,000 residents	Improve planning and preparedness	Q4 Actual	20.67	22.22	
		YTD Actual	86.70	86.78	
		EOY Target	84.00	84.00	84.00
		% Target	103.21%	103.31%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.
 End of year targets exclude year-end budget amendments.



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Other Charges and Svcs	349003	212	272	200	200	100

Expenditures by Category

Personnel Services	1,599,908	2,205,535	1,787,500	1,787,007	1,791,900
Operating Expense	343,568	563,084	650,300	837,243	648,630
Capital Outlay	19,678	24,233	63,510	69,535	-
Total	\$ 1,963,155	\$ 2,792,852	\$ 2,501,310	\$ 2,693,785	\$ 2,440,530

Percent of Time by Position

Administrative Coordinator	2.00	2.00	1.00	1.00	2.00
Communications Technologist	1.00	-	-	-	-
Department Administrator	-	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	1.00	-	-	-	-
Executive Assistant to the Fire Chief	1.00	-	-	-	-
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Department Coordinator	1.00	2.00	2.00	2.00	2.00
Senior Administrative Manager	1.00	1.00	1.00	1.00	-
Total	10.00	9.00	8.00	8.00	8.00



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,016,771	891,299	708,200	703,945	679,600
Operating Expense	239,316	241,370	238,300	236,720	239,595
Capital Outlay	96,275	28,367	26,635	26,635	-
Total	\$ 1,352,362	\$ 1,161,036	\$ 973,135	\$ 967,300	\$ 919,195

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Captain	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
Total	6.00	6.00	5.00	5.00	5.00

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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Fire Permit Fees	329104	-	-	-	-	-
Inspection Fees	342510	1,721,909	1,485,193	2,050,000	1,767,300	1,550,000
Reinspection Fees	342511	50	-	-	-	-
Total		\$ 1,721,959	\$ 1,485,193	\$ 2,050,000	\$ 1,767,300	\$ 1,550,000

Expenditures by Category

Personnel Services	1,535,869	1,648,010	1,888,800	1,741,538	1,935,000
Operating Expense	114,665	122,369	144,200	137,200	141,600
Capital Outlay	-	-	60,300	60,300	-
Total	\$ 1,650,534	\$ 1,770,379	\$ 2,093,300	\$ 1,939,038	\$ 2,076,600

Percent of Time by Position

Administrative Coordinator	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
Fire Life Safety Coordinator	-	1.00	1.00	1.00	1.00
Total	7.00	8.00	8.00	8.00	7.00



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Firefighter's Supplement	335210	67,405	72,932	73,320	73,320	75,880
Special Assess-Fire Protection	325200	20,428,267	20,660,751	22,000,000	21,037,400	22,000,000
Special Assess-Fire Protect Delinquent	325201	335,596	507,999	250,000	403,000	250,000
Total		\$20,831,268	\$21,241,681	\$22,323,320	\$21,513,720	\$22,325,880

Expenditures by Category

Personnel Services	13,920,170	14,218,525	15,198,800	15,365,534	15,816,710
Operating Expense	1,393,953	1,714,716	1,761,600	1,736,004	2,346,120
Capital Outlay	529,223	1,238,163	924,230	1,440,836	183,938
Total	\$ 15,843,346	\$ 17,171,404	\$ 17,884,630	\$ 18,542,374	\$ 18,346,768

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 Paramedic	33.00	31.50	31.50	31.50	31.50
Lieutenant-Rescue	9.00	10.50	10.50	10.50	10.50
Total	70.50	70.50	70.50	70.50	70.50

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. Continuing in FY 2021, 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Reimbursed Expenses - Fire	369911	2,883	2,515	2,800	2,800	3,000

Expenditures by Category

Personnel Services	702,872	745,433	864,400	863,565	973,790
Operating Expense	111,276	105,363	121,400	114,600	136,300
Departmental Capital Outlay	29,582	28,300	28,873	28,873	-
Total	\$ 843,731	\$ 879,097	\$ 1,014,673	\$ 1,007,038	\$ 1,110,090

Percent of Time by Position

Captain	2.00	2.00	3.00	3.00	3.00
Division Chief	1.00	1.00	1.00	1.00	1.00
Intern - Firefighter - Part-time (3)	-	-	-	-	1.50
Total	3.00	3.00	4.00	4.00	5.50



Fire-Rescue Budget Summary by Program

Emergency Management—Program 306

Description

The Emergency Management program protects our community by coordinating and integrating all activities necessary to build, sustain, and improve the capability to prepare for, respond to, recover from, mitigate against, and prevent damage from threatened or actual natural disasters, acts of terrorism, or other man-made disasters. The program also directs all training and activities pertaining to the Community Emergency Response Team (CERT) and manages the AlertMIRAMAR Emergency Public Mass Notification System.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None		-	-	-	-	-

Expenditures by Category

Personnel Services	551,148	476,371	552,900	552,700	341,700
Contractual Services	88,732	91,326	97,000	90,241	77,450
Capital Outlay	6,963	21,067	31,600	31,600	-
Total	\$ 646,844	\$ 588,765	\$ 681,500	\$ 674,541	\$ 419,150

Percent of Time by Position

Division Chief	1.00	1.00	1.00	1.00	-
Emergency Management Manager	1.00	1.00	1.00	1.00	1.00
Emergency Management Planner	2.00	2.00	2.00	2.00	2.00
Total	4.00	4.00	4.00	4.00	3.00



A Miramar resident brings pies to Fire Rescue staff as a gesture of gratitude for their service.

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
EMS Transport Fees Collected	342600	1,502,799	1,328,295	1,925,223	1,656,023	1,400,000
Reimbursable Fire Expense	369911	1,800	100	-	-	-
Total		\$ 1,504,599	\$ 1,328,395	\$ 1,925,223	\$ 1,656,023	\$ 1,400,000

Expenditures by Category

Personnel Services	11,377,235	11,536,774	12,658,800	12,745,813	13,345,000
Operating Expense	793,676	912,000	885,100	938,980	1,094,000
Capital Outlay	13,943	-	-	16,239	-
Total	\$ 12,184,854	\$ 12,448,774	\$ 13,543,900	\$ 13,701,033	\$ 14,439,000

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	10.00	10.00	10.00	10.00	10.00
Firefighter Paramedic	34.00	32.50	32.50	32.50	32.50
Rescue Lieutenant	9.00	10.50	10.50	10.50	10.50
Total	65.50	65.50	65.50	65.50	65.50



Fire-Rescue Expenditures by Object Code

Administration—001-30-100-522-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	827,786	829,212	785,500	785,500	754,800
601201	Salary Attrition	-	-	(19,600)	(19,600)	-
601205	Lump Sum Payout - Accrued Time	350,283	37,231	42,500	42,500	27,000
601210	Non-Pensionable Earnings	-	15,332	22,100	22,100	-
601215	Communication Stipend	468	653	700	700	15,600
601220	Longevity Pay	10,153	13,222	13,200	13,200	13,400
601400	Overtime-General	3,291	5,980	3,300	2,807	4,600
601410	Overtime-Holiday	(0)	-	-	-	-
601412	Overtime-Emergency	-	1,821	-	-	-
601561	Drop Transfer	-	-	500,000	500,000	500,000
602100	FICA & MICA	62,027	60,461	56,900	56,900	53,500
602210	Pension-General	56,392	47,825	27,900	27,900	45,600
602230	Pension-Fire	94,928	89,937	137,700	137,700	148,800
602235	Pension-Senior Mgmt	22,409	22,900	23,900	23,900	27,100
602260	Pension-401	20,896	12,486	12,600	12,600	-
602265	Pension-457	30,854	28,083	33,300	33,300	31,100
602300	Pmt In Lieu Of Insurance	9,004	11,359	12,500	12,500	6,200
602304	Health Insurance-PPO	13,299	3,294	-	-	-
602305	Health Insurance-HMO	70,047	87,645	96,300	96,300	66,000
602306	Dental Insurance-PPO	2,714	3,080	3,000	3,000	2,100
602307	Dental Insurance-HMO	751	544	300	300	400
602309	Basic Life Insurance	2,177	2,779	1,700	1,700	2,200
602311	Long-Term Disability Ins	829	792	1,100	1,100	1,100
602314	IAFF Health Insurance	-	900,000	-	-	26,500
602400	Workers' Compensation	21,600	30,900	32,600	32,600	65,900
	Sub-Total	1,599,908	2,205,535	1,787,500	1,787,007	1,791,900
<u>Operating Expense</u>						
603141	Existing Employee Screening	52,440	21,027	10,000	5,000	10,000
603425	Software License & Maint	39,164	39,755	43,200	50,370	43,200
604001	Travel & Training	(99)	4,126	-	-	1,500
604100	Communication Svcs	82,641	90,381	47,900	79,000	47,900
604200	Postage	1,511	889	4,500	4,500	4,500
604301	Electricity Svcs	19,569	14,512	24,000	24,000	6,730
604500	Risk Internal Svcs Charge	24,100	24,900	18,800	18,800	3,200
604550	Health Ins Internal Serv Chg	-	-	16,200	16,200	27,400
604610	Fleet Internal Svcs Charge	10,900	14,516	15,000	15,000	13,600
604640	R&M Machinery	2,427	-	2,400	2,400	2,400
604645	R&M Radios	7,465	9,635	65,800	11,800	73,300
604700	Printing & Binding Svcs	1,457	1,446	1,500	1,500	1,500
604820	Safety Education	1,138	686	1,100	-	1,100
604850	Explorer & Recruitment	6,650	17,286	6,600	5,261	6,600
604916	Administrative Expense	983	953	1,000	1,000	1,000
604920	License & Permit Fees	300	-	300	300	300
604950	Employee Awards	1,006	1,602	1,000	1,000	1,200
604989	IT Internal Svcs Charge	48,800	287,850	346,100	346,100	361,800
604997	Other Operating Expenses	5,484	5,871	5,500	6,040	5,500
604998	Contingency	7,675	-	7,700	3,500	7,700
605100	Office Supplies	2,031	1,996	2,000	2,000	2,000
605120	Computer Operating Expenses	3,877	1,748	3,900	1,200	500
605220	Vehicle Fuel-On-Site	4,327	4,628	6,100	6,100	5,800
605240	Uniforms Cost	319	2,092	1,100	1,100	1,100
605251	Noncap Equip (Item less 5000)	9,847	9,033	9,000	4,460	9,000
605252	Small Tools	4,999	3,659	5,000	1,400	5,000
605290	Other Operating Supplies	2,894	2,801	2,900	2,900	2,900
605410	Subscriptions & Memberships	1,184	1,426	1,200	1,200	1,400
605500	Training-General	-	265	500	500	500
605510	Tuition Reimbursement	480	-	-	-	-
605600	CM Restricted	-	-	-	224,612	-
	Sub-Total	343,568	563,084	650,300	837,243	648,630
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	19,678	24,233	63,510	63,510	-
606450	Radio Equipment	-	-	-	6,025	-
	Sub-Total	19,678	24,233	63,510	69,535	-
Total		\$ 1,963,155	\$ 2,792,852	\$ 2,501,310	\$ 2,693,785	\$ 2,440,530

Fire-Rescue Expenditures by Object Code

Logistics—001-30-302-529-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	559,097	566,622	425,700	425,700	442,600
601201	Salary Attrition	-	-	(10,500)	(10,500)	-
601205	Lump Sum Payout - Accrued Time	69,292	-	10,600	10,600	3,600
601210	Non-Pensionable Earnings	-	9,618	4,600	4,600	-
601215	Communication Stipend	1,300	1,360	1,300	1,300	8,500
601220	Longevity Pay	2,054	2,572	2,600	2,600	2,600
601400	Overtime-General	25,300	20,596	25,300	21,045	35,100
601410	Overtime-Holiday	795	101	800	800	800
601412	Overtime-Emergency	-	4,229	-	-	-
602100	FICA & MICA	42,856	43,134	31,800	31,800	33,100
602210	Pension-General	34,395	36,419	39,300	39,300	28,600
602230	Pension-Fire	205,801	114,920	81,400	81,400	-
602265	Pension-457	-	-	4,600	4,600	-
602304	Health Insurance-PPO	13,299	14,022	16,500	16,500	-
602305	Health Insurance-HMO	39,554	40,267	25,200	25,200	41,800
602306	Dental Insurance-PPO	3,450	3,083	1,500	1,500	400
602307	Dental Insurance-HMO	176	222	400	400	600
602309	Basic Life Insurance	1,340	1,780	900	900	1,300
602311	Long-Term Disability Ins	562	577	600	600	600
602312	HDHP Aetna	-	5,327	8,200	8,200	-
602313	HSA Payflex	-	1,350	1,400	1,400	-
602314	IAFF Health Insurance	-	-	9,500	9,500	26,500
602400	Workers' Compensation	17,500	25,100	26,500	26,500	53,500
	Sub-Total	1,016,771	891,299	708,200	703,945	679,600
<u>Operating Expense</u>						
604200	Postage	-	84	-	-	-
604301	Electricity Svcs	5,337	5,062	5,500	5,500	5,095
604403	Leased Building	85,847	90,794	94,200	95,800	99,100
604500	Risk Internal Svcs Charge	20,200	20,700	15,700	15,700	2,600
604550	Health Ins Internal Serv Chg	-	-	8,700	8,700	20,000
604610	Fleet Internal Svcs Charge	32,600	23,476	27,700	27,700	25,200
604611	Vehicle Rehab & Enhance	5,961	5,747	6,000	6,000	6,000
604612	Vehicle Ancillary	2,731	2,990	2,700	2,700	2,700
604620	R&M Buildings	490	-	-	-	-
604640	R&M Machinery	221	726	200	200	200
604989	IT Internal Svcs Charge	40,800	31,300	26,900	26,900	29,900
605100	Office Supplies	520	434	500	500	500
605220	Vehicle Fuel-On-Site	33,306	45,935	39,000	39,000	37,100
605240	Uniforms Cost	2,730	2,896	2,700	1,120	2,700
605250	Noncap Furn (Item less 5000)	-	1,000	-	-	-
605251	Noncap Equip (Item less 5000)	400	8,720	1,100	1,100	1,100
605252	Small Tools	1,313	1,068	1,300	1,300	1,300
605290	Other Operating Supplies	300	400	300	300	300
605410	Subscriptions & Memberships	130	40	100	100	100
605500	Training-General	5,719	-	5,700	4,100	5,700
605510	Tuition Reimbursement	712	-	-	-	-
	Sub-Total	239,316	241,370	238,300	236,720	239,595
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	96,275	28,367	26,635	26,635	-
	Sub-Total	96,275	28,367	26,635	26,635	-
	Total	\$ 1,352,362	\$ 1,161,036	\$ 973,135	\$ 967,300	\$ 919,195



Fire-Rescue Expenditures by Object Code

Life Safety—001-30-303-522-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	713,507	750,039	820,600	820,600	794,800
601201	Salary Attrition	-	-	(20,100)	(20,100)	-
601205	Lump Sum Payout - Accrued Time	2,022	-	1,800	1,800	1,000
601210	Non-Pensionable Earnings	-	7,217	8,300	8,300	-
601215	Communication Stipend	3,250	3,238	3,900	3,900	11,100
601400	Overtime-General	74,017	58,877	74,000	65,738	102,700
601410	Overtime-Holiday	14,711	19,588	14,700	14,700	14,700
601411	Overtime-Reimbursable	288,694	309,975	288,700	149,700	288,700
601412	Overtime-Emergency	-	4,780	-	-	-
602100	FICA & MICA	77,552	81,371	61,300	61,300	59,200
602210	Pension-General	11,498	12,907	28,400	28,400	16,600
602230	Pension-Fire	209,975	233,587	458,000	458,000	489,300
602265	Pension-457	7,072	8,068	8,300	8,300	8,400
602300	Pmt In Lieu Of Insurance	5,611	5,632	6,200	6,200	-
602304	Health Insurance-PPO	22,196	24,869	6,700	6,700	-
602305	Health Insurance-HMO	77,894	91,703	55,900	55,900	8,100
602306	Dental Insurance-PPO	5,763	5,822	2,800	2,800	-
602307	Dental Insurance-HMO	53	44	-	-	-
602309	Basic Life Insurance	2,377	2,429	1,800	1,800	2,300
602311	Long-Term Disability Ins	877	864	1,200	1,200	1,100
602314	IAFF Health Insurance	-	-	37,800	37,800	79,400
602400	Workers' Compensation	18,800	27,000	28,500	28,500	57,600
	Sub-Total	1,535,869	1,648,010	1,888,800	1,741,538	1,935,000
<u>Operating Expense</u>						
603425	Software License & Maint	11,379	11,379	20,000	18,000	20,000
603503	Arson Investigation	-	499	700	700	700
604200	Postage	-	61	-	-	-
604500	Risk Internal Svcs Charge	20,200	20,700	15,700	15,700	2,600
604550	Health Ins Internal Serv Chg	-	-	11,000	11,000	25,200
604610	Fleet Internal Svcs Charge	23,600	23,593	27,700	27,700	25,200
604700	Printing & Binding Svcs	358	1,000	400	400	400
604989	IT Internal Svcs Charge	40,800	36,600	42,700	42,700	41,800
605100	Office Supplies	450	320	500	500	500
605120	Computer Operating Expenses	767	5,759	4,000	4,000	500
605220	Vehicle Fuel-On-Site	6,995	7,861	7,900	7,900	7,600
605221	Vehicle Fuel-Off-Site	500	-	-	-	-
605230	Program Supplies	710	-	700	700	700
605240	Uniforms Cost	1,229	3,563	1,200	1,200	1,200
605251	Noncap Equip (Item less 5000)	1,354	5,447	5,400	400	5,400
605252	Small Tools	629	492	600	600	600
605290	Other Operating Supplies	-	691	-	-	1,500
605410	Subscriptions & Memberships	5,485	2,755	5,500	5,500	5,500
605500	Training-General	209	1,648	200	200	2,200
	Sub-Total	114,665	122,369	144,200	137,200	141,600
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	60,300	60,300	-
	Sub-Total	-	-	60,300	60,300	-
Total		\$ 1,650,534	\$ 1,770,379	\$ 2,093,300	\$ 1,939,038	\$ 2,076,600

Fire-Rescue Expenditures by Object Code

Fire Protection—001-30-304-522-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	6,750,111	6,958,913	7,261,600	7,261,600	7,262,800
601250	Firefighters-F.S. 112.816	-	-	-	-	12,500
601201	Salary Attrition	-	-	(176,300)	(176,300)	-
601205	Lump Sum Payout - Accrued Time	400,367	203,278	49,500	234,400	24,600
601210	Non-Pensionable Earnings	-	-	9,900	9,900	-
601215	Communication Stipend	2,684	2,936	2,000	2,000	4,200
601220	Longevity Pay	4,819	4,839	9,600	9,600	9,600
601310	Special Duty Pay	1,319	1,495	1,300	1,300	1,300
601400	Overtime-General	599,541	615,408	599,500	581,334	831,800
601405	Overtime-SWAT	10,992	5,756	11,000	11,000	11,000
601410	Overtime-Holiday	84,299	91,560	84,300	84,300	84,300
601412	Overtime-Emergency	314	128,943	-	-	-
601560	VEBA Accrued Time Payout	1,176,002	1,394,244	1,300,000	1,300,000	1,300,000
602100	FICA & MICA	540,364	563,105	548,300	548,300	545,510
602230	Pension-Fire	3,261,680	2,922,022	4,190,400	4,190,400	4,237,400
602265	Pension-457	5,143	1,589	9,900	9,900	5,000
602300	Pmt In Lieu Of Insurance	25,713	27,482	8,600	8,600	-
602304	Health Insurance-PPO	227,700	239,167	80,100	80,100	-
602305	Health Insurance-HMO	596,456	744,285	247,300	247,300	-
602306	Dental Insurance-PPO	33,637	35,560	9,800	9,800	-
602307	Dental Insurance-HMO	2,523	2,534	900	900	-
602309	Basic Life Insurance	12,285	13,952	15,800	15,800	20,900
602311	Long-Term Disability Ins	6,920	7,157	10,300	10,300	10,400
602314	IAFF Health Insurance	-	-	656,800	656,800	912,900
602400	Workers' Compensation	177,300	254,300	268,200	268,200	542,500
	Sub-Total	13,920,170	14,218,525	15,198,800	15,365,534	15,816,710
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	57,360	57,400	52,930	66,000
603190	Prof Svcs-Other	5,499	10,266	12,000	12,000	12,000
603400	Contract Svcs-Other	8,916	9,018	34,300	37,242	36,400
603407	Board up Svcs	-	858	-	-	500
604001	Travel & Training	4	3,160	-	-	1,600
604300	Water/Wastewater Svcs	44,277	50,295	51,200	51,200	54,741
604301	Electricity Svcs	89,753	96,630	108,600	108,600	86,487
604302	Gas-Propane	15,733	20,378	20,500	20,500	20,500
604500	Risk Internal Svcs Charge	161,500	166,200	125,800	125,800	21,500
604550	Health Ins Internal Serv Chg	-	-	54,700	54,700	263,400
604610	Fleet Internal Svcs Charge	371,800	467,421	537,300	537,300	488,500
604620	R&M Buildings	17,088	-	-	-	-
604640	R&M Machinery	16,161	20,077	16,200	18,200	16,200
604645	R&M Radios	6,100	6,100	6,100	6,100	6,100
604700	Printing & Binding Svcs	247	-	200	200	200
604989	IT Internal Svcs Charge	319,200	368,300	382,300	382,300	420,900
605100	Office Supplies	1,345	1,686	1,300	1,300	1,300
605120	Computer Operating Expenses	5,393	1,990	10,100	2,600	1,000
605220	Vehicle Fuel-On-Site	5,472	5,316	8,200	8,200	7,800
605221	Vehicle Fuel-Off-Site	78,144	61,606	88,000	88,000	83,600
605240	Uniforms Cost	49,393	52,169	49,400	32,717	59,130
605243	Bunker Gear	78,645	178,379	78,600	80,417	573,462
605244	Personal Prop Reimburse	350	1,088	400	400	1,200
605246	Safety Equipment Supplies	4,216	4,824	4,200	4,200	4,200
605247	Janitorial Supplies	25,481	26,427	25,500	25,500	25,500
605250	Noncap Furn (Item less 5000)	2,320	3,494	2,300	2,300	4,300
605251	Noncap Equip (Item less 5000)	36,888	57,526	36,900	33,834	39,500
605252	Small Tools	26,216	21,996	26,200	25,565	26,200



Fire-Rescue Expenditures by Object Code

Fire Protection—001-30-304-522-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605263	Automotive Supplies	6,478	4,861	6,500	6,500	6,500
605290	Other Operating Supplies	2,400	2,206	2,400	2,400	2,400
605410	Subscriptions & Memberships	269	95	300	300	300
605510	Tuition Reimbursement	14,664	14,990	14,700	14,700	14,700
	Sub-Total	1,393,953	1,714,716	1,761,600	1,736,004	2,346,120
	Dept Capital Outlay					
606210	Building Renovation	-	-	135,000	190,542	-
606400	Machinery & Equipment	43,225	669,163	-	161,064	-
606441	Vehicle Replacement Program	485,998	569,000	789,230	789,230	-
606471	Software	-	-	-	300,000	183,938
	Sub-Total	529,223	1,238,163	924,230	1,440,836	183,938
	Total	\$ 15,843,346	\$ 17,171,404	\$ 17,884,630	\$ 18,542,374	\$ 18,346,768



A thank you drive was offered to Fire staff by Memorial Miramar hospital in recognition for their protection and safety efforts.

Fire-Rescue Expenditures by Object Code

Fire-Rescue Training—001-30-305-529-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	464,546	430,676	423,200	423,200	489,600
601201	Salary Attrition	-	-	(10,300)	(10,300)	-
601205	Lump Sum Payout - Accrued Time	26,717	7,539	-	-	-
601215	Communication Stipend	650	653	2,000	2,000	5,900
601220	Longevity Pay	2,457	2,934	-	-	-
601400	Overtime-General	8,864	13,452	8,900	8,065	12,300
601410	Overtime-Holiday	9,612	10,001	9,600	9,600	9,600
601412	Overtime-Emergency	-	4,211	-	-	-
602100	FICA & MICA	32,549	31,180	30,900	30,900	35,590
602230	Pension-Fire	74,273	157,390	333,800	333,800	346,400
602265	Pension-457	5,828	4,961	-	-	-
602304	Health Insurance-PPO	27,956	31,774	9,900	9,900	-
602305	Health Insurance-HMO	35,262	32,052	9,800	9,800	-
602306	Dental Insurance-PPO	1,918	1,709	500	500	-
602307	Dental Insurance-HMO	308	244	-	-	-
602309	Basic Life Insurance	895	1,048	900	900	1,200
602311	Long-Term Disability Ins	238	210	600	600	600
602314	IAFF Health Insurance	-	-	28,400	28,400	39,700
602400	Workers' Compensation	10,800	15,400	16,200	16,200	32,900
	Sub-Total	702,872	745,433	864,400	863,565	973,790
<u>Operating Expense</u>						
603425	Software License & Maint	13,000	15,414	16,000	16,000	16,000
604500	Risk Internal Svcs Charge	12,100	12,400	9,400	9,400	1,600
604550	Health Ins Internal Serv Chg	-	-	3,300	3,300	11,500
604610	Fleet Internal Svcs Charge	12,700	22,325	26,500	26,500	24,200
604640	R&M Machinery	30	-	-	-	-
604989	IT Internal Svcs Charge	24,300	15,700	16,000	16,000	32,800
605100	Office Supplies	288	351	300	300	300
605220	Vehicle Fuel-On-Site	424	1,951	1,500	1,500	1,500
605240	Uniforms Cost	986	1,934	1,000	1,000	1,000
605410	Subscriptions & Memberships	125	110	100	100	100
605500	Training-General	35,909	33,963	44,300	37,500	44,300
605510	Tuition Reimbursement	11,414	1,215	3,000	3,000	3,000
	Sub-Total	111,276	105,363	121,400	114,600	136,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	29,582	28,300	28,873	28,873	-
	Sub-Total	29,582	28,300	28,873	28,873	-
Total		\$ 843,731	\$ 879,097	\$ 1,014,673	\$ 1,007,038	\$ 1,110,090

District 107 Response Time Imp—001-30-308-522-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>						
605510	Tuition Reimbursement	-	472	-	-	-
	Sub-Total	-	472	-	-	-
Total		\$ -	\$ 472	\$ -	\$ -	\$ -



Fire-Rescue Expenditures by Object Code

Emergency Management—001-30-306-525-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	369,152	329,738	365,800	365,800	219,300
601201	Salary Attrition	-	-	(8,900)	(8,900)	-
601205	Lump Sum Payout - Accrued Time	24,179	10,587	19,400	19,400	8,700
601210	Non-Pensionable Earnings	-	3,033	11,000	11,000	-
601215	Communication Stipend	1,300	1,305	1,300	1,300	5,900
601220	Longevity Pay	5,681	5,725	5,700	5,700	1,500
601400	Overtime-General	225	-	200	-	300
602100	FICA & MICA	28,861	24,521	28,700	28,700	18,000
602235	Pension-Senior Mgmt	34,814	31,500	44,800	44,800	29,200
602260	Pension-401	6,718	-	-	-	-
602265	Pension-457	9,732	8,798	11,000	11,000	6,600
602304	Health Insurance-PPO	26,598	17,316	16,500	16,500	-
602305	Health Insurance-HMO	31,881	21,653	31,800	31,800	16,200
602306	Dental Insurance-PPO	1,646	1,818	2,000	2,000	1,300
602307	Dental Insurance-HMO	300	-	-	-	-
602309	Basic Life Insurance	1,357	1,357	800	800	600
602311	Long-Term Disability Ins	404	344	500	500	300
602312	HDHP Aetna	-	5,327	8,200	8,200	6,800
602313	HSA Payflex	-	1,350	1,400	1,400	1,400
602400	Workers' Compensation	8,300	12,000	12,700	12,700	25,600
	Sub-Total	551,148	476,371	552,900	552,700	341,700
<u>Operating Expense</u>						
603140	New Hire Screening	-	360	700	700	700
603425	Software License & Maint	22,068	10,845	5,000	5,000	11,500
604001	Travel & Training	2,402	4,651	3,500	3,500	1,750
604500	Risk Internal Svcs Charge	12,100	12,400	9,400	9,400	1,600
604550	Health Ins Internal Serv Chg	-	-	9,700	9,700	5,000
604610	Fleet Internal Svcs Charge	10,900	11,613	13,900	13,900	12,700
604645	R&M Radios	9,400	9,400	9,400	9,400	9,400
604700	Printing & Binding Svcs	823	1,415	800	800	800
604989	IT Internal Svcs Charge	24,300	20,900	21,300	21,300	17,900
605100	Office Supplies	536	625	800	800	800
605120	Computer Operating Expenses	304	753	500	500	500
605220	Vehicle Fuel-On-Site	2,222	2,689	3,300	3,300	3,200
605225	Equip Gas Oil & Lube	2,100	-	2,300	2,300	2,200
605240	Uniforms Cost	999	4,046	1,600	1,600	1,100
605251	Noncap Equip (Item less 5000)	-	3,603	7,500	741	4,000
605252	Small Tools	-	6,014	5,000	3,100	2,000
605290	Other Operating Supplies	-	1,003	1,500	3,400	1,500
605410	Subscriptions & Memberships	580	1,010	800	800	800
	Sub-Total	88,732	91,326	97,000	90,241	77,450
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	14,500	-	-	-
606441	Vehicle Replacement Program	6,963	6,567	31,600	31,600	-
	Sub-Total	6,963	21,067	31,600	31,600	-
	Total	\$ 646,844	\$ 588,765	\$ 681,500	\$ 674,541	\$ 419,150

Fire-Rescue Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	6,053,101	6,229,425	6,361,600	6,361,600	6,348,200
601250	Firefighters-F.S. 112.816	-	-	-	-	12,500
601201	Salary Attrition	-	-	(154,300)	(154,300)	-
601205	Lump Sum Payout - Accrued Time	139,813	52,124	34,000	136,100	18,300
601210	Non-Pensionable Earnings	-	3,164	5,000	5,000	-
601215	Communication Stipend	2,684	2,936	2,000	2,000	2,300
601220	Longevity Pay	4,745	4,765	2,900	2,900	2,900
601310	Special Duty Pay	1,319	1,495	1,300	1,300	1,300
601400	Overtime-General	551,745	574,883	551,700	536,613	765,500
601405	Overtime-SWAT	10,992	5,783	11,000	11,000	11,000
601410	Overtime-Holiday	77,575	84,559	77,600	77,600	77,600
601412	Overtime-Emergency	-	110,027	-	-	-
602100	FICA & MICA	490,235	510,259	485,400	485,400	482,600
602230	Pension-Fire	3,041,430	2,771,710	4,086,000	4,086,000	4,251,000
602265	Pension-457	4,889	4,908	5,000	5,000	5,100
602300	Pmt In Lieu Of Insurance	25,713	27,482	8,600	8,600	-
602304	Health Insurance-PPO	192,334	205,856	63,600	63,600	-
602305	Health Insurance-HMO	563,657	657,588	225,200	225,200	-
602306	Dental Insurance-PPO	31,683	31,840	8,800	8,800	-
602307	Dental Insurance-HMO	2,213	2,122	900	900	-
602309	Basic Life Insurance	11,295	12,332	13,800	13,800	18,100
602311	Long-Term Disability Ins	6,411	6,315	9,000	9,000	9,000
602314	IAFF Health Insurance	-	-	609,500	609,500	833,500
602400	Workers' Compensation	165,400	237,200	250,200	250,200	506,100
	Sub-Total	11,377,235	11,536,774	12,658,800	12,745,813	13,345,000
<u>Operating Expense</u>						
603133	Medical Director Fees	37,400	37,400	37,400	37,400	37,400
603420	EMS Billings & Collections	79,317	70,266	110,000	154,100	182,000
603425	Software License & Maint	7,500	6,250	11,400	9,400	11,400
604500	Risk Internal Svcs Charge	165,900	170,800	129,300	129,300	22,100
604550	Health Ins Internal Serv Chg	-	-	48,200	48,200	240,500
604610	Fleet Internal Svcs Charge	5,500	8,710	10,400	10,400	9,500
604640	R&M Machinery	21,018	18,919	21,000	21,000	21,000
604700	Printing & Binding Svcs	691	1,000	700	700	700
604916	Administrative Expense	1,444	354	1,400	1,400	1,400
604920	License & Permit Fees	75	12,953	100	100	12,000
604989	IT Internal Svcs Charge	309,600	342,200	350,300	350,300	391,100
605100	Office Supplies	760	914	800	800	800
605120	Computer Operating Expenses	-	5,083	-	-	-
605220	Vehicle Fuel-On-Site	2,257	2,042	1,900	1,900	1,900
605240	Uniforms Cost	1,250	1,663	1,300	1,300	1,300
605251	Noncap Equip (Item less 5000)	15,064	69,588	15,100	6,617	15,100
605252	Small Tools	4,637	5,869	4,600	4,600	4,600
605265	Medical Supplies	115,774	124,732	115,800	134,063	115,800
605267	Oxygen	5,787	4,990	5,800	7,800	5,800
605268	Pharmaceuticals	17,050	17,684	17,000	17,000	17,000
605290	Other Operating Supplies	500	518	500	500	500
605410	Subscriptions & Memberships	215	140	200	200	200
605500	Training-General	1,937	2,209	1,900	1,900	1,900
605510	Tuition Reimbursement	-	7,716	-	-	-
	Sub-Total	793,676	912,000	885,100	938,980	1,094,000
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	13,943	-	-	16,239	-
	Sub-Total	13,943	-	-	16,239	-
Total		\$ 12,184,854	\$ 12,448,774	\$ 13,543,900	\$ 13,701,033	\$ 14,439,000



Fire-Rescue Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
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.
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.
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.
349003	Other Charges & Svcs	These revenues are related to charges for services that have not been categorized elsewhere.
369911	Reimbursed Expenses-Fire	Reimbursement for overtime worked on Task Force operations.
<u>Expense</u>		
601400	Overtime-General	Allocated for overtime costs.
601405	Overtime-SWAT	This line item accounts for 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 new FF/PM hires and Promotional Assessment Center Testing. The exams are: Captain, Driver Engineer, and FF/PM's. Promotional Assessment Center testing - \$12,000
603400	Contract Svcs-Other	This line item is for contractual services for Hydraulic tools: \$2,200, Ground/Aerial Ladder: \$2,800, Safe Air annual maintenance: \$13,000, Channel Innovations: \$10,000, Commercial Laundry: \$5,400, City Fire: \$500, Hydrostat: \$2,500.
603407	Board up Svcs	Board up services as needed.
603420	EMS Billings & Collections	This line item is for contracted emergency medical services for billings and collections. Includes approved above-base item of \$72,000 for Fire MCO Managed Care Program.

Fire-Rescue Budget Justification

Object #	Account Description	Justification
603425	Software License & Maint	This line item is for contracted software license and maintenance. Fire/EMS reporting software - \$10,919 Report software for fire calls - \$3,100 GIS license application - \$400 Payroll & scheduling for fire personnel - \$22,092 Survey software - \$900 Incident command & paging software - \$5,440 Online video software for training - \$200 Inspection software - \$12,000 Plan review software - \$3,300 FLS plan review application - \$1,200 Prefire drawing application - \$3,500 Paging alerting application - \$247 Netmotion licenses - \$500 Adobe - \$262 Fire studio for training - \$425 Remote control app - \$400 GIS - \$500 Program for photos - \$200 Training software - \$16,000 Weather station software - \$1,600 MDT county license - \$1,600 Inventory software - \$8,000 Crystal reporting - \$1,065 Interface for ESO & EMS software - \$1,750 WebEOC enhancements \$6,500
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	This line item funds costs associated with medical telecommunications, radios, 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	Leased office and storage space at 11908 Miramar Parkway - \$99,100
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
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.
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. State/Local Inspector Licenses - \$400



Fire-Rescue Budget Justification

Object #	Account Description	Justification
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.
604998	Contingency	This is required for unexpected costs and emergencies which have not been budgeted for in other accounts.
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. Includes \$9,730 for an approved above base request (program 304).
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. Replacement & new gear: \$48,600 Parts (helmets,gloves,hoods,boots,decals): \$10,000 Inspection/cleaning/repairs: \$20,000 Approved above base request: \$494,862
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. Safety vests: \$1,000 Gloves and goggles: \$1,000 Respirators: \$1,200 Protective clothing: \$1,000
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. Mattresses (10): \$2,300

Fire-Rescue Budget Justification

Object #	Account Description	Justification
605251	Noncap Equip (Item less 5000)	<p>This account is for equipment that cost under \$5,000 per item.</p> <ul style="list-style-type: none"> Firefighter tools and equipment - \$4,000 Gas detectors - \$2,500 Firefighting foam - \$6,000 Chainsaws & blades - \$3,000 SCBA parts - \$5,000 Fire hose various sizes - \$8,000 Fire Extinguishers - \$2,000 Compressors - \$200 Fire investigation tools - \$1,400 Zoll batteries - \$2,400 Hand tools/tool box - \$500 Radio batteries - \$2,000 Stretcher mattresses - \$600 Shower benches - \$400 Ballistic body gear - \$3,000 Radio shoulder straps - \$1,000 Suction units - \$1,800 Vacuums for stations - \$300 Washers & dryers - \$1,000 Refrigerators - \$2,500 Storage bins - \$2,000 Grills - \$600 AED chargers, batteries & adapters - \$2,500 Stretcher chargers - \$1,300 High-rise kits - \$2,500 Hazmat kits - \$2,500 CERT Team packs - \$4,000 Nozzles - \$7,100 Replacement equipment for Fire Inspections program - \$4,000 (program 303)
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.
605410	Subscriptions & Memberships	<p>Subscription to various journals, training programs and local and state organizations:</p> <ul style="list-style-type: none"> Fire Chief's Association of Broward County: For 9 members. \$1200 Florida Fire Chief's Assoc: For 9 members. \$500 International Assoc. of Fire Chiefs: For 9 members. \$1600 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 Enhanced Fire Code Enforcement initiative: \$660 Fire Inspectors subscriptions/memberships/CEUs: \$1670



Fire-Rescue Budget Justification

Object #	Account Description	Justification
605500	Training-General	<p>The Fire Department is working towards IAFC/ICMA accreditation and must maintain high training standards.</p> <ul style="list-style-type: none"> OSHA Safety Training - \$7,300 Annual Live Fire Training - \$5,900 EMS Re-certification (ACLS, BTLs, PALS) - \$5,900 Fire RMS Training - \$1,100 Broward County Fire Academy - \$11,000 FL Prof. Emergency Mgr. Re-certification Training - \$800 Fire-Rescue Int'l - \$1,300 Competitions - \$1,900 Honor Guard Training - \$400 Rapid Intervention Team (RIT) Training - \$1,300 Stretcher training - \$3,000 Florida Fire Service Instr. re-certification training - \$800 Fire Chief/Marshal Conference - \$700 Admin Seminars - \$500 Life Safety re-certification training - \$2200 Fire Inspection Seminars - \$900 Fire Department Safety Officer Association (FDSOA) - \$400 Fire-Rescue East - \$700 Self Contained Breathing Apparatus (SCBA) training - \$2,000 American Heart Association - \$2,000 Training for promotions - \$3,800 Fork lift training - \$700
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.
606471	Software	\$183,938 for an approved above base request for Station Alerting system.



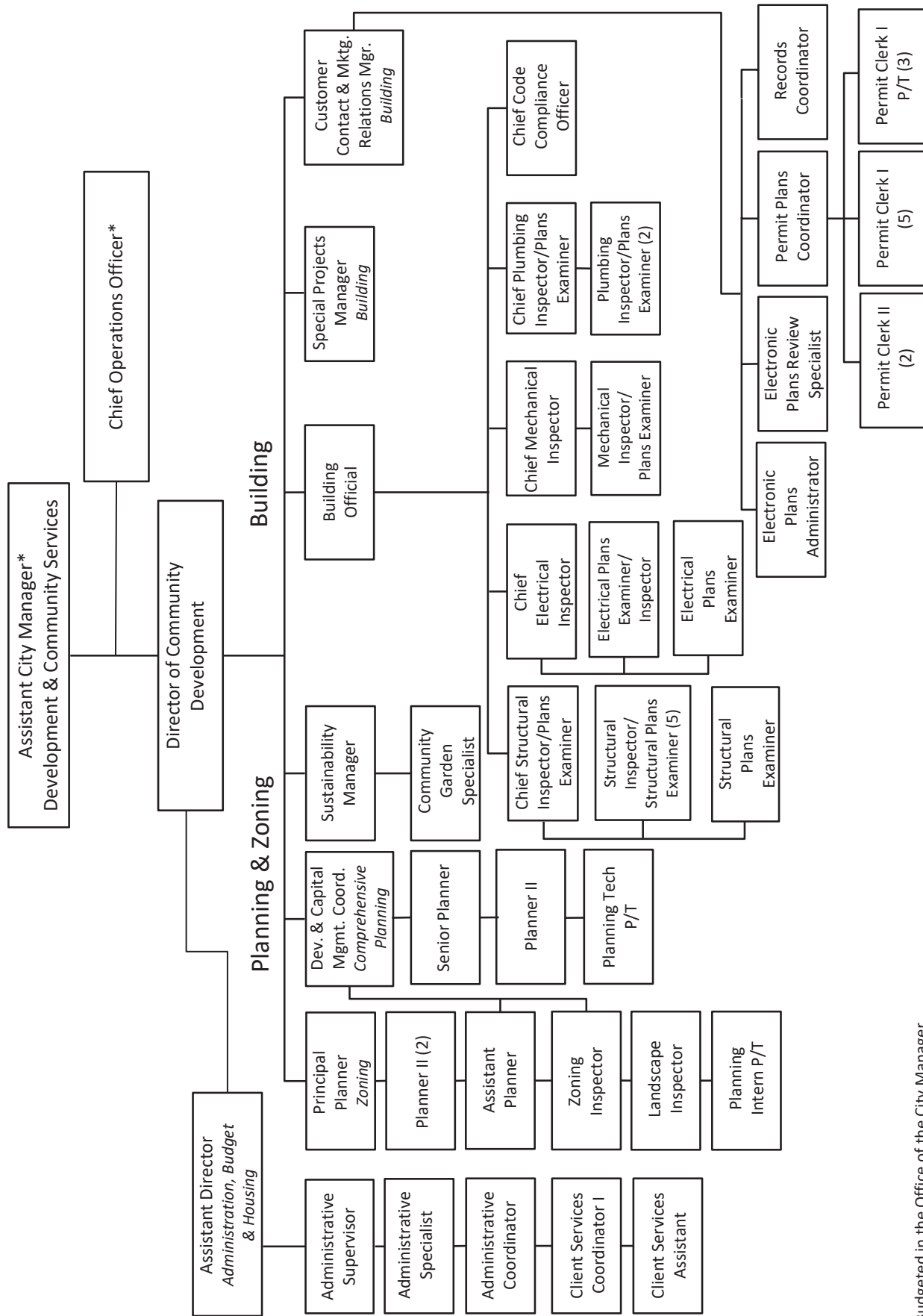
Community Development

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 Development Organizational Chart



* Budgeted in the Office of the City Manager



Community Development

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, and neighborhood revitalization.

As indicated in the Position Detail, this department is comprised of 50.5 budgeted positions of which 48 are full-time and five (2.5 FTEs) part-time employees. The three programs provided are:

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

FY 2020 Accomplishments

- Implemented mobile inspection tracking.
- Met Timeliness Test for Community Development Block Grant.
- Implemented Digital Plan Review for single discipline projects.
- Developed and implemented Digital Permit Cards.
- Developed and Implemented Building Permit Clerk Call Center.
- Adopted LUPA for the Regional Activity Center (RAC) to add 2,350 residential units.
- Completed annual update to Capital Improvements Element of the FY 2020-2024 Comprehensive Plan.
- Provided COVID-19 Rent, Mortgage and Utilities Assistance.
- Adopted seven Ordinances amending the Land Development Code:
 1. Public Art
 2. Digital Billboards
 3. Authority, Definitions and Processes
 4. Zoning and Development Standards
 5. Signs
 6. Landscaping
 7. Tree Trimming Program
- Approved new hotel - Tru Hotel.
- Adopted new procedures for DRC review process, including provision for virtual / digital plan review.
- Adopted new procedures for CAB review process, including provision for virtual / digital plan review.
- Adapted Planning & Zoning Board process, including provision for virtual meetings and Alternate members.
- B&M Shopping Plaza commercial façade, drainage, repaving, landscape, windows, doors and painting improvements.
- Established a tree trimming program to help residents trim trees that pose a safety hazard.
- Adopted new procedures for Community Meetings to discuss Land Use items.
- Completed Recertifications for multiple Comprehensive Plan Amendments with Broward County.
- Initiated Comprehensive Plan Amendments for the 2020 Water Supply Facilities Work Plan.
- Completed Annual Recertification for Community Rating System.
- Completed Cycle Verification for the Community Rating System.
- Initiated School-Related Comprehensive Plan Amendments.
- Adopted city-wide Public Art Program.
- Published Floodplain Newsletters on upcoming flood map changes and Flood Insurance awareness.



Community Development

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Planning & Redevelopment	337,356	216,281	400,000	234,100	285,000
Building Permits and Inspections	6,038,339	6,292,714	6,206,500	9,547,400	6,319,900
Total	\$ 6,375,695	\$ 6,508,995	\$ 6,606,500	\$ 9,781,500	\$ 6,604,900

Expenditures by Program					
Administration	1,189,238	1,323,043	1,224,200	1,400,916	892,450
Planning & Redevelopment	1,407,930	1,623,852	1,269,128	1,197,362	1,661,200
Building Permits and Inspections	2,763,416	3,458,272	3,672,400	3,876,156	4,485,041
Sister Cities Initiative	24,101	-	-	-	-
Total	\$ 5,384,685	\$ 6,405,167	\$ 6,165,728	\$ 6,474,435	\$ 7,038,691

Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	4,411,853	5,417,237	5,205,600	5,455,300	5,722,400
Operating Expense	775,157	800,893	888,828	913,949	1,087,791
Grants & Aides	34,235	21,534	-	-	-
Capital Outlay	163,440	165,503	71,300	105,186	228,500
Total	\$ 5,384,685	\$ 6,405,167	\$ 6,165,728	\$ 6,474,435	\$ 7,038,691

Positions by Program					
Administration	6.00	8.00	6.00	6.00	5.00
Planning & Redevelopment	12.50	14.00	12.00	12.00	14.00
Building Permits and Inspections	25.00	32.50	32.00	32.00	31.50
Total	43.50	54.50	50.00	50.00	50.50





Community Development

Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administrative Coordinator	-	1.00	1.00	1.00	1.00
Administrative Manager	1.00	-	-	-	-
Administrative Secretary II	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	-	-	-	-
Assistant Director of Community Development		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 Operations Officer	-	1.00	1.00	1.00	-
Chief Plumbing Inspector/Plans Examiner	1.00	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	1.00	1.00	1.00	1.00
Client Services Coordinator - Part-time	1.00	0.50	-	-	-
Client Services Coordinator I	-	1.00	1.00	1.00	1.00
Client Services Manager	1.00	-	-	-	-
Community Garden Aide - Part-time	0.50	-	-	-	-
Community Garden Specialist	-	1.00	1.00	1.00	1.00
Customer Contact & Marketing Relations Manager	-	1.00	1.00	1.00	1.00
Department Coordinator	-	1.00	-	-	-
Development & Capital Mgmt. Coordinator	1.00	1.00	1.00	1.00	1.00
Director of Community & Economic Development	1.00	-	-	-	-
Director of Community Development	-	1.00	1.00	1.00	1.00
Director of Economic & Business Development	-	1.00	-	-	-
E-Plan Administrator	-	-	-	-	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
Electronic Plans Review Specialist	-	1.00	1.00	1.00	1.00
Geographic Info Systems Analyst I	1.00	2.00	-	-	-
Landscape Inspector	1.00	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	7.00	7.00	7.00	7.00
Permit Clerk I - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Permit Plans Coordinator	1.00	1.00	1.00	1.00	1.00
Planning Intern - Part-time	-	1.00	1.00	1.00	0.50
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	0.50	0.50	0.50
Plumbing Inspector/Plans Examiner	1.00	2.00	2.00	2.00	2.00
Records Coordinator	1.00	1.00	1.00	1.00	1.00
Senior Planner/Principal Planner *	2.00	2.00	2.00	1.00	2.00
Special Projects Manager	-	1.00	1.00	1.00	1.00
Structural Inspector/Structural Plans Examiner	3.00	5.00	5.00	5.00	5.00
Structural Plans Examiner	1.00	1.00	1.00	1.00	1.00
Sustainability Manager	-	-	-	1.00	1.00
Zoning Inspector	1.00	1.00	1.00	1.00	1.00
Total FTE's	43.50	54.50	50.00	50.00	50.50





* Block Budgeted Positions







Community Development Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of housing rehabilitation projects completed		Q4 Actual		1.00	
		YTD Actual		8.00	
		EOY Target		12.00	12.00
		% Target	0%	66.67%	
		% Goal	100.00%	100.00%	
 Number of households receiving down payment assistance		Q4 Actual	0.00	0.00	
		YTD Actual	3.00	1.00	
		EOY Target	4.00	4.00	4.00
		% Target	75.00%	25.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 1,737,950.77	\$ 1,616,850.74	
		YTD Actual	\$ 6,405,167.00	\$ 6,421,311.69	
		EOY Target	\$ 6,345,400.00	\$ 6,224,734.85	\$ 7,038,691.00
		% Target	100.94%	103.16%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 1,737,950.77	\$ 1,616,850.74	
		YTD Actual	\$ 6,405,167.00	\$ 6,421,311.69	
		EOY Projection	\$ 6,018,929.00	\$ 6,619,059.00	\$ 7,038,691.00
		% Target	106.42%	97.01%	
		% Goal	100.00%	100.00%	




Community Development Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 1,298,310.41	\$ 1,806,478.99	
		YTD Actual	\$ 6,508,995.00	\$ 9,868,494.48	
		EOY Target	\$ 5,097,000.00	\$ 9,781,500.00	\$ 6,604,900.00
		% Target	127.70%	100.89%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 1,298,310.41	\$ 1,806,478.99	
		YTD Actual	\$ 6,508,995.00	\$ 9,868,494.48	
		EOY Projection	\$ 5,334,914.00	\$ 8,004,000.00	\$ 6,604,900.00
		% Target	122.01%	123.29%	
		% Goal	100.00%	100.00%	
 Expend Community Development Block Grant funding by program year deadline		Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of housing workshops provided to residents		Q4 Actual	2.00	1.00	
		YTD Actual	8.00	9.00	
		EOY Target	8.00	8.00	8.00
		% Target	100.00%	112.50%	
		% Goal	100.00%	100.00%	

Community Development Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of environmentally sustainable outreach events/workshops		Q4 Actual	11.00	3.00	
		YTD Actual	35.00	20.00	
		EOY Target	22.00	22.00	22.00
		% Target	159.09%	90.91%	
		% Goal	100.00%	100.00%	
 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	Q4 Actual	467.00	320.00	
		YTD Actual	1,650.00	737.00	
		EOY Target	930.00	930.00	930.00
		% Target	177.42%	79.25%	
		% Goal	100.00%	100.00%	
 Number of development applications for residents, businesses, and the development community	Provide efficient development review and development/zoning permit issuance processes	Q4 Actual	127.00	70.00	
		YTD Actual	453.00	405.00	
		EOY Target	475.00	475.00	475.00
		% Target	95.37%	85.26%	
		% Goal	100.00%	100.00%	
 New construction projects completed within the Transit Oriented Corridor	Facilitate the construction of at least one new mixed-use or multifamily residential project to enhance redevelopment and property values of Historic zone	Q4 Actual		0.00	
		YTD Actual		1.00	
		EOY Target		1.00	1.00
		% Target	0%	100.00%	
		% Goal	0%	100.00%	

Community Development Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 20 Minutes or Less Wait-time for Permitting	Provide efficient service for customers applying for permits by limiting lobby wait time	Q4 Actual	15.78	20.10	
		YTD Actual	15.60	16.47	
		EOY Target	20.00	20.00	20.00
		% Target	77.98%	82.36%	
		% Goal	100.00%	100.00%	
 Number of Lien Searches performed	Timely processing of Lien Search Requests	Q4 Actual	749.00	810.00	
		YTD Actual	2,881.00	2,874.00	
		EOY Target	1,800.00	1,800.00	1,800.00
		% Target	160.06%	159.67%	
		% Goal	100.00%	100.00%	
 Number of Quick Service Permits processed		Q4 Actual	499.00	0.00	
		YTD Actual	1,561.00	824.00	
		EOY Target	1,500.00	1,500.00	1,500.00
		% Target	104.07%	54.93%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Community Development FTE's by Program

Administration

Provides overall direction and leadership of the department through efficient and effective management of all department programs and related activities.

FY 20
6.00

FY 21
5.00

Planning & Redevelopment

Responsible for maintaining a long-range future land use pattern which promotes the orderly and well-managed growth and development of the community, high-quality design and development standards, and the preservation and enhancement of historic areas while conserving the natural environment and open spaces.

FY 20
12.00

FY 21
14.00

Building Permits & Inspections

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.

FY 20
32.00

FY 21
31.50



Customers in the lobby applying for Building Permits.

Community 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. Additionally, the Administration Program provides support to all City departments, City Manager and external stakeholders.

Dedicated Revenues

Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	- \$	- \$	- \$	- \$	- \$

Expenditures by Category

Personnel Services	827,344	966,329	812,500	812,500	805,800
Operating Expense	359,054	354,014	409,000	585,716	86,650
Departmental Capital Outlay	2,840	2,700	2,700	2,700	-
Total	\$ 1,189,238	\$ 1,323,043	\$ 1,224,200	\$ 1,400,916	\$ 892,450

Percent of Time by Position

Administrative Coordinator	-	1.00	1.00	1.00	1.00
Administrative Manager	1.00	-	-	-	-
Administrative Secretary II	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 Development	-	1.00	1.00	1.00	1.00
Asst Director of Community & Economic Devel	1.00	-	-	-	-
Chief Operations Officer	-	1.00	1.00	1.00	-
Department Coordinator	-	1.00	-	-	-
Director of Community & Economic Development	1.00	-	-	-	-
Director of Community Development	-	1.00	1.00	1.00	1.00
Director of Economic & Business Development	-	1.00	-	-	-
Total	6.00	8.00	6.00	6.00	5.00



Community 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 and mitigation/resilience planning; 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 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Development Review Fees	343900	\$ 337,343	\$ 216,277	\$ 400,000	\$ 234,100	\$ 285,000
7% Surcharge	322110	13	4	-	-	-
		\$ 337,356	\$ 216,281	\$ 400,000	\$ 234,100	\$ 285,000

Expenditures by Category

Personnel Services	1,184,723	1,386,018	1,100,700	1,100,700	1,305,000
Operating Expense	163,971	208,493	168,428	96,662	356,200
Capital Outlay	25,000	7,807	-	-	-
Grants & Aides	34,235	21,534	-	-	-
Total	\$ 1,407,930	\$ 1,623,852	\$ 1,269,128	\$ 1,197,362	\$ 1,661,200

Percent of Time by Position

Client Services Assistant	2.00	1.00	1.00	1.00	1.00
Client Services Coordinator I	-	1.00	1.00	1.00	1.00
Client Services Coordinator Part-time (2)	1.00	0.50	-	-	-
Client Services Manager	1.00	-	-	-	-
Community Garden Aide Part-time	0.50	-	-	-	-
Community Garden Specialist	-	1.00	1.00	1.00	1.00
Dev. & Capital Mgmt. Coordinator	1.00	1.00	1.00	1.00	1.00
E-plan Administrator	-	-	-	-	1.00
Geographic Info Systems Analyst I	0.50	1.50	-	-	-
Landscape Inspector	-	0.50	0.50	0.50	0.50
Planning Intern Part-time	-	1.00	1.00	1.00	0.50
Planning Tech/Asst Planner/Planner I/II	4.00	4.00	4.00	4.00	4.50
Senior Planner/Principal Planner*	2.00	2.00	2.00	1.00	2.00
Sustainability Manager	-	-	-	1.00	1.00
Zoning Inspector	0.50	0.50	0.50	0.50	0.50
Total	12.50	14.00	12.00	12.00	14.00

Community 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Building Permit	322100	5,270,673	5,324,738	5,400,000	8,261,500	5,575,400
Open Permit Search	322101	262,140	314,855	250,000	250,000	250,000
7% Surcharge	322110	424,074	501,983	500,000	862,900	400,000
Building 10% Admin Fee	322111	4,933	49,315	10,000	126,500	30,000
OT Inspection Fee	322112	28,849	35,550	18,000	18,000	25,000
Garage Sale Permits	329101	3,270	2,895	2,500	2,500	1,500
Notary Services	342160	10,748	13,623	6,000	6,000	8,000
Building Code Violations	354103	33,652	49,754	20,000	20,000	30,000
Total		\$ 6,038,339	\$ 6,292,714	\$ 6,206,500	\$ 9,547,400	\$ 6,319,900

Expenditures by Category

Personnel Services	2,380,683	3,064,890	3,292,400	3,542,100	3,611,600
Operating Expense	247,134	238,386	311,400	231,570	644,941
Capital Outlay	135,600	154,996	68,600	102,486	228,500
Total	\$ 2,763,416	\$ 3,458,272	\$ 3,672,400	\$ 3,876,156	\$ 4,485,041

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/Plans Examiner	1.00	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	1.00	1.00	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
Electronic Plans Review Specialist	-	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst	0.50	0.50	-	-	-
Landscape Inspector	1.00	0.50	0.50	0.50	0.50
Mechanical Inspector/Plans Examiner	1.00	1.00	1.00	1.00	1.00
Permit Clerks (I, II, III)	5.00	7.00	7.00	7.00	7.00
Permit Clerk I Part-time (3)	1.50	1.50	1.50	1.50	1.50
Permit Plans Coordinator	1.00	1.00	1.00	1.00	1.00
Planning Technician Part-time	0.50	0.50	0.50	0.50	-
Plumbing Inspector/Plans Examiner	1.00	2.00	2.00	2.00	2.00
Records Coordinator	1.00	1.00	1.00	1.00	1.00
Special Projects Manager	-	1.00	1.00	1.00	1.00
Structural Inspector/Structural Plans Examiner	3.00	5.00	5.00	5.00	5.00
Structural Plans Examiner	1.00	1.00	1.00	1.00	1.00
Zoning Inspector	0.50	0.50	0.50	0.50	0.50
Total	25.00	32.50	32.00	32.00	31.50



Community Development Budget Summary by Program

Sister Cities Initiative—Program 433

Description

In FY2018, this program merged with the Planning & Redevelopment Program.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services		19,103	-	-	-	-
Operating Expense		4,998	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 24,101	\$ -	\$ -	\$ -	\$ -

Percent of Time by Position

Client Services Coordinator PT		-	-	-	-	-
Total		-	-	-	-	-

Community Development Expenditures by Object Code

Administration—001-41-100-559-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	530,152	637,928	536,500	536,500	497,000
601201	Salary Attrition	-	-	(84,500)	(84,500)	-
601205	Lump Sum Payout - Accrued Time	32,959	41,249	54,900	54,900	35,400
601210	Non-Pensionable Earnings	-	7,532	15,700	15,700	-
601215	Communication Stipend	650	2,938	5,900	5,900	4,600
601220	Longevity Pay	2,182	2,283	1,400	1,400	2,300
601400	Overtime-General	709	834	700	700	900
602100	FICA & MICA	41,571	49,824	43,900	43,900	38,000
602210	Pension-General	23,896	25,413	30,400	30,400	33,400
602235	Pension-Senior Mgmt	81,834	73,999	70,700	70,700	65,100
602260	Pension-401	7,694	7,723	7,600	7,600	8,400
602265	Pension-457	27,483	20,720	19,000	19,000	15,700
602300	Pmt In Lieu Of Insurance	5,611	5,632	6,200	6,200	6,200
602304	Health Insurance-PPO	538	12,760	5,500	5,500	-
602305	Health Insurance-HMO	53,076	52,016	72,300	72,300	67,400
602306	Dental Insurance-PPO	2,584	2,779	2,600	2,600	2,800
602307	Dental Insurance-HMO	75	103	-	-	-
602309	Basic Life Insurance	1,659	2,518	1,200	1,200	1,400
602311	Long-Term Disability Ins	574	602	800	800	700
602312	HDHP Aetna	-	3,175	-	-	-
602400	Workers' Compensation	14,100	16,300	21,700	21,700	26,500
	Sub-Total	827,344	966,329	812,500	812,500	805,800
<u>Operating Expense</u>						
604001	Travel & Training	3,000	3,580	20,100	3,934	9,650
604100	Communication Svcs	1,369	1,493	-	-	-
604301	Electricity Svcs	6,816	6,409	8,000	8,000	8,200
604402	Leased Vehicles	-	1,629	-	-	-
604500	Risk Internal Svcs Charge	92,900	58,400	65,400	65,400	1,400
604550	Health Ins Internal Serv Chg	-	-	11,700	11,700	20,300
604610	Fleet Internal Svcs Charge	7,800	8,009	8,800	8,800	8,000
604700	Printing & Binding Svcs	600	452	500	500	500
604916	Administrative Expense	250	213	300	300	300
604989	IT Internal Svcs Charge	243,100	269,000	290,800	290,800	34,100
605100	Office Supplies	30	53	100	-	100
605220	Vehicle Fuel-On-Site	1,539	985	1,800	1,800	1,800
605240	Uniforms Cost	40	-	-	-	-
605251	Noncap Equip (Item less 5000)	450	-	400	158	400
605410	Subscriptions & Memberships	930	1,822	900	900	1,700
605500	Training-General	229	1,970	200	-	200
605600	CM Restricted	-	-	-	193,424	-
	Sub-Total	359,054	354,014	409,000	585,716	86,650
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	2,840	2,700	2,700	2,700	-
	Sub-Total	2,840	2,700	2,700	2,700	-
Total		\$ 1,189,238	\$ 1,323,043	\$ 1,224,200	\$ 1,400,916	\$ 892,450



Community Development Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	784,331	895,303	689,800	689,800	759,000
601201	Salary Attrition	-	-	(96,800)	(96,800)	-
601205	Lump Sum Payout - Accrued Time	10,156	15,008	40,100	40,100	18,600
601210	Non-Pensionable Earnings	-	16,351	14,600	14,600	-
601215	Communication Stipend	1,322	2,045	1,600	1,600	2,300
601220	Longevity Pay	46	717	2,900	2,900	2,900
601400	Overtime-General	1,095	2,538	1,100	1,100	1,500
601410	Overtime-Holiday	1,187	-	1,200	1,200	1,200
602100	FICA & MICA	60,500	70,010	58,100	58,100	61,300
602210	Pension-General	57,491	81,743	76,300	76,300	95,900
602235	Pension-Senior Mgmt	80,033	77,999	67,700	67,700	50,400
602260	Pension-401	3,304	-	-	-	3,100
602265	Pension-457	15,959	16,625	14,900	14,900	13,700
602300	Pmt In Lieu Of Insurance	7,065	5,632	6,200	6,200	6,200
602304	Health Insurance-PPO	37,157	31,699	16,500	16,500	92,200
602305	Health Insurance-HMO	87,318	123,952	150,200	150,200	126,100
602306	Dental Insurance-PPO	3,330	3,754	2,700	2,700	5,700
602307	Dental Insurance-HMO	821	1,015	1,400	1,400	900
602309	Basic Life Insurance	2,238	3,322	1,500	1,500	2,200
602311	Long-Term Disability Ins	819	1,004	1,000	1,000	1,100
602400	Workers' Compensation	30,550	37,300	49,700	49,700	60,700
	Sub-Total	1,184,723	1,386,018	1,100,700	1,100,700	1,305,000
<u>Operating Expense</u>						
603190	Prof Svcs-Other	875	8,075	3,800	3,800	77,100
603425	Software License & Maint	14,910	15,341	15,300	11,600	10,600
603463	Tree Trimming Program	-	-	-	-	40,000
604001	Travel & Training	11,105	9,569	8,800	3,921	9,800
604200	Postage	812	3,726	1,400	2,400	1,400
604301	Electricity Svcs	14,645	13,770	17,200	17,200	5,200
604500	Risk Internal Svcs Charge	-	-	-	-	2,700
604550	Health Ins Internal Serv Chg	-	-	26,300	26,300	64,900
604700	Printing & Binding Svcs	639	1,330	600	600	500
604860	Economic Developmnt Activities	2,500	10,000	22,500	1,900	-
604865	Community Garden	25,157	24,983	15,000	10,000	15,000
604880	Chamber of Commerce Events	43,548	40,289	-	-	-
604889	Marketing & Promotions	-	7,500	-	-	-
604910	Advertising Costs	4,774	8,767	25,000	12,900	25,000
604916	Administrative Expense	561	813	1,100	1,100	1,100
604920	License & Permit Fees	9,658	10,093	-	-	-
604989	IT Internal Svcs Charge	-	-	-	-	77,500
604997	Other Operating Expenses	1,055	10,548	3,200	(7,339)	3,200
605100	Office Supplies	6,191	5,843	4,400	2,656	4,400
605120	Computer Operating Expenses	702	21	-	-	-
605240	Uniforms Cost	194	200	600	600	600
605246	Safety Equipment Supplies	-	200	-	-	-
605250	Noncap Furn (Item less 5000)	1,489	-	1,500	-	1,500
605410	Subscriptions & Memberships	23,732	25,786	19,528	8,528	12,500
605500	Training-General	1,425	3,978	2,200	497	3,200
605510	Tuition Reimbursement	-	7,661	-	-	-
	Sub-Total	163,971	208,493	168,428	96,662	356,200
<u>Dept Capital Outlay</u>						
606200	Buildings/Structures	25,000	-	-	-	-
606210	Building Renovation	-	7,807	-	-	-
		25,				
<u>Grants & Aides</u>						
608250	Economic Incentive	34,235	21,534	-	-	-
	Sub-Total	34,235	21,534	-	-	-
Total		\$ 1,407,930	\$ 1,623,852	\$ 1,269,128	\$ 1,197,362	\$ 1,661,200

Community Development Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,505,866	1,919,320	2,236,300	2,236,300	2,240,900
601201	Salary Attrition	-	-	(318,700)	(69,000)	-
601205	Lump Sum Payout - Accrued Time	27,403	50,060	52,200	52,200	49,000
601210	Non-Pensionable Earnings	278	52,024	13,100	13,100	-
601215	Communication Stipend	3,226	2,610	2,300	2,300	19,800
601220	Longevity Pay	4,219	4,878	5,200	5,200	5,500
601400	Overtime-General	37,158	41,743	37,200	37,200	49,300
601410	Overtime-Holiday	12,759	380	12,800	12,800	12,800
601411	Overtime-Reimbursable	19,255	19,678	19,300	19,300	19,300
602100	FICA & MICA	119,568	153,211	175,900	175,900	176,700
602210	Pension-General	286,057	337,878	372,200	372,200	399,900
602235	Pension-Senior Mgmt	56,923	74,999	73,000	73,000	73,600
602260	Pension-401	-	-	-	-	5,600
602265	Pension-457	2,565	7,586	13,100	13,100	12,200
602300	Pmt In Lieu Of Insurance	2,608	-	-	-	-
602304	Health Insurance-PPO	1,111	-	-	-	-
602305	Health Insurance-HMO	227,248	262,032	416,800	416,800	306,100
602306	Dental Insurance-PPO	5,950	8,188	8,800	8,800	11,000
602307	Dental Insurance-HMO	2,457	2,494	4,000	4,000	2,900
602309	Basic Life Insurance	5,283	8,373	4,900	4,900	6,400
602311	Long-Term Disability Ins	1,899	2,223	3,200	3,200	3,200
602312	HDHP Aetna	-	39,911	61,300	61,300	95,100
602313	HSA Payflex	-	10,800	10,800	10,800	18,900
602400	Workers' Compensation	58,850	66,500	88,700	88,700	103,400
	Sub-Total	2,380,683	3,064,890	3,292,400	3,542,100	3,611,600
<u>Operating Expense</u>						
603400	Contract Svcs-Other	80,537	121,422	72,000	42,000	72,000
603425	Software License & Maint	2,874	399	3,000	3,000	159,791
603460	Landscape Svcs	24,353	8,500	24,400	-	6,000
604001	Travel & Training	1,926	2,087	8,100	168	6,250
604100	Communication Svcs	2,087	7,860	-	-	-
604301	Electricity Svcs	14,628	13,754	17,200	17,200	5,200
604402	Leased Vehicles	53,936	15,250	-	-	-
604500	Risk Internal Svcs Charge	-	-	-	-	7,300
604550	Health Ins Internal Serv Chg	-	-	80,000	80,000	94,100
604610	Fleet Internal Svcs Charge	6,500	29,333	37,100	37,100	33,800
604613	Vehicle Detail	72	213	2,100	1,100	1,500
604700	Printing & Binding Svcs	2,567	3,233	2,600	2,600	2,700
604931	Recording Fees	(185)	30	200	200	200
604965	Special Magistrate	-	750	2,000	2,000	1,800
604971	Building Demolition	250	-	-	-	-
604989	IT Internal Svcs Charge	-	-	-	-	197,400
604997	Other Operating Expenses	1,001	3,496	2,500	2,500	2,500
605100	Office Supplies	4,278	7,323	4,300	4,300	4,300
605120	Computer Operating Expenses	1,495	924	1,500	1,500	800
605220	Vehicle Fuel-On-Site	9,912	9,400	13,200	13,200	12,600
605240	Uniforms Cost	2,641	2,826	3,600	3,600	5,700
605246	Safety Equipment Supplies	1,600	2,197	3,000	3,000	3,000
605250	Noncap Furn (Item less 5000)	1,381	1,731	1,400	-	1,500
605251	Noncap Equip (Item less 5000)	21,419	-	15,100	2,000	5,600
605410	Subscriptions & Memberships	8,880	3,000	8,900	8,900	9,000
605500	Training-General	4,980	4,659	5,000	3,003	6,500
605510	Tuition Reimbursement	-	-	4,200	4,200	5,400
	Sub-Total	247,134	238,386	311,400	231,570	644,941



Community Development Expenditures by Object Code

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

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Dept Capital Outlay</u>					
606210	Building Renovation	-	50,283	-	-	-
606400	Machinery & Equipment	-	10,251	-	-	-
606440	Vehicles Purchase	-	19,728	-	28,272	-
606441	Vehicle Replacement Program	135,600	73,700	68,600	68,600	-
606470	Computer Equipment	-	1,034	-	5,614	3,500
606471	Software	-	-	-	-	225,000
	Sub-Total	135,600	154,996	68,600	102,486	228,500
	Total	\$ 2,763,416	\$ 3,458,272	\$ 3,672,400	\$ 3,876,156	\$ 4,485,041

Sister Cities Initiative—001-41-433-515-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	15,397	-	-	-	-
601400	Overtime-General	23	-	-	-	-
602100	FICA & MICA	1,165	-	-	-	-
602305	Health Insurance-HMO	2,460	-	-	-	-
602307	Dental Insurance-HMO	31	-	-	-	-
602309	Basic Life Insurance	27	-	-	-	-
	Sub-Total	19,103	-	-	-	-
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	2,870	-	-	-	-
604997	Other Operating Expenses	2,128	-	-	-	-
	Sub-Total	4,998	-	-	-	-
	Total	\$ 24,101	\$ -	\$ -	\$ -	\$ -

Community Development Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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	Permits 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	Expired Permits/Revisions Bldg	Fees for renewal of expired permits and building plan revisions.
322112	OT Inspection Fee	This is a permit fee for weekend inspections performed by inspectors; the requests are made by the project manager/developer.
329101	Garage Sale Permits	This revenue is generated from permit required in order to have a garage sale within the City.
342160	Notary Services/Copies/Records	Notary services provided by City staff.
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.
354103	Building Code Violations	This revenue is generated from City/Building Code Violations; These funds may be used to demolish future unsafe structures.
<u>Expense</u>		
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 Comprehensive Plan Consultants and Advisory Boards Meeting Minutes.
603400	Contract Svcs-Other	Broward County BO and Broward County Inspectors.
603425	Software License & Maint	Contracted software licenses and maintenance: ESRI software-\$8,800 Adobe Suite-\$2,200 Acrobat-\$500 Cqueue System-\$500 BlueBeam-\$2,000
603460	Landscape Svcs	Contracted services for landscape services.
603463	Tree Trimming Program	For Tree Trimming 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 AICP Training (CEUs).
604200	Postage	USPS, Federal Express and UPS charges including costs for public notifications.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
604700	Printing & Binding Svcs	Cost of Building permit cards, business cards and shells, violation tags, flyers, informational materials, general correspondence and miscellaneous notices.
604865	Community Garden	Maintenance and daily operations of Miramar Community Garden.
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.



Community Development Budget Justification

Object #	Account Description	Justification
604916	Administrative Expense	This represents the costs associated with administrative expenses required for program operations.
604931	Recording Fees	This line item is for costs associated with recording special magistrate hearings in all applicable mediums.
604965	Special Magistrate	This line item is for fees paid to contract attorneys who provide special magistrate services to the city.
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 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	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. Office chairs and furniture for new hires.
605251	Noncap Equip (Item less 5000)	Cost for computer equipment and scanners,
605410	Subscriptions & Memberships	Subscriptions for various journals and memberships for local, state and professional organizations: American Planning Association ("APA") membership for Department Director \$800 International Economic Development Council ("IEDC") membership for Department Director \$400 SunSentinel subscription \$500 American Planning Association ("APA") / Florida Chapter of the American Planning Association ("FAPA") / Broward Section of the American Planning Association ("BAPA") membership for Planners \$2,150 Congress for the New Urbanism ("CNU") \$500 Urban Land Institute ("ULI") \$600 Smart Growth Partnership \$400 Notary Renewals \$300 Urban Sustainability Directors Network ("USDN") \$3,300 Southeast Sustainability Directors Network ("SSDN") \$600 Slow Food USA \$190 National Wildlife Federation ("NWL") \$100 National Community Development Association \$1,545 Florida Redevelopment Association \$890 Florida Broward Affordable Housing \$50 Florida Community Development Association \$275 Florida Housing Coalition \$1,000 Florida Economic Development Council \$600 Professional Engineering License Renewal \$189 Professional Engineering License Renewal \$189 R.S. Means 2019 Construction book \$326 Energy Code Books for Mechanical \$300 International Association of Electrical Inspectors ("I.A.E.I.") renewal fees for \$120 International Association of Electrical Inspectors ("I.A.E.I.") renewal fees \$120 International Association of Electrical Inspectors ("I.A.E.I.") renewal fees \$120 National Fire Protection Association ("NFPA") (National Electric Code) Books \$663 Building Officials & Inspectors Educational Association ("BOIEA") Membership \$850 International Code Council ("ICC") Membership for Building Official \$240 Florida Association of Plumbing-Gas-Mechanical Inspectors ("FAPGMI") Membership \$140 Florida Association of Plumbing-Gas-Mechanical Inspectors ("FAPGMI") Membership for \$140 2020 Florida Building Code Books \$3,250 Certified General Contractor License Renewals \$1,003 Notary Renewals \$1,350

Community Development Budget Justification

Object #	Account Description	Justification
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. Local Training for Principal Planner 540 Local Training for Senior Planner 540 Local Training for Planner II 530 Local Training for Planner II 530 Local Training for Planner II 530 Local Training for Assistant Planner 530 Local Training for (8) Permit Clerks 1600 Local Training for (11) Inspectors 4400 Local Training for Assistant Director 200 Local Training for E-plan Administrator 500
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.
606470	Computer Equipment	For the purchase of additional laptops as needed.
606471	Software	Project Dox E-plan Software



Planning and Zoning staff reviews property line setbacks.



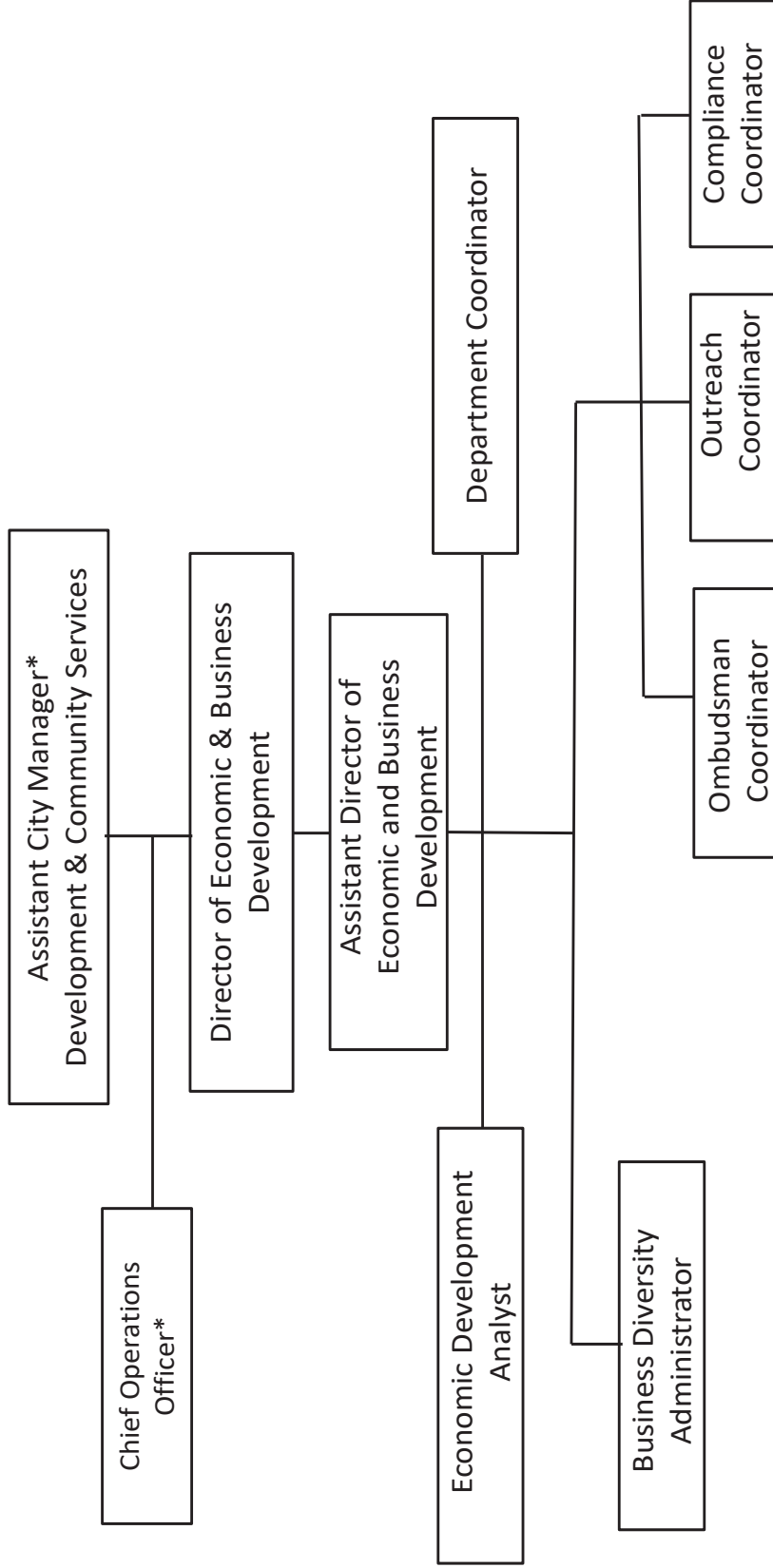
Economic & Business Development

Mission

The mission of the Miramar Economic and Business Development Department is to support the City's position as a premier location for all sizes and stages of businesses that fosters economic growth. This growth will occur through collaboration, innovation, connectivity, community development and aggressive business recruitment, retention and outreach.



Economic & Business Development Organizational Chart



* Budgeted in the Office of the City Manager

Economic & Business Development

Department Overview

The Economic and Business Development Department is responsible for Citywide economic development, redevelopment activities in Historic Miramar, and business inclusion and diversity programs and initiatives. Over the past several years, the City has become a premier location for Fortune 500 companies and the City's historic areas are also experiencing a renaissance as a result of reinvestment by the public and private sectors. The department is responsible for the recruitment, retention and expansion of target industry jobs and for increasing foreign direct investment; the coordination of neighborhood redevelopment and revitalization initiatives; the growth and sustainability of Miramar's workforce in Broward County's targeted industries; the implementation of technological innovations where start-ups and new technology companies thrive; the implementation of initiatives designed to place businesses in the best position to grow and develop; and enhance inclusion and diversity on City projects using the latest technological advances. Through partnerships with Broward County, the State of Florida, the Federal Government, Miramar/Pembroke Pines Chamber of Commerce, institutions of higher learning, and private sector partners, the department implements projects and programs that promote business opportunity; supports commercial, office and industrial development; attracts and retains businesses; enhances neighborhoods through redevelopment; and expands global trade through foreign direct investment.

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

1. Business Development
2. Business Inclusion Diversity

FY 2020 Accomplishments

- Awarded \$1 million in Economic Stimulus Grant Funding to nearly 200 small businesses affected by COVID-19.
- Executed a Recreation License Agreement (RLA) with School Board for development of open space at Perry Alternative School.
- Executed a Memorandum of Understanding (MOU) with Broward College for Broward Up (Unlimited Potential Program).
- Completed Economic Development Fund Program guidelines to assist small businesses and held a City Commission workshop to discuss program.
- Held BizFit Tour and Business Workshop in October 2019.
- Completed construction of commercial rehabilitation project for 3190 South State Road 7.
- Completed eight corporate visits (BizFirst Program).
- Hosted "How to Do Business with Poland" and "How to do Business with Bangladesh" Workshops in partnership with Broward County Office of Economic and Small Business Development and Enterprise Florida.
- Staff attended a trade mission to Ghana in partnership with Broward County Office of Economic and Small Business and Enterprise Florida.
- Business Inclusion and Diversity attended 13 community business meetings and 21 community business webinars.
- Hosted four (4) Webinars and six (6) Podcasts on topics of interest to small businesses.
- Updated the Economic and Business Development webpages.
- In conjunction with Office of Marketing, provided weekly updates through Business Pulse.
- Completed Citywide GIS, Inc. Health Check.
- Distributed over 300 facial coverings to Miramar businesses (in partnership with Miramar Police Community Resource Officers and Fire-Rescue Department).



Economic & Business Development

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-

Expenditures by Program

Business Development	-	-	871,400	662,865	1,191,995
Business Inclusion Diversity	-	-	758,400	536,235	543,000
Total	\$ -	\$ -	\$ 1,629,800	\$ 1,199,100	\$ 1,734,995

Expenditures by Category

Personnel Services	-	-	852,500	852,500	1,045,600
Operating Expense	-	-	683,000	280,505	595,095
Departmental Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	94,300	66,095	94,300
Total	\$ -	\$ -	\$ 1,629,800	\$ 1,199,100	\$ 1,734,995

Positions by Program

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Business Development	-	-	3.00	3.00	7.00
Business Inclusion Diversity	-	-	5.00	4.00	1.00
Total	-	-	8.00	7.00	8.00

Position Detail

Assistant Director of Economic & Business Development	-	-	-	-	1.00
Business Diversity Administrator	-	-	-	1.00	1.00
Business Diversity Officer	-	-	1.00	-	-
Compliance Coordinator	-	-	1.00	1.00	1.00
Department Coordinator	-	-	1.00	1.00	1.00
Director of Economic & Business Development	-	-	1.00	1.00	1.00
Economic Development Analyst	-	-	1.00	1.00	1.00
Monitoring Coordinator	-	-	1.00	-	-
Ombudsman Coordinator	-	-	1.00	1.00	1.00
Outreach Coordinator	-	-	1.00	1.00	1.00
Total FTE's	-	-	8.00	7.00	8.00







* Block Budgeted Positions

Economic & Business Development Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Track expenses to ensure funding expended within timeline	Enhance commercial revitalization and commercial rehab, tenant improvement using economic development fund	Q4 Actual		0.00	
		YTD Actual		75.00	
		EOY Target		25.00	25.00
		% Target	0%	300.00%	
		% Goal	0%	100.00%	
 BID - Number of small business development workshops hosted/attended by BID	BID - Enhance Small Business Growth and Development	Q4 Actual	7.00	3.00	
		YTD Actual	19.00	13.00	
		EOY Target	12.00	12.00	12.00
		% Target	158.33%	108.33%	
		% Goal	100.00%	100.00%	
 BID - Number of training hours attended by BID staff	BID - Training to Enhance Workforce Diversity, Inclusion and Development	Q4 Actual	30.00	80.00	
		YTD Actual	250.00	201.00	
		EOY Target	250.00	100.00	100.00
		% Target	100.00%	201.00%	
		% Goal	100.00%	100.00%	
 BID - Number of community activities/meetings attended by BID to support small business development	BID - Strengthen Stakeholder Development	Q4 Actual	60.00	20.00	
		YTD Actual	300.00	59.00	
		EOY Target	300.00	24.00	24.00
		% Target	100.00%	245.83%	
		% Goal	100.00%	100.00%	
 BID - Number of small business empowerment meetings held by BID	BID - Enhance the City's Business Outreach Program	Q4 Actual	12.00	5.00	
		YTD Actual	65.00	22.00	
		EOY Target	65.00	12.00	12.00
		% Target	100.00%	183.33%	
		% Goal	100.00%	100.00%	
 BID - Number of subconsultants identified for construction library and CIP projects	BID - Support the City Qualifier	Q4 Actual		35.00	
		YTD Actual		97.00	
		EOY Target	300.00	50.00	50.00
		% Target	0%	194.00%	
		% Goal	100.00%	100.00%	



Economic & Business Development Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal	
 Increase GIS deployment citywide	Conduct GIS assessment	Q4 Actual		50.00		
		YTD Actual		150.00		
		EOY Target			25.00	25.00
		% Target		0%	600.00%	
		% Goal		0%	100.00%	
 BID - Introduce 100 prime/subcontractors in BID Local (TriCounty) Contractor Database)		Q4 Actual	30.00	231.00		
		YTD Actual	250.00	233.00		
		EOY Target	250.00	100.00	100.00	
		% Target	100.00%	233.00%		
		% Goal	100.00%	100.00%		
 Number of activities completed towards application	Achieve accreditation with International Economic Development Council (IEDC)	Q4 Actual		0.00		
		YTD Actual		7.00		
		EOY Target			7.00	7.00
		% Target		0%	100.00%	
		% Goal		100.00%	50.00%	
 Number of BizFit tours and Workshops		Q4 Actual	12.00	5.00		
		YTD Actual	65.00	12.00		
		EOY Target	65.00	12.00	12.00	
		% Target	100.00%	100.00%		
		% Goal	100.00%	100.00%		
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 0.00	\$ 1,127,449.00		
		YTD Actual	\$ 0.00	\$ 1,127,449.00		
		EOY Target	\$ 0.00	\$ 1,629,800.00	\$ 1,734,995.00	
		% Target	0%	69.18%		
		% Goal	100.00%	100.00%		
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 0.00	\$ 1,127,449.00		
		YTD Actual	\$ 0.00	\$ 1,127,449.00		
		EOY Target	\$ 0.00	\$ 1,429,769.00	\$ 1,734,995.00	
		% Target	0%	78.86%		
		% Goal	100.00%	100.00%		

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

Economic & Business Development FTE's by Program

Business Development

Responsible for recruitment, retention and expansion of targeted industry jobs and foreign direct investment; coordination of neighborhood redevelopment, workforce development and technological innovation.

<u>FY 20</u>	<u>FY 21</u>
3.00	7.00

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 20</u>	<u>FY 21</u>
5.00	1.00



Attendees of the 5th Annual Florida International Trade and Cultural Expo.

Economic & Business Development Budget Summary by Program

Business Development—Program 432

Description

This program encompasses a variety of department tasks that combine to support and direct the City's current and future economic growth: Business and International Relations; Redevelopment; Workforce Development; and Innovation/Technology. Business and International Relations involves the recruitment, retention and expansion of target industry jobs and investments and works to increase exports and foreign direct investment. The Redevelopment component coordinates and implements neighborhood development, redevelopment, and revitalization initiatives in Historic Miramar. Workforce Development involves growing and sustaining Miramar's workforce in Broward County's targeted industries through innovative education and career training programs. The Innovation/Technology component implements technological innovations where leading-edge anchor institutions and companies cluster and connect with start-ups, business incubators and accelerators.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	-	-	403,200	403,200	762,600	
Operating Expense	-	-	373,900	193,570	335,095	
Capital Outlay	-	-	-	-	-	
Grants & Aids	-	-	94,300	66,095	94,300	
Total		\$ -	\$ -	\$ 871,400	\$ 662,865	\$ 1,191,995

Percent of Time by Position

Assistant Director of Economic & Business Development	-	-	-	-	1.00
Client Services Coordinator I	-	-	-	-	1.00
Department Coordinator	-	-	1.00	1.00	1.00
Director of Economic & Business Development	-	-	1.00	1.00	1.00
Economic Development Analyst	-	-	1.00	1.00	1.00
Ombudsman Coordinator	-	-	-	-	1.00
Outreach Coordinator	-	-	-	-	1.00
Total			3.00	3.00	7.00

Economic & Business Development 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	-	449,300	449,300	283,000
Operating Expense	-	-	309,100	86,935	260,000
Capital Outlay	-	-	-	-	-
Total	\$	\$	\$ 758,400	\$ 536,235	\$ 543,000

Percent of Time by Position

Business Diversity Administrator	-	-	-	1.00	1.00
Business Diversity Officer	-	-	1.00	-	-
Compliance Coordinator	-	-	1.00	1.00	-
Monitoring Coordinator	-	-	1.00	-	-
Ombudsman Coordinator	-	-	1.00	1.00	-
Outreach Coordinator	-	-	1.00	1.00	-
Total	-	-	5.00	4.00	1.00



Economic & Business Development Expenditures by Object Code

Business Development—001-43-432-552-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	257,700	257,700	501,500
601205	Lump Sum Payout - Accrued Time	-	-	-	-	4,200
601210	Non-Pensionable Earnings	-	-	5,800	5,800	-
601215	Communication Stipend	-	-	2,000	2,000	2,000
601220	Longevity Pay	-	-	-	-	1,100
602100	FICA & MICA	-	-	19,800	19,800	37,900
602235	Pension-Senior Mgmt	-	-	54,300	54,300	114,000
602265	Pension-457	-	-	5,900	5,900	7,000
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602304	Health Insurance-PPO	-	-	16,500	16,500	14,100
602305	Health Insurance-HMO	-	-	9,300	9,300	27,500
602306	Dental Insurance-PPO	-	-	400	400	1,700
602307	Dental Insurance-HMO	-	-	500	500	500
602309	Basic Life Insurance	-	-	600	600	1,400
602311	Long-Term Disability Ins	-	-	400	400	700
602312	HDHP Aetna	-	-	8,200	8,200	13,600
602313	HSA Payflex	-	-	1,400	1,400	2,700
602400	Workers' Compensation	-	-	20,400	20,400	26,500
	Sub-Total	-	-	403,200	403,200	762,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	100,000	63,725	80,000
603425	Software License & Maint	-	-	-	3,000	5,078
604001	Travel & Training	-	-	12,000	6,000	6,000
604200	Postage	-	-	10,000	10,000	5,000
604301	Electricity Svcs	-	-	-	-	5,100
604500	Risk Internal Svcs Charge	-	-	-	-	1,800
604550	Health Ins Internal Serv Chg	-	-	9,100	9,100	6,800
604700	Printing & Binding Svcs	-	-	12,000	-	12,000
604860	Economic Developmnt Activities	-	-	80,000	11,175	103,500
604880	Chamber of Commerce Events	-	-	43,500	43,500	-
604910	Advertising Costs	-	-	15,000	400	10,000
604920	License & Permit Fees	-	-	10,100	12,321	12,073
604989	IT Internal Svcs Charge	-	-	15,800	15,800	35,800
604997	Other Operating Expenses	-	-	12,000	6,779	12,000
605100	Office Supplies	-	-	5,000	1,000	5,000
605120	Computer Operating Expenses	-	-	600	600	600
605410	Subscriptions & Memberships	-	-	25,360	9,760	10,904
605500	Training-General	-	-	23,440	340	23,440
605600	CM Restricted	-	-	-	70	-
	Sub-Total	-	-	373,900	193,570	335,095
<u>Grants & Aides</u>						
608250	Economic Incentive	-	-	94,300	66,095	94,300
	Sub-Total	-	-	94,300	66,095	94,300
	Total	\$ -	\$ -	\$ 871,400	\$ 662,865	\$ 1,191,995

Economic & Business Development Expenditures by Object Code

Business Inclusion Diversity (BID)—001-43-052-552-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	275,900	275,900	191,200
601205	Lump Sum Payout - Accrued Time	-	-	31,300	31,300	5,000
601210	Non-Pensionable Earnings	-	-	11,400	11,400	-
601215	Communication Stipend	-	-	1,300	1,300	2,000
602100	FICA & MICA	-	-	21,300	21,300	14,400
602235	Pension-Senior Mgmt	-	-	58,100	58,100	44,200
602265	Pension-457	-	-	13,100	13,100	5,700
602300	Pmt In Lieu Of Insurance	-	-	12,500	12,500	-
602305	Health Insurance-HMO	-	-	22,800	22,800	19,400
602306	Dental Insurance-PPO	-	-	300	300	-
602307	Dental Insurance-HMO	-	-	300	300	300
602309	Basic Life Insurance	-	-	600	600	500
602311	Long-Term Disability Ins	-	-	400	400	300
	Sub-Total	-	-	449,300	449,300	283,000
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	4,000	4,000	4,000
603192	Consulting Svcs	-	-	150,000	-	150,000
603425	Software License & Maint	-	-	40,000	-	40,000
604001	Travel & Training	-	-	24,000	17,000	12,000
604200	Postage	-	-	200	200	200
604301	Electricity Svcs	-	-	-	-	5,100
604402	Leased Vehicles	-	-	8,700	8,700	-
604550	Health Ins Internal Serv Chg	-	-	10,500	10,500	5,700
604610	Fleet Internal Svcs Charge	-	-	1,000	1,000	-
604889	Marketing & Promotions	-	-	26,500	4,235	26,500
604916	Administrative Expense	-	-	3,000	3,000	3,000
604989	IT Internal Svcs Charge	-	-	31,000	31,000	6,000
605100	Office Supplies	-	-	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	-	-	2,700	2,700	-
605410	Subscriptions & Memberships	-	-	3,500	600	3,500
605500	Training-General	-	-	3,000	3,000	3,000
	Sub-Total	-	-	309,100	86,935	260,000
	Total	\$ -	\$ -	\$ 758,400	\$ 536,235	\$ 543,000



Economic & Business Development Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
603190	Prof Svcs-Other	This account is for the following professional services: SCM Consulting \$48,000; Wilkinson Global Connections LLC \$32,000; and professional services for Business Inclusion Diversity \$4,000.
603192	Consulting Svcs	This account represents consulting services for Business Inclusion Diversity (BID).
603425	Software License & Maint	This account is for B2GNow (Compliance Software) \$40,000. This account also includes annual costs for wireless service of four (4) tablets; and annual fee for Mail Chimp and Hootsuite with Marketing - \$5,078
604001	Travel & Training	This account includes miscellaneous travel and training expenses such as lodging, transportation, meal allowance, mileage, etc. for the following conferences: IEDC, IEDC Training, ICSC, APA, and NFBPA.
604200	Postage	This account represents allocated costs for mailings and delivery services for USPS, UPS and Federal Express, to include the mailing of the Quarterly Economic Newsletter.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604700	Printing & Binding Svcs	This account is for the printing of the Quarterly Economic Newsletter.
604860	Economic Developmnt Activities	This represents the expense associated with Business Development Trade Shows.
604880	Chamber of Commerce Events	This represents costs associated with special events, sponsorships, and membership incentives as per the partnership agreement with the MPRCC.
604889	Marketing & Promotions	This line item represents the costs associated with marketing and promotional materials needed to promote Economic and Business Development, and Business Inclusion Diversity activities.
604910	Advertising Costs	This represents costs for ads in national and international publications for business attraction.
604916	Administrative Expense	This account provides funding for various administrative expenses incurred.
604920	License & Permit Fees	This account is for Co-Star Realty Information to track commercial real estate transactions, United States Permit fee to cover bulk mail, and Broward County recording fees. - \$12,073
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 is an estimated amount needed for desktop supplies, graphic materials, DVDs, CDs, CD Covers and labels, foam boards, etc.
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.
605410	Subscriptions & Memberships	This account represents costs for the following subscriptions and memberships: FAPA (\$2,000); APA (\$1,146); IEDC (\$1,010); Business Retention and Expansion International (\$100); Broward Alliance (\$1,044); Broward Section APA (\$48); ISCS (\$300); NFBPA (\$600); Sister Cities International (\$1,000); Florida Community Development Association (\$1,500); South Florida Business Journal Digital (\$192); Miami Herald Digital Subscription (\$312); Sun Sentinel Digital Subscription (\$192); Florida Housing Coalition (\$600); Neighborhood USA (\$300); Constant Contact (\$260); Survey Monkey (\$300); and Business Inclusion Diversity (\$3,500).
605500	Training-General	This expenditure represents funds needed to attend various seminars and trainings, including IEDC Accreditation to include Business Inclusion Diversity - \$26,440
608250	Economic Incentive	This account represents economic incentive payments to companies moving into Miramar and hiring Miramar residents.

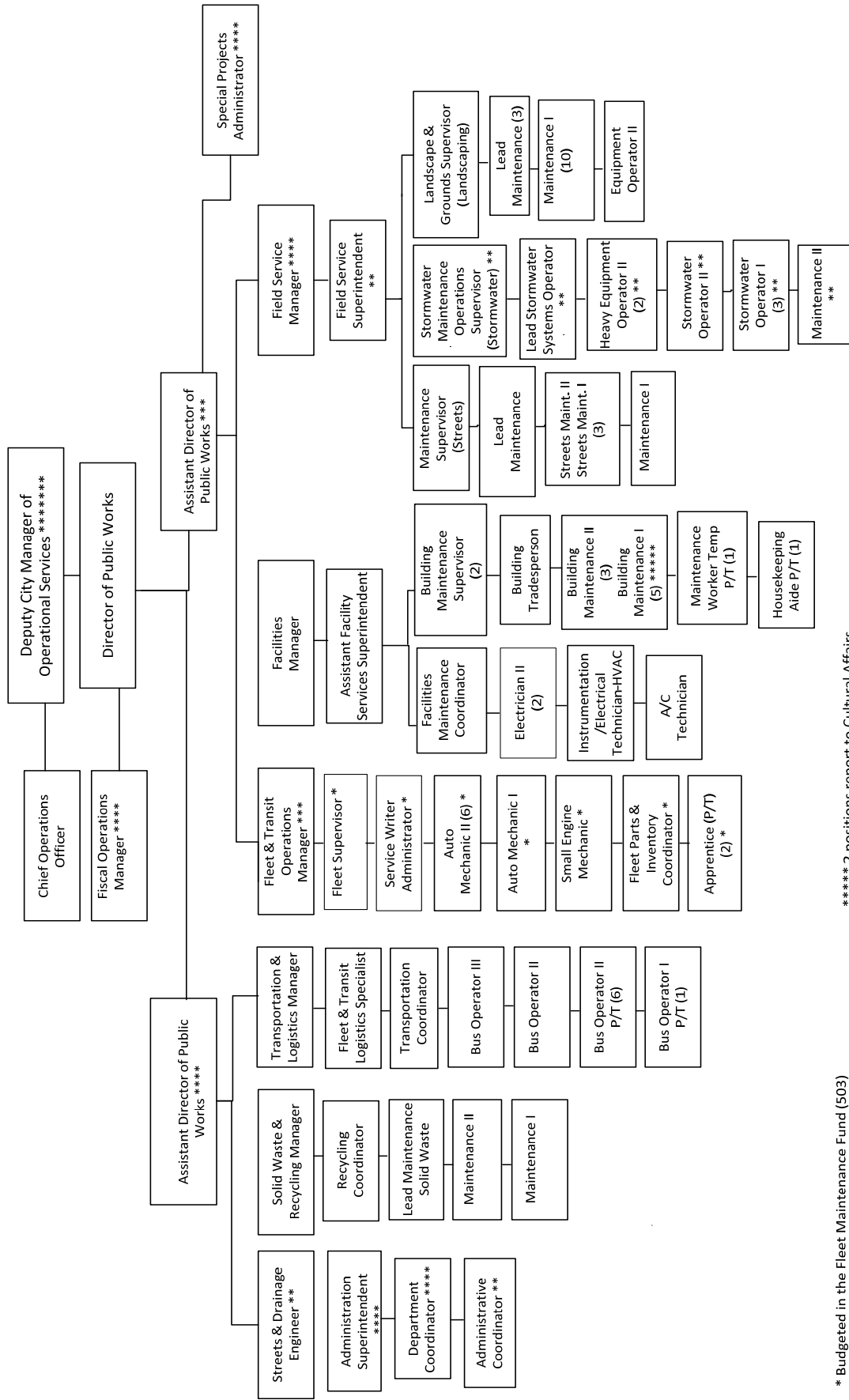
Public Works

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



* Budgeted in the Fleet Maintenance Fund (503)

** Budgeted in the Stormwater Management Fund (415)

*** Partially budgeted in the Fleet Maintenance Fund (503)

***** Partially budgeted in the Stormwater Management Fund (415)

***** 2 positions report to Cultural Affairs

***** Budgeted in the Utility Fund

***** Budgeted in the Office of the City Manager



Public Works

Department Overview

The Public Works Department provides a variety of services directed toward the repair and maintenance of municipal properties, infrastructure and equipment. These services include Building Maintenance, Street Maintenance, Community Shuttle Service, 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 59.5 budgeted positions of which 55 are full-time, eight (4 FTEs) part-time and 1 (.5 FTE) temporary part-time employees. The six major programs provided are:

1. Administration
2. Building Maintenance
3. Streets Maintenance
4. Community Shuttle Service
5. Solid Waste Management
6. Landscape Maintenance

FY 2020 Accomplishments

Fleet Maintenance

- Acquired 49 vehicles and equipment as part of the City's Vehicle Replacement Program.
- Completed installation of protective overhead canopy on the north side of Fleet Facility to facilitate storage of portable traffic lights.
- Acquired two portable traffic lights.
- Completed installation of 1,000 gallon liquid propane gas tank with necessary appurtenances at the Wastewater Reclamation Facility.

Stormwater Management

- Completed design phase of the Historic Miramar Drainage Infrastructure Improvement Phase IV project.
- Submitted Annual report for Year 3 of National Pollutant Discharge Elimination System (NPDES) Permit.
- Partnered with South Broward Drainage District to remove invasive trees from canals within the Knolls Community.
- Completed street sweeping services of 1,700 miles throughout the City.

Public Works

- Completed milling and resurfacing of 3.6 centerline miles of roadways throughout the City.
- Completed embankment restorations on 70 properties.
- Completed 70% of Tree Canopy Study and provided all required documents in compliance with State of Florida National Urban and Community Forestry Program for \$20,000 reimbursable grant.
- Hosted Adopt-A-Street events at various locations throughout the City.
- Implemented Solar Powered Recycling Program at various locations throughout the City.
- Implemented a Recycle Right Miramar promotional campaign.
- Hosted Household Hazardous Waste Collection Events within the City.
- Collected over 6,000 tons of recyclable materials.
- Completed replacement of 30,000 square feet of concrete sidewalks throughout the City.
- Distributed 1,020 gallons of recycled paint to residents.
- Completed installation of light emitting diode (LED) street lights along Hiatus Road, Sherman Circle, Red Road and Tropical Valley.
- Completed repainting of various City facilities, including Vernon E. Hargray Youth Enrichment Center, Police West District Sub-station, and Sunset Lakes Community Center.
- Completed refurbishment of Town Center Twin-cell Cooling Tower.
- Participating member and sub-committee Chair of Technical Advisory Committee for the Broward County Memorandum of Understanding for creation of Region Integrated Solid Waste Management System.
- Completed installation of social distance "plexiglass" barriers throughout all City facilities.
- Completed replacement of flooring at various City facilities, including Town Center Development Services Building, Cultural Arts Theater, Vernon E. Hargray Youth Enrichment Center Multi-Purpose and Computer Rooms.
- On target to receive \$6M from Broward County Transportation Surtax funding for roadway resurfacing and sidewalk replacement.
- Completed design to construct off-road (bus drop off) roadway improvements along Honey Hill Drive.
- Completed landscape median enhancements along Stacey Lane.



Public Works

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Streets Maintenance	84,861	1,135,222	1,118,000	879,230	905,000
Community Shuttle Service	502,989	1,815,986	2,057,694	1,765,840	2,144,457
Solid Waste Management	2,322,343	2,317,208	1,968,711	1,889,211	1,745,400
Total	\$2,910,192	\$5,268,415	\$ 5,144,405	\$ 4,534,281	\$ 4,794,857

Expenditures by Program					
Administration	681,508	620,977	614,720	610,091	654,390
Building Maintenance	2,775,702	3,455,190	3,844,874	3,967,671	3,912,948
Streets Maintenance	1,936,851	1,764,227	2,173,246	1,859,958	1,904,383
Community Shuttle Service	1,756,887	2,086,132	2,236,655	2,047,616	1,184,835
Solid Waste Management	659,887	657,443	690,300	621,348	763,553
Landscape Maintenance	1,656,411	1,734,751	2,887,214	2,103,472	2,116,983
Field Operations	836	510	-	-	-
Other	(207)	-	-	-	-
Total	\$ 9,467,874	\$ 10,319,230	\$ 12,447,009	\$ 11,210,156	\$ 10,537,092

Expenditures by Category					
Personnel Services	4,645,225	5,245,993	5,803,200	5,266,761	5,182,000
Operating Expense	4,472,898	4,667,220	5,364,789	4,597,378	4,755,092
Capital Outlay	349,751	406,017	1,279,020	1,346,017	600,000
Total	\$ 9,467,874	\$ 10,319,230	\$ 12,447,009	\$ 11,210,156	\$ 10,537,092

Positions by Program					
Administration	3.45	1.95	1.95	1.95	1.95
Building Maintenance	18.50	18.50	19.00	19.00	19.00
Streets Maintenance	9.25	9.25	9.25	9.25	8.25
Community Shuttle Service	16.40	16.40	18.40	18.40	9.40
Solid Waste Management	6.25	5.15	5.15	5.15	6.15
Landscape Maintenance	11.25	10.25	20.25	20.25	14.75
Total	65.10	61.50	74.00	74.00	59.50

Public Works

Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration Superintendent**	0.50	0.50	0.50	0.50	0.50
Administrative Coordinator	-	-	1.00	1.00	-
Air Conditioning Technician	1.00	1.00	1.00	1.00	1.00
Assistant Director of Public Works*	0.60	1.00	1.00	1.00	1.00
Assistant Facility Services Superintendent	1.00	1.00	1.00	1.00	1.00
Building Maintenance I	5.00	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 (7)	8.00	8.00	8.00	8.00	3.50
Bus Operator II	3.00	3.00	3.00	3.00	1.00
Bus Operator III	3.00	3.00	3.00	3.00	1.00
Department Coordinator**	1.00	0.50	0.50	0.50	0.50
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Electrician II	2.00	2.00	2.00	2.00	2.00
Equipment Operator II	2.00	2.00	3.00	3.00	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
Field Service Manager**	0.50	0.50	0.50	0.50	0.50
Fiscal Operations Manager**	0.50	0.50	0.50	0.50	0.50
Fleet & Transit Logistics Specialist	1.00	-	-	-	1.00
Fleet & Transit Operations Manager****	-	-	-	-	0.50
General Maintenance Aide - Part-time	-	3.00	0.50	0.50	-
Housekeeping Aide - Part-time	-	-	0.50	0.50	0.50
Instrumentation/Electrical Technician-HVAC	1.00	1.00	1.00	1.00	1.00
Irrigation Technician	-	-	2.00	2.00	-
Landscape & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	3.00	4.00	5.00	5.00	5.00
Maintenance I	4.00	4.00	10.00	12.00	12.00
Maintenance II	2.00	1.00	4.00	2.00	1.00
Maintenance Supervisor	1.00	1.00	2.00	2.00	1.00
Maintenance Worker - Temp Part-time	4.00	1.00	0.50	0.50	0.50
Permit Clerk II	1.00	-	-	-	-
Public Policy Research Assistant	-	1.00	-	-	-
Public Works Department Administrator	1.00	-	-	-	-
Recycling Coordinator	-	-	-	-	1.00
Solid Waste & Recycling Manager	1.00	1.00	1.00	1.00	1.00
Special Projects Administrator**	1.00	0.50	0.50	0.50	0.50
Streets Maintenance I	3.00	3.00	3.00	3.00	3.00
Streets Maintenance II	2.00	1.00	1.00	1.00	1.00
Transit Supervisor	1.00	1.00	1.00	1.00	-
Transportation & Logistics Manager	-	1.00	1.00	1.00	1.00
Transportation Coordinator	1.00	1.00	1.00	1.00	1.00
Total FTE's	65.10	61.50	74.00	74.00	59.50

* 1 Position split with Stormwater Management Program .40 (Fund 415); 1 Position split with Fleet Maintenance Program .60 (Fund 503)







** Positions split with Stormwater Management Program .50 (Fund 415)

*** Position split with Fleet Maintenance Program .60 (Fund 503)






**** Position split with Fleet Maintenance Program .50 (Fund 503)



Public Works Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of median cuts on major arterials including edging and trimming	Maintain a standard landscape maintenance program that retains City infrastructure and aesthetic investment.	Q4 Actual	4.00	6.00	
		YTD Actual	29.00	26.00	
		EOY Target	36.00	36.00	36.00
		% Target	80.56%	72.22%	
		% Goal	100.00%	100.00%	
 Number of trees/palms trimmed in ROW	Maintain a standard landscape maintenance program that retains City infrastructure and aesthetic investment.	Q4 Actual	100.00	16.00	
		YTD Actual	919.00	244.00	
		EOY Target	600.00	600.00	600.00
		% Target	153.17%	40.67%	
		% Goal	100.00%	100.00%	
 Missed residential recycle collection per 10,000 services reported	Provide efficient sanitation services to all residential, multi-family, and commercial properties.	Q4 Actual	0.50	0.60	
		YTD Actual	0.50	0.61	
		EOY Target	3.00	3.00	3.00
		% Target	16.67%	20.25%	
		% Goal	100.00%	100.00%	
 Missed residential trash collection per 10,000 services reported	Provide efficient sanitation services to all residential, multi-family, and commercial properties.	Q4 Actual	1.00	0.90	
		YTD Actual	1.14	1.16	
		EOY Target	1.00	1.00	1.00
		% Target	113.50%	115.50%	
		% Goal	100.00%	100.00%	
 Tons of recyclable material delivered	Provide efficient sanitation services to all residential, multi-family, and commercial properties.	Q4 Actual	1,636.00	1,725.00	
		YTD Actual	5,801.00	6,043.00	
		EOY Target	5,750.00	5,750.00	5,750.00
		% Target	100.89%	105.10%	
		% Goal	100.00%	100.00%	
 Number of facilities maintenance work orders completed	Provide clean, safe, and secure facilities for employees and visitors.	Q4 Actual	613.00	351.00	
		YTD Actual	3,084.00	1,725.00	
		EOY Target	3,200.00	3,200.00	3,200.00
		% Target	96.38%	53.91%	
		% Goal	100.00%	100.00%	

Public Works Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of facilities maintenance man-hours	Provide clean, safe, and secure facilities for employees and visitors.	Q4 Actual	2,600.00	1,665.00	
		YTD Actual	10,928.00	6,443.00	
		EOY Target	10,000.00	10,000.00	10,000.00
		% Target	109.28%	64.43%	
		% Goal	100.00%	100.00%	
 Linear feet of sidewalks repaired	Maintain safe roadways and pathways for motorists and pedestrians.	Q4 Actual	2,314.00	790.00	
		YTD Actual	11,352.00	4,449.00	
		EOY Target	4,000.00	4,000.00	4,000.00
		% Target	283.80%	111.23%	
		% Goal	100.00%	100.00%	
 Number of City-owned street lights repaired	Maintain safe roadways and pathways for motorists and pedestrians.	Q4 Actual	0.00	94.00	
		YTD Actual	47.00	281.00	
		EOY Target	500.00	350.00	350.00
		% Target	9.40%	80.29%	
		% Goal	100.00%	100.00%	
 Number of community bus passengers.	Provide reliable City bus services to residents and visitors.	Q4 Actual	24,205.00	2,799.00	
		YTD Actual	118,376.00	60,937.00	
		EOY Target	181,100.00	140,000.00	140,000.00
		% Target	65.37%	43.53%	
		% Goal	100.00%	100.00%	
 Number of one-way trips provided for seniors.	Provide reliable City bus services to residents and visitors.	Q4 Actual	13,632.00	0.00	
		YTD Actual	57,563.00	28,366.00	
		EOY Target	63,400.00	63,400.00	63,400.00
		% Target	90.79%	44.74%	
		% Goal	100.00%	100.00%	







Public Works Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Expenses	Finances	Q4 Actual	2,960,274.27	3,170,439.56	
		YTD Actual	10,319,230.00	10,965,672.76	
		EOY Target	10,420,250.00	12,366,856.00	10,537,092.00
		% Target	99.03%	88.67%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	2,960,274.27	3,170,439.56	
		YTD Actual	10,319,230.00	10,965,672.76	
		EOY Projection	10,413,831.00	11,196,748.00	10,537,092.00
		% Target	99.09%	97.94%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	1,357,914.44	947,768.54	
		YTD Actual	5,261,079.00	4,407,865.13	
		EOY Target	5,457,203.04	4,534,281.00	4,794,857.00
		% Target	96.41%	97.21%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	1,357,914.44	947,768.54	
		YTD Actual	5,261,079.00	4,407,865.13	
		EOY Projection	5,633,088.00	4,989,422.00	4,794,857.00
		% Target	93.40%	88.34%	
		% Goal	100.00%	100.00%	
 City-owned street light repairs completed within ten business days	Ensure timely response to complaints and timely completion of repairs.	Q4 Actual	0%	85.00%	
		YTD Actual	18.25%	67.75%	
		EOY Target	100.00%	75.00%	75.00%
		% Target	18.25%	90.33%	
		% Goal	100.00%	100.00%	

Public Works Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Repair of pothole within 48 hours	Ensure timely response to complaints and timely completion of repairs.	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	97.50%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	97.50%	
		% Goal	100.00%	100.00%	
 City cost per passenger per community bus service	Ensure on-time and cost effective transportation services.	Q4 Actual	\$ 9.47	\$ 80.47	
		YTD Actual	\$ 7.69	\$ 133.92	
		EOY Target	\$ 4.95	\$ 4.95	\$ 4.95
		% Target	155.30%	2,705.51%	
		% Goal	100.00%	100.00%	
 On-time scheduled bus stop arrivals	Ensure on-time and cost effective transportation services.	Q4 Actual	98.00%	97.00%	
		YTD Actual	95.50%	96.00%	
		EOY Target	97.00%	97.00%	97.00%
		% Target	98.45%	98.97%	
		% Goal	100.00%	100.00%	
 Quarterly wet checking of irrigation systems	Enhance landscape services.	Q4 Actual	90.00%	85.00%	
		YTD Actual	97.50%	87.50%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	97.50%	87.50%	
		% Goal	100.00%	100.00%	
 Bi-weekly inspection of landscape areas	Enhance landscape services.	Q4 Actual	90.00%	75.00%	
		YTD Actual	90.00%	83.75%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	90.00%	83.75%	
		% Goal	100.00%	100.00%	

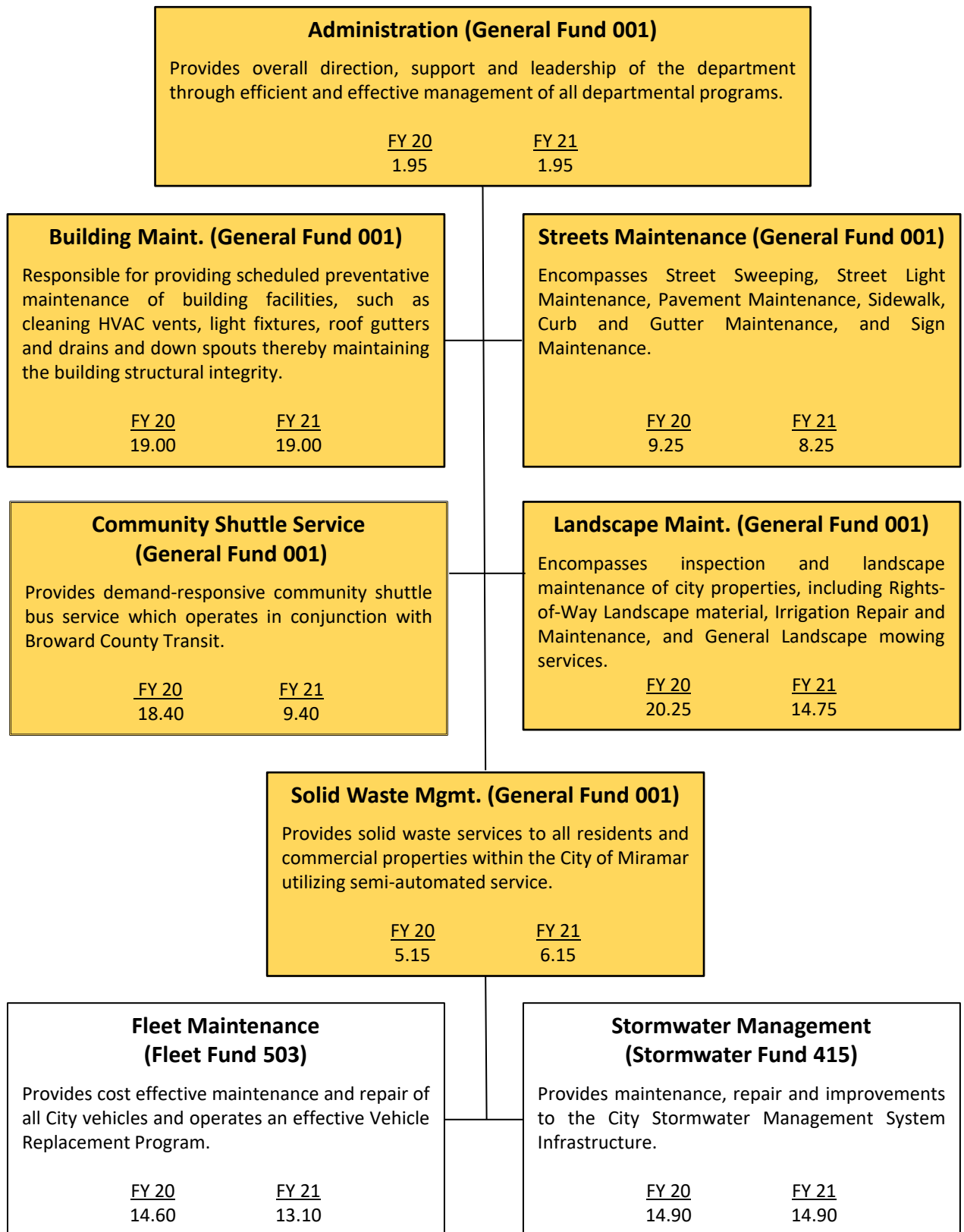
Public Works Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of training sessions attended (per staff)	Provide Training and Employee Development Opportunities.	Q4 Actual	0.00	0.00	
		YTD Actual	7.00	3.00	
		EOY Target	2.00	8.00	8.00
		% Target	350.00%	37.50%	
		% Goal	100.00%	100.00%	
 Number of technical licenses/certificates acquired or renewed	Provide Training and Employee Development Opportunities.	Q4 Actual	2.00	0.00	
		YTD Actual	6.00	6.00	
		EOY Target	7.00	7.00	7.00
		% Target	85.71%	85.71%	
		% Goal	100.00%	100.00%	
 Total cubic yards of litter removed from right-of-way including bus stops		Q4 Actual	151.00	205.00	
		YTD Actual	579.00	672.00	
		EOY Target	580.00	580.00	580.00
		% Target	99.83%	115.86%	
		% Goal	100.00%	100.00%	
 Total square feet of right-of-ways pressure cleaned including curbs and sidewalks		Q4 Actual	0.00	69,000.00	
		YTD Actual	9,300.00	114,221.00	
		EOY Target	50,000.00	50,000.00	50,000.00
		% Target	18.60%	228.44%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	477,159	474,903	404,500	404,500	412,683
Operating Expense	204,349	146,074	167,700	163,071	241,707
Capital Outlay	-	-	42,520	42,520	-
Total	\$ 681,508	\$ 620,977	\$ 614,720	\$ 610,091	\$ 654,390

Percent of Time by Position

Assistant Director of Public Works	0.20	0.20	0.20	0.20	0.20
Administration Superintendent	0.25	0.25	0.25	0.25	0.25
Department Coordinator	1.00	0.50	0.50	0.50	0.50
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Public Works Department Administrator	1.00	-	-	-	-
Total	3.45	1.95	1.95	1.95	1.95

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,266,814	1,651,773	1,517,300	1,445,900	1,665,683
Operating Expense	1,488,508	1,707,233	1,726,634	1,643,718	1,747,265
Capital Outlay	20,380	96,184	600,940	878,053	500,000
Total	\$ 2,775,702	\$ 3,455,190	\$ 3,844,874	\$ 3,967,671	\$ 3,912,948

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	5.00	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
Electrician II	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Coordinator	1.00	1.00	1.00	1.00	1.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00
Housekeeping Aide - Part-Time	-	-	0.50	0.50	0.50
Instrumentation /Electrical Technician-HV.	1.00	1.00	1.00	1.00	1.00
Maintenance I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker - Part Time	0.50	0.50	0.50	0.50	0.50
Total	18.50	18.50	19.00	19.00	19.00



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, Traffic 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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Trfr Fr State & Cty Grant Fund	381163	84,861	87,322	-	90,030	-
Trfr Fr Street Construction & Maint.	381385	-	1,047,900	1,118,000	789,200	905,000
		\$ 84,861	\$ 1,135,222	\$ 1,118,000	\$ 879,230	\$ 905,000

Expenditures by Category

Personnel Services	605,502	660,212	680,700	653,400	661,883
Operating Expense	1,130,446	1,055,816	1,379,781	1,133,793	1,142,500
Capital Outlay	200,903	48,200	112,765	72,765	100,000
Total	\$ 1,936,851	\$ 1,764,227	\$ 2,173,246	\$ 1,859,958	\$ 1,904,383

Percent of Time by Position

Electrician II	0.50	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	0.25
Fiscal Operations Manager	0.50	0.50	0.50	0.50	0.50
Lead Maintenance	-	-	1.00	1.00	1.00
Maintenance I	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Street Maintenance I	3.00	3.00	3.00	3.00	3.00
Street Maintenance II	2.00	2.00	1.00	1.00	1.00
Total	9.25	9.25	9.25	9.25	8.25

Public Works Budget Summary by Program

Community Shuttle Service—Program 507

Description

This program provides four fixed-route community shuttle bus service and operates in conjunction with Broward County Transit. Community Shuttle Service operates in compliance with all regulatory and contractual obligations related to transportation.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Loc Grant-Brow Cty Shuttle Bus	337400	107,561	132,611	540,000	540,000	928,508
Trfr fr Fed Grant Fund	381162	395,427	385,774	400,994	437,640	400,994
Trfr Fr Street Construction & Maint.	381385	-	1,297,600	1,116,700	788,200	814,955
		\$ 502,989	\$ 1,815,986	\$ 2,057,694	\$ 1,765,840	\$ 2,144,457

Expenditures by Category

Personnel Services	1,179,319	1,329,913	1,499,700	1,370,061	846,885
Operating Expense	510,822	624,668	659,300	599,900	337,950
Capital Outlay	66,746	131,550	77,655	77,655	-
Total	\$ 1,756,887	\$ 2,086,132	\$ 2,236,655	\$ 2,047,616	\$ 1,184,835

Percent of Time by Position

Administrative Coordinator	-	-	1.00	1.00	-
Assistant Director of Public Works	0.40	0.40	0.40	0.40	0.40
Bus Operator II	3.00	3.00	3.00	3.00	1.00
Bus Operator I/II (P/T 7)	8.00	8.00	8.00	8.00	3.50
Bus Operator III	3.00	3.00	3.00	3.00	1.00
Fleet & Transit Logistics Specialist	-	-	-	-	1.00
Fleet & Transit Operations Manager	-	-	-	-	0.50
Transportation & Logistics Manager	-	-	1.00	1.00	1.00
Transportation Coordinator	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	1.00	1.00	1.00	1.00	-
Total	16.40	16.40	18.40	18.40	9.40



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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Textile Recycling Revenue	323705	-	7,336	50,000	50,000	50,000
Admin Fee-Sanitation Roll Off	341302	12,868	15,631	16,800	16,800	15,300
Admin Fee-Solid Waste Commercial	341303	57,886	64,562	72,000	72,000	62,600
Admin Fee-Solid Waste Residential	341307	73,835	40,046	72,000	72,000	73,400
Admin Fee-Solid Waste-Multi-Family	341308	8,214	12,983	11,300	11,300	11,600
Solid Waste Rev Share-Residential	343410	99,298	-	-	-	-
Solid Waste Rev Share-Multi-Family	343411	3,073	-	-	-	-
Solid Waste Rev Share-Commercial	343412	23,239	-	-	-	-
Solid Waste-Bulk Revenue Share-Res	343413	4,367	-	-	-	-
Solid Waste-C&D Rev Share-Industrial	343414	3,431	-	-	-	-
Waste Reduction-Roll Off	366430	24,245	24,950	27,600	27,600	20,000
Solid Waste Contract Mgmt. Contrib	366431	126,000	131,250	126,000	126,000	110,000
Waste Reduction-Commercial	366432	115,514	127,546	144,000	144,000	96,000
Waste Reduction-Residential	366433	103,274	103,884	102,600	102,600	82,600
Waste Reduction-Multi-Family	366434	18,568	29,349	25,500	25,500	20,500
Public Education Contribution	366436	35,000	65,000	30,000	30,000	24,000
Cost Avoidance Collection-Residential	369921	903,209	849,589	466,711	387,211	352,900
Cost Avoidance Collection-Commercial	369923	472,227	615,400	535,200	535,200	483,300
Cost Avoidance Collection-Multi-Family	369925	178,302	137,183	136,500	136,500	166,200
Solid Waste Recycling Liq. Damages	369930	41,000	5,000	2,500	2,500	7,000
Community Engagement Program	369935	-	87,500	150,000	150,000	150,000
Solid Waste Recycling (City of Miramar)	369941	18,792	-	-	-	-
Solar Powered Recycling	369942	-	-	-	-	20,000
Total		\$ 2,322,343	\$ 2,317,208	\$ 1,968,711	\$ 1,889,211	\$ 1,745,400

Expenditures by Category

Personnel Services	450,167	438,057	449,600	442,500	564,483
Operating Expense	204,407	214,119	214,200	152,348	199,070
Capital Outlay	5,313	5,267	26,500	26,500	-
Total	\$ 659,887	\$ 657,443	\$ 690,300	\$ 621,348	\$ 763,553

Percent of Time by Position

Administration Superintendent	0.25	0.25	0.25	0.25	0.25
Assistant Director of Public Works	-	0.40	0.40	0.40	0.40
Fleet & Transit Logistics Specialist	1.00	-	-	-	-
Lead Maintenance	1.00	1.00	1.00	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
Recycling Coordinator	-	-	-	-	1.00
Solid Waste & Recycling Manager	1.00	1.00	1.00	1.00	1.00
Special Projects Administrator	1.00	0.50	0.50	0.50	0.50
Total	6.25	5.15	5.15	5.15	6.15

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	666,263	691,136	1,251,400	950,400	1,030,383
Operating Expense	933,738	918,799	1,217,174	904,548	1,086,600
Capital Outlay	56,409	124,816	418,640	248,524	-
Total	\$ 1,656,411	\$ 1,734,751	\$ 2,887,214	\$ 2,103,472	\$ 2,116,983

Percent of Time by Position

Electrician II	0.50	0.50	0.50	0.50	0.50
Equipment Operator II	1.00	1.00	2.00	2.00	1.00
Field Service Manager	0.25	0.25	0.25	0.25	0.25
General Maintenance Aide - Part Time	-	-	0.50	0.50	-
Irrigation Technician	-	-	2.00	2.00	-
Landscape & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	2.00	2.00	3.00	3.00	3.00
Maintenance I	1.00	1.00	7.00	9.00	9.00
Maintenance II	1.00	1.00	3.00	1.00	-
Maintenance Supervisor	-	-	1.00	1.00	-
Maintenance Worker - Temp. Part-Time (6)	3.50	3.50	-	-	-
Permit Clerk II	1.00	-	-	-	-
Total	11.25	10.25	20.25	20.25	14.75



Public Works Budget Summary by Program

Field Operations—Program 502

Description

This program was moved to Parks and Recreation Department, Park Maintenance Program (208) in FY 2015.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	-	-	-	-	-
Operating Expense	836	510	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Total	\$ 836	\$ 510	\$ -	\$ -	\$ -

Public Works Expenditures by Object Code

Administration—001-50-100-539

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	285,732	300,601	258,100	258,100	260,400
601201	Salary Attrition	-	-	(27,300)	(27,300)	-
601205	Lump Sum Payout - Accrued Time	29,536	20,765	6,700	6,700	8,800
601210	Non-Pensionable Earnings	-	-	7,700	7,700	-
601215	Communication Stipend	-	553	700	700	2,800
601220	Longevity Pay	66	225	200	200	200
602100	FICA & MICA	21,210	21,635	18,500	18,500	18,400
602210	Pension-General	30,595	4,803	5,400	5,400	5,800
602235	Pension-Senior Mgmt	36,415	39,100	42,900	42,900	47,400
602260	Pension-401	-	3,030	3,400	3,400	3,400
602265	Pension-457	16,877	14,258	13,500	13,500	12,100
602304	Health Insurance-PPO	-	9,720	33,600	33,600	14,100
602305	Health Insurance-HMO	29,091	33,414	24,200	24,200	16,100
602306	Dental Insurance-PPO	1,182	972	100	100	100
602307	Dental Insurance-HMO	254	311	700	700	600
602309	Basic Life Insurance	876	1,230	600	600	700
602311	Long-Term Disability Ins	225	196	400	400	400
602312	HDHP Aetna	-	391	-	-	-
602400	Workers' Compensation	25,100	23,700	15,100	15,100	21,383
	Sub-Total	477,159	474,903	404,500	404,500	412,683
<u>Operating Expense</u>						
603190	Prof Svcs-Other	9,890	-	9,900	8,200	5,000
603400	Contract Svcs-Other	-	1,519	-	-	100,500
604001	Travel & Training	4,950	4,669	4,900	948	2,450
604100	Communication Svcs	1,566	1,117	1,600	1,600	300
604200	Postage	239	983	2,000	2,000	2,000
604300	Water/Wastewater Svcs	10,377	9,647	12,300	12,300	11,450
604301	Electricity Svcs	65,407	59,338	71,900	71,900	67,807
604500	Risk Internal Svcs Charge	26,000	28,200	13,100	13,100	2,500
604550	Health Ins Internal Serv Chg	-	-	7,800	7,800	8,900
604610	Fleet Internal Svcs Charge	12,800	10,712	12,300	12,300	11,200
604700	Printing & Binding Svcs	2,188	869	2,200	2,200	2,200
604916	Administrative Expense	241	499	200	1,000	500
604989	IT Internal Svcs Charge	57,700	12,800	15,400	15,400	11,700
604997	Other Operating Expenses	943	1,417	900	900	1,200
604998	Contingency	100	500	100	100	300
605100	Office Supplies	2,392	3,575	2,400	2,400	2,400
605120	Computer Operating Expenses	4,197	2,200	4,200	5,100	4,200
605220	Vehicle Fuel-On-Site	4,251	3,606	5,400	5,400	5,200
605410	Subscriptions & Memberships	361	689	400	400	1,200
605500	Training-General	749	3,732	700	-	700
605600	CM Restricted	-	-	-	23	-
	Sub-Total	204,349	146,074	167,700	163,071	241,707
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	42,520	42,520	-
	Sub-Total	-	-	42,520	42,520	-
Total		\$ 681,508	\$ 620,977	\$ 614,720	\$ 610,091	\$ 654,390



Public Works Expenditures by Object Code

Building Maintenance—001-50-501-519

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601200	Employee Salaries	694,230	835,342	877,900	877,900	896,500
601201	Salary Attrition	-	-	(87,400)	(87,400)	-
601205	Lump Sum Payout - Accrued Time	6,582	5,367	9,000	9,000	6,500
601210	Non-Pensionable Earnings	-	28,394	2,500	2,500	-
601215	Communication Stipend	-	50	-	-	14,300
601220	Longevity Pay	2,971	3,972	3,300	3,300	5,400
601400	Overtime-General	87,017	221,726	80,000	80,000	160,700
601410	Overtime-Holiday	3,894	1,947	3,900	3,900	3,900
601412	Overtime-Emergency	-	8,226	-	-	-
602100	FICA & MICA	60,368	83,271	68,300	68,300	70,600
602210	Pension-General	145,878	145,777	174,800	174,800	157,900
602235	Pension-Senior Mgmt	17,307	17,800	17,700	17,700	30,500
602265	Pension-457	-	2,066	2,500	2,500	1,400
602300	Pmt In Lieu Of Insurance	8,701	16,762	18,700	18,700	18,700
602304	Health Insurance-PPO	26,739	41,546	50,800	50,800	28,200
602305	Health Insurance-HMO	125,968	154,371	237,900	166,500	207,600
602306	Dental Insurance-PPO	5,190	6,446	6,800	6,800	4,700
602307	Dental Insurance-HMO	965	936	1,000	1,000	2,000
602309	Basic Life Insurance	2,602	3,400	1,900	1,900	2,600
602311	Long-Term Disability Ins	1,001	1,175	1,200	1,200	1,300
602400	Workers' Compensation	77,400	73,200	46,500	46,500	52,883
	Sub-Total	1,266,814	1,651,773	1,517,300	1,445,900	1,665,683
Operating Expense						
603190	Prof Svcs-Other	42,285	54,276	50,000	20,000	50,000
603400	Contract Svcs-Other	389,080	460,401	389,200	386,200	356,800
603401	Janitorial Svcs	191,222	181,876	245,234	245,234	260,140
603404	Air Condition Svcs	90,763	111,066	94,600	94,600	100,300
603460	Landscape Svcs	65,009	63,191	70,500	70,500	70,500
604001	Travel & Training	259	1,204	300	384	2,600
604100	Communication Svcs	5,789	6,575	2,200	2,200	4,000
604300	Water/Wastewater Svcs	63,183	71,973	69,500	69,500	92,749
604301	Electricity Svcs	43,179	40,859	50,800	42,800	44,576
604400	Leased Equipment	267	994	300	300	2,300
604500	Risk Internal Svcs Charge	78,200	85,200	39,600	39,600	8,400
604550	Health Ins Internal Serv Chg	-	-	48,200	48,200	70,000
604610	Fleet Internal Svcs Charge	36,200	38,743	49,500	49,500	45,000
604620	R&M Buildings	25,469	35,266	44,300	37,300	44,300
604621	Painting	3,070	5,046	10,000	4,500	10,000
604630	R&M Electric	47,328	50,642	50,000	44,000	50,000
604640	R&M Machinery	971	1,206	1,000	1,000	3,000
604665	R&M Air Conditioning	45,505	101,293	75,000	70,000	75,000
604669	Landscape & Irrigation	5,000	2,257	5,000	5,000	5,000
604913	Reimburse Internal Event Costs	(514)	-	-	-	-
604920	License & Permit Fees	4,334	3,501	4,300	4,300	6,400
604925	Parking Garage Condo Fees	164,512	190,000	190,000	190,000	190,000
604989	IT Internal Svcs Charge	57,700	99,200	111,500	111,500	115,300
604997	Other Operating Expenses	985	1,220	1,000	1,000	1,000
605120	Computer Operating Expenses	-	1,120	-	-	-
605220	Vehicle Fuel-On-Site	20,785	18,817	24,200	16,200	23,000
605225	Equip Gas Oil & Lube	12,698	-	2,300	2,300	2,200
605240	Uniforms Cost	5,768	5,486	8,400	8,400	8,400
605242	Protective Clothing and Shoes	286	204	700	700	700
605246	Safety Equipment Supplies	528	286	700	700	700
605247	Janitorial Supplies	70,938	68,990	78,700	68,700	92,300
605250	Noncap Furn (Item less 5000)	-	-	-	4,500	-
605251	Noncap Equip (Item less 5000)	12,256	2,459	4,300	1,300	4,300
605252	Small Tools	2,957	2,572	2,100	2,100	2,100
605290	Other Operating Supplies	1,267	1,108	1,200	1,200	1,200
605500	Training-General	1,228	204	2,000	-	5,000
	Sub-Total	1,488,508	1,707,233	1,726,634	1,643,718	1,747,265
Dept Capital Outlay						
606211	Minor Building Repairs	-	-	510,000	584,913	500,000
606400	Machinery & Equipment	-	-	-	12,200	-
606405	Furniture & Fixtures	-	-	-	190,000	-
606441	Vehicle Replacement Program	20,380	20,300	90,940	90,940	-
606471	Software	-	75,884	-	-	-
	Sub-Total	20,380	96,184	600,940	878,053	500,000
Total		\$ 2,775,702	\$ 3,455,190	\$ 3,844,874	\$ 3,967,671	\$ 3,912,948

Public Works Expenditures by Object Code

Streets Maintenance—001-50-505-541

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	324,773	326,496	385,500	385,500	333,300
601201	Salary Attrition	-	-	(39,600)	(39,600)	-
601205	Lump Sum Payout - Accrued Time	6,499	5,241	9,900	9,900	6,800
601210	Non-Pensionable Earnings	-	11,308	1,800	1,800	-
601215	Communication Stipend	-	-	-	-	3,400
601220	Longevity Pay	1,164	1,266	1,600	1,600	2,300
601400	Overtime-General	22,892	51,174	35,000	35,000	70,300
601410	Overtime-Holiday	-	699	-	-	-
601412	Overtime-Emergency	-	3,297	-	-	-
602100	FICA & MICA	27,194	29,577	30,500	30,500	26,500
602210	Pension-General	64,790	74,439	75,200	75,200	65,000
602235	Pension-Senior Mgmt	10,504	11,400	12,800	12,800	14,600
602265	Pension-457	1,352	1,770	1,800	1,800	1,900
602300	Pmt In Lieu Of Insurance	6,001	5,992	6,200	6,200	-
602304	Health Insurance-PPO	6,844	1,694	-	-	-
602305	Health Insurance-HMO	65,687	71,586	117,500	90,200	89,600
602306	Dental Insurance-PPO	2,769	2,561	2,500	2,500	2,000
602307	Dental Insurance-HMO	619	506	1,000	1,000	800
602309	Basic Life Insurance	1,226	1,458	800	800	900
602311	Long-Term Disability Ins	488	445	500	500	500
602400	Workers' Compensation	62,700	59,300	37,700	37,700	43,983
	Sub-Total	605,502	660,212	680,700	653,400	661,883
<u>Operating Expense</u>						
603400	Contract Svcs-Other	90,427	18,945	100,400	54,200	100,400
604100	Communication Svcs	2,623	2,136	1,600	1,600	1,600
604311	Street Lights	769,567	727,020	953,381	768,993	748,900
604400	Leased Equipment	1,491	1,212	1,000	1,000	2,000
604500	Risk Internal Svcs Charge	60,100	65,500	29,600	29,600	6,700
604550	Health Ins Internal Serv Chg	-	-	19,700	19,700	26,700
604610	Fleet Internal Svcs Charge	92,100	101,714	117,200	117,200	106,600
604630	R&M Electric	-	757	-	-	-
604640	R&M Machinery	508	2,237	2,000	2,000	2,000
604666	R&M Street Lights	5,658	11,789	10,000	12,000	10,000
604667	R&M Streets	25,380	28,628	46,500	24,500	46,500
604672	Street Row & Median Maint	15,825	13,247	15,800	11,800	15,800
604989	IT Internal Svcs Charge	34,800	50,900	50,000	50,000	41,900
605220	Vehicle Fuel-On-Site	15,664	13,218	17,400	17,400	16,600
605240	Uniforms Cost	3,714	4,108	4,700	4,700	4,700
605242	Protective Clothing and Shoes	694	675	700	700	700
605246	Safety Equipment Supplies	4,645	5,549	4,600	4,600	4,600
605251	Noncap Equip (Item less 5000)	6,675	6,190	4,700	13,700	4,700
605290	Other Operating Supplies	135	-	100	100	100
605500	Training-General	440	1,994	400	-	2,000
	Sub-Total	1,130,446	1,055,816	1,379,781	1,133,793	1,142,500
<u>Dept Capital Outlay</u>						
606303	Traffic Calming	-	-	40,000	40,000	100,000
606322	Roadway Repairs	-	-	40,000	-	-
606441	Vehicle Replacement Program	200,903	48,200	32,765	32,765	-
	Sub-Total	200,903	48,200	112,765	72,765	100,000
Total		\$ 1,936,851	\$ 1,764,227	\$ 2,173,246	\$ 1,859,958	\$ 1,904,383



Public Works Expenditures by Object Code

Community Shuttle Service—001-50-507-544

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	732,701	796,367	963,900	923,900	514,000
601201	Salary Attrition	-	-	(98,000)	(98,000)	-
601205	Lump Sum Payout - Accrued Time	18,236	22,948	25,500	25,500	12,000
601210	Non-Pensionable Earnings	-	26,034	6,000	6,000	-
601215	Communication Stipend	650	653	700	700	3,100
601220	Longevity Pay	1,539	1,730	3,100	3,100	1,100
601400	Overtime-General	55,873	52,068	55,900	46,561	30,700
601410	Overtime-Holiday	563	2,699	600	600	600
601412	Overtime-Emergency	-	4,555	-	-	-
602100	FICA & MICA	60,298	66,866	75,900	75,900	39,800
602210	Pension-General	56,492	59,231	102,000	102,000	43,200
602235	Pension-Senior Mgmt	12,505	20,300	11,700	11,700	21,200
602260	Pension-401	3,698	4,444	4,400	4,400	4,700
602265	Pension-457	5,862	4,678	7,700	7,700	7,400
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	-
602304	Health Insurance-PPO	16,479	14,413	16,900	16,900	14,000
602305	Health Insurance-HMO	124,112	165,655	255,800	175,500	91,800
602306	Dental Insurance-PPO	1,708	1,755	1,600	1,600	1,900
602307	Dental Insurance-HMO	1,473	2,694	5,100	5,100	1,600
602309	Basic Life Insurance	1,382	1,776	2,100	2,100	1,500
602311	Long-Term Disability Ins	449	448	1,400	1,400	700
602400	Workers' Compensation	85,300	80,600	51,200	51,200	57,585
	Sub-Total	1,179,319	1,329,913	1,499,700	1,370,061	846,885
<u>Operating Expense</u>						
603140	New Hire Screening	316	336	300	300	300
603400	Contract Svcs-Other	5,926	4,415	8,000	6,000	5,200
603470	Temporary Help	18,822	-	10,100	-	-
604001	Travel & Training	-	-	1,200	-	600
604100	Communication Svcs	5,417	7,409	6,400	6,400	1,000
604300	Water/Wastewater Svcs	652	1,285	2,000	2,000	1,000
604500	Risk Internal Svcs Charge	73,000	79,500	37,000	37,000	10,000
604550	Health Ins Internal Serv Chg	-	-	43,800	43,800	31,600
604610	Fleet Internal Svcs Charge	247,700	279,412	297,200	297,200	137,050
604645	R&M Radios	-	-	200	200	900
604700	Printing & Binding Svcs	-	192	100	100	100
604913	Reimburse Internal Event Costs	(707)	-	-	-	-
604989	IT Internal Svcs Charge	23,200	104,000	100,400	100,400	70,900
604993	Field Trips	244	899	500	500	-
605100	Office Supplies	417	413	400	400	400
605220	Vehicle Fuel-On-Site	126,577	134,605	138,600	91,600	67,500
605240	Uniforms Cost	5,064	7,743	8,000	10,000	6,600
605290	Other Operating Supplies	3,123	4,010	4,000	4,000	3,000
605500	Training-General	1,070	450	1,100	-	1,800
	Sub-Total	510,822	624,668	659,300	599,900	337,950
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	66,746	91,000	77,655	77,655	-
606450	Radio Equipment	-	40,550	-	-	-
	Sub-Total	66,746	131,550	77,655	77,655	-
Total		\$ 1,756,887	\$ 2,086,132	\$ 2,236,655	\$ 2,047,616	\$ 1,184,835

Public Works Expenditures by Object Code

Solid Waste Management—001-50-508-534

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	252,431	244,614	264,200	264,200	315,800
601201	Salary Attrition	-	-	(27,000)	(27,000)	-
601205	Lump Sum Payout - Accrued Time	14,319	11,877	14,200	14,200	11,400
601210	Non-Pensionable Earnings	-	3,178	4,600	4,600	-
601215	Communication Stipend	-	-	-	-	5,800
601220	Longevity Pay	358	815	800	800	800
601400	Overtime-General	6,219	7,609	8,000	11,000	16,100
601410	Overtime-Holiday	26	3	-	-	-
601412	Overtime-Emergency	-	2,958	-	-	-
602100	FICA & MICA	20,075	20,252	21,700	21,700	25,500
602210	Pension-General	26,596	32,917	36,900	36,900	49,700
602235	Pension-Senior Mgmt	12,205	3,600	2,700	2,700	3,400
602260	Pension-401	12,354	10,118	10,100	10,100	10,400
602265	Pension-457	4,272	5,611	6,000	6,000	5,700
602304	Health Insurance-PPO	13,689	14,413	16,900	16,900	14,100
602305	Health Insurance-HMO	53,711	48,273	69,000	58,900	77,000
602306	Dental Insurance-PPO	2,862	2,329	2,300	2,300	2,900
602307	Dental Insurance-HMO	65	145	200	200	300
602309	Basic Life Insurance	756	753	600	600	900
602311	Long-Term Disability Ins	328	291	400	400	400
602400	Workers' Compensation	29,900	28,300	18,000	18,000	24,283
	Sub-Total	450,167	438,057	449,600	442,500	564,483
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	20,000	-	20,000
603400	Contract Svcs-Other	68,097	77,213	44,500	10,000	25,000
603470	Temporary Help	16,744	4,351	5,000	-	-
604001	Travel & Training	950	3,693	2,300	1,048	2,950
604100	Communication Svcs	1,571	2,694	1,100	1,100	1,100
604500	Risk Internal Svcs Charge	31,400	34,200	15,900	15,900	3,000
604550	Health Ins Internal Serv Chg	-	-	14,400	14,400	27,200
604610	Fleet Internal Svcs Charge	11,900	12,614	15,000	15,000	13,600
604624	Solid Waste Container Maint	-	-	-	3,400	5,000
604700	Printing & Binding Svcs	68	-	100	100	100
604870	Public Education	9,092	25,845	35,000	35,000	30,000
604989	IT Internal Svcs Charge	34,800	24,300	27,100	27,100	36,800
604997	Other Operating Expenses	3,838	6,549	4,800	4,800	5,300
604998	Contingency	65	298	100	100	100
605100	Office Supplies	991	1,000	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	8,499	9,664	11,800	11,800	11,300
605240	Uniforms Cost	1,344	1,137	1,500	1,500	1,500
605242	Protective Clothing and Shoes	563	372	600	600	600
605246	Safety Equipment Supplies	576	135	600	600	600
605249	Solid Waste Containers	13,270	8,970	11,000	7,600	10,000
605251	Noncap Equip (Item less 5000)	-	509	300	300	300
605410	Subscriptions & Memberships	445	579	600	600	820
605500	Training-General	195	-	1,500	400	2,800
	Sub-Total	204,407	214,119	214,200	152,348	199,070
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	5,313	5,267	26,500	26,500	-
	Sub-Total	5,313	5,267	26,500	26,500	-
Total		\$ 659,887	\$ 657,443	\$ 690,300	\$ 621,348	\$ 763,553



Public Works Expenditures by Object Code

Landscape Maintenance—001-50-509-519

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	387,242	372,971	731,600	575,900	555,000
601201	Salary Attrition	-	-	(70,700)	(70,700)	-
601205	Lump Sum Payout - Accrued Time	5,149	8,471	13,800	13,800	10,400
601210	Non-Pensionable Earnings	-	8,112	2,100	2,100	-
601215	Communication Stipend	-	-	-	-	3,700
601220	Longevity Pay	625	688	700	700	900
601400	Overtime-General	43,121	62,359	43,100	43,100	86,600
601410	Overtime-Holiday	139	763	-	-	-
601412	Overtime-Emergency	-	3,873	-	-	-
602100	FICA & MICA	35,192	35,239	57,200	57,200	43,600
602210	Pension-General	62,491	47,525	160,100	160,100	123,000
602235	Pension-Senior Mgmt	4,402	4,400	4,400	4,400	5,100
602265	Pension-457	587	619	2,100	2,100	700
602300	Pmt In Lieu Of Insurance	24,003	14,526	6,200	6,200	24,900
602304	Health Insurance-PPO	6,845	-	-	-	-
602305	Health Insurance-HMO	35,477	73,222	255,400	110,100	129,100
602306	Dental Insurance-PPO	1,715	1,510	6,900	6,900	2,500
602307	Dental Insurance-HMO	176	827	1,500	1,500	1,700
602309	Basic Life Insurance	1,287	1,477	1,600	1,600	1,600
602311	Long-Term Disability Ins	413	352	1,000	1,000	800
602400	Workers' Compensation	57,400	54,200	34,400	34,400	40,783
	Sub-Total	666,263	691,136	1,251,400	950,400	1,030,383
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	-	3,000
603400	Contract Svcs-Other	14,794	6,173	14,800	14,800	14,800
603460	Landscape Svcs	660,206	612,998	646,674	511,674	686,100
604100	Communication Svcs	2,573	2,758	1,200	1,200	1,200
604400	Leased Equipment	2,485	1,007	1,000	1,000	1,000
604500	Risk Internal Svcs Charge	62,700	68,200	31,700	31,700	3,700
604550	Health Ins Internal Serv Chg	-	-	41,200	41,200	38,500
604610	Fleet Internal Svcs Charge	32,600	51,357	61,000	61,000	55,500
604640	R&M Machinery	2,989	5,626	38,500	8,500	8,500
604669	Landscape & Irrigation	77,645	71,960	130,000	75,000	90,000
604920	License & Permit Fees	100	-	100	100	100
604989	IT Internal Svcs Charge	23,200	48,300	113,800	113,800	88,200
605220	Vehicle Fuel-On-Site	21,271	22,429	40,300	17,800	36,400
605225	Equip Gas Oil & Lube	-	-	-	(3,000)	-
605240	Uniforms Cost	4,893	4,154	8,400	6,750	7,600
605242	Protective Clothing and Shoes	778	849	2,800	1,300	1,300
605246	Safety Equipment Supplies	5,372	5,305	5,400	5,400	5,400
605251	Noncap Equip (Item less 5000)	12,927	12,467	23,000	8,000	23,000
605280	Chemicals	4,986	921	48,000	3,500	13,000
605290	Other Operating Supplies	2,253	2,843	3,300	3,300	3,300
605500	Training-General	1,965	1,451	6,000	1,524	6,000
	Sub-Total	933,738	918,799	1,217,174	904,548	1,086,600
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	15,047	16,616	170,400	284	-
606441	Vehicle Replacement Program	41,362	108,200	248,240	248,240	-
	Sub-Total	56,409	124,816	418,640	248,524	-
Total		\$ 1,656,411	\$ 1,734,751	\$ 2,887,214	\$ 2,103,472	\$ 2,116,983

Public Works Expenditures by Object Code

Field Operations—001-50-502-519

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Operating Expense</u>					
603400	Contract Svcs-Other	-	510	-	-	-
605100	Office Supplies	836	-	-	-	-
	Sub-Total	836	510	-	-	-
	Total	\$ 836	\$ 510	\$ -	\$ -	-



Speed Humps are installed to control traffic speed; therefore keeping neighborhoods safe.

Public Works Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
323705	Textile Recycling Revenue	This line item is to account for a franchise revenue agreement for textile recycling services.
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.
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.
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.
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.
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.
369935	Community Engagement Program	This revenue is for the new Community Engagement Program.
369942	Solar Powered Recycling	This account is used to track revenues from the Solar Powered Recycling Agreement. It is utilized to further promote waste stream reduction programs.
381162	Trfr Fr Fed Grant Fund	Dedicated grant revenue for Public Works transportation and Senior Services expenses for the Older Americans Act Grant, and for CARES COVID grant reimbursement.
381385	Trfr Fr Street Constr&Maint Fd	Funds transferred to service the 2012 Transportation Improvement Revenue Note.
<u>Expense</u>		
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.
601410	Overtime-Holiday	This expenditure is for regular and overtime hours worked on contractual holidays 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 employees.
603190	Prof Svcs-Other	This line item is for outside professional services such as rate studies and other related services. The budgeted amount of \$78,000 includes \$50,000 (program 501), \$5,000 (program 100), \$20,000 (program 508), and \$3,000 (program 509).
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.

Public Works Budget Justification

Object #	Account Description	Justification
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 GPS tracking 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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
604624	Solid Waste Container Maint	The budget of \$5,000 will cover maintenance needed for the Solid Waste container.
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 amount covers the cost to repair and maintain all large and small power equipment.
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 \$95,000 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.
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.
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.
604997	Other Operating Expenses	Unanticipated one-time expense that cannot be charged in other budgeted line item.
604998	Contingency	This line item represents contingency funding for unanticipated expenses not budgeted in any other account.



Public Works Budget Justification

Object #	Account Description	Justification
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, including the new staff who will be part of the in-house landscape maintenance crew.
605242	Protective Clothing and Shoes	This represents the cost for safety clothing such as safety goggles, gloves, hard hats, vests, etc., including equipment for the new landscape crew.
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 of small equipment costing less than \$5,000 per item. The funding of \$32,300 includes \$4,300 for parts and equipment for program 501, \$4,700 for program 505, \$300 for program 508, and \$23,000 for program 509.
605252	Small Tools	This represents the cost for items such as rakes, shovels, saw blades, hand tools, etc.
605280	Chemicals	This \$13,000 budget 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. These funds also cover the cost of chemicals to be applied to sod, and palms.
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. This budget also includes funding for MOT safety training for new personnel associated with landscape maintenance.
606211	Minor Building Repairs	This line item is to cover minor repairs and maintenance of City buildings; such as exterior and interior painting, carpeting, replacement of cabinets, installation of new doors and windows, roof cleaning, flooring, etc.
606303	Traffic Calming	The budgeted amount of \$100,000 will be used to install traffic calming devices in Historic Miramar.

Construction & Facilities Management (CFM)





Construction & Facilities Management (CFM)

Department Overview

In FY19, this department was transferred into the Utility Fund as programs within the Utilities Department.

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Development Engineering	570,597	-	-	-	-

Expenditures by Program

Administration	838,388	-	-	-	-
Development Engineering	840,778	-	-	-	-
Construction & Facilities Management	643,757	-	-	-	-
Total	\$ 2,322,923	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	2,114,209	-	-	-	-
Operating Expense	208,714	-	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 2,322,923	\$ -	\$ -	\$ -	\$ -

Positions by Program

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	5.50	-	-	-	-
Development Engineering	7.00	-	-	-	-
Construction & Facilities Management	5.00	-	-	-	-
Total	17.50	-	-	-	-

Position Detail

Administration Services Coordinator	2.00	-	-	-	-
Assistant City Engineer	1.00	-	-	-	-
City Engineer	1.00	-	-	-	-
Civil Engineer IV	1.00	-	-	-	-
Construction Superintendent	1.00	-	-	-	-
Customer Service Support - Temp Part-time	0.50	-	-	-	-
Director of Construction & Facilities Management	1.00	-	-	-	-
Engineer Inspector I	1.00	-	-	-	-
Engineer Inspector III	1.00	-	-	-	-
Engineering Technician	1.00	-	-	-	-
Fiscal Operations Management Controller	1.00	-	-	-	-
Interim Director of Human Resources	1.00	-	-	-	-
Operations & Logistics Manager	1.00	-	-	-	-
Project Manager	3.00	-	-	-	-
Senior Project Manager	1.00	-	-	-	-
Total FTE's	17.50	-	-	-	-

* Block Budgeted position for Civil Engineer I, II, III, IV



CFM Budget Summary by Program

Administration—Program 100

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services		722,387	-	-	-	-
Operating Expense		116,001	-	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 838,388	\$ -	\$ -	\$ -	\$ -

Percent of Time by Position

Administration Services Coordinator		1.00	-	-	-	-
Assistant Director of Construction & Facilities Mgmt.		1.00	-	-	-	-
Customer Service Support - Temp PT		0.50	-	-	-	-
Director of Construction & Facilities Management		1.00	-	-	-	-
Operations & Logistics Manager		1.00	-	-	-	-
Operations Service Administrator		1.00	-	-	-	-
Total		5.50	-	-	-	-

CFM Budget Summary by Program

Development Engineering—Program 530

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Engineering Permits	329100	570,597	-	-	-	-

Expenditures by Category

Personnel Services	786,273	-	-	-	-
Operating Expense	54,506	-	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 840,778	\$ -	\$ -	\$ -	\$ -

Percent of Time by Position

Assistant City Engineer	1.00	-	-	-	-
City Engineer	1.00	-	-	-	-
Civil Engineer IV	1.00	-	-	-	-
Construction Engineer/Inspection Supervisor	1.00	-	-	-	-
Engineer Inspector I	1.00	-	-	-	-
Engineer Inspector II	1.00	-	-	-	-
Engineer Inspector III	1.00	-	-	-	-
Total	7.00	-	-	-	-

*Block Budgeted position for Civil Engineer I, II, III, IV



CFM Budget Summary by Program

Construction & Facilities Management—Program 532

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	605,549	0	-	-	-	-
Operating Expenses	38,208	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Total	\$ 643,757	\$ 0	\$ -	\$ -	\$ -	\$ -

Percent of Time by Position

Compliance & Operations Administrator	1.00	-	-	-	-	-
Project Manager	3.00	-	-	-	-	-
Senior Project Manager	1.00	-	-	-	-	-
Total FTE's	5.00	-	-	-	-	-

CFM Expenditures by Object Code

Administration—001-53-100-539

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	462,077	-	-	-	-
601205	Lump Sum Payout - Accrued Time	30,354	-	-	-	-
601215	Communication Stipend	435	-	-	-	-
601220	Longevity Pay	1,210	-	-	-	-
601400	Overtime-General	32	-	-	-	-
601410	Overtime-Holiday	5	-	-	-	-
602100	FICA & MICA	37,927	-	-	-	-
602210	Pension-General	32,995	-	-	-	-
602235	Pension-Senior Mgmt	89,937	-	-	-	-
602265	Pension-457	17,408	-	-	-	-
602300	Pmt In Lieu Of Insurance	11,260	-	-	-	-
602305	Health Insurance-HMO	25,198	-	-	-	-
602306	Dental Insurance-PPO	1,062	-	-	-	-
602307	Dental Insurance-HMO	313	-	-	-	-
602309	Basic Life Insurance	1,734	-	-	-	-
602311	Long-Term Disability Ins	441	-	-	-	-
602400	Workers' Compensation	10,000	-	-	-	-
	Sub-Total	722,387	-	-	-	-
<u>Operating Expense</u>						
604001	Travel & Training	1,135	-	-	-	-
604100	Communication Svcs	1,069	-	-	-	-
604200	Postage	478	-	-	-	-
604301	Electricity Svcs	9,838	-	-	-	-
604500	Risk Internal Svcs Charge	59,900	-	-	-	-
604610	Fleet Internal Svcs Charge	2,800	-	-	-	-
604916	Administrative Expense	287	-	-	-	-
604989	IT Internal Svcs Charge	38,400	-	-	-	-
605100	Office Supplies	765	-	-	-	-
605220	Vehicle Fuel-On-Site	1,200	-	-	-	-
605500	Training-General	129	-	-	-	-
	Sub-Total	116,001	-	-	-	-
	Total	\$ 838,388	\$ -	\$ -	\$ -	\$ -



CFM Expenditures by Object Code

Development Engineering—001-53-530-539

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	506,240	-	-	-	-
601205	Lump Sum Payout - Accrued Time	35,229	-	-	-	-
601215	Communication Stipend	2,900	-	-	-	-
601220	Longevity Pay	4,641	-	-	-	-
601400	Overtime-General	12,947	-	-	-	-
601410	Overtime-Holiday	767	-	-	-	-
602100	FICA & MICA	42,905	-	-	-	-
602210	Pension-General	49,593	-	-	-	-
602260	Pension-401	10,196	-	-	-	-
602265	Pension-457	17,090	-	-	-	-
602300	Pmt In Lieu Of Insurance	13,216	-	-	-	-
602304	Health Insurance-PPO	47,196	-	-	-	-
602305	Health Insurance-HMO	24,767	-	-	-	-
602306	Dental Insurance-PPO	2,919	-	-	-	-
602307	Dental Insurance-HMO	233	-	-	-	-
602309	Basic Life Insurance	1,253	-	-	-	-
602311	Long-Term Disability Ins	581	-	-	-	-
602400	Workers' Compensation	13,600	-	-	-	-
	Sub-Total	786,273	-	-	-	-
<u>Operating Expense</u>						
604610	Fleet Internal Svcs Charge	6,500	-	-	-	-
604650	R&M Office Equip	941	-	-	-	-
604700	Printing & Binding Svcs	231	-	-	-	-
604989	IT Internal Svcs Charge	41,400	-	-	-	-
605100	Office Supplies	400	-	-	-	-
605220	Vehicle Fuel-On-Site	2,755	-	-	-	-
605240	Uniforms Cost	1,148	-	-	-	-
605290	Other Operating Supplies	307	-	-	-	-
605500	Training-General	824	-	-	-	-
	Sub-Total	54,506	-	-	-	-
	Total	\$ 840,778	\$ -	\$ -	\$ -	\$ -

CFM Expenditures by Object Code

Construction & Facilities Management—001-50-532-539

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	385,450	-	-	-	-
601205	Lump Sum Payout - Accrued Time	27,952	-	-	-	-
601215	Communication Stipend	2,235	-	-	-	-
601220	Longevity Pay	2,181	-	-	-	-
602100	FICA & MICA	31,590	-	-	-	-
602235	Pension-Senior Mgmt	82,434	-	-	-	-
602265	Pension-457	6,739	-	-	-	-
602300	Pmt In Lieu Of Insurance	1,446	-	-	-	-
602305	Health Insurance-HMO	39,243	-	-	-	-
602306	Dental Insurance-PPO	1,684	-	-	-	-
602307	Dental Insurance-HMO	425	-	-	-	-
602309	Basic Life Insurance	1,148	-	-	-	-
602311	Long-Term Disability Ins	423	-	-	-	-
602400	Workers' Compensation	22,600	-	-	-	-
	Sub-Total	605,549	-	-	-	-
<u>Operating Expense</u>						
604610	Fleet Internal Svcs Charge	5,500	-	-	-	-
604700	Printing & Binding Svcs	754	-	-	-	-
604989	IT Internal Svcs Charge	29,500	-	-	-	-
604997	Other Operating Expenses	485	-	-	-	-
604998	Contingency	291	-	-	-	-
605220	Vehicle Fuel-On-Site	932	-	-	-	-
605240	Uniforms Cost	350	-	-	-	-
605290	Other Operating Supplies	200	-	-	-	-
605410	Subscriptions & Memberships	195	-	-	-	-
	Sub-Total	38,208	-	-	-	-
	Total	\$ 643,757	\$ -	\$ -	\$ -	\$ -





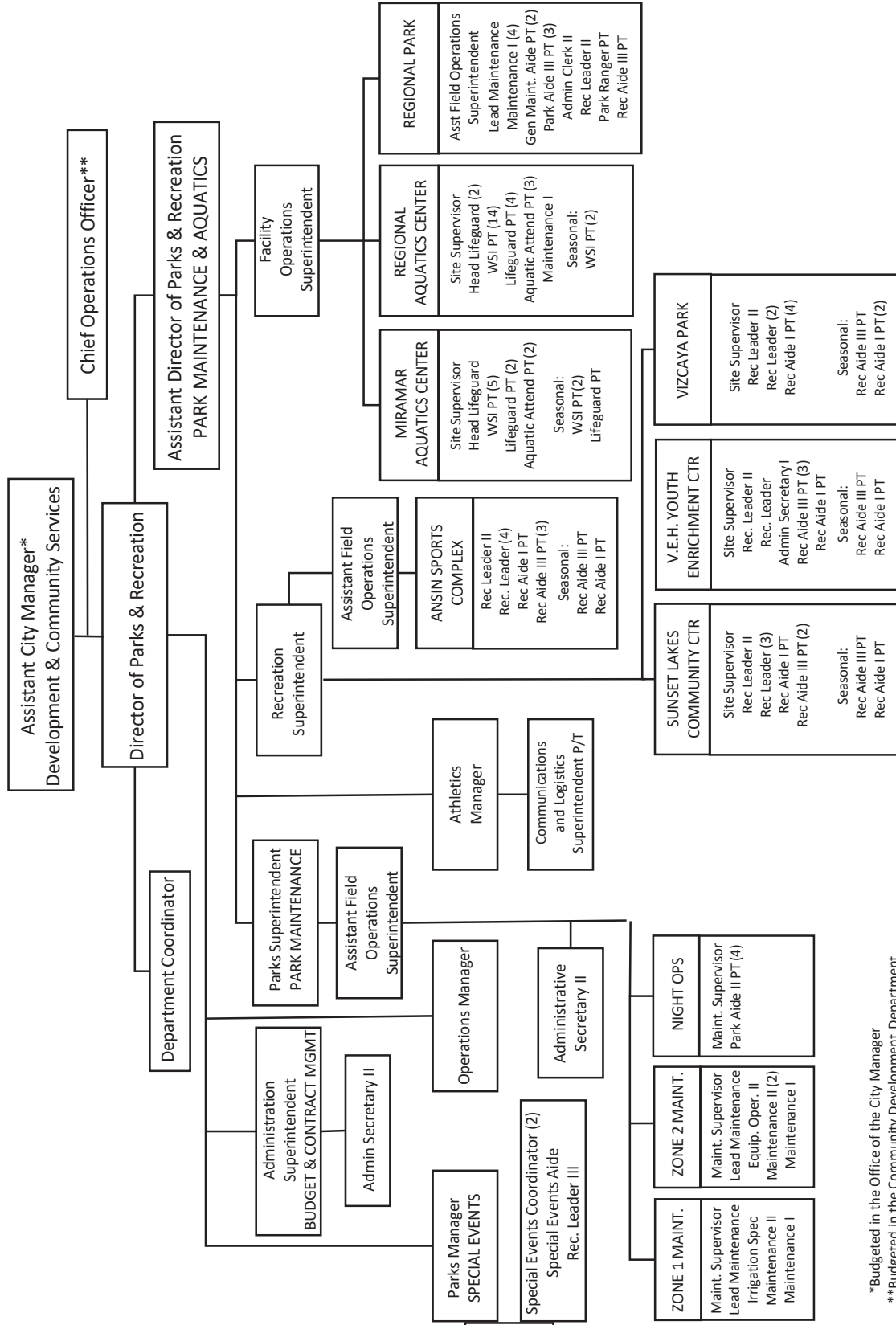
Parks and Recreation

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



*Budgeted in the Office of the City Manager
 **Budgeted in the Community Development Department



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 97.5 budgeted positions of which 62 are full-time, 57 (28.5 FTEs) part-time, 13 (6.5 FTEs) seasonal part-time and 1 (.5 FTE) temporary seasonal part-time employees. The ten programs provided are:

1. Administration
2. Vernon E. Hargray Youth Enrichment Center (VEHYEC)
3. Sunset Lakes
4. Miramar Regional Park
5. Special Events (formerly Community Services)
6. Aquatics (Program with East and West locations)
7. Ansin Sports Complex
8. Park Maintenance
9. Vizcaya Park
10. Miramar Regional Park Amphitheater

FY 2020 Accomplishments

- Installation of a new playground, shade structure, and picnic area at the Harbour Lakes Park.
- Installation of the Miramar Regional Park Marquee sign, centrally located at the entrance on Miramar Parkway.

- The addition of a new dog park at the Miramar Regional Park, whose name, Paw Central, was suggested by Miramar Residents and voted on by the City of Miramar Parks and Recreation Teen Council Advisory Board.
- Introduction of the Lifeguard Apprentice Program.
- Replacement of the playground surface at the Vizcaya Park with artificial turf.
- Renovation of the River Run Park Playground including installation of new equipment and the removal of existing sand surface and replacing it with ADA approved mulch. As well as the addition of a new Pavilion and fishing dock.
- Installation of new tennis court lighting at the Silver Lakes Tennis Complex.
- Beautification of the Bernard Park by adding new walkway lighting and replacing the playground surface with ADA mulch.
- Teaming up with the Vitality Corporation for their Silver Sneakers program to provide our Senior Community with access to various Fitness Facilities throughout Miramar.
- Introduction of the new Swim Right Up program which assist lower income families with swimming lessons.
- The Parks and Recreation Department has lead 23 food distribution events that have assisted over 50,000 households.
- The Parks and Recreation Department has been hosting the State Health Department CoVid-19 testing at the Vernon E. Hargray Youth Enrichment Center 7 days a week since June.
- Installation of shade structure over the bleachers at the Ansin Sports Complex.
- Renovation of the Miramar Athletic Park restroom facility.

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Vernon E. Hargray Youth Enrichment Center	65,817	99,375	83,792	48,792	64,742
Sunset Lakes	182,969	252,635	228,800	116,800	152,000
Miramar Regional Park	585,097	566,216	142,500	142,500	113,500
Special Events (formerly Community Services)	22,401	32,375	24,000	24,000	13,500
Aquatics	508,781	528,830	488,500	92,600	409,500
Ansin Sports Complex	131,416	141,701	191,100	74,300	105,050
Park Maintenance	37,570	53,248	45,500	45,500	51,800
Vizcaya Park	104,857	116,444	116,500	73,200	75,500
Miramar Regional Park Amphitheater	-	-	707,950	268,150	161,900
Athletics	73,029	-	-	-	-
Total	\$ 1,711,937	\$ 1,790,824	\$ 2,028,642	\$ 885,842	\$ 1,147,492



Parks and Recreation

Expenditures by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	1,712,803	1,902,629	1,932,458	1,930,827	2,063,971
Vernon E. Hargray Youth Enrichment Center	825,269	826,636	720,570	571,183	712,524
Sunset Lakes	785,837	844,388	756,819	707,641	703,974
Miramar Regional Park	2,660,045	2,565,590	1,948,713	1,901,618	1,966,464
Special Events (formerly Community Services)	813,578	2,258,054	1,149,660	758,800	908,350
Aquatics	2,084,801	1,951,557	2,170,893	1,928,269	2,018,449
Ansin Sports Complex	811,182	948,647	1,143,963	903,999	921,056
Park Maintenance	3,337,445	3,392,454	3,055,002	3,339,455	3,225,729
Vizcaya Park	636,729	531,339	732,176	605,676	614,185
Miramar Regional Park Amphitheater	-	-	871,900	906,533	962,951
Athletics	204,649	1,772	-	-	-
Other	(785)	-	-	-	-
Total	\$ 13,871,553	\$ 15,223,066	\$ 14,482,154	\$ 13,554,003	\$ 14,097,653

Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	7,777,766	8,619,530	7,924,800	7,482,003	7,898,500
Operating Expense	5,632,632	6,379,436	6,301,761	5,717,789	6,199,153
Capital Outlay	461,154	224,099	255,593	354,211	-
Total	\$ 13,871,553	\$ 15,223,066	\$ 14,482,154	\$ 13,554,003	\$ 14,097,653

Positions by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	7.00	9.00	9.50	9.50	9.50
Vernon E. Hargray Youth Enrichment Center	11.50	12.00	8.00	8.50	7.00
Sunset Lakes	11.00	12.00	9.00	10.00	7.50
Miramar Regional Park	17.50	16.50	14.00	14.00	12.50
Special Events (formerly Community Services)	10.50	10.50	3.00	3.00	4.00
Aquatics (East and West locations)	28.50	27.50	27.50	27.50	23.50
Ansin Sports Complex	8.00	9.00	11.50	10.00	9.50
Park Maintenance	19.00	19.00	16.00	17.00	16.00
Vizcaya Park	6.50	5.50	9.00	8.00	8.00
Athletics	2.00	-	-	-	-
Total	121.50	121.00	107.50	107.50	97.50

Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration Superintendent	-	1.00	1.00	1.00	1.00
Administrative Clerk II	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	-	-	-	-
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	2.00	2.00	2.00	2.00
Administrative Supervisor	-	-	-	-	-
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	-
Aquatic Site Supervisor	2.00	2.00	2.00	2.00	2.00
Assistant Director of Operations	1.00	-	-	-	-
Assistant Director of Parks and Recreation	1.00	-	-	1.00	1.00
Assistant Field Operations Superintendent	2.00	2.00	2.00	3.00	3.00
Athletic Program Coordinator	1.00	-	-	-	-
Athletic Program Manager	-	1.00	1.00	1.00	1.00
Benefits Coordinator	-	1.00	-	-	-
Communications & Logistics Superintendent - Part-time	-	-	-	-	0.50
Community Relations & Program Administrator	-	1.00	-	-	-





Parks and Recreation






Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Creative Arts & Graphics Designer	-	2.00	-	-	-
Department Budget Coordinator	1.00	-	-	-	-
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00
Educational Instructor - Part-time (Seasonal)	0.50	0.50	0.50	0.50	-
Educational Instructor - Temp Part-time (Seasonal)	0.50	0.50	0.50	0.50	-
Equipment Operator II	2.00	2.00	1.00	1.00	1.00
Event Aide - Temp Part-time (As Needed) (16)	8.00	-	-	-	-
Events & Venue Promotions Manager	-	1.00	-	-	-
Executive Administrator	-	1.00	-	-	-
Facility Operations Superintendent	-	1.00	1.00	1.00	1.00
General Maintenance Aide - Part-time (2)	2.50	2.00	1.50	1.50	1.00
Grounds Technician	1.00	-	-	-	-
Head Lifeguard	3.00	3.00	3.00	3.00	3.00
Housekeeping Aide - Part-time	-	0.50	-	-	-
Irrigation Specialist	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	4.00	3.00	3.00	3.00	3.00
Lifeguard - Part-time (6)	3.50	3.50	3.50	3.50	3.00
Lifeguard - Part-time (Seasonal)	2.50	2.50	2.50	2.50	0.50
Maintenance I	8.00	8.00	7.00	7.00	7.00
Maintenance II	3.00	3.00	3.00	3.00	3.00
Maintenance Supervisor I	4.00	4.00	3.00	2.00	3.00
Marketing Coordinator	-	1.00	-	-	-
Multimedia & Broadcast Manager	-	1.00	-	-	-
Operations Manager	1.00	-	-	-	1.00
Operations Service Administrator	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	2.50	1.50
Park Manager	-	1.00	1.00	1.00	1.00
Park Ranger - Part-time	1.50	1.50	1.50	0.50	0.50
Parks and Recreation Administrator	-	2.00	2.00	1.00	-
Parks and Recreation Department Coordinator	1.00	1.00	1.00	1.00	1.00
Parks and Recreation Intern - Part-time	-	-	0.50	0.50	-
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Public Policy Research Assistant	-	1.00	-	-	-
Recreation Aide I - Part-time (7)	3.50	3.50	3.50	3.50	3.50
Recreation Aide I - Part-time (Seasonal) (5)	5.00	5.00	5.00	5.00	2.50
Recreation Aide III - Part-time (9)	4.50	4.50	4.50	4.50	4.50
Recreation Aide III - Part-time (Seasonal) (3)	3.00	3.00	3.00	3.00	1.50
Recreation Aide III - Temp Part-time (Seasonal)	1.00	1.00	1.00	1.00	0.50
Recreation Leader	9.00	9.00	10.00	10.00	10.00
Recreation Leader II	6.00	5.00	5.00	5.00	5.00
Recreation Leader III	-	1.00	1.00	1.00	1.00
Recreation Site Supervisor	3.00	3.00	3.00	3.00	3.00
Recreation Superintendent	1.00	1.00	1.00	1.00	1.00
Regional Park Manager	1.00	-	-	-	-
Senior Human Resources Administrator	-	1.00	-	-	-
Senior Management Administrator	-	1.00	-	-	-
Social Services Operations Specialist	1.00	-	-	-	-
Special Events Aide	-	1.00	1.00	1.00	1.00
Special Events Aide - Part-time	0.50	-	-	-	-
Special Events Coordinator	2.00	2.00	2.00	2.00	2.00
Water Safety Instructor - Part-time (19)	10.50	10.50	10.50	10.50	9.50
Water Safety Instructor - Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
Total FTE's	121.50	121.00	107.50	107.50	97.50



Parks and Recreation Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of Parks Maintained	Ensure and maintain Parks and Recreation Fields	Q4 Actual	40.00	40.00	
		YTD Actual	40.00	40.00	
		EOY Target	40.00	40.00	40.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of City run recreation and athletic programs offered	Increase residents use of parks, and recreation facilities	Q4 Actual	40.00	0.00	
		YTD Actual	152.00	73.00	
		EOY Target	125.00	85.00	85.00
		% Target	121.60%	85.88%	
		% Goal	100.00%	100.00%	
 Number of residents utilizing aquatic facilities	Increase residents use of Miramar Aquatic facilities	Q4 Actual	36,875.00	150.00	
		YTD Actual	123,548.00	33,719.00	
		EOY Target	90,000.00	40,000.00	40,000.00
		% Target	137.28%	84.30%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 4,394,032.10	\$ 3,405,194.85	
		YTD Actual	\$ 15,223,066.07	\$ 13,437,600.95	
		EOY Target	\$ 15,539,277.51	\$ 15,061,103.00	\$ 14,097,653.00
		% Target	97.97%	89.22%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 4,394,032.10	\$ 3,405,194.85	
		YTD Actual	\$ 15,223,066.07	\$ 13,437,600.95	
		EOY Projection	\$ 15,305,962.00	\$ 13,729,692.00	\$ 14,097,653.00
		% Target	99.46%	97.87%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 405,432.29	\$ 31,131.34	
		YTD Actual	\$ 1,790,824.00	\$ 698,285.10	
		EOY Target	\$ 2,053,774.00	\$ 885,842.00	\$ 1,147,492.00
		% Target	87.20%	78.83%	
		% Goal	100.00%	100.00%	

Parks and Recreation Balanced Scorecard

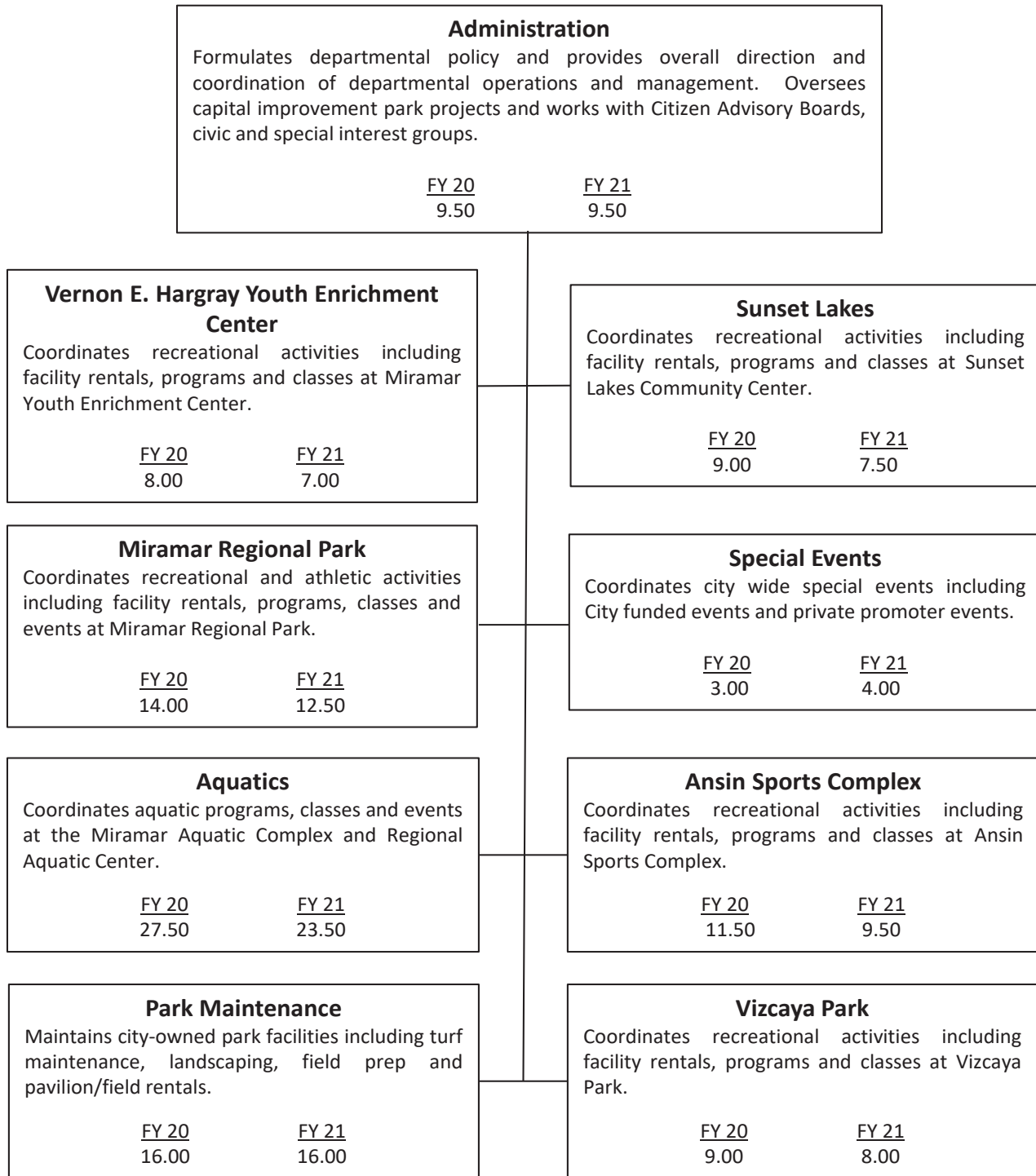
Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 405,432.29	\$ 31,131.34	
		YTD Actual	\$ 1,790,824.00	\$ 698,285.10	
		EOY Projection	\$ 1,856,468.00	\$ 940,288.00	\$ 1,147,492.00
		% Target	96.46%	74.26%	
		% Goal	100.00%	100.00%	
 Number of City Ran family entertainment events	Provide family entertainment	Q4 Actual	7.00	14.00	
		YTD Actual	29.00	33.00	
		EOY Target	20.00	10.00	10.00
		% Target	145.00%	330.00%	
		% Goal	100.00%	100.00%	
 Number of hosted events	Events hosted at City Parks by Promoters	Q4 Actual	4.00	6.00	
		YTD Actual	54.00	34.00	
		EOY Target	12.00	20.00	20.00
		% Target	450.00%	170.00%	
		% Goal	100.00%	100.00%	
 Attend Conferences, Trainings, & Workshops	Provide additional learning opportunities and tools	Q4 Actual	5.00	0.00	
		YTD Actual	97.00	6.00	
		EOY Target	4.00	4.00	4.00
		% Target	2,425.00%	150.00%	
		% Goal	100.00%	100.00%	
 Various Park Improvements (Project #51003) Construction completed %	Maintain and enhance the City park facilities and amenities for residents use	Q4 Actual	3.73%	45.81%	
		YTD Actual	79.38%	99.85%	
		EOY Target	100.00%	75.00%	75.00%
		% Target	79.38%	133.13%	
		% Goal	100.00%	100.00%	
 Various Park Improvements (Project #51003) Construction within budget		Q4 Actual	\$ 10,547.75	\$ 183,233.96	
		YTD Actual	\$ 224,750.27	\$ 399,401.66	
		EOY Target	\$ 283,000.00	\$ 300,000.00	\$ 300,000.00
		% Target	79.42%	133.13%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



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, and special events. 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	1,099,724	1,263,721	1,184,800	1,183,351	1,350,600
Operating Expense	602,650	636,592	719,100	649,075	713,371
Capital Outlay	10,429	2,315	28,558	98,401	-
Total	\$ 1,712,803	\$ 1,902,629	\$ 1,932,458	\$ 1,930,827	\$ 2,063,971

Percent of Time by Position

Administration Superintendent	-	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	-	1.00	1.00	1.00
Assistant Director of Operations	1.00	-	-	-	-
Assistant Director of Parks & Recreation	1.00	-	-	1.00	1.00
Assistant Field Operations Superintendent	-	-	-	-	1.00
Athletic Program Manager	-	1.00	-	-	-
Benefits Coordinator	-	1.00	-	-	-
Communications & Logistics Superintendent - Part-time	-	-	-	-	0.50
Department Budget Coordinator	-	-	-	-	-
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00
Facility Operations Superintendent	-	1.00	1.00	1.00	-
Operations Manager	1.00	-	-	-	1.00
Parks & Recreation Administrator	-	2.00	2.00	1.00	-
Parks & Recreation Department Coordinator	1.00	1.00	1.00	1.00	1.00
Parks & Recreation Intern - Part-time	-	-	0.50	0.50	-
Recreation Leader III	-	-	1.00	1.00	1.00
Recreation Superintendent	-	-	1.00	1.00	1.00
Senior Human Resources Administrator	-	1.00	-	-	-
Social Services Operations Specialist	1.00	-	-	-	-
Total	7.00	9.00	9.50	9.50	9.50



Parks and Recreation Budget Summary by Program

Vernon E. Hargray Youth Enrichment Center—Program 600

Description

The Miramar Youth Enrichment Center was renamed to the Vernon E. Hargray Youth Enrichment Center in 2018. 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Recreation Activities-YEC	347280	26,021	30,666	26,000	26,000	15,000
Summer - YEC	347210	3,860	5,260	1,500	1,500	2,000
Holiday Camp	347299	1,417	2,241	1,500	1,500	1,000
Contractual Services	347260	1,933	13,809	12,000	12,000	6,750
Rentals - YEC	362100	5,668	18,373	7,800	7,800	5,000
Trfr fr State & County Grant Fund	381163	26,919	29,025	34,992	(8)	34,992
Total		\$ 65,817	\$ 99,375	\$ 83,792	\$ 48,792	\$ 64,742

Expenditures

Personnel Services	519,110	570,986	397,300	331,729	457,300
Operating Expense	237,635	233,716	288,008	204,192	255,224
Capital Outlay	68,524	21,934	35,262	35,262	-
Total	\$ 825,269	\$ 826,636	\$ 720,570	\$ 571,183	\$ 712,524

Percent of Time by Position

Administrative Secretary I	-	-	-	-	1.00
Educational Instructor Part-time (Seasonal)	0.50	0.50	0.50	0.50	-
Educational Instructor - Temp Part-time (Seasonal)	0.50	0.50	0.50	0.50	-
Recreation Aide I Part-time	1.00	1.00	0.50	0.50	0.50
Recreation Aide I Part-time (Seasonal)	2.00	2.00	1.00	2.00	0.50
Recreation Aide III Part-time (3)	1.00	1.50	1.50	1.50	1.50
Recreation Aide III Part-time (Seasonal)	0.50	0.50	0.50	-	-
Recreation Aide III - Temp Part-time (Seasonal)	1.00	1.00	0.50	0.50	0.50
Recreation Leader	2.00	2.00	1.00	1.00	1.00
Recreation Leader II	2.00	1.00	1.00	1.00	1.00
Recreation Leader III	-	1.00	-	-	-
Recreation Site Supervisor	1.00	1.00	1.00	1.00	1.00
Total	11.50	12.00	8.00	8.50	7.00

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 Spring, Summer and Winter Camps, 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Recreation Activities-Sunset Lakes	347280-070	16,024	37,187	38,000	38,000	19,000
Summer Program-Sunset Lakes	347210-070	61,006	67,402	70,000	1,700	70,000
Contracted Programs	347260-070	6,240	19,286	21,000	21,000	10,500
Holiday Camps	347299-070	3,730	5,091	3,800	3,800	2,500
Rentals-Sunset Lakes	362100-070	95,970	123,669	96,000	52,300	50,000
Total		\$ 182,969	\$ 252,635	\$ 228,800	\$ 116,800	\$ 152,000

Expenditures by Category

Personnel Services	519,278	595,657	523,100	512,415	502,300
Operating Expense	228,361	239,771	230,919	192,426	201,674
Capital Outlay	38,199	8,960	2,800	2,800	-
Total	\$ 785,837	\$ 844,388	\$ 756,819	\$ 707,641	\$ 703,974

Percent of Time by Position

General Maintenance Aide Part-time	0.50	-	-	-	-
Public Policy Research Assistant	-	1.00	-	-	-
Recreation Aide I Part-time	-	0.50	0.50	0.50	0.50
Recreation Aide I Part-time (Seasonal)	3.00	3.00	1.50	3.00	0.50
Recreation Aide III Part-time (2)	1.00	1.00	1.00	1.00	1.00
Recreation Aide III Part-time (Seasonal)	1.50	1.50	1.00	0.50	0.50
Recreation Leader	2.00	2.00	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	1.00	1.00
Recreation Superintendent	1.00	1.00	-	-	-
Total	11.00	12.00	9.00	10.00	7.50



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 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Contracted Programs - Other	347260-080	15,610	20,978	12,500	12,500	9,000
Admission Fees	347270-080	59,185	71,041	50,000	50,000	29,500
Rec Activities-Parking Fees	347285	3,183	32,923	-	-	15,000
General Concessions	347309-080	700	520	-	-	-
Amphitheater Event Income	347500	373,102	318,372	-	-	-
Rental Revenue	362100-080	133,316	122,383	80,000	80,000	60,000
Total		\$ 585,097	\$ 566,216	\$ 142,500	\$ 142,500	\$ 113,500

Expenditures by Category

Personnel Services	1,083,268	982,638	1,092,200	1,077,958	981,100
Operating Expenses	1,505,450	1,545,789	825,913	793,060	985,364
Capital Outlay	71,327	37,163	30,600	30,600	-
Total	\$ 2,660,045	\$ 2,565,590	\$ 1,948,713	\$ 1,901,618	\$ 1,966,464

Percent of Time by Position

Administrative Clerk II	1.00	1.00	1.00	1.00	1.00
Asst. Field Operations Superintendent	-	-	-	-	1.00
Equipment Operator II	1.00	1.00	-	-	-
Facility Operations Superintendent	-	-	-	-	1.00
General Maintenance Aide Part-time (2)	2.00	2.00	1.50	1.50	1.00
Lead Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance I	5.00	5.00	4.00	4.00	4.00
Maintenance Supervisor I	1.00	1.00	1.00	1.00	-
Park Aide III Part-time (3)	1.50	1.50	1.50	2.50	1.50
Park Manager	-	1.00	1.00	1.00	-
Park Ranger Part-time	1.50	1.50	1.50	0.50	0.50
Recreation Aide III Part-time	0.50	0.50	0.50	0.50	0.50
Recreation Leader	-	-	-	-	-
Recreation Leader II	1.00	1.00	1.00	1.00	1.00
Regional Park Manager	1.00	-	-	-	-
Regional Park Site Supervisor	1.00	-	-	-	-
Total	17.50	16.50	14.00	14.00	12.50

Parks and Recreation Budget Summary by Program

Special Events (formerly Community Services)—Program 605

In FY20, the Office of Marketing & Public Relations was moved from the Parks and Recreation Department back into the Office of the City Manager. This program was renamed from Community Services (formerly in FY19) to Special Events in FY20.

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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Merchandise Sales	347351-000	-	1,518	-	-	-
Special Events	347405-000	2,227	6,086	3,000	3,000	1,500
Special Events - Concessions	347409-000	2,796	-	2,500	2,500	-
Vendor Registration and Sponsors	347410-000	17,378	24,770	18,500	18,500	12,000
Total		\$ 22,401	\$ 32,375	\$ 24,000	\$ 24,000	\$ 13,500

Expenditures by Category

Personnel Services	347,133	1,216,088	380,500	424,884	535,600
Operating Expense	441,846	1,021,266	766,700	331,457	372,750
Capital Outlay	24,600	20,700	2,460	2,460	-
Total	\$ 813,578	\$ 2,258,054	\$ 1,149,660	\$ 758,800	\$ 908,350

Percent of Time by Position

Community Relations & Program Administrator	-	1.00	-	-	-
Creative Arts & Graphics Designer	-	2.00	-	-	-
Event Aide Temp Part-time (16)	8.00	-	-	-	-
Events & Venue Promotions Manager	-	1.00	-	-	-
Housekeeping Aide Part-time	-	0.50	-	-	-
Marketing Coordinator	-	1.00	-	-	-
Multimedia & Broadcast Manager	-	1.00	-	-	-
Park Manager	-	-	-	-	1.00
Senior Management Administrator	-	1.00	-	-	-
Special Events Aide	-	1.00	1.00	1.00	1.00
Special Event Aide Part-time	0.50	-	-	-	-
Special Events Coordinator	2.00	2.00	2.00	2.00	2.00
Total	10.50	10.50	3.00	3.00	4.00



Parks and Recreation Budget Summary by Program

Aquatics—Program 606

Description

The Aquatics program oversees two aquatic locations, the Miramar Aquatic Complex which is located 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Summer Program	347210-061	78,084	60,090	60,000	-	60,000
Contracted Prog - Aquatics West	347260-061	7,681	6,853	7,000	7,000	3,500
Aquatic Fees - East	347271-060	62,569	99,501	60,000	21,600	52,000
Aquatic Fees - West	347271-061	318,081	341,403	330,000	61,500	273,000
Holiday Camps	347299	-	1,980	1,500	1,500	1,000
Trfr Fr State & Cty Grant Fund	381163	42,366	19,004	30,000	1,000	20,000
Total		\$ 508,781	\$ 528,830	\$ 488,500	\$ 92,600	\$ 409,500

Expenditures by Category

Personnel Services	1,655,526	1,581,652	1,684,000	1,485,976	1,583,900
Operating Expense	375,102	367,619	423,350	378,750	434,549
Capital Outlay	54,173	2,286	63,543	63,543	-
Total	\$ 2,084,801	\$ 1,951,557	\$ 2,170,893	\$ 1,928,269	\$ 2,018,449

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	-
Aquatic Site Supervisor	2.00	2.00	2.00	2.00	2.00
Head Lifeguard	3.00	3.00	3.00	3.00	3.00
Lifeguard Part-time (6)	3.50	3.50	3.50	3.50	3.00
Lifeguard Part-time (Seasonal)	2.50	2.50	2.50	2.50	0.50
Maintenance I	1.00	1.00	1.00	1.00	1.00
Operations Service Administrator	1.00	-	-	-	-
Water Safety Instructor Part-time (19)	10.50	10.50	10.50	10.50	9.50
Water Safety Instructor Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
Total	28.50	27.50	27.50	27.50	23.50

Parks and Recreation Budget Summary by Program

Ansin Sports Complex—Program 607

Description

This program manages the Ansin Sports Complex that 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Summer Camp-Ansin	347210-090	58,622	57,948	63,900	-	58,000
Contracted Programs	347260-090	2,193	756	2,200	2,200	2,200
Admission Fees	347270-090	3,292	14,995	53,300	400	1,500
Recreation Activities-Ansin	347280-090	11,329	16,126	11,700	11,700	15,000
Holiday Camp	347299-090	2,040	3,690	4,300	4,300	2,000
Track Meet	347284-090	2,960	4,420	3,000	3,000	3,000
Parking Fees-Ansin	347285-090	3,004	1,412	3,100	3,100	1,000
Concession-Ansin	347309-090	1,441	915	11,100	11,100	600
Rentals-Ansin Bldg.	362100-090	20,717	8,680	-	-	-
Rentals-Ansin Stadium	362100-091	25,817	32,759	38,500	38,500	21,750
Total		\$ 131,416	\$ 141,701	\$ 191,100	\$ 74,300	\$ 105,050

Expenditures by Category

Personnel Services	482,345	591,173	693,500	677,611	605,300
Operating Expense	256,635	349,674	447,695	223,620	315,756
Capital Outlay	72,202	7,800	2,768	2,768	-
Total	\$ 811,182	\$ 948,647	\$ 1,143,963	\$ 903,999	\$ 921,056

Percent of Time by Position

Administrative Secretary II	-	1.00	1.00	-	-
Assistant Field Operations Superintendent	1.00	1.00	1.00	1.00	-
Athletic Program Manager	-	-	1.00	1.00	1.00
Recreation Aide I Part-time	1.00	1.00	1.00	1.00	1.00
Recreation Aide I Part-time (Seasonal)	-	-	1.00	0.50	0.50
Recreation Aide III Part-time (3)	1.00	1.00	1.50	1.50	1.50
Recreation Aide III Part-time (Seasonal)	1.00	1.00	1.00	1.00	0.50
Recreation Leader	3.00	3.00	3.00	3.00	4.00
Recreation Leader II	1.00	1.00	1.00	1.00	1.00
Recreation Site Supervisor	-	-	-	-	-
Total	8.00	9.00	11.50	10.00	9.50



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 parks, courts 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Park Field Rentals	362200-000	25,117	29,625	25,500	25,500	29,600
Pavilion Rentals	362301-000	12,453	23,623	20,000	20,000	22,200
Total		\$ 37,570	\$ 53,248	\$ 45,500	\$ 45,500	\$ 51,800

Expenditures by Category

Personnel Services	1,507,349	1,470,346	1,412,400	1,332,579	1,439,200
Operational Expenses	1,735,506	1,805,567	1,556,200	1,891,700	1,786,529
Capital Outlay	94,590	116,542	86,402	115,177	-
Total	\$ 3,337,445	\$ 3,392,454	\$ 3,055,002	\$ 3,339,455	\$ 3,225,729

Percent of Time by Position

Administrative Secretary I	-	1.00	1.00	1.00	-
Administrative Secretary II	-	1.00	-	1.00	1.00
Asst. Field Operations Superintendent	1.00	1.00	1.00	2.00	1.00
Customer Service Specialist I	1.00	-	-	-	-
Equipment Operator II	1.00	1.00	1.00	1.00	1.00
Executive Administrator	-	1.00	-	-	-
Grounds Technician	1.00	-	-	-	-
Irrigation Specialist	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	3.00	2.00	2.00	2.00	2.00
Maintenance I	2.00	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	2.00	1.00	2.00
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	19.00	19.00	16.00	17.00	16.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Contracted Programs	347260-100	4,529	4,033	4,000	4,000	2,000
Recreation Activities-Vizcaya	347280-100	478	1,964	14,500	14,500	7,500
Athletics	347296-100	4,099	8,886	-	-	-
Rentals - Vizcaya	362100-100	67,903	72,522	68,000	24,700	35,000
Summer Program	347210-100	26,679	27,766	28,000	28,000	30,000
Holiday Camps	347299-100	1,170	1,273	2,000	2,000	1,000
Total		\$ 104,857	\$ 116,444	\$ 116,500	\$ 73,200	\$ 75,500

Expenditures by Category

Personnel Services	419,904	347,269	557,000	455,500	443,200
Operating Expense	189,715	177,670	171,976	146,976	170,985
Capital Outlay	27,110	6,400	3,200	3,200	-
Total	\$ 636,729	\$ 531,339	\$ 732,176	\$ 605,676	\$ 614,185

Percent of Time by Position

Administrative Secretary I	1.00	-	-	-	-
Recreation Aide I Part-time (4)	1.00	1.00	1.50	1.50	1.50
Recreation Aide I Part-time (Seasonal) (2)	-	-	1.50	1.00	1.00
Recreation Aide III Part-time	0.50	0.50	-	-	-
Recreation Aide III Part-time (Seasonal)	-	-	1.00	0.50	0.50
Recreation Leader	2.00	2.00	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	1.00	1.00
Total	6.50	5.50	9.00	8.00	8.00



Parks and Recreation Budget Summary by Program

Miramar Regional Park Amphitheater—Program 610

Description

The Miramar Regional Park Amphitheater is an open-air venue with 5,000 seats, 3,000 of which are under a canopy and 2,000 are in the open grass area. This program manages the rental and use of the Miramar Regional Park Amphitheater for festivals, concerts, shows, and events.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Rec Activities-Parking Fees	347285	-	-	217,000	79,000	59,000
General Concessions	347309	-	-	263,600	36,600	44,400
Ticket Sales	347339	-	-	107,000	32,200	28,500
Rental - Amphitheater	362204	-	-	120,350	120,350	30,000
Total		\$ -	\$ -	\$ 707,950	\$ 268,150	\$ 161,900

Expenditures by Category

Personnel Services	-	-	-	-	-
Operating Expense	-	-	871,900	906,533	962,951
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ -	\$ 871,900	\$ 906,533	\$ 962,951

Percent of Time by Position

None

Parks and Recreation Budget Summary by Program

Athletics—Program 602

Description

In FY19, the Athletics Program, staffing and accompanying revenues and expenses were reallocated to other existing programs within the department.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Contracted Programs	347260	36,110	-	-	-	-
Athletic Programs	347296	36,920	-	-	-	-
Total		\$ 73,029	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	144,131	-	-	-	-
Operating Expense	60,519	1,772	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 204,649	\$ 1,772	\$ -	\$ -	\$ -

Percent of Time by Position

Athletic Program Coordinator	1.00	-	-	-	-
Recreation Aide I P/T	0.50	-	-	-	-
Recreation Aide III P/T	0.50	-	-	-	-
Total	2.00	-	-	-	-



Parks and Recreation Expenditures by Object Code

Administration—001-60-100-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	689,931	787,966	714,800	714,800	788,900
601201	Salary Attrition	-	-	(39,000)	(39,000)	-
601205	Lump Sum Payout - Accrued Time	59,266	43,333	36,700	36,700	52,300
601210	Non-Pensionable Earnings	-	-	17,900	17,900	-
601215	Communication Stipend	2,835	5,445	6,500	6,500	11,100
601220	Longevity Pay	2,664	2,321	1,600	1,600	3,900
601400	Overtime-General	10,395	-	3,000	1,551	2,500
601410	Overtime-Holiday	357	-	-	-	-
602100	FICA & MICA	55,469	60,485	57,000	57,000	63,500
602210	Pension-General	52,392	23,412	51,400	51,400	73,600
602235	Pension-Senior Mgmt	47,420	138,999	101,200	101,200	112,400
602260	Pension-401	5,445	12,146	12,700	12,700	12,700
602265	Pension-457	26,578	21,452	22,800	22,800	15,300
602300	Pmt In Lieu Of Insurance	3,518	-	-	-	-
602304	Health Insurance-PPO	22,609	5,606	-	-	14,100
602305	Health Insurance-HMO	64,324	75,790	78,900	78,900	118,900
602306	Dental Insurance-PPO	3,954	3,766	3,300	3,300	4,100
602307	Dental Insurance-HMO	79	479	700	700	700
602309	Basic Life Insurance	1,733	2,996	1,500	1,500	2,200
602311	Long-Term Disability Ins	655	689	1,000	1,000	1,100
602312	HDHP Aetna	-	19,635	39,000	39,000	13,500
602313	HSA Payflex	-	5,400	6,800	6,800	2,700
602400	Workers' Compensation	50,100	53,800	67,000	67,000	57,100
	Sub-Total	1,099,724	1,263,721	1,184,800	1,183,351	1,350,600
<u>Operating Expense</u>						
603140	New Hire Screening	-	-	2,500	2,500	2,500
603141	Existing Employee Screening	-	-	1,500	1,500	1,000
603190	Prof Svcs-Other	22,100	5,881	10,000	895	10,000
603400	Contract Svcs-Other	-	9,703	10,000	1,472	7,000
604001	Travel & Training	12,710	8,670	40,000	5,465	18,750
604100	Communication Svcs	776	2,628	-	-	-
604200	Postage	333	636	1,000	1,000	1,000
604301	Electricity Svcs	4,807	4,520	5,700	5,700	22,721
604500	Risk Internal Svcs Charge	63,200	53,400	46,100	46,100	7,500
604550	Health Ins Internal Serv Chg	-	-	20,900	20,900	39,800
604610	Fleet Internal Svcs Charge	9,200	11,313	14,800	14,800	13,500
604700	Printing & Binding Svcs	1,183	9,800	1,400	506	2,000
604890	Special Events-Other	-	-	10,000	10,000	4,500
604910	Advertising Costs	-	495	2,000	2,000	2,000
604989	IT Internal Svcs Charge	466,600	504,100	504,600	504,600	544,100
604997	Other Operating Expenses	1,827	3,616	3,000	3,000	3,500
605100	Office Supplies	4,087	2,791	3,000	2,658	3,000
605220	Vehicle Fuel-On-Site	569	1,844	2,600	2,600	2,500
605240	Uniforms Cost	8,500	8,484	20,000	13,308	20,000
605410	Subscriptions & Memberships	4,009	1,210	5,000	5,000	3,000
605500	Training-General	400	4,621	-	-	-
605510	Tuition Reimbursement	2,351	2,881	15,000	5,000	5,000
605600	CM Restricted	-	-	-	72	-
	Sub-Total	602,650	636,592	719,100	649,075	713,371
<u>Dept Capital Outlay</u>						
606405	Furniture & Fixtures	8,096	-	-	-	-
606440	Vehicles Purchase	-	-	-	69,843	-
606441	Vehicle Replacement Program	2,333	2,315	28,558	28,558	-
	Sub-Total	10,429	2,315	28,558	98,401	-
Total		\$ 1,712,803	\$ 1,902,629	\$ 1,932,458	\$ 1,930,827	\$ 2,063,971

Parks and Recreation Expenditures by Object Code

Vernon E. Hargray Youth Enrichment Center—001-60-600-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	324,493	357,627	257,300	200,800	289,600
601201	Salary Attrition	-	-	(15,800)	(15,800)	-
601205	Lump Sum Payout - Accrued Time	11,076	6,001	-	-	1,400
601210	Non-Pensionable Earnings	-	7,524	-	-	-
601215	Communication Stipend	-	-	-	-	1,300
601220	Longevity Pay	372	949	700	700	-
601400	Overtime-General	15,914	20,685	15,000	5,929	15,000
601410	Overtime-Holiday	2,154	93	500	500	500
601412	Overtime-Emergency	-	32	-	-	-
602100	FICA & MICA	26,734	29,941	19,900	19,900	22,500
602210	Pension-General	40,294	41,622	29,600	29,600	46,300
602300	Pmt In Lieu Of Insurance	4,454	5,727	6,200	6,200	6,200
602304	Health Insurance-PPO	10,543	14,413	16,900	16,900	-
602305	Health Insurance-HMO	46,529	46,490	19,000	19,000	32,400
602306	Dental Insurance-PPO	1,059	1,400	800	800	1,300
602307	Dental Insurance-HMO	625	446	200	200	400
602309	Basic Life Insurance	788	891	600	600	800
602311	Long-Term Disability Ins	278	246	400	400	400
602400	Workers' Compensation	33,800	36,900	46,000	46,000	39,200
	Sub-Total	519,110	570,986	397,300	331,729	457,300
<u>Operating Expense</u>						
603400	Contract Svcs-Other	26,407	29,596	25,000	24,317	10,000
603401	Janitorial Svcs	22,293	20,599	37,508	37,508	38,010
603404	Air Condition Svcs	4,897	-	-	-	-
603460	Landscape Svcs	12,526	13,952	-	-	14,000
604100	Communication Svcs	589	910	-	-	-
604300	Water/Wastewater Svcs	10,719	12,298	11,700	11,700	17,375
604301	Electricity Svcs	53,008	54,814	55,700	55,700	62,439
604500	Risk Internal Svcs Charge	38,700	33,400	28,800	28,800	4,600
604550	Health Ins Internal Serv Chg	-	-	11,400	11,400	9,800
604610	Fleet Internal Svcs Charge	5,500	7,208	9,200	9,200	8,400
604620	R&M Buildings	-	-	10,000	-	10,000
604625	R&M Equipment	1,899	-	1,900	-	-
604700	Printing & Binding Svcs	-	-	-	-	500
604920	License & Permit Fees	54	-	1,300	1,300	-
604989	IT Internal Svcs Charge	-	-	800	800	-
604991	Summer Programs	19,115	23,780	18,200	491	8,000
604992	Recreation Activities	1,974	15,168	18,500	6,777	16,600
604993	Field Trips	6,786	2,135	11,000	-	16,200
605100	Office Supplies	3,379	1,587	3,000	2,110	2,000
605220	Vehicle Fuel-On-Site	506	1,748	1,300	1,300	1,300
605225	Equip Gas Oil & Lube	500	-	700	700	700
605230	Program Supplies	5,005	9,848	25,500	4,812	21,500
605247	Janitorial Supplies	1,998	425	2,000	2,000	1,500
605250	Noncap Furn (Item less 5000)	9,378	2,957	4,000	2,976	3,000
605251	Noncap Equip (Item less 5000)	4,174	-	8,200	-	7,000
605290	Other Operating Supplies	6,627	2,291	2,300	2,300	2,300
605500	Training-General	1,600	1,000	-	-	-
	Sub-Total	237,635	233,716	288,008	204,192	255,224



Parks and Recreation Expenditures by Object Code

Vernon E. Hargray Youth Enrichment Center—001-60-600-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Dept Capital Outlay</u>					
606210	Building Renovation	-	7,322	-	-	-
606319	Park Improvement	-	8,800	-	-	-
606400	Machinery & Equipment	6,254	-	-	-	-
606441	Vehicle Replacement Program	62,270	5,812	35,262	35,262	-
	Sub-Total	68,524	21,934	35,262	35,262	-
	Total	\$ 825,269	\$ 826,636	\$ 720,570	\$ 571,183	\$ 712,524



Efforts from volunteers made possible weekly distribution of food to many Miramar families.

Parks and Recreation Expenditures by Object Code

Sunset Lakes—001-60-603-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	304,939	343,855	290,800	290,800	280,200
601201	Salary Attrition	-	-	(12,700)	(12,700)	-
601205	Lump Sum Payout - Accrued Time	8,323	12,224	4,000	4,000	1,300
601210	Non-Pensionable Earnings	-	7,479	1,000	1,000	-
601215	Communication Stipend	385	1,305	-	-	1,300
601220	Longevity Pay	378	382	400	400	400
601400	Overtime-General	55,568	43,296	30,000	19,315	45,000
601410	Overtime-Holiday	2,161	1,019	1,000	1,000	1,000
601412	Overtime-Emergency	-	2,962	-	-	-
602100	FICA & MICA	28,335	30,141	22,900	22,900	21,900
602210	Pension-General	33,195	34,218	45,400	45,400	48,900
602235	Pension-Senior Mgmt	-	13,200	-	-	-
602265	Pension-457	-	-	1,000	1,000	-
602305	Health Insurance-HMO	47,918	63,744	88,200	88,200	58,000
602306	Dental Insurance-PPO	1,053	974	1,000	1,000	1,000
602307	Dental Insurance-HMO	538	756	1,000	1,000	1,100
602309	Basic Life Insurance	862	1,255	600	600	800
602311	Long-Term Disability Ins	223	247	400	400	400
602400	Workers' Compensation	35,400	38,600	48,100	48,100	41,000
	Sub-Total	519,278	595,657	523,100	512,415	502,300
<u>Operating Expense</u>						
603400	Contract Svcs-Other	14,372	17,977	18,200	15,258	11,500
603401	Janitorial Svcs	29,870	29,521	34,719	34,719	38,400
603460	Landscape Svcs	30,400	42,977	-	-	-
604100	Communication Svcs	575	810	-	-	-
604300	Water/Wastewater Svcs	9,621	8,213	10,600	10,600	7,621
604301	Electricity Svcs	38,975	45,138	46,300	46,300	45,798
604500	Risk Internal Svcs Charge	40,300	34,800	30,100	30,100	5,200
604550	Health Ins Internal Serv Chg	-	-	13,100	13,100	17,300
604610	Fleet Internal Svcs Charge	2,800	4,305	3,500	3,500	3,200
604620	R&M Buildings	-	-	6,000	6,000	10,500
604700	Printing & Binding Svcs	-	-	-	-	500
604920	License & Permit Fees	-	580	2,100	2,100	-
604989	IT Internal Svcs Charge	-	-	800	800	-
604991	Summer Programs	6,159	7,276	6,500	500	4,000
604992	Recreation Activities	5,985	15,489	15,000	9,341	13,600
604993	Field Trips	9,447	10,386	11,000	-	19,155
605100	Office Supplies	3,508	1,924	3,000	1,771	2,000
605220	Vehicle Fuel-On-Site	306	618	1,000	1,000	1,000
605225	Equip Gas Oil & Lube	2,100	-	2,300	2,300	2,200
605230	Program Supplies	2,754	5,184	8,000	3,664	7,500
605247	Janitorial Supplies	-	682	2,200	2,200	1,500
605250	Noncap Furn (Item less 5000)	17,521	4,290	4,200	4,174	4,200
605251	Noncap Equip (Item less 5000)	9,036	4,500	7,300	-	3,500
605290	Other Operating Supplies	4,631	4,002	5,000	5,000	3,000
605500	Training-General	-	1,100	-	-	-
	Sub-Total	228,361	239,771	230,919	192,426	201,674
<u>Dept Capital Outlay</u>						
606210	Building Renovation	28,000	1,520	-	-	-
606400	Machinery & Equipment	7,499	-	-	-	-
606405	Furniture & Fixtures	-	4,640	-	-	-
606441	Vehicle Replacement Program	2,700	2,800	2,800	2,800	-
	Sub-Total	38,199	8,960	2,800	2,800	-
Total		\$ 785,837	\$ 844,388	\$ 756,819	\$ 707,641	\$ 703,974



Parks and Recreation Expenditures by Object Code

Miramar Regional Park—001-60-604-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	679,627	621,154	685,600	685,600	588,700
601201	Salary Attrition	-	-	(36,500)	(36,500)	-
601205	Lump Sum Payout - Accrued Time	30,822	4,774	13,800	13,800	12,500
601210	Non-Pensionable Earnings	-	14,104	4,100	4,100	-
601215	Communication Stipend	765	500	1,300	1,300	3,300
601220	Longevity Pay	272	990	1,300	1,300	2,100
601400	Overtime-General	40,713	19,514	20,000	5,758	20,000
601410	Overtime-Holiday	1,690	4,253	1,000	1,000	1,000
601412	Overtime-Emergency	-	1,355	-	-	-
602100	FICA & MICA	57,457	49,685	54,200	54,200	46,600
602210	Pension-General	77,988	72,438	65,000	65,000	73,500
602235	Pension-Senior Mgmt	15,706	14,800	28,600	28,600	18,100
602260	Pension-401	5,524	5,564	5,800	5,800	6,100
602265	Pension-457	2,092	1,794	5,700	5,700	1,700
602300	Pmt In Lieu Of Insurance	6,093	1,767	6,200	6,200	6,200
602304	Health Insurance-PPO	17,752	14,413	16,900	16,900	-
602305	Health Insurance-HMO	85,228	93,008	142,400	142,400	135,300
602306	Dental Insurance-PPO	3,862	3,462	3,300	3,300	1,700
602307	Dental Insurance-HMO	750	470	900	900	2,000
602309	Basic Life Insurance	1,701	1,795	1,500	1,500	1,700
602311	Long-Term Disability Ins	624	496	1,000	1,000	800
602400	Workers' Compensation	54,600	56,300	70,100	70,100	59,800
	Sub-Total	1,083,268	982,638	1,092,200	1,077,958	981,100
<u>Operating Expense</u>						
603190	Prof Svcs-Other	591,795	624,313	-	-	-
603400	Contract Svcs-Other	115,496	119,390	25,000	13,931	29,100
603401	Janitorial Svcs	24,333	22,643	28,263	28,263	15,000
603404	Air Condition Svcs	-	1,500	1,500	1,500	1,500
603460	Landscape Svcs	162,767	104,573	-	-	114,480
604100	Communication Svcs	31,017	33,510	-	-	-
604300	Water/Wastewater Svcs	72,660	121,680	136,100	136,100	151,775
604301	Electricity Svcs	188,768	245,846	224,900	224,900	267,559
604400	Leased Equipment	19,129	6,880	13,400	6,400	13,400
604500	Risk Internal Svcs Charge	69,900	57,000	49,300	49,300	7,300
604550	Health Ins Internal Serv Chg	-	-	28,200	28,200	40,100
604610	Fleet Internal Svcs Charge	20,100	21,524	23,900	23,900	21,700
604625	R&M Equipment	7,858	10,430	11,700	11,700	11,000
604669	Landscape & Irrigation	18,476	26,843	39,000	39,000	46,000
604671	Park Maintenance	96,139	63,871	150,000	165,000	180,000
604700	Printing & Binding Svcs	933	1,098	900	900	1,000
604920	License & Permit Fees	729	492	-	-	-
604989	IT Internal Svcs Charge	-	-	1,400	1,400	-
604994	Athletic Activities	7,313	2,000	7,300	7,300	7,300
605100	Office Supplies	1,276	1,151	1,300	589	1,300
605220	Vehicle Fuel-On-Site	15,099	12,723	18,000	18,000	17,100
605230	Program Supplies	2,799	-	-	-	-
605240	Uniforms Cost	5,159	4,423	4,200	4,200	4,200
605242	Protective Clothing and Shoes	2,944	2,221	3,200	3,200	3,200
605246	Safety Equipment Supplies	600	510	850	850	650
605247	Janitorial Supplies	1,870	1,081	3,000	3,000	3,000
605250	Noncap Furn (Item less 5000)	1,370	4,033	2,500	2,214	7,000
605251	Noncap Equip (Item less 5000)	4,753	9,850	16,700	2,913	14,400
605252	Small Tools	7,867	5,653	3,000	3,000	3,000
605280	Chemicals	18,499	19,691	30,000	15,000	22,000
605290	Other Operating Supplies	13,329	20,242	2,300	2,300	2,300



Parks and Recreation Expenditures by Object Code

Miramar Regional Park—001-60-604-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605410	Subscriptions & Memberships	35	-	-	-	-
605500	Training-General	2,438	619	-	-	-
	Sub-Total	1,505,450	1,545,789	825,913	793,060	985,364
	<u>Dept Capital Outlay</u>					
606319	Park Improvement	-	15,823	-	-	-
606400	Machinery & Equipment	71,327	21,340	-	-	-
606441	Vehicle Replacement Program	-	-	30,600	30,600	-
	Sub-Total	71,327	37,163	30,600	30,600	-
	Total	\$ 2,660,045	\$ 2,565,590	\$ 1,948,713	\$ 1,901,618	\$ 1,966,464



During COVID-19, a drive-thru food distribution took place at Miramar Regional Park, in partnership with Feeding South Florida.

Parks and Recreation Expenditures by Object Code

Special Events—001-60-605-513

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	177,445	705,565	209,100	212,260	332,200
601201	Salary Attrition	-	-	(10,700)	(10,700)	-
601205	Lump Sum Payout - Accrued Time	2,404	58,902	1,800	1,800	6,100
601210	Non-Pensionable Earnings	-	5,662	-	-	-
601215	Communication Stipend	1,018	1,305	1,300	1,300	4,600
601220	Longevity Pay	1,357	1,863	1,900	1,900	2,000
601400	Overtime-General	7,519	4,056	6,000	44,221	6,000
601402	Overtime-Special Events	66,659	82,101	66,600	66,600	17,500
601410	Overtime-Holiday	195	1,323	700	700	500
602100	FICA & MICA	19,419	64,098	16,400	19,402	26,400
602210	Pension-General	24,896	59,331	30,400	30,400	46,000
602235	Pension-Senior Mgmt	-	76,199	-	-	19,000
602265	Pension-457	-	11,078	-	-	-
602304	Health Insurance-PPO	15,501	16,144	16,500	16,500	14,100
602305	Health Insurance-HMO	21,141	77,007	28,700	28,700	33,700
602306	Dental Insurance-PPO	1,482	4,390	1,300	1,300	1,500
602307	Dental Insurance-HMO	26	267	200	200	300
602309	Basic Life Insurance	564	3,093	500	500	900
602311	Long-Term Disability Ins	205	797	300	300	500
602312	HDHP Aetna	-	12,006	-	-	13,500
602313	HSA Payflex	-	2,700	-	-	2,700
602400	Workers' Compensation	7,300	28,200	9,500	9,500	8,100
	Sub-Total	347,133	1,216,088	380,500	424,884	535,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	64,089	-	-	-
603425	Software License & Maint	-	14,139	-	-	-
604001	Travel & Training	-	11,621	-	-	-
604100	Communication Svcs	575	6,086	-	-	-
604200	Postage	-	197	-	-	-
604402	Leased Vehicles	(461)	4,609	-	-	-
604500	Risk Internal Svcs Charge	8,200	18,700	5,800	5,800	1,400
604550	Health Ins Internal Serv Chg	-	-	7,600	7,600	14,300
604610	Fleet Internal Svcs Charge	4,600	10,105	5,800	5,800	5,300
604700	Printing & Binding Svcs	35	5,992	1,000	-	1,000
604851	Holiday Lighting Event	57,824	13,250	-	20,442	-
604852	Miramar Day	59,101	-	-	-	-
604853	Independence Day-4th of July	36,649	43,388	75,000	33	37,500
604855	Caribbean Amer. Heritage Celeb	24,841	26,763	75,000	75,000	37,500
604856	Hispanic Heritage	31,300	68,573	75,000	95	37,500
604858	Black History Celebration	31,535	-	-	-	-
604861	Holiday Decorations (5 sites)	-	68,740	75,000	68,740	37,500
604864	Aviation Day	-	15,000	-	-	-
604866	5K Run	-	4,402	-	-	-
604868	Panamanian Independence	-	9,009	-	-	-
604869	Senior Prom Gala	-	8,690	-	-	-
604871	Rotary Club	622	-	-	-	-
604872	Game Night Extravaganza	-	23,165	-	-	-
604873	Puppy Palooza	-	4,872	-	-	-
604874	Poetry Slam	-	98	-	-	-
604875	Citizenship Drive	-	1,250	50,000	800	25,000
604876	Turkey Giveaway & Health Fair	-	14,784	-	-	-
604878	Haitian Flag Day	-	6,820	50,000	-	25,000
604879	Burger & Brew	-	18,785	-	-	12,500
604881	Breakfast with Santa	6,437	5,431	-	-	-
604882	Martin Luther King Parade&Even	25,460	46,873	50,000	16,055	25,000

Parks and Recreation Expenditures by Object Code

Special Events—001-60-605-513

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
604883	Veteran's Day	2,722	1,876	-	1,139	1,000
604884	Halloween	7,991	28,682	50,000	38,700	25,000
604886	Jamaican Independence Day	21,726	22,721	50,000	-	25,000
604887	Haitian Candelight Vigil	24,457	27,093	-	-	-
604888	Spec Events-Transportation	212	-	-	-	-
604889	Marketing & Promotions	-	181,343	-	-	-
604890	Special Events-Other	94,637	42,927	115,000	78,246	13,250
604893	Movie Night Quarterly	-	1,923	-	-	-
604894	Women's Empowerment	-	10,115	-	-	-
604896	Sports Summit	-	34,580	-	-	-
604897	Miramar Family Night	-	-	75,000	6,700	37,500
604910	Advertising Costs	-	58,886	-	-	-
604916	Administrative Expense	-	979	-	-	-
604920	License & Permit Fees	-	3,866	-	-	-
604989	IT Internal Svcs Charge	-	41,800	700	700	-
604997	Other Operating Expenses	-	13	-	-	-
605100	Office Supplies	1,310	3,229	1,200	1,006	1,200
605120	Computer Operating Expenses	-	2,529	-	-	-
605220	Vehicle Fuel-On-Site	1,050	2,311	2,800	2,800	2,700
605230	Program Supplies	-	8,762	-	-	-
605240	Uniforms Cost	-	184	800	800	1,000
605250	Noncap Furn (Item less 5000)	-	636	-	-	-
605251	Noncap Equip (Item less 5000)	-	14,899	-	-	1,600
605266	Photography	-	1,475	-	-	-
605290	Other Operating Supplies	928	11,762	1,000	1,000	5,000
605410	Subscriptions & Memberships	95	1,135	-	-	-
605500	Training-General	-	2,110	-	-	-
	Sub-Total	441,846	1,021,266	766,700	331,457	372,750
	Dept Capital Outlay					
606441	Vehicle Replacement Program	24,600	20,700	2,460	2,460	-
	Sub-Total	24,600	20,700	2,460	2,460	-
	Total	\$ 813,578	\$ 2,258,054	\$ 1,149,660	\$ 758,800	\$ 908,350



Parks and Recreation Expenditures by Object Code

Aquatics—001-60-606-572-060/061

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,184,303	1,098,703	1,157,400	1,028,900	1,047,800
601201	Salary Attrition	-	-	(57,100)	(57,100)	-
601205	Lump Sum Payout - Accrued Time	23,526	6,927	8,500	8,500	7,900
601210	Non-Pensionable Earnings	-	16,243	-	-	-
601215	Communication Stipend	-	-	-	-	3,900
601400	Overtime-General	33,259	15,516	26,000	5,676	20,000
601410	Overtime-Holiday	2,921	6,590	1,300	1,300	1,000
601412	Overtime-Emergency	-	225	-	-	-
602100	FICA & MICA	94,638	86,003	89,200	89,200	81,000
602210	Pension-General	58,391	59,531	65,600	65,600	71,100
602235	Pension-Senior Mgmt	14,406	-	-	-	-
602265	Pension-457	1,228	-	-	-	-
602304	Health Insurance-PPO	37,610	3,388	-	-	-
602305	Health Insurance-HMO	117,231	196,283	276,100	226,900	249,200
602306	Dental Insurance-PPO	2,522	2,568	2,800	2,800	3,100
602307	Dental Insurance-HMO	1,195	2,656	3,800	3,800	3,900
602309	Basic Life Insurance	1,181	1,290	2,500	2,500	2,900
602311	Long-Term Disability Ins	416	430	1,600	1,600	1,500
602400	Workers' Compensation	82,700	85,300	106,300	106,300	90,600
	Sub-Total	1,655,526	1,581,652	1,684,000	1,485,976	1,583,900
<u>Operating Expense</u>						
603400	Contract Svcs-Other	12,397	7,094	12,800	9,216	15,100
603401	Janitorial Svcs	13,161	11,499	5,350	5,350	23,760
603404	Air Condition Svcs	499	-	-	-	-
604100	Communication Svcs	2,451	2,737	-	-	-
604300	Water/Wastewater Svcs	61,209	94,749	93,100	93,100	113,674
604301	Electricity Svcs	23,368	25,596	30,100	30,100	24,595
604500	Risk Internal Svcs Charge	99,700	81,300	70,300	70,300	11,100
604550	Health Ins Internal Serv Chg	-	-	49,100	49,100	73,900
604610	Fleet Internal Svcs Charge	8,400	6,107	5,600	5,600	5,200
604620	R&M Buildings	782	-	-	-	-
604630	R&M Electric	1,635	-	-	-	-
604640	R&M Machinery	4,379	-	-	-	-
604668	R&M Aquatics	6,781	21,984	20,000	50,000	44,500
604669	Landscape & Irrigation	1,099	2,174	4,400	4,400	6,000
604700	Printing & Binding Svcs	383	448	700	347	700
604920	License & Permit Fees	1,625	1,825	2,400	2,400	2,400
604989	IT Internal Svcs Charge	-	-	2,900	2,900	-
604991	Summer Programs	10,448	14,587	6,000	1,593	4,000
604992	Recreation Activities	-	-	-	-	2,000
604993	Field Trips	-	-	11,000	-	13,800
604997	Other Operating Expenses	546	-	-	-	-
604998	Contingency	3,485	3,517	-	-	-
605100	Office Supplies	564	837	1,400	1,045	1,400
605120	Computer Operating Expenses	-	-	-	1,155	-
605220	Vehicle Fuel-On-Site	2,061	2,779	2,700	2,700	2,700
605230	Program Supplies	2,372	2,890	-	-	-
605242	Protective Clothing and Shoes	333	388	1,200	1,200	1,200
605246	Safety Equipment Supplies	475	417	500	500	500
605247	Janitorial Supplies	487	524	2,200	2,200	2,200
605250	Noncap Furn (Item less 5000)	15,432	15,706	11,300	11,113	20,320
605251	Noncap Equip (Item less 5000)	1,385	5,915	3,000	2,131	6,200
605280	Chemicals	79,080	55,212	74,900	19,900	46,900
605285	Lab Supplies	243	387	400	400	400
605290	Other Operating Supplies	1,688	-	-	-	-

Parks and Recreation Expenditures by Object Code

Aquatics—001-60-606-572-060/061

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605292	Aquatic Supplies	15,929	8,104	12,000	12,000	12,000
605500	Training-General	2,325	843	-	-	-
605510	Tuition Reimbursement	380	-	-	-	-
	Sub-Total	375,102	367,619	423,350	378,750	434,549
	<u>Dept Capital Outlay</u>					
606319	Park Improvement	29,643	-	-	-	-
606441	Vehicle Replacement Program	24,530	2,286	63,543	63,543	-
	Sub-Total	54,173	2,286	63,543	63,543	-
	Total	\$ 2,084,801	\$ 1,951,557	\$ 2,170,893	\$ 1,928,269	\$ 2,018,449



The City of Miramar offered a Drive-In Movie Night at the Ansin Sports Complex where families enjoyed a fun evening while maintaining social distance.

Parks and Recreation Expenditures by Object Code

Ansin Sports Complex—001-60-607-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	271,596	341,754	433,200	433,200	358,900
601201	Salary Attrition	-	-	(24,000)	(24,000)	-
601205	Lump Sum Payout - Accrued Time	7,134	14,366	8,600	8,600	3,900
601210	Non-Pensionable Earnings	-	8,956	2,400	2,400	-
601215	Communication Stipend	-	-	1,300	1,300	1,300
601220	Longevity Pay	657	1,441	1,500	1,500	-
601400	Overtime-General	33,644	30,225	30,000	14,111	35,000
601410	Overtime-Holiday	20,715	5,168	2,000	2,000	1,000
602100	FICA & MICA	25,217	30,512	34,600	34,600	28,400
602210	Pension-General	42,094	52,628	52,000	52,000	44,000
602235	Pension-Senior Mgmt	-	-	16,800	16,800	19,000
602265	Pension-457	-	-	2,400	2,400	-
602304	Health Insurance-PPO	13,689	26,514	16,900	16,900	14,100
602305	Health Insurance-HMO	44,604	54,745	85,400	85,400	72,900
602306	Dental Insurance-PPO	860	1,503	1,200	1,200	1,000
602307	Dental Insurance-HMO	575	611	1,000	1,000	1,600
602309	Basic Life Insurance	609	978	900	900	1,000
602311	Long-Term Disability Ins	251	371	600	600	500
602400	Workers' Compensation	20,700	21,400	26,700	26,700	22,700
	Sub-Total	482,345	591,173	693,500	677,611	605,300
<u>Operating Expense</u>						
603400	Contract Svcs-Other	35,680	39,018	40,000	22,151	21,200
603401	Janitorial Svcs	17,789	20,978	17,143	17,143	20,760
603460	Landscape Svcs	31,584	30,000	76,502	24,702	34,000
604100	Communication Svcs	575	681	-	-	-
604300	Water/Wastewater Svcs	11,915	12,805	12,900	12,900	12,243
604301	Electricity Svcs	42,367	50,447	48,900	48,900	43,423
604400	Leased Equipment	-	8,528	25,000	4,500	25,000
604500	Risk Internal Svcs Charge	27,000	22,000	19,000	19,000	2,500
604550	Health Ins Internal Serv Chg	-	-	19,800	19,800	25,900
604610	Fleet Internal Svcs Charge	2,800	3,003	3,500	3,500	3,200
604620	R&M Buildings	1,677	-	1,700	1,700	3,000
604700	Printing & Binding Svcs	1,460	1,016	1,000	1,000	1,000
604857	Ansin Sporting Events	36,711	91,824	60,000	30,491	39,250
604898	Sports & Entertainment	-	-	70,000	220	35,000
604920	License & Permit Fees	-	-	250	250	-
604989	IT Internal Svcs Charge	-	-	700	700	-
604991	Summer Programs	10,174	10,227	6,000	-	4,000
604992	Recreation Activities	4,765	10,201	4,500	1,403	4,100
604993	Field Trips	6,872	13,736	11,000	-	17,880
605100	Office Supplies	667	1,836	2,300	279	2,000
605220	Vehicle Fuel-On-Site	-	112	-	-	1,200
605225	Equip Gas Oil & Lube	-	-	-	-	600
605230	Program Supplies	9,101	9,444	5,000	3,322	4,000
605247	Janitorial Supplies	2,504	1,977	3,000	3,000	2,500
605250	Noncap Furn (Item less 5000)	4,404	5,350	8,300	2,664	4,000
605251	Noncap Equip (Item less 5000)	4,289	6,808	7,500	2,295	6,000
605290	Other Operating Supplies	1,606	8,337	3,700	3,700	3,000
605500	Training-General	2,696	1,345	-	-	-
	Sub-Total	256,635	349,674	447,695	223,620	315,756
<u>Dept Capital Outlay</u>						
606319	Park Improvement	43,902	5,100	-	-	-
606441	Vehicle Replacement Program	28,300	2,700	2,768	2,768	-
	Sub-Total	72,202	7,800	2,768	2,768	-
Total		\$ 811,182	\$ 948,647	\$ 1,143,963	\$ 903,999	\$ 921,056

Parks and Recreation Expenditures by Object Code

Park Maintenance—001-60-608-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	858,260	822,882	784,600	767,500	821,800
601201	Salary Attrition	-	-	(41,200)	(41,200)	-
601205	Lump Sum Payout - Accrued Time	23,426	25,048	21,600	21,600	18,500
601210	Non-Pensionable Earnings	-	30,031	2,200	2,200	-
601215	Communication Stipend	385	1,700	-	-	5,200
601220	Longevity Pay	7,333	6,853	6,300	6,300	5,800
601400	Overtime-General	103,900	45,683	80,000	17,279	66,000
601410	Overtime-Holiday	11,916	15,936	5,000	5,000	2,500
601412	Overtime-Emergency	-	1,281	-	-	-
602100	FICA & MICA	76,031	70,883	62,300	62,300	65,100
602210	Pension-General	153,277	165,587	144,900	144,900	160,600
602235	Pension-Senior Mgmt	-	11,000	15,700	15,700	16,000
602260	Pension-401	3,937	-	-	-	-
602265	Pension-457	1,074	-	2,100	2,100	-
602300	Pmt In Lieu Of Insurance	6,001	5,727	6,200	6,200	-
602304	Health Insurance-PPO	75,523	83,293	101,800	101,800	90,000
602305	Health Insurance-HMO	122,555	105,663	133,600	133,600	109,700
602306	Dental Insurance-PPO	4,675	4,328	3,000	3,000	5,500
602307	Dental Insurance-HMO	1,137	1,114	1,800	1,800	1,000
602309	Basic Life Insurance	2,304	2,808	1,700	1,700	2,300
602311	Long-Term Disability Ins	1,016	917	1,100	1,100	1,200
602312	HDHP Aetna	-	10,611	8,200	8,200	6,800
602313	HSA Payflex	-	2,700	1,400	1,400	1,400
602400	Workers' Compensation	54,600	56,300	70,100	70,100	59,800
	Sub-Total	1,507,349	1,470,346	1,412,400	1,332,579	1,439,200
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	709	-	-	-
603400	Contract Svcs-Other	242,717	225,331	230,000	225,150	240,000
603460	Landscape Svcs	711,448	770,961	407,000	747,350	629,000
604100	Communication Svcs	4,634	4,813	-	-	-
604300	Water/Wastewater Svcs	126,215	133,586	145,700	145,700	156,442
604301	Electricity Svcs	209,154	243,362	251,100	251,100	257,387
604400	Leased Equipment	-	2,582	3,000	3,000	3,300
604500	Risk Internal Svcs Charge	71,500	58,200	50,300	50,300	8,100
604550	Health Ins Internal Serv Chg	-	-	43,800	43,800	59,500
604610	Fleet Internal Svcs Charge	52,500	64,972	71,400	71,400	65,000
604625	R&M Equipment	-	10,688	10,000	10,000	10,000
604630	R&M Electric	7,500	4,930	7,500	7,500	-
604640	R&M Machinery	3,554	-	3,600	3,600	-
604669	Landscape & Irrigation	45,842	53,868	55,000	55,000	55,000
604671	Park Maintenance	178,697	163,226	180,000	180,000	215,000
604989	IT Internal Svcs Charge	-	-	5,300	5,300	-
605220	Vehicle Fuel-On-Site	31,721	27,885	35,500	35,500	33,800
605240	Uniforms Cost	9,289	5,489	7,500	7,500	7,500
605242	Protective Clothing and Shoes	1,545	827	1,500	1,500	1,000
605246	Safety Equipment Supplies	1,255	542	1,300	1,300	1,500
605247	Janitorial Supplies	1,507	-	1,500	1,500	1,000
605250	Noncap Furn (Item less 5000)	800	2,493	10,000	10,000	10,000
605251	Noncap Equip (Item less 5000)	2,299	3,650	5,000	5,000	2,500
605252	Small Tools	-	929	3,000	3,000	2,000
605280	Chemicals	24,971	24,660	25,000	25,000	25,000
605290	Other Operating Supplies	8,284	1,176	2,200	2,200	3,500
605500	Training-General	75	687	-	-	-
	Sub-Total	1,735,506	1,805,567	1,556,200	1,891,700	1,786,529



Parks and Recreation Expenditures by Object Code

Park Maintenance—001-60-608-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Dept Capital Outlay</u>					
606319	Park Improvement	47,778	17,303	-	7,867	-
606400	Machinery & Equipment	-	76,708	-	20,908	-
606441	Vehicle Replacement Program	46,812	22,530	86,402	86,402	-
	Sub-Total	94,590	116,542	86,402	115,177	-
	Total	\$ 3,337,445	\$ 3,392,454	\$ 3,055,002	\$ 3,339,455	\$ 3,225,729

Parks and Recreation Expenditures by Object Code

Vizcaya Park—001-60-609-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	264,011	209,779	359,200	257,700	287,800
601201	Salary Attrition	-	-	(13,000)	(13,000)	-
601205	Lump Sum Payout - Accrued Time	1,836	-	4,600	4,600	3,000
601210	Non-Pensionable Earnings	-	5,422	-	-	-
601215	Communication Stipend	-	-	-	-	1,300
601220	Longevity Pay	330	549	1,100	1,100	1,100
601400	Overtime-General	9,008	11,050	6,000	6,000	12,000
601410	Overtime-Holiday	(0)	683	500	500	1,000
601412	Overtime-Emergency	114	874	-	-	-
602100	FICA & MICA	20,769	17,334	28,300	28,300	22,700
602210	Pension-General	42,694	34,918	62,500	62,500	45,700
602304	Health Insurance-PPO	13,689	14,413	33,900	33,900	14,100
602305	Health Insurance-HMO	47,041	31,876	47,800	47,800	24,300
602306	Dental Insurance-PPO	1,312	784	1,200	1,200	800
602307	Dental Insurance-HMO	438	313	800	800	600
602309	Basic Life Insurance	685	744	800	800	800
602311	Long-Term Disability Ins	278	230	500	500	400
602312	HDHP Aetna	-	-	-	-	6,800
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	17,700	18,300	22,800	22,800	19,400
	Sub-Total	419,904	347,269	557,000	455,500	443,200
<u>Operating Expense</u>						
603400	Contract Svcs-Other	16,578	19,637	16,600	8,395	9,400
603401	Janitorial Svcs	7,113	7,238	15,726	15,726	15,840
603460	Landscape Svcs	47,340	31,690	-	-	18,700
604100	Communication Svcs	575	692	-	-	-
604300	Water/Wastewater Svcs	7,791	8,302	8,200	8,200	8,292
604301	Electricity Svcs	26,559	40,792	39,500	39,500	26,923
604500	Risk Internal Svcs Charge	20,000	16,300	14,100	14,100	2,200
604550	Health Ins Internal Serv Chg	-	-	9,200	9,200	11,500
604610	Fleet Internal Svcs Charge	8,300	8,910	9,000	9,000	8,200
604620	R&M Buildings	-	-	-	-	3,000
604700	Printing & Binding Svcs	-	-	500	485	500
604920	License & Permit Fees	-	-	250	250	250
604989	IT Internal Svcs Charge	-	-	700	700	-
604991	Summer Programs	8,886	7,557	10,100	1,450	8,000
604992	Recreation Activities	6,764	10,377	6,000	6,154	12,200
604993	Field Trips	2,589	9,374	8,500	5,605	17,880
605100	Office Supplies	1,936	2,791	2,300	1,819	2,000
605220	Vehicle Fuel-On-Site	3,506	1,685	3,000	3,000	2,900
605230	Program Supplies	7,173	5,191	5,500	3,594	3,500
605247	Janitorial Supplies	3,000	1,077	3,000	3,000	2,500
605250	Noncap Furn (Item less 5000)	4,140	552	6,000	4,571	-
605251	Noncap Equip (Item less 5000)	5,000	1,968	3,000	585	9,200
605280	Chemicals	11,350	-	8,000	8,000	5,000
605290	Other Operating Supplies	1,115	2,740	2,800	3,642	3,000
605500	Training-General	-	798	-	-	-
	Sub-Total	189,715	177,670	171,976	146,976	170,985
<u>Dept Capital Outlay</u>						
606319	Park Improvement	24,010	3,200	-	-	-
606441	Vehicle Replacement Program	3,100	3,200	3,200	3,200	-
	Sub-Total	27,110	6,400	3,200	3,200	-
Total		\$ 636,729	\$ 531,339	\$ 732,176	\$ 605,676	\$ 614,185



Parks and Recreation Expenditures by Object Code

Miramar Regional Park Amphitheater—001-60-610-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	700,000	699,881	700,000
603400	Contract Svcs-Other	-	-	100,000	134,752	200,500
604100	Communication Svcs	-	-	33,000	33,000	33,000
604301	Electricity Svcs	-	-	10,700	10,700	9,451
604400	Leased Equipment	-	-	4,000	4,000	4,000
604920	License & Permit Fees	-	-	1,500	1,500	1,000
605290	Other Operating Supplies	-	-	22,700	22,700	15,000
	Sub-Total	-	-	871,900	906,533	962,951
	Total	\$ -	\$ -	\$ 871,900	\$ 906,533	\$ 962,951

Athletics—001-60-602-572

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	97,812	-	-	-	-
601205	Lump Sum Payout - Accrued Time	3,386	-	-	-	-
601220	Longevity Pay	106	-	-	-	-
602100	FICA & MICA	7,647	-	-	-	-
602235	Pension-Senior Mgmt	13,706	-	-	-	-
602265	Pension-457	1,066	-	-	-	-
602304	Health Insurance-PPO	13,689	-	-	-	-
602306	Dental Insurance-PPO	388	-	-	-	-
602309	Basic Life Insurance	347	-	-	-	-
602311	Long-Term Disability Ins	85	-	-	-	-
602400	Workers' Compensation	5,900	-	-	-	-
	Sub-Total	144,131	-	-	-	-
<u>Operating Expense</u>						
604100	Communication Svcs	557	-	-	-	-
604500	Risk Internal Svcs Charge	6,800	-	-	-	-
604610	Fleet Internal Svcs Charge	3,700	-	-	-	-
604700	Printing & Binding Svcs	430	-	-	-	-
604994	Athletic Activities	44,874	-	-	-	-
605100	Office Supplies	958	-	-	-	-
605220	Vehicle Fuel-On-Site	1,010	1,772	-	-	-
605230	Program Supplies	66	-	-	-	-
605251	Noncap Equip (Item less 5000)	1,182	-	-	-	-
605500	Training-General	942	-	-	-	-
	Sub-Total	60,519	1,772	-	-	-
	Total	\$ 204,649	\$ 1,772	\$ -	\$ -	\$ -

Parks and Recreation Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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	Revenues generated at Miramar Regional Park activities.
347299	Holiday Camps	Winter and Spring Camp registration fees at the Miramar Youth Enrichment Center, Ansin Sports Complex, Aquatic Complex, and Vizcaya Park.
347309	General Concessions	Concession vendor registration fees collected for events at Ansin Sports Complex and Regional Park.
347339	Ticket Sales	Revenue from ticket sales at Miramar Amphitheater.
347405	Special Events Fees	Vendor registration and application fees for private-promoter events.
347410	Vendor Registration & Sponsors	Vendor registration fees and sponsorships for City special events.
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.
362200	Rental-Park Fields	Revenue received from pavilion and field rentals at various City Parks (excludes the Miramar Regional Park).
362204	Rental-Amphitheater	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.
362301	Bldg Rental-General	Revenue received from pavilion and field rentals at various City Parks (excludes the Miramar Regional Park).
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.
<u>Expense</u>		
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).
603140	New Hire Screening	This cost is associated with level II background screenings required for all new hires.
603141	Existing Employee Screening	This cost is associated with level II background screenings for current employees, which is required every 2 years.
603190	Prof Svcs-Other	Professional consulting services and professional services including: Appraisals for Impact Fees \$10,000 Miramar Regional Park Amphitheater Operating Budget \$700,000



Parks and Recreation Budget Justification

Object #	Account Description	Justification
603400	Contract Svcs-Other	This line item provides funding for services procured by contract such as: Locksmith services \$5,000 Plaza Zumba Instructor \$2,000 Pest control \$6,280 Bee Removal Services \$1,500 Weight room equipment servicing and maintenance \$4,700 Basketball gymnasium equipment servicing and maintenance \$5,900 Annual buffing and deep cleaning of facility floors \$8,300 Thor Guard maintenance(lighting detection system) \$14,900 Temporary staffing \$4,000 Mondo track bi-annual cleaning and maintenance \$15,000 Bay & Roll Down Door Maintenance \$1,000 Kitchen Maintenance Exhaust System \$500 Electrical/Mechanical Services \$74,000 Scoreboard Repairs & Services \$1,100 Field Lighting Services \$6,000 Mulching Services \$30,000 Sand Supply Services \$20,000 Sod Supply Services \$75,000 Pressure Cleaning Services \$1,000 Pond Restocking \$1,500 PA Sound System \$500 Aquatics Heating System Services \$7,620 Aquatics Pumping System Services \$3,000 Welding & Fabrication Services \$34,500 Irrigation Pump System Services \$20,000 Amphitheater: Auditor services \$25,000 Management services \$65,000 Management Revenue Incentive \$100,500 Appetize POS contract \$10,000
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.
603460	Landscape Svcs	This line provides funding for the contracted maintenance of park green spaces and fields, including mowing, trimming, pesticide/herbicide treatment, cleaning and irrigation services. The following parks will be maintained by the contracted vendors with this funding: Vernon E. Hargray Youth Enrichment Center \$14,000, Miramar Regional Park \$114,480, Ansin Sports Complex \$34,000, Forzano and Silver Lakes Sports Complex \$341,200, 19th Street Park, Beauty and Beekman Park, Bernard Park, Miramar Isles Park, Progress Park, Sawyer Park, Sheraton Park, Veterans Memorial Park, Huntington Entrance, Country Club Ranches, Harbour Lakes Park, and Lakeshore Park \$146,100, Miramar Athletic Park, Perry Wellman Field, Linear North and South Park, Shirley Branca Park, Fairway Park and River Run Park \$ 141,700, and Vizcaya Park \$18,700.
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.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles.
604620	R&M Buildings	This line item represents funding for minor repairs and maintenance of the Parks and Recreation Buildings/Facilities. Funding is needed for annual maintenance including: Re-vernishing-Basketball Gyms, Multipurpose Rm, Aerobics Rm & Boxing Rm floors \$7,000, parking lot fixtures \$6,500, plumbing fixtures \$6,000, and miscellaneous building parts and supplies \$7,000.

Parks and Recreation Budget Justification

Object #	Account Description	Justification
604625	R&M Equipment	Repair and maintenance of operating equipment located in the City's facilities including items such as utility carts, pressure washers, gym equipment, mowers, spray machines, etc.
604668	R&M Aquatics	Repair and maintenance needs for the Regional Aquatics Complex (West) and the Miramar Aquatics Complex (East).
604669	Landscape & Irrigation	Repairs and supplies to address irrigation systems at all parks. Irrigation pump repairs and maintenance \$63,400 Monthly Irrigation Wet Checks \$6,600 Replacement irrigation parts (PVC pipe, valves, sprinkler heads) \$13,500 Replacement soil & sod \$10,000 Mulch \$9,000 Palm/Shrub pruning \$2,300 Aquatic centers plant bed replenishing materials \$2,200
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.
604853	Independence Day-4th of July	July 4th Celebration
604855	Caribbean Amer. Heritage Celeb	Caribbean American Heritage Celebration- Afro-Carib Festival
604856	Hispanic Heritage	Latin Heritage Celebration-Latin Music Festival
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.
604861	Holiday Decorations (5 sites)	Addtl funds added due to Approved Above Base Request for Citywide Holiday Decorations to decorate City Hall and other locations in the City in celebration of the Holidays, promoting a festive & brilliant season.
604875	Citizenship Drive	Citizenship Drive
604878	Haitian Flag Day	Haitian Flag Day Celebration
604879	Burger & Brew	Burger & Brew Event
604882	Martin Luther King Parade&Even	Martin Luther King Jr. Day Celebration
604883	Veteran's Day	Verterans' Day
604884	Halloween	Halloween Celebration
604886	Jamaican Independence Day	Jamaican Independence Day Celebration
604890	Special Events-Other	Teen Advisory Board (Prog. 100); Sports & Media Summit (Prog. 605), Other events identified with Project codes as requested.
604897	Miramar Family Night	Miramar Family Night Event.
604898	Sports & Entertainment	Funding for various Sports & Entertainment Events.
604910	Advertising Costs	This cost is associated with advertising of Department's Ordinances as required through the City Clerk's office.
604920	License & Permit Fees	This line item represents funding for: Annual license/permit fees to meet regulatory requirements for aquatic operations for the wheelchair pool lifts, splash pad, wadding pool, and water playground \$2,650 Liquor license \$300 Health Food License \$700 at Regional Park Amphitheater
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
605100	Office Supplies	This represents the costs for general desktop supplies for 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.
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	Safety vests, Rescue tubes, First aid supplies \$750 Caution tape, Flashing barricade lights, Reflective Cones \$500 Fire extinguishers \$150 Rubber boot covers, Rain gear \$650 Earplugs and protective goggles \$600
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)	Purchase & replace furniture-new benches, tables & chairs at various facilities for classrooms, multipurpose rooms, front lobby areas, and staff lounges \$13,700 Replace pool furniture East & West Aquatic facilities incl, chaise lounge chairs for the pool decks & Funbrellas \$5,520 Purchase pavilion furniture/fixtures incl, picnic benches, waste receptacles, & BBQ grills \$29,300
605251	Noncap Equip (Item less 5000)	Purchase new weight room equip: 3 Treadmill, 1 Cardio Vascular Machine, and 1 Smith Machine \$20,700 New Splash Pad Fixtures, Pool Pump & Vacuum, New Aqua-Bike \$5,400 New Pressure Washers, Ice Machine, Generator, Water Bottle Filling Stations \$17,700 New Event Equipment i.e tents, chairs, generator \$1,600 New Gator \$5,000
605252	Small Tools	Costs associated with miscellaneous small tools such as screwdrivers, wrenches, and trimmers.
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. As well as the cost for procuring alcohol to sell during events/activities at the Amphitheater concession .
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	Memberships include: Florida Recreation and Parks Association (FRPA) \$2500 National Recreation and Parks Association \$500
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.

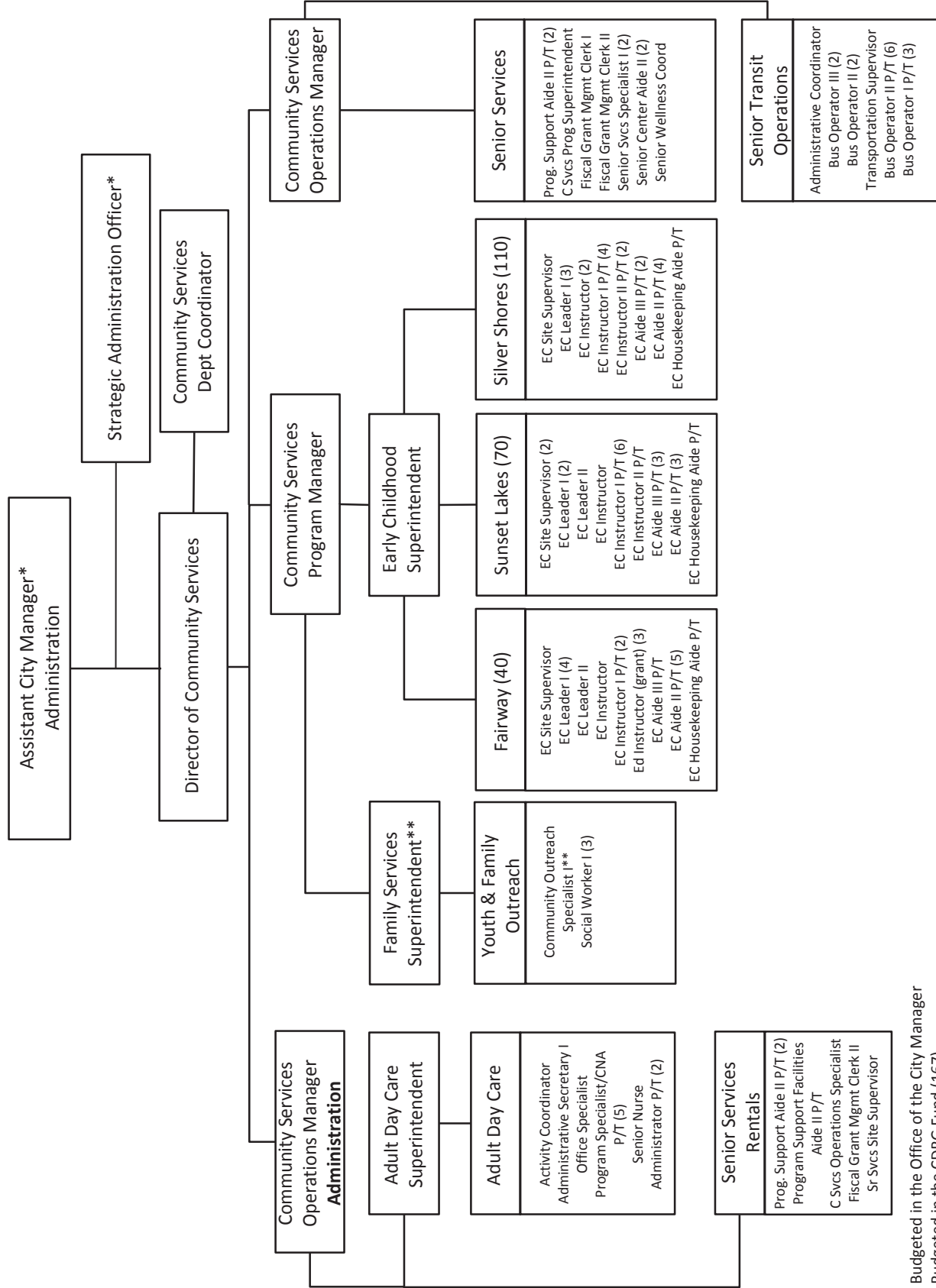
Community Services

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.



Community Services Organizational Chart



* Budgeted in the Office of the City Manager
 ** Budgeted in the CDBG Fund (167)



Community Services

Department Overview

The Community Services Department provides comprehensive social services programs. This department operates childcare centers that deliver educational programming for preschool and elementary aged children. Additional services include senior programs and services, information and referral, and youth and family community outreach. The department operates an adult daycare center which serves clients 18 years old and older.

As indicated in the Position Detail, this department has 78 budgeted positions, 48 full-time and 60 (30 FTEs) part-time employees. The four programs provided by Community Services are:

1. Administration
2. Senior Services
3. Adult Daycare Center
4. Childcare Services

FY 2020 Accomplishments

- The Adult Day Care has been selected as a vendor by Broward County Elderly and Veterans Services to provide respite to Adult Day Care caregivers. This agreement will generate additional revenue and provide needed support to our clients and their families.
- Miramarvels Early Childhood Academy, through the newly executed agreement with Utica College of Nursing, integrated nutrition and safety education programming.
- The Community Services Department has reorganized and rebranded and, is also working to ensure continued delivery of services to the Community, community partners and other stakeholders.
- Volunteer Internship Program: Youth and Family Outreach has developed the Youth Volunteer Internship Program. This program will provide local high school students a three-month rotation through the Department with a three-week concentration in each program. The internship will culminate with a project and presentation highlighting the experience and outcomes. The objective is to not only provide opportunities for career exploration but to also provide the opportunity for City of Miramar High School students to obtain volunteer hours needed for high school graduation.
- Senior Services Program, through partnership with the Area Agency on Aging and Meals on Wheels South Florida, facilitates weekly delivery of meals to over 150 seniors to combat food insecurity in the senior population served by the Southcentral/Southeast Focal Point.
- Senior Services and Adult Day Care COVID-19 response included:
 - * Daily reassurance telephone calls.
 - * Caregiver training and support (group and individual).
 - * Client recreation activities.
 - * Meals on Wheels of South Florida 7-day meal delivery for enrolled clients.
 - * Weekly hot-meal delivery.
 - * Senior Happy Hour Peer-to-Peer telephone calls.
- Administration of financial assistance programs (EHEAP, MASH and EMAP).
- Miramarvels Early Childhood Academy provided:
 - * VPK Graduation Parade.
 - * Weekly lesson plans, activities and newsletter.
 - * M.O.S.T. Virtual Camp.
 - * Weekly well calls.
 - * Parent Virtual Workshops in partnership with Utica College.



Community Services

Program Revenues, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Senior Services	353,532	400,501	338,161	286,910	285,411
Adult Daycare Center	242,003	246,993	237,550	165,825	220,550
Childcare Services	1,663,761	1,417,759	1,382,303	864,203	726,703
Unassigned	305	-	-	-	-
Total	\$ 2,259,602	\$ 2,065,252	\$ 1,958,014	\$ 1,316,938	\$ 1,232,664
Expenditures by Program					
Administration	773,795	926,485	856,800	875,449	699,032
Senior Services	1,789,964	1,775,081	2,012,504	1,824,265	3,113,673
Adult Daycare Center	478,665	523,272	553,900	545,900	617,237
Childcare Services	3,034,474	3,217,041	3,584,004	3,332,294	3,334,610
Other	(878)	-	-	-	-
Total	\$ 6,076,020	\$ 6,441,879	\$ 7,007,208	\$ 6,577,908	\$ 7,764,552
Expenditures by Category					
Personnel Services	4,789,352	4,918,365	5,335,900	4,945,551	6,015,400
Operating Expense	1,207,176	1,452,969	1,547,243	1,447,043	1,650,752
Capital Outlay	21,185	11,546	65,665	65,665	-
Grants & Aids	58,307	58,998	58,400	119,649	98,400
Total	\$ 6,076,020	\$ 6,441,879	\$ 7,007,208	\$ 6,577,908	\$ 7,764,552

Community Services

Positions by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	6.00	7.00	6.00	6.00	5.00
Senior Services	17.00	18.00	19.00	18.00	28.00
Adult Daycare Center	6.50	6.50	6.50	7.50	6.50
Childcare Services	39.00	38.50	40.50	40.50	38.50
Total	68.50	70.00	72.00	72.00	78.00

Position Detail

Activity Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	-	-	-	-	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	-	-	-	-
Bus Operator I/II - Part-time (9)	-	-	-	-	4.50
Bus Operator II	-	-	-	-	2.00
Bus Operator III	-	-	-	-	2.00
Community Services Aide II - Part-time (3)	-	-	1.50	-	-
Community Services Department Coordinator	-	-	1.00	1.00	1.00
Community Services Facilities Aide II - Part-time	-	-	1.00	-	-
Community Services Operations Manager	-	-	1.00	1.00	2.00
Community Services Operations Specialist	-	-	1.00	1.00	1.00
Community Services Program Coordinator	-	-	1.00	-	-
Community Services Program Manager	-	-	1.00	1.00	1.00
Community Services Program Superintendent	-	-	-	1.00	1.00
Director of Community Services	-	-	1.00	1.00	1.00
Director of Social Services	-	1.00	-	-	-
Early Childcare Site Supervisor	4.00	4.00	4.00	4.00	4.00
Early Childhood Aide II - Part-time (12)	6.50	6.50	6.50	6.50	6.00
Early Childhood Aide III - Part-time (6)	5.00	4.50	4.50	4.50	3.00
Early Childhood Housekeeping Aide - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Early Childhood Instructor	-	-	4.00	4.00	4.00
Early Childhood Instructor I - Part-time (12)	7.00	7.00	6.00	6.00	6.00
Early Childhood Instructor II - Part-time (3)	2.50	2.50	1.50	1.50	1.50
Early Childhood Leader I	8.00	8.00	8.00	8.00	8.00
Early Childhood Leader II	2.00	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
Executive Assistant to the Director	1.00	-	-	-	-
Fiscal Grant Management Clerk I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk II	2.00	2.00	2.00	2.00	2.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Program Specialist/C N A - Part-time (5)	2.50	2.50	2.50	2.50	2.50
Program Support Aide II - Part-time (4)	-	-	-	2.00	2.00
Program Support Facilities Aide II - Part-time	-	-	-	1.00	0.50
Quality Control Officer	1.00	1.00	1.00	1.00	-
Senior Center Aide II	2.00	3.00	3.00	3.00	2.00
Senior Center Aide II - Part-time	-	0.50	0.50	-	-
Senior Nurse Administrator - Part-time (2)	1.00	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	-
Senior Wellness Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Aide II - Part-time	1.50	1.50	-	-	-
Social Services Aide III - Part-time	0.50	-	-	-	-
Social Services Department Coordinator	-	1.00	-	-	-
Social Services Facilities Aide II - Part-time	1.00	1.00	-	-	-



Community Services

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Social Services Operations Manager	1.00	1.00	-	-	-
Social Services Operations Specialist	-	1.00	-	-	-
Social Services Program Coordinator	1.00	1.00	-	-	-
Social Services Program Manager	-	1.00	-	-	-
Social Services Program Officer	1.00	-	-	-	-
Social Worker I	3.00	3.00	3.00	3.00	3.00
Transit Supervisor	-	-	-	-	1.00
Total FTE's	68.50	70.00	72.00	72.00	78.00









Grandparent's Day

Cookie Decorating Party

Community Services Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of unduplicated enrolled in VPK annually	Maintain enrollment at 100%	Q4 Actual	99.00%	81.00%	
		YTD Actual	106.00%	85.25%	
		EOY Target	110.00%	81.00%	81.00%
		% Target	96.36%	105.25%	
		% Goal	100.00%	100.00%	
 Number of unduplicated enrolled in MOST annually	Maintain enrollment at 100%	Q4 Actual	66.00	17.00	
		YTD Actual	59.50	20.50	
		EOY Target	50.00	14.00	14.00
		% Target	119.00%	146.43%	
		% Goal	100.00%	100.00%	
 Number of Unduplicated Enrollment in Senior Services	To expand programming	Q4 Actual	812.00	0.00	
		YTD Actual	769.00	676.50	
		EOY Target	800.00	800.00	800.00
		% Target	96.13%	84.56%	
		% Goal	100.00%	100.00%	
 Total Number of Senior Transportation Segments	Increase the availability of senior transportation and support seniors ability to live independently	Q4 Actual	13,638.00	14,555.00	
		YTD Actual	58,700.00	42,287.00	
		EOY Target	60,000.00	29,000.00	29,000.00
		% Target	97.83%	145.82%	
		% Goal	100.00%	100.00%	
 Number of unduplicated enrollments in Adult Day Care	Increase census in the Adult Daycare Program	Q4 Actual	59.00	0.00	
		YTD Actual	210.00	58.00	
		EOY Target	50.00	58.00	58.00
		% Target	420.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of Meals Served Through the Early Childhood Program	Develop good eating habits in children that will last throughout the years	Q4 Actual	31,542.00	0.00	
		YTD Actual	142,166.00	52,006.00	
		EOY Target	100,000.00	52,006.00	52,006.00
		% Target	142.17%	100.00%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 1,850,937.20	\$ 1,613,000.90	
		YTD Actual	\$ 6,441,879.00	\$ 6,470,842.61	
		EOY Target	\$ 6,950,500.00	\$ 7,007,208.00	\$ 7,764,552.00
		% Target	92.68%	92.35%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 1,850,937.20	\$ 1,613,000.90	
		YTD Actual	\$ 6,441,879.00	\$ 6,470,842.61	
		EOY Target	\$ 6,429,157.00	\$ 6,411,373.00	\$ 7,764,552.00
		% Target	100.20%	100.93%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	580,000.90	213,589.29	
		YTD Actual	2,065,252.00	1,188,688.37	
		EOY Target	2,276,090.48	1,316,938.00	1,232,664.00
		% Target	90.74%	90.26%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	580,000.90	213,589.29	
		YTD Actual	2,065,252.00	1,188,688.37	
		EOY Projection	1,911,807.00	1,118,741.00	1,232,664.00
		% Target	108.03%	106.25%	
		% Goal	100.00%	100.00%	
 Provide at least 1500 Hours of Department Wide Training	Develop and increase skill levels of all Community Services staff	Q4 Actual	128.00	833.00	
		YTD Actual	1,572.75	3,256.25	
		EOY Target	200.00	2,500.00	2,500.00
		% Target	786.38%	130.25%	
		% Goal	100.00%	100.00%	
 Provide at least 400 Hours of Department Wide Cross Training	Provide cross training to have adequate staff to combat attrition	Q4 Actual	130.00	666.00	
		YTD Actual	376.50	1,565.50	
		EOY Target	100.00	1,565.00	1,565.00
		% Target	376.50%	100.03%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard





Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Provide 50 hours of Leadership Training	Develop training to management & supervisory staff	Q4 Actual	3.00	43.00	
		YTD Actual	10.00	164.50	
		EOY Target	1.00	125.00	125.00
		% Target	1,000.00%	131.60%	
		% Goal	100.00%	100.00%	
 Number of new activities offered at Adult Day Care	Improve and maintain social skills through specific activities	Q4 Actual	19.00	13.00	
		YTD Actual	50.00	55.00	
		EOY Target	6.00	42.00	42.00
		% Target	833.33%	130.95%	
		% Goal	100.00%	100.00%	
 Number of Meals Served in Senior Services and Adult Day Care Program	Continue to ensure that adequate nutrition and dietary needs are being met	Q4 Actual	4,961.00	11,617.00	
		YTD Actual	20,942.00	33,714.00	
		EOY Target	20,000.00	30,000.00	30,000.00
		% Target	104.71%	112.38%	
		% Goal	100.00%	100.00%	
 Number of youth and family outreach clients served	Expand outreach methods to identify specific areas of need and provide them with information and access to services and resources	Q4 Actual	208.00	324.00	
		YTD Actual	1,004.00	1,671.00	
		EOY Target	2,500.00	2,500.00	2,500.00
		% Target	40.16%	66.84%	
		% Goal	100.00%	100.00%	
 Number of recreation units for seniors	To meet contractual obligations	Q4 Actual	2,146.25	0.00	
		YTD Actual	8,371.50	3,627.25	
		EOY Target	6,000.00	6,000.00	6,000.00
		% Target	139.53%	60.45%	
		% Goal	100.00%	100.00%	



Community Services Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of outreach events attended	To meet contractual obligations	Q4 Actual	6.00	0.00	
		YTD Actual	13.00	17.00	
		EOY Target	25.00	40.00	40.00
		% Target	52.00%	42.50%	
		% Goal	100.00%	100.00%	
 Number of presentations to the community	To meet contractual obligations	Q4 Actual	6.00	0.00	
		YTD Actual	13.00	6.00	
		EOY Target	12.00	12.00	12.00
		% Target	108.33%	50.00%	
		% Goal	100.00%	100.00%	
 Number of Media Publicity	Increase community awareness of services	Q4 Actual	6.00	0.00	
		YTD Actual	12.00	6.00	
		EOY Target	8.00	12.00	12.00
		% Target	150.00%	50.00%	
		% Goal	100.00%	100.00%	
 Number of contacts through partnership linkages	To meet contractual obligations	Q4 Actual	14.00	0.00	
		YTD Actual	14.00	30.00	
		EOY Target	20.00	40.00	40.00
		% Target	70.00%	75.00%	
		% Goal	100.00%	100.00%	
 Number of Early Childhood Intergenerational Events	Promote greater understanding and respect between generations	Q4 Actual	1.00	0.00	
		YTD Actual	10.00	3.00	
		EOY Target	8.00	3.00	3.00
		% Target	125.00%	100.00%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard

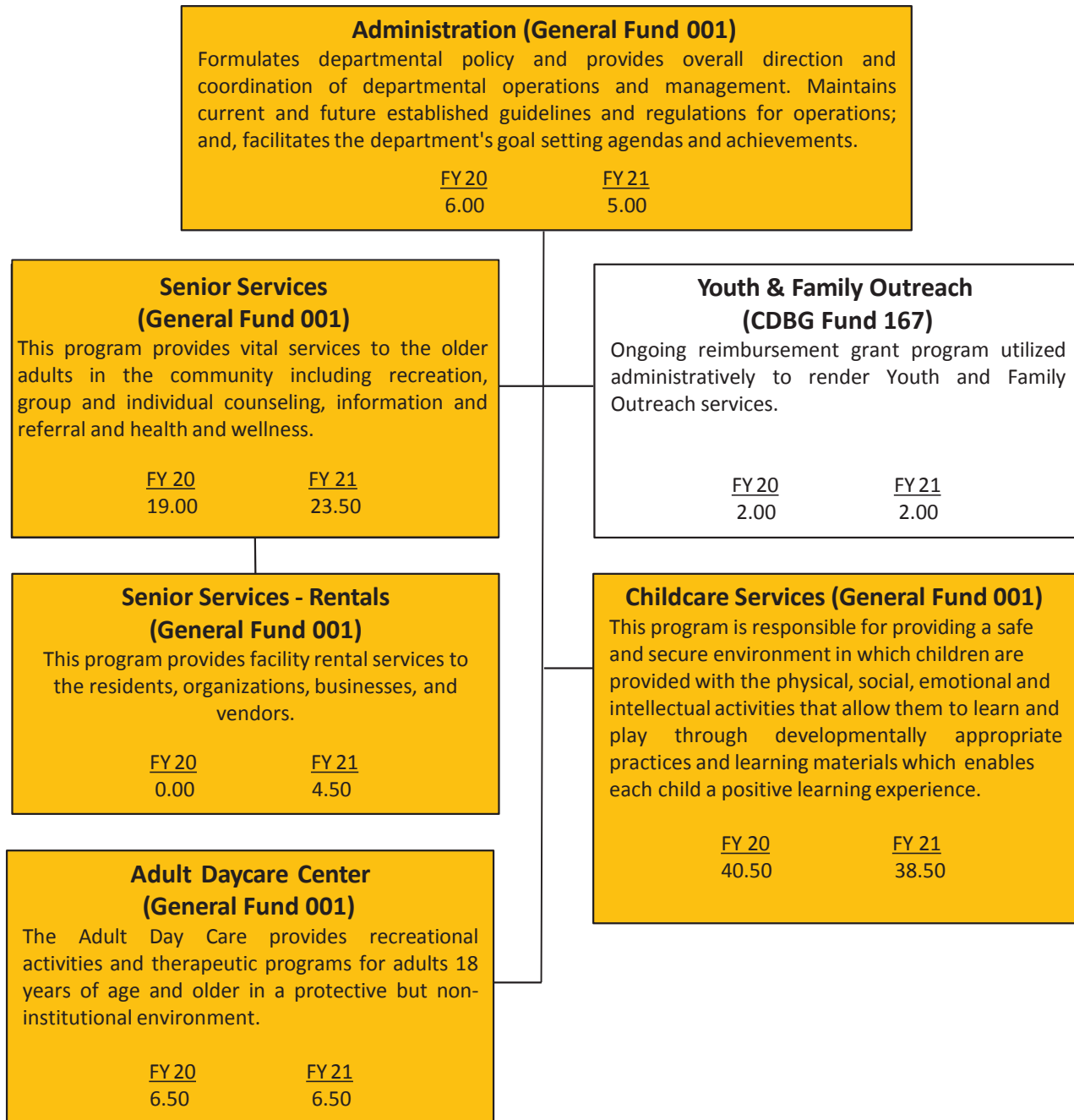
Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of Senior Services Special Events	To increase Senior satisfaction and community access	Q4 Actual	3.00	0.00	
		YTD Actual	21.00	8.00	
		EOY Target	12.00	8.00	8.00
		% Target	175.00%	100.00%	
		% Goal	100.00%	100.00%	
 Number of presentations for senior services	Increase awareness and understanding of aging and health related issues	Q4 Actual	6.00	0.00	
		YTD Actual	23.00	8.00	
		EOY Target	20.00	8.00	8.00
		% Target	115.00%	100.00%	
		% Goal	100.00%	100.00%	
 Conduct Annual re-assessments on all Adult Day-Care Clients	To monitor changes in client's status	Q4 Actual	15.00	6.00	
		YTD Actual	39.00	32.00	
		EOY Target	100.00	30.00	30.00
		% Target	39.00%	106.67%	
		% Goal	100.00%	100.00%	
 Provide 30 Hours of Customer Service Training	Provide training to ensure Client Centered Customer Service Approach	Q4 Actual		19.00	
		YTD Actual		52.00	
		EOY Target		30.00	30.00
		% Target	0%	173.33%	
		% Goal	0%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Community Services FTE's by Program



Community 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 facilitates the department's goal setting agendas and achievements.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None		\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	571,331	709,154	654,100	654,100	518,900
Operating Expense	134,612	154,873	146,000	124,400	110,632
Capital Outlay	18,400	8,946	7,200	7,200	-
Grants & Aids	49,452	53,511	49,500	89,749	69,500
Total	\$ 773,795	\$ 926,485	\$ 856,800	\$ 875,449	\$ 699,032

Percent of Time by Position

Assistant Director of Social Services	1.00	-	-	-	-
Community Services Department Coordinator	-	-	1.00	1.00	1.00
Community Services Operations Manager	-	-	1.00	1.00	2.00
Community Services Operations Specialist	-	-	1.00	1.00	-
Community Services Program Manager	-	-	1.00	1.00	1.00
Director of Community Services	-	-	1.00	1.00	1.00
Director of Social Services	-	1.00	-	-	-
Executive Assistant to the Director	1.00	-	-	-	-
Quality Control Officer	1.00	1.00	1.00	1.00	-
Social Services Department Coordinator	-	1.00	-	-	-
Social Services Operations Manager	1.00	1.00	-	-	-
Social Services Operations Specialist	-	1.00	-	-	-
Social Services Program Manager	-	1.00	-	-	-
Social Services Program Coordinator	1.00	1.00	-	-	-
Social Services Program Officer	1.00	-	-	-	-
Total	6.00	7.00	6.00	6.00	5.00



Community Services Budget Summary by Program

Senior Services—Program 632

Description

This program provides vital services to the older adults in the community including recreation, counseling services, referral, health and wellness and other information. It also administers various benefit programs for low income persons 60 years of age and older.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Contracted Programs - Multi Svc Ctr	347260-180	1,543	1,032	1,500	1,500	750
Contracted Programs	347260-000	15,620	15,280	12,000	12,000	7,500
Rental-Multi Svc Center	362100-180	97,219	104,260	95,000	37,900	47,500
Trfr fr Fed Grant Fund	381162	239,150	279,929	229,661	235,510	229,661
Total		\$ 353,532	\$ 400,501	\$ 338,161	\$ 286,910	\$ 285,411

Expenditures by Category

Personnel Services	1,305,723	1,255,095	1,531,800	1,331,751	2,346,200
Operating Expense	475,254	514,499	471,804	462,614	738,573
Capital Outlay	133	-	-	-	-
Grants & Aids	8,855	5,487	8,900	29,900	28,900
Total	\$ 1,789,964	\$ 1,775,081	\$ 2,012,504	\$ 1,824,265	\$ 3,113,673

Percent of Time by Position

Administrative Coordinator	-	-	-	-	1.00
Administrative Secretary I	1.00	1.00	1.00	-	-
Bus Operator I/II - Part-time (9)	-	-	-	-	4.50
Bus Operator II	-	-	-	-	2.00
Bus Operator III	-	-	-	-	2.00
Community Services Aide II Part-time (3)	-	-	1.50	-	-
Community Services Facilities Aide II Part-time	-	-	1.00	-	-
Community Services Program Coordinator	-	-	1.00	-	-
Community Services Operations Specialist	-	-	-	-	1.00
Community Services Program Superintendent	-	-	-	1.00	1.00
Fiscal Grant Management Clerk I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk II	2.00	2.00	2.00	2.00	2.00
Office Specialist	-	-	-	-	1.00
Program Support Aide II - Part-time (4)	-	-	-	2.00	2.00
Program Support Facilities Aide II - Part-time	-	-	-	1.00	0.50
Senior Center Aide II	2.00	3.00	3.00	3.00	2.00
Senior Center Aide II Part-time	-	0.50	0.50	-	-
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	-
Senior Wellness Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Aide II - Part-time (3)	1.50	1.50	-	-	-
Social Services Aide III - Part-time	0.50	-	-	-	-
Social Services Facilities Aide II Part-time (2)	1.00	1.00	-	-	-
Social Worker I	3.00	3.00	3.00	3.00	3.00
Transit Supervisor	-	-	-	-	1.00
Total	17.00	18.00	19.00	18.00	28.00

Community 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 18 years old and older, who have functional impairments in a protective but non-institutional environment.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Adult Daycare Fees	346912	41,430	69,284	45,600	45,600	25,000
Adult Daycare - Long Term Care	346913	52,479	35,350	50,400	50,400	54,000
Trfr fr State & Cty Grant Fund	381163	148,094	142,359	141,550	69,825	141,550
Total		242,003	246,993	237,550	165,825	220,550

Expenditures by Category

Personnel Services	391,546	414,807	426,300	426,300	497,900
Operating Expense	87,119	108,465	120,400	112,400	119,337
Capital Outlay	-	-	7,200	7,200	-
Grants & Aids	-	-	-	-	-
Total	\$ 478,665	\$ 523,272	\$ 553,900	\$ 545,900	\$ 617,237

Percent of Time by Position

Activity Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Secretary I	-	-	-	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	-
Program Specialist/CNA Part-time (5)	2.50	2.50	2.50	2.50	2.50
Senior Nurse Administrator Part-time (2)	1.00	1.00	1.00	1.00	1.00
Total	6.50	6.50	6.50	7.50	6.50



Community 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 to have a positive learning experience

Dedicated Revenues	Object #	FY 2018	FY 2019	FY 2020	FY 2020	FY 2021
		Actual	Actual	Budget	Revised	Budget
Local Grant - Child Svcs Council	337602-040	15,010	15,580	12,000	12,000	12,000
Childcare-Fairway	346910-040	306,037	274,707	260,000	131,100	96,500
Childcare-Sunset Lakes	346910-070	607,929	576,284	585,600	349,400	305,800
Childcare-Silver Shores	346910-110	461,338	466,511	410,000	272,500	197,700
Childcare-Sunset Lakes	346910-120	172,876	-	-	-	-
Tfr fr State & Cty Grant Fund	381163-040	100,571	84,677	114,703	99,203	114,703
Total		\$ 1,663,761	\$ 1,417,759	\$ 1,382,303	\$ 864,203	\$ 726,703

Expenditures

Personnel Services	2,520,751	2,539,309	2,723,700	2,533,400	2,652,400
Operating Expense	511,071	675,132	809,039	747,629	682,210
Capital Outlay	2,652	2,600	51,265	51,265	-
Total	\$ 3,034,474	\$ 3,217,041	\$ 3,584,004	\$ 3,332,294	\$ 3,334,610

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 (12)	6.50	6.50	6.50	6.50	6.00
Early Childhood Aide III - Part-time (6)	5.00	4.50	4.50	4.50	3.00
Early Childhood Housekeeping Aide - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Early Childhood Instructor	-	-	4.00	4.00	4.00
Early Childhood Instructor I - Part-time (12)	7.00	7.00	6.00	6.00	6.00
Early Childhood Instructor II - Part-time (3)	2.50	2.50	1.50	1.50	1.50
Early Childhood Leader I	8.00	8.00	8.00	8.00	8.00
Early Childhood Leader II	2.00	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
Total	39.00	38.50	40.50	40.50	38.50

Community Services Expenditures by Object Code

Administration—001-63-100-569

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	340,310	453,176	430,400	430,400	327,600
601201	Salary Attrition	-	-	(55,400)	(55,400)	-
601205	Lump Sum Payout - Accrued Time	39,178	20,860	33,800	33,800	3,800
601210	Non-Pensionable Earnings	-	2,242	15,400	15,400	-
601215	Communication Stipend	(125)	-	-	-	2,600
601220	Longevity Pay	-	1,533	2,800	2,800	-
601400	Overtime-General	49	1,445	3,000	3,000	1,000
601412	Overtime-Emergency	-	822	-	-	-
602100	FICA & MICA	25,644	34,507	36,100	36,100	24,800
602210	Pension-General	8,799	22,212	45,700	45,700	33,500
602235	Pension-Senior Mgmt	69,629	80,899	33,700	33,700	43,500
602265	Pension-457	18,937	8,227	12,800	12,800	5,600
602304	Health Insurance-PPO	13,299	28,044	33,000	33,000	-
602305	Health Insurance-HMO	31,524	28,905	35,800	35,800	32,300
602306	Dental Insurance-PPO	1,056	1,120	1,400	1,400	1,100
602307	Dental Insurance-HMO	260	401	500	500	500
602309	Basic Life Insurance	1,213	2,009	900	900	900
602311	Long-Term Disability Ins	358	450	600	600	500
602312	HDHP Aetna	-	903	-	-	16,300
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	21,200	21,400	23,600	23,600	22,200
	Sub-Total	571,331	709,154	654,100	654,100	518,900
<u>Operating Expense</u>						
603134	Prof Svcs-Marketing	-	8,742	3,900	3,900	3,900
603141	Existing Employee Screening	43	94	200	200	200
603190	Prof Svcs-Other	-	365	500	500	500
603455	Security Svcs	33,096	33,803	36,200	28,200	36,400
604001	Travel & Training	7,879	9,247	7,900	4,363	3,950
604100	Communication Svcs	3,063	3,012	-	-	-
604200	Postage	439	639	700	700	700
604300	Water/Wastewater Svcs	652	1,285	2,000	2,000	913
604301	Electricity Svcs	5,522	5,660	6,100	6,100	5,669
604402	Leased Vehicles	6,283	656	-	-	-
604500	Risk Internal Svcs Charge	42,300	41,400	16,200	16,200	1,800
604550	Health Ins Internal Serv Chg	-	-	12,500	12,500	9,800
604610	Fleet Internal Svcs Charge	4,300	6,908	4,200	4,200	3,800
604613	Vehicle Detail	308	40	400	400	-
604700	Printing & Binding Svcs	426	204	1,200	1,200	1,200
604916	Administrative Expense	1,678	2,356	3,000	3,000	3,000
604920	License & Permit Fees	425	354	400	400	400
604989	IT Internal Svcs Charge	22,300	31,300	36,200	36,200	24,000
604998	Contingency	795	929	800	800	800
605100	Office Supplies	519	554	1,000	1,000	1,000
605120	Computer Operating Expenses	-	(27)	-	-	-
605220	Vehicle Fuel-On-Site	317	941	1,200	1,200	1,200
605410	Subscriptions & Memberships	1,149	214	200	200	200
605500	Training-General	3,116	6,197	11,200	1,100	11,200
605600	CM Restricted	-	-	-	37	-
	Sub-Total	134,612	154,873	146,000	124,400	110,632
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	18,400	7,200	7,200	7,200	-
606470	Computer Equipment	-	1,746	-	-	-
	Sub-Total	18,400	8,946	7,200	7,200	-
<u>Grants & Aides</u>						
608210	Area Agency on Aging	49,452	51,614	49,500	59,749	49,500
608306	Grants to others	-	1,897	-	30,000	20,000
	Sub-Total	49,452	53,511	49,500	89,749	69,500
Total		\$ 773,795	\$ 926,485	\$ 856,800	\$ 875,449	\$ 699,032



Community Services Expenditures by Object Code

Senior Services—001-63-632-569/544

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	785,048	684,675	917,000	716,951	1,382,600
601201	Salary Attrition	-	-	(94,000)	(94,000)	-
601205	Lump Sum Payout - Accrued Time	16,221	11,347	13,200	13,200	22,100
601210	Non-Pensionable Earnings	-	23,329	5,800	5,800	-
601215	Communication Stipend	-	-	-	-	6,800
601220	Longevity Pay	2,562	3,559	3,500	3,500	4,900
601400	Overtime-General	3,967	6,635	4,000	4,000	78,100
601410	Overtime-Holiday	192	-	200	200	200
601412	Overtime-Emergency	1,263	2,463	-	-	-
602100	FICA & MICA	59,052	54,011	72,300	72,300	109,000
602210	Pension-General	125,281	155,882	151,300	151,300	179,900
602235	Pension-Senior Mgmt	16,307	13,800	29,800	29,800	37,500
602265	Pension-457	283	1,456	5,800	5,800	3,900
602304	Health Insurance-PPO	44,280	46,534	50,800	50,800	70,400
602305	Health Insurance-HMO	134,861	105,744	186,300	186,300	270,200
602306	Dental Insurance-PPO	3,073	4,729	4,700	4,700	6,400
602307	Dental Insurance-HMO	2,048	1,109	2,600	2,600	4,700
602309	Basic Life Insurance	2,937	2,910	2,000	2,000	3,900
602311	Long-Term Disability Ins	1,015	963	1,300	1,300	2,000
602312	HDHP Aetna	-	23,278	51,000	51,000	46,600
602313	HSA Payflex	-	5,400	8,100	8,100	7,700
602400	Workers' Compensation	107,333	107,272	116,100	116,100	109,300
	Sub-Total	1,305,723	1,255,095	1,531,800	1,331,751	2,346,200
<u>Operating Expense</u>						
603140	New Hire Screening	-	-	-	-	300
603141	Existing Employee Screening	764	559	800	800	800
603183	Accreditation Fees	1,800	-	1,800	1,800	500
603190	Prof Svcs-Other	13,250	12,800	18,800	18,800	18,800
603400	Contract Svcs-Other	2,193	2,875	2,200	2,200	8,200
603401	Janitorial Svcs	50,749	55,915	64,604	64,604	64,604
603425	Software License & Maint	4,612	4,612	4,600	4,600	4,600
604001	Travel & Training	6,818	1,910	6,800	2,110	4,000
604100	Communication Svcs	2,419	2,798	-	-	2,500
604300	Water/Wastewater Svcs	5,220	10,281	16,300	16,300	7,301
604301	Electricity Svcs	49,701	50,940	53,300	53,300	51,018
604302	Gas-Propane	652	761	700	700	700
604402	Leased Vehicles	5,963	5,963	6,000	6,000	-
604500	Risk Internal Svcs Charge	161,800	158,300	61,900	61,900	8,100
604550	Health Ins Internal Serv Chg	-	-	47,000	47,000	101,500
604610	Fleet Internal Svcs Charge	6,500	7,008	4,800	4,800	141,450
604613	Vehicle Detail	102	225	100	100	500
604620	R&M Buildings	19,552	183	19,600	14,600	19,600
604645	R&M Radios	-	-	-	-	2,100
604700	Printing & Binding Svcs	5,182	5,600	7,100	7,100	7,200
604890	Special Events-Other	10,515	12,498	10,500	10,500	10,500
604989	IT Internal Svcs Charge	89,300	109,700	114,700	114,700	173,600
604993	Field Trips	-	-	-	-	500
604998	Contingency	1,346	263	1,300	1,300	1,300
605100	Office Supplies	3,428	3,427	3,400	3,400	3,800
605120	Computer Operating Expenses	881	927	900	900	900
605220	Vehicle Fuel-On-Site	724	914	1,200	1,200	68,700
605225	Equip Gas Oil & Lube	800	-	900	900	900
605230	Program Supplies	9,180	8,621	9,200	5,300	9,200
605240	Uniforms Cost	3,481	4,197	3,500	2,900	11,400
605250	Noncap Furn (Item less 5000)	13,437	41,997	5,000	5,000	5,000

Community Services Expenditures by Object Code

Senior Services—001-63-632-569/544

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605251	Noncap Equip (Item less 5000)	2,046	5,006	2,000	2,000	2,000
605290	Other Operating Supplies	-	-	-	-	3,000
605410	Subscriptions & Memberships	432	474	400	400	400
605500	Training-General	2,409	4,175	2,400	2,400	3,600
605510	Tuition Reimbursement	-	1,571	-	5,000	-
	Sub-Total	475,254	514,499	471,804	462,614	738,573
	Dept Capital Outlay					
606441	Vehicle Replacement Program	133	-	-	-	-
	Sub-Total	133	-	-	-	-
	Grants & Aides					
608301	MASH Grt Energy Assistance	8,855	5,487	8,900	29,900	28,900
	Sub-Total	8,855	5,487	8,900	29,900	28,900
	Total	\$ 1,789,964	\$ 1,775,081	\$ 2,012,504	\$ 1,824,265	\$ 3,113,673



Staff from Senior Services participated in the weekly distribution of food during the pandemic.

Community Services Expenditures by Object Code

Adult Daycare Center—001-63-634-569

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	294,906	287,537	308,000	308,000	322,500
601201	Salary Attrition	-	-	(35,700)	(35,700)	-
601205	Lump Sum Payout - Accrued Time	-	1,124	1,100	1,100	1,400
601210	Non-Pensionable Earnings	-	2,040	3,000	3,000	-
601215	Communication Stipend	-	-	-	-	1,300
601220	Longevity Pay	-	-	500	500	500
601400	Overtime-General	1,319	2,584	1,500	1,500	2,100
601412	Overtime-Emergency	-	209	-	-	-
602100	FICA & MICA	22,007	21,538	23,900	23,900	24,900
602210	Pension-General	16,997	17,309	20,700	20,700	22,200
602235	Pension-Senior Mgmt	12,205	12,400	12,300	12,300	16,200
602265	Pension-457	1,170	3,136	3,000	3,000	3,400
602305	Health Insurance-HMO	34,445	37,462	60,100	60,100	74,100
602306	Dental Insurance-PPO	872	572	-	-	-
602307	Dental Insurance-HMO	350	873	1,700	1,700	2,300
602309	Basic Life Insurance	801	792	700	700	900
602311	Long-Term Disability Ins	173	159	400	400	500
602312	HDHP Aetna	-	15,948	15,300	15,300	16,300
602313	HSA Payflex	-	4,725	2,700	2,700	2,700
602400	Workers' Compensation	6,300	6,400	7,100	7,100	6,600
	Sub-Total	391,546	414,807	426,300	426,300	497,900
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	202	300	300	300
603190	Prof Svcs-Other	1,785	2,654	2,400	2,400	2,400
603400	Contract Svcs-Other	1,386	-	-	-	-
603401	Janitorial Svcs	800	760	-	-	1,500
603470	Temporary Help	5,511	12,708	8,500	8,500	8,500
604001	Travel & Training	18	-	600	-	700
604100	Communication Svcs	836	645	-	-	-
604300	Water/Wastewater Svcs	5,526	5,852	6,100	6,100	6,194
604301	Electricity Svcs	6,298	7,281	7,200	7,200	7,543
604500	Risk Internal Svcs Charge	21,800	21,400	8,400	8,400	1,400
604550	Health Ins Internal Serv Chg	-	-	13,000	13,000	22,000
604610	Fleet Internal Svcs Charge	4,700	7,008	6,700	6,700	6,100
604613	Vehicle Detail	191	296	400	400	300
604700	Printing & Binding Svcs	2,640	944	3,100	3,100	2,500
604890	Special Events-Other	2,422	3,737	3,000	3,000	4,500
604920	License & Permit Fees	353	270	500	500	500
604989	IT Internal Svcs Charge	7,300	28,700	36,400	36,400	33,000
604998	Contingency	2,755	1,094	2,000	2,000	2,000
605100	Office Supplies	1,206	1,210	1,500	1,500	1,200
605220	Vehicle Fuel-On-Site	-	-	1,000	1,000	1,000
605230	Program Supplies	8,885	8,734	11,700	7,700	10,500
605240	Uniforms Cost	2,238	2,383	2,200	700	2,000
605250	Noncap Furn (Item less 5000)	1,226	-	1,500	1,500	1,000
605251	Noncap Equip (Item less 5000)	5,875	689	1,200	1,200	1,200
605410	Subscriptions & Memberships	549	124	500	500	500
605500	Training-General	2,820	1,774	2,200	300	2,500
	Sub-Total	87,119	108,465	120,400	112,400	119,337
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	7,200	7,200	-
	Sub-Total	-	-	7,200	7,200	-
	Total	\$ 478,665	\$ 523,272	\$ 553,900	\$ 545,900	\$ 617,237

Community Services Expenditures by Object Code

Childcare—001-63-650-569-040/070/110/120

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,684,121	1,615,386	1,756,700	1,566,400	1,618,500
601201	Salary Attrition	-	-	(189,900)	(189,900)	-
601205	Lump Sum Payout - Accrued Time	21,875	21,562	18,100	18,100	19,300
601210	Non-Pensionable Earnings	-	28,167	1,800	1,800	-
601215	Communication Stipend	-	-	-	-	1,200
601220	Longevity Pay	4,145	4,537	5,300	5,300	5,500
601400	Overtime-General	4,425	4,036	4,700	4,700	4,700
601410	Overtime-Holiday	0	-	-	-	-
601412	Overtime-Emergency	-	1,094	-	-	-
602100	FICA & MICA	128,198	123,883	136,400	136,400	125,700
602210	Pension-General	141,379	125,966	140,400	140,400	194,200
602235	Pension-Senior Mgmt	-	12,000	11,800	11,800	13,300
602265	Pension-457	1,190	-	1,800	1,800	-
602300	Pmt In Lieu Of Insurance	3,733	-	-	-	6,200
602304	Health Insurance-PPO	13,689	3,388	-	-	14,100
602305	Health Insurance-HMO	361,021	438,788	614,100	614,100	487,400
602306	Dental Insurance-PPO	5,247	4,273	4,100	4,100	5,900
602307	Dental Insurance-HMO	3,344	5,822	8,700	8,700	6,500
602309	Basic Life Insurance	3,919	4,263	3,800	3,800	4,600
602311	Long-Term Disability Ins	765	744	2,500	2,500	2,300
602400	Workers' Compensation	143,700	145,400	203,400	203,400	143,000
	Sub-Total	2,520,751	2,539,309	2,723,700	2,533,400	2,652,400
<u>Operating Expense</u>						
603134	Prof Svcs-Marketing	-	-	6,900	6,900	6,900
603141	Existing Employee Screening	388	275	900	900	1,700
603183	Accreditation Fees	1,700	2,300	900	900	900
603400	Contract Svcs-Other	1,131	4,390	4,500	4,500	3,800
603401	Janitorial Svcs	16,351	18,356	35,639	35,639	34,139
603425	Software License & Maint	-	11,283	-	-	-
604001	Travel & Training	4,390	1,550	4,100	-	2,100
604100	Communication Svcs	3,476	3,725	-	-	-
604105	Internet-Computer Lab	8,101	5,560	6,300	6,300	6,300
604300	Water/Wastewater Svcs	9,561	8,445	10,300	10,300	10,187
604301	Electricity Svcs	24,764	26,893	29,800	29,800	27,584
604500	Risk Internal Svcs Charge	163,700	160,000	213,000	213,000	36,700
604550	Health Ins Internal Serv Chg	-	-	103,500	103,500	148,300
604610	Fleet Internal Svcs Charge	7,500	5,739	10,500	10,500	9,600
604613	Vehicle Detail	20	201	400	400	300
604700	Printing & Binding Svcs	1,862	1,290	4,500	4,500	4,500
604916	Administrative Expense	3,954	2,796	2,700	2,700	2,700
604920	License & Permit Fees	1,530	629	1,300	1,300	1,200
604989	IT Internal Svcs Charge	115,600	203,900	213,500	213,500	225,100
604990	Pre-School Activities	36,929	29,604	31,800	31,800	31,800
604991	Summer Programs	13,441	9,397	19,600	742	19,600
604992	Recreation Activities	22,403	22,943	25,000	15,800	25,000
604993	Field Trips	6,809	5,846	13,000	3,647	13,000
604998	Contingency	1,637	848	1,500	1,500	1,500
605100	Office Supplies	3,496	3,435	3,000	3,000	3,000
605120	Computer Operating Expenses	-	411	-	-	-
605220	Vehicle Fuel-On-Site	67	-	2,700	2,700	2,700
605230	Program Supplies	7,825	6,850	13,800	8,700	13,700
605235	General Food & Beverage	26,096	16,672	23,400	14,200	23,400
605240	Uniforms Cost	8,090	3,559	8,200	2,600	8,200
605250	Noncap Furn (Item less 5000)	8,960	97,870	6,600	6,600	6,600
605251	Noncap Equip (Item less 5000)	4,616	11,604	3,900	3,900	3,900



Community Services Expenditures by Object Code

Childcare—01-63-650-569-040/070/110/120

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605410	Subscriptions & Memberships	1,079	1,434	1,200	1,200	1,100
605500	Training-General	4,962	7,254	6,000	6,000	6,100
605510	Tuition Reimbursement	632	75	600	600	600
	Sub-Total	511,071	675,132	809,039	747,629	682,210
	Dept Capital Outlay					
606441	Vehicle Replacement Program	2,652	2,600	51,265	51,265	-
	Sub-Total	2,652	2,600	51,265	51,265	-
	Total	\$ 3,034,474	\$ 3,217,041	\$ 3,584,004	\$ 3,332,294	\$ 3,334,610



Father's Day



The Early Childhood Father's Day event is one of many activities organized by the Childcare Program.

Community Services Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
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.
347260	Contracted Programs	City's revenue collected from contractual classes and programs at Miramar Youth Enrichment Center, Sunset Lakes, Mir Regional Park, Aquatics-West, Ansin and Vizcaya Park, Multi Svc Ctr, Senior Center and Athletics program. May also include funds received from Broward County for the provision of senior transportation to seniors who are physically unable to access normal modes of public transportation to a nutritional site.
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.
381162	Trfr Fr Fed Grant Fund	Dedicated grant revenue for Public Works transportation and Senior Services expenses for the Older Americans Act Grant, and for CARES COVID grant reimbursement.
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.
<u>Expense</u>		
601400	Overtime-General	This line represents the overtime cost for special events, emergencies and unanticipated personnel shortages.
601410	Overtime-Holiday	This line represents the overtime 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 OMC. These funds will be used to communicate with the public the programs offered by Social Services Department.
603140	New Hire Screening	New hire screening.
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	Senior Services renewal NCOA (National Council On Aging) in 5 years of 2024 at \$500 Early Childhood annual renewal APPLE (Accredited Professional Preschool Learning Environment) \$900
603190	Prof Svcs-Other	This line item provides for outside prof. consulting svcs & prof. svcs to address exercise, health, wellness, and other program related initiatives: Senior Services: Grant - Contracted health/wellness/exercise programs-4 classes/wk @ \$50.00/class x 52 wks (Multi Service Complex/Sunset Lakes) \$10,400; Grant - Contracted health/wellness/exercise programs-2 classes/wk @ \$50.00/class x 26 wks (Multi-Service Center/Sunset Lakes) \$2,600; Misc Expense, fee increase and addl health/wellness/exercise classes at \$5,800; Adult Day Care: Certified Therapy Classes/Instruction-36 sessions @ \$66/session \$2,376; Administration: Misc costs for extra pick-ups & shredding \$500
603400	Contract Svcs-Other	This amount is directed to contracted services for: Pest Control (All facilities \$6,700)(breakdown below) Multi-Service Complex Interior & Exterior & Rodent Svcs (\$2,200) Child Care at Fairway Interior & Exterior (\$1,100) Child Care at Sunset Lakes Interior & Exterior (\$1,700) Child Care at Silver Shores Interior & Exterior (\$1,700) Child Care at Silver Shores Interior & Exterior (\$1,300)
603401	Janitorial Svcs	Cost allocated for janitorial services-All facilities (contract #422) Multi-Service Complex: Janitorial Services & Supply Delivery \$64,604 Adult Day Care Center: Chair cleaning/Office Furniture \$200; Floor Cleaning \$800; Detail cleaning \$500 Child Care at Fairway: Chair cleaning/Office Furniture \$200; Carpet Cleaning (Rugs) \$500; Floor Cleaning \$1,100 Child Care at Silver Shores: Chair cleaning/Office Furniture \$200; Carpet Cleaning (Rugs) \$500; Floor Cleaning \$1,100 Child Care at Sunset Lakes: Janitorial Services & Supply Delivery \$28,739; Chair cleaning/Office Furniture \$200; Carpet Cleaning (Rugs) \$500; Floor Cleaning \$1,100
603425	Software License & Maint	ServTracker Program Web Hosting Fee per agreement with Accessible Solutions, Inc. at \$4,600.00.



Community Services Budget Justification

Object #	Account Description	Justification
603455	Security Svcs	Cost for security services at the Multi-Service Complex (MMSC).
603470	Temporary Help	For temporary assistance to cover to ensure licensing requirement.
604001	Travel & Training	Represents the cost for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, transportation, etc.
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 as 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.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604610	Fleet Internal Svcs Charge	This account represents costs associated with repair and maintenance of city vehicles. Funds added for approved Above Base Request for vehicle replacement for Childcare Program 650.
604613	Vehicle Detail	Cost associated with cleaning and detailing of City vehicles assigned to Department.
604620	R&M Buildings	This line item is used for building maint & repair - Multi-Service Complex: Lock, key and safe repairs \$2,000 Carpet replacement \$2,000 Plumbing repairs \$2,000 Building safety signs and office/building signage \$1,500 Building, office & misc touch-up painting \$3,000 Door access card readers \$1,000 PA system repairs, electrical repairs, speaker repair \$2,000 Parking lot repairs \$1,500 Minor repairs as needed \$4,600
604645	R&M Radios	Funds for repair and maintenance for radio equipment.
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	Administration: Motion Picture Licensing for annual renewal at \$400 Child Care: Child Care Food Program - Food Permit - annual 3 locations - \$600 Child care license annual renewal \$470 Miscellaneous fees and increase annually \$130 Adult Daycare: Brow. County CEMP Comprehensive Emergency Management Plan \$100 Sanitation Certificate \$200 ACHA Renewal \$200
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.
604993	Field Trips	Funds to cover field trips.
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.

Community Services Budget Justification

Object #	Account Description	Justification
605220	Vehicle Fuel-On-Site	This account covers the cost of fuel used for city vehicles as provided by PW-Fleet Maintenance. Funds added for approved Above Base Request for vehicle replacement for Childcare Program 650.
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 cost is associated with expenses for the Child Care Food Program.
605240	Uniforms Cost	This represents the costs for providing uniforms for employees.
605250	Noncap Furn (Item less 5000)	Adult Daycare: Replacement cost for damaged furniture (tables, chairs) 24 chairs \$1,000 Childcare: Replacement cost for damaged furniture (tables, chairs) 3 locations \$6,600 Senior Services: Replacement cost for damaged furniture (tables, chairs) 30 chairs \$5,000
605251	Noncap Equip (Item less 5000)	This represents the cost for purchasing or replacing equipment that cost less than \$5,000 per item. Adult Day Care: Replacement of refrigerators, microwave, vacuum, television, washer/dryer, etc. \$1,200 Childcare: Door repair, door alarms and keys at 3 locations \$600 Refrigerators, microwave, vacuum, television, washer/dryer, etc. 3 locations at 3 locations \$3,900 Senior Services: Door repair, door alarms and keys \$400 Misc equipment as needed \$1,000
605290	Other Operating Supplies	To cover the costs of other operating expenses.
605410	Subscriptions & Memberships	This cost is associated with professional memberships and subscriptions required to maintain program standards and licensing. Administration: Notary renewal \$165 Adult Day Care: Senior Current Affairs Subscription \$250 Sam's Club Membership \$50 Childcare: FLAEYC - Premium Annual Membership for Supervisor \$450 Early childhood professional memberships – SEEDS at 3 locations \$450 Senior Services: Florida Council on Aging \$225 Florida Health Care Activity Coordinators Association \$100 Sam's Club Membership (4 staff) \$200 National Certification for Activity Professionals (Renews every other year) \$60 National Council on Aging (NCOA) Due every June \$145 (FASC) Florida Association of Senior Centers \$105
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. Senior Services and Rental Staff Evidence based Health & Wellness training, and professional training and CEU's training for 19 employees \$2,400 Adult Day Care Services provide ongoing training and seminars for staff as well as Direct Care Training, Online CPR/First Aid, RN License and Certifications, CNA License and Certifications. Staff is also provided Continuing Education Units, RN Continuing Education Units - CNA's professional training as needed for 10 employees \$ 2,500 Childcare Services provides training to staff such as childcare minimal certifications for 60 employees at \$600, staff development training seminars, webinars online (Fred Pryor, Skill Path) for 3 employees at \$600, and Broward or Miami Dade Early Childhood Conference for 60 employees at \$1,500, Miscellaneous trainings based on Employee Development/evaluation goals and training materials and provisions needed for scheduled development for 60 employees \$3,400 Administration General provides training to staff training and Professional Development Training; Department of Elder Affairs (DOEA) certifications; and First Aid & CPR for employees at \$1,200, 1 Annual Strategic Planning Workshop for employees at \$6,000. Team building training workshop for employees at \$4,000 Addtl training for Transit Operations staff \$1,200
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.
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.





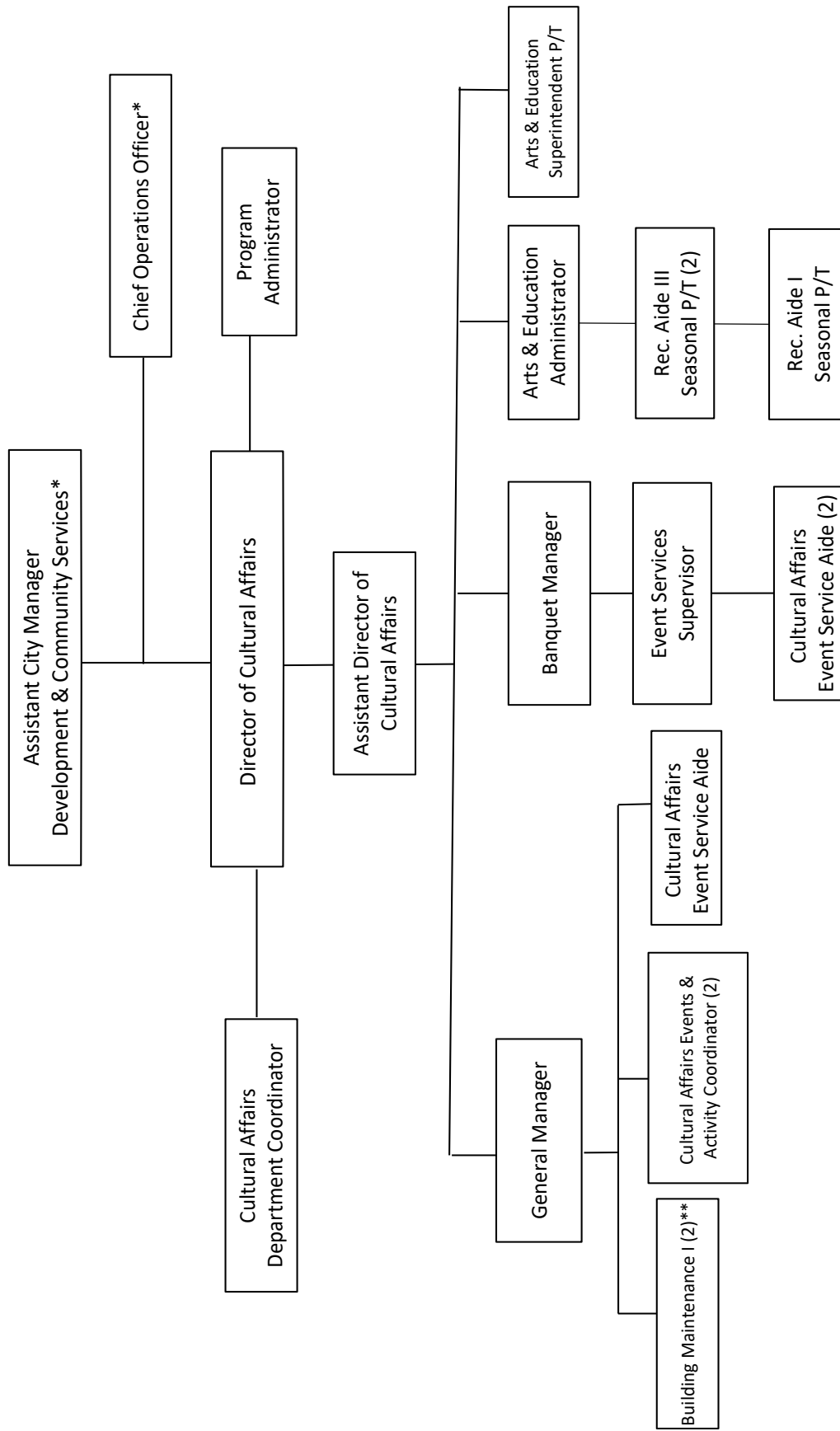
Cultural Affairs

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



*Budgeted in the Office of the City Manager

**Budgeted in Public Works



Cultural Affairs

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 budgeted positions, 13 full-time, 1 (.5 FTE) part-time and 3 (1.5 FTEs) 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. Arts & Education
3. Food & Beverage Services
4. Theatre Production

FY 2020 Accomplishments

- Completed 10 MCC Presents presentations including performances by Resident Artists, in addition to increasing the caliber and ticket demand.
- Showcased 4 Art Exhibitions, including legendary artist Ernie Barnes and his iconic "Sugar Shack" piece.
- Offered Miramar First discount to residents and increased awareness for the Miramar Cultural Center and the services provided.
- Expanded publicity, media outlets, and advertising of MCC Presents and facility rentals.
- Cultural Start, a program between MCC and Miramarvels Early Childhood Academy to introduce culture to Pre-K children. This year, Cultural Start explored India, Mexico and Egypt. Approximately 370 children/teachers from nine (9) Miramar early childhood centers/schools, including the four (4) Miramarvel Centers received this experience.
- Spotlight MCC as well as two highly visible graphic installations inside and around the Cultural Center.
- Broward County's Greater Fort Lauderdale Convention and Visitor's Bureau (GFLVB) knighted the Miramar Cultural Center ArtsPark with the promotional label of a unique space for event and performance activity in its material available to local, regional, national and international relationships.
- Managed senior feeding program for senior citizens within the City, who were directly affected by Covid-19 pandemic.
- Prepared and served over 5,000 meals for seniors during the pandemic.
- Created virtual programming for traditional offerings on social media platforms.
- Retooled Arts and Education planning into offering Training & Development relative to essential city, community services and skillsets; inclusive of job readiness.
- Connected with key community partners to develop our site as a new resource location (e.g. with entities like Children Services Council and YMCA).
- Rented the facility to corporate entities and others requiring virtual production services or social distance spaces of 218 or less (from 798) capacity configurations.



Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	-	-	-	-	5,000
Arts & Education	86,919	108,207	154,850	34,350	82,500
Food & Beverage Services	827,006	409,440	826,350	296,450	362,000
Theatre Production	768,626	633,646	531,250	386,650	176,650
Marketing & Sales Services	2,925	750	-	-	-
Client Management Services	24	66	-	(36,000)	-
Total	\$ 1,685,499	\$ 1,152,109	\$ 1,512,450	\$ 681,450	\$ 626,150



MCC Community Theatre presented an outstanding performance of "Shakespeare in the Park" at Shirley Branca Park.

Cultural Affairs

Expenditures by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	475,060	918,020	650,000	740,033	758,503
Arts & Education	327,294	598,057	667,600	611,681	531,832
Food & Beverage Services	681,182	567,303	686,203	667,221	863,932
Theatre Production	1,237,318	1,729,318	1,816,230	1,439,798	1,051,033
Marketing & Sales Services	330,890	6,995	-	-	-
Theatre Facilities	327,642	2,103	-	-	-
Client Management Services	146	44	-	-	-
Total	\$ 3,379,532	\$ 3,821,840	\$ 3,820,033	\$ 3,458,733	\$ 3,205,300





Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	1,975,266	1,974,031	1,697,700	1,697,700	1,785,400
Operating Expense	1,381,023	1,846,576	2,115,903	1,754,603	1,419,900
Capital Outlay	23,243	1,233	6,430	6,430	-
Total	\$ 3,379,532	\$ 3,821,840	\$ 3,820,033	\$ 3,458,733	\$ 3,205,300

Positions by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	2.25	5.00	4.00	4.00	3.00
Arts & Education	3.50	6.00	6.00	6.00	5.00
Food & Beverage Services	2.50	2.50	2.50	2.50	2.50
Theatre Production	4.75	4.50	4.50	4.50	4.50
Marketing & Sales Services	1.25	-	-	-	-
Theatre Facilities	0.75	-	-	-	-
Total	15.00	18.00	17.00	17.00	15.00





Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administrative Coordinator	1.00	-	-	-	-
Arts & Education Administrator	-	1.00	1.00	1.00	1.00
Arts & Education Manager	1.00	1.00	1.00	1.00	-
Arts & Education Superintendent - Part-time	-	0.50	0.50	0.50	0.50
Assistant Director of Cultural Affairs	1.00	1.00	1.00	1.00	1.00
Banquet Manager	-	1.00	1.00	1.00	1.00
Banquet Supervisor	1.00	-	-	-	-
Box Office Manager	1.00	-	-	-	-
Communications & Audience Development Manager	1.00	-	-	-	-
Creative Arts & Graphics Designer	-	1.00	-	-	-
Cultural Affairs Department Coordinator	-	1.00	1.00	1.00	1.00
Cultural Affairs Event Service Aide	-	3.00	3.00	3.00	3.00
Cultural Affairs Events & Activity Coordinator	-	2.00	2.00	2.00	2.00
Director of Cultural Affairs	1.00	1.00	1.00	1.00	1.00
Event Services Manager	1.00	-	-	-	-
Event Services Supervisor	-	1.00	1.00	1.00	1.00
Events & Venue Promotions Manager	-	1.00	1.00	1.00	-
Food and Beverage Operations Manager	1.00	-	-	-	-
General Manager	-	1.00	1.00	1.00	1.00
Guest Relations & Ticketing Coordinator	1.00	-	-	-	-
Operations Manager	1.00	-	-	-	-
Production Manager	1.00	-	-	-	-
Program Administrator	-	1.00	1.00	1.00	1.00
Recreation Aide I - Part-time (Seasonal)	1.00	0.50	0.50	0.50	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	-	-	-	-
Total FTE's	15.00	18.00	17.00	17.00	15.00





Cultural Affairs Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Conference with Arts Advisory Members once per quarter	Cultivate relationships within our communities	Q4 Actual	1.00	0.00	
		YTD Actual	4.00	2.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	50.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Ensure financial responsibility	Q4 Actual	\$ 708,827.10	\$ 789,989.54	
		YTD Actual	\$ 3,821,840.00	\$ 3,352,129.26	
		EOY Target	\$ 3,844,133.00	\$ 3,820,033.00	\$ 3,205,300.00
		% Target	99.42%	87.75%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Ensure financial responsibility	Q4 Actual	\$ 708,827.10	\$ 789,989.54	
		YTD Actual	\$ 3,821,840.00	\$ 3,352,129.26	
		EOY Projection	\$ 3,726,622.00	\$ 3,332,669.00	\$ 3,205,300.00
		% Target	102.56%	100.58%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Ensure financial responsibility	Q4 Actual	\$ 147,868.50	-\$ 6,095.87	
		YTD Actual	\$ 1,152,109.00	\$ 621,746.06	
		EOY Target	\$ 1,970,950.00	\$ 681,450.00	\$ 626,150.00
		% Target	58.45%	91.24%	
		% Goal	100.00%	100.00%	



Cultural Affairs Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Revenues	Ensure financial responsibility	Q4 Actual	\$ 147,868.50	-\$ 6,095.87	
		YTD Actual	\$ 1,152,109.00	\$ 621,746.06	
		EOY Projection	\$ 1,487,312.79	\$ 636,912.00	\$ 626,150.00
		% Target	77.46%	97.62%	
		% Goal	100.00%	100.00%	
 Apply for 2 grants per fiscal year	Ensure financial responsibility	Q4 Actual	2.00	0.00	
		YTD Actual	8.00	1.00	
		EOY Target	8.00	2.00	2.00
		% Target	100.00%	50.00%	
		% Goal	100.00%	100.00%	
 Book 30 events per quarter	Strengthen sales	Q4 Actual	32.00	0.00	
		YTD Actual	129.00	104.00	
		EOY Target	120.00	120.00	120.00
		% Target	107.50%	86.67%	
		% Goal	100.00%	100.00%	
 Staff attend 7 internal or external workshops/conferences or events annually	Professional development for staff	Q4 Actual	7.00	1.00	
		YTD Actual	30.00	6.00	
		EOY Target	28.00	7.00	7.00
		% Target	107.14%	85.71%	
		% Goal	100.00%	100.00%	

Cultural Affairs Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
Increase Arts & Education participation by 5%	Strengthen Arts & Education programs participation	Actual			
		YTD Actual			
		EOY Target		5.00	
		% Target	0%	0%	
		% Goal	0%	100.00%	
 Complete 4 annual exhibitions	Offer well-managed events and facilities for patrons, renters, artists and the City	Q4 Actual		1.00	
		YTD Actual		5.00	
		EOY Target		4.00	4.00
		% Target	0%	125.00%	
		% Goal	100.00%	100.00%	
 Increase social media footprint across all platforms	Raise awareness of Miramar Cultural Center and our programs	Q4 Actual	0%	2.00%	
		YTD Actual	0%	8.00%	
		EOY Target	0%	7.00%	7.00%
		% Target	0%	114.29%	
		% Goal	100.00%	100.00%	

Cultural Affairs Balanced Scorecard

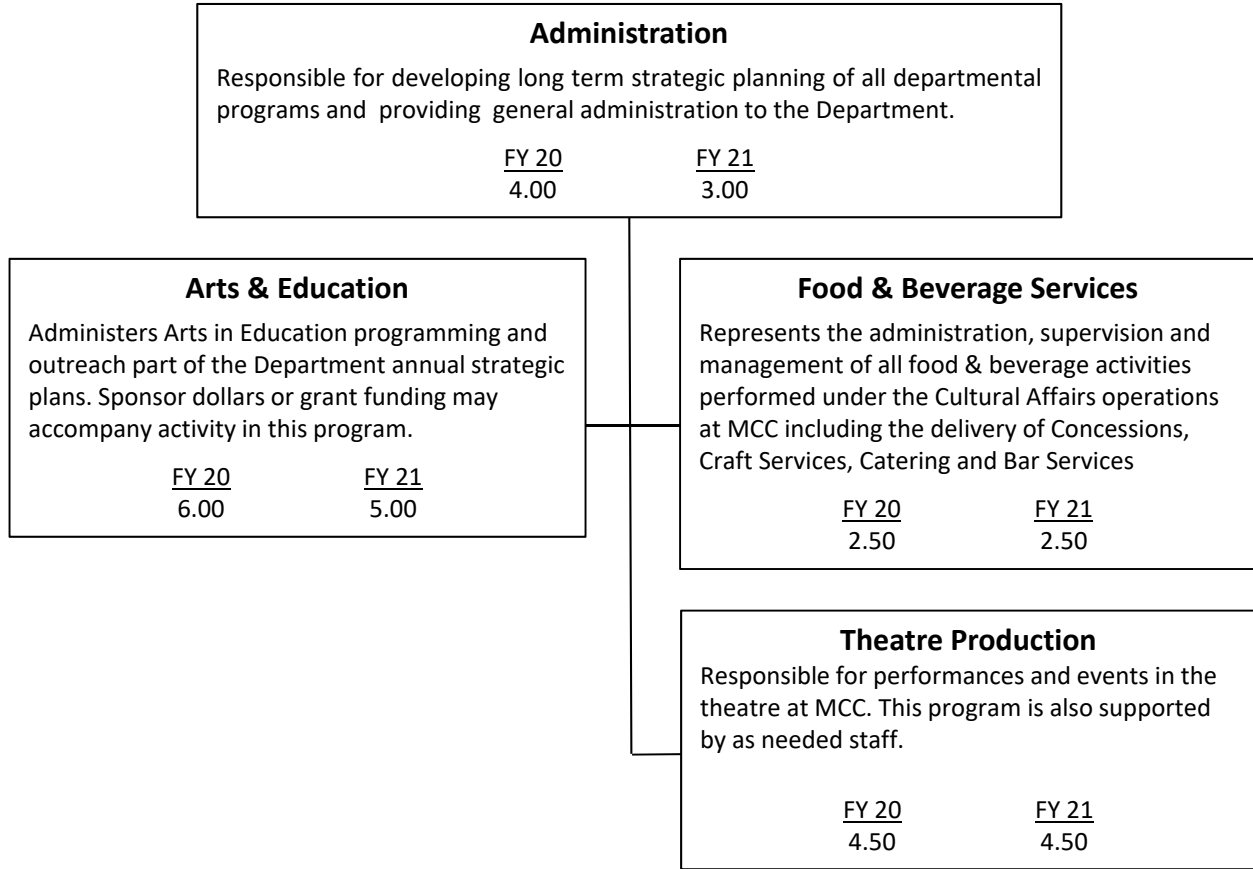
Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Increase outreach of print collateral engagement by 7%	Strengthen marketing	Q4 Actual	0%	1.00%	
		YTD Actual	0%	6.50%	
		EOY Target	0%	7.00%	7.00%
		% Target	0%	92.86%	
		% Goal	100.00%	100.00%	
 Curate a profile for the MCC experience inclusive of one plaza activity, Miramar 1st buying campaign and Miramar Theater Days and Nights programming	Improve MCC community experience	Actual		1.00	
		YTD Actual		4.00	
		EOY Target		4.00	4.00
		% Target	0%	100.00%	
		% Goal	0%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Cultural Affairs FTE's by Program



A stunning performance of Cleopatra at the Exploring Egypt cultural event.

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Fed Grant-FEMA	331507	\$ -	\$ -	\$ -	\$ -	\$ -
State Grant-FEMA	334500	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	369900	\$ -	\$ -	\$ -	\$ -	\$ -
Progr Support-MCC Presents	366210	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Total		\$ -	\$ -	\$ -	\$ -	\$ 5,000

Expenditures by Category

Personnel Services	315,142	553,790	427,800	427,800	554,000
Operating Expense	159,917	364,230	222,200	312,233	204,503
Capital Outlay	-	-	-	-	-
Total	\$ 475,060	\$ 918,020	\$ 650,000	\$ 740,033	\$ 758,503

Percent of Time by Position

Administrative Coordinator	1.00	-	-	-	-
Assistant Director of Cultural Affairs	0.75	1.00	1.00	1.00	1.00
Creative Arts & Graphics Designer	-	1.00	-	-	-
Cultural Affairs Department Coordinator	-	1.00	1.00	1.00	1.00
Director of Cultural Affairs	0.50	1.00	1.00	1.00	1.00
Events & Venue Promotions Manager	-	1.00	1.00	1.00	-
Total	2.25	5.00	4.00	4.00	3.00



Cultural Affairs Budget Summary by Program

Arts & Education—Program 683

Description

This program develops and manages children’s programming, educational performances and workshops, and exhibitions and activities in the Ansin Family Art Gallery. Programs 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Souvenirs	347350	20	113	750	750	-
Registration Fees - EDU Programs	347308	-	5,788	10,500	10,500	2,500
Ticket Sales	347339	18,964	21,250	60,000	13,100	-
Summer Programs	347210	67,935	77,806	73,600	-	75,000
Program Support - Education	366212	-	3,250	10,000	10,000	5,000
Total		\$ 86,919	\$ 108,207	\$ 154,850	\$ 34,350	\$ 82,500

Expenditures by Category

Personnel Services	163,097	466,378	481,200	481,200	402,000
Operating Expense	164,197	131,678	186,400	130,481	129,832
Capital Outlay	-	-	-	-	-
Total	\$ 327,294	\$ 598,057	\$ 667,600	\$ 611,681	\$ 531,832

Percent of Time by Position

Arts & Education Administrator	-	1.00	1.00	1.00	1.00
Arts & Education Manager	1.00	1.00	1.00	1.00	-
Arts & Education Superintendent - Part time	-	0.50	0.50	0.50	0.50
Assistant Director of Cultural Affairs	0.25	-	-	-	-
Cultural Affairs Event Service Aide	-	1.00	1.00	1.00	1.00
Cultural Affairs Events & Activity Coordinator	-	1.00	1.00	1.00	1.00
Guest Relations & Ticketing Coordinator	0.25	-	-	-	-
Recreation Aide I (PT-Seasonal)	1.00	0.50	0.50	0.50	0.50
Recreation Aide III (2 PT-Seasonal)	1.00	1.00	1.00	1.00	1.00
Total	3.50	6.00	6.00	6.00	5.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Banquet Hall Service Fee	347304-000	83,597	32,572	30,000	30,000	20,000
Concession-Food	347310-170	18,062	17,402	15,000	15,000	7,500
Concession-Beverage	347311-170	15,316	14,038	9,750	9,750	5,000
Concession-Alcohol	347312-170	77,004	76,534	75,000	42,600	37,500
Catering-Food	347313-170	9,139	40,785	33,600	33,600	37,500
Catering-Beverage	347314-170	208	13,264	6,000	6,000	3,750
Catering-Alcohol	347315-170	5,944	34,643	65,000	30,100	32,500
Reception Package	347316-000	575,931	31,682	418,000	44,500	125,000
Food & Beverage Svcs	347320-170	132	4,996	27,500	27,500	14,000
Food & Bev Staff- Reimbursable	347330-170	4,511	13,711	22,500	22,500	12,000
Rental-In House Equip-Banquet	362209-170	150	3,055	1,000	1,000	1,000
Rental-Banquet Hall	362215-170	36,862	119,582	120,000	30,900	62,500
Rental-Kitchen	362216-170	-	1,500	-	-	-
Rental-Small Wares	362217-170	150	5,675	3,000	3,000	3,750
Total		\$ 827,006	\$ 409,440	\$ 826,350	\$ 296,450	\$ 362,000

Expenditures by Category

Personnel Services	421,392	329,333	283,800	283,800	292,800
Operating Expense	259,790	237,971	402,403	383,421	571,132
Capital Outlay	-	-	-	-	-
Total	\$ 681,182	\$ 567,303	\$ 686,203	\$ 667,221	\$ 863,932

Percent of Time by Position

Banquet Manager	-	1.00	1.00	1.00	1.00
Banquet Supervisor	1.00	-	-	-	-
Cultural Affairs Event Service Aide	-	0.50	0.50	0.50	0.50
Event Services Supervisor	-	0.50	1.00	1.00	1.00
Food and Beverage Operations Manager	1.00	-	-	-	-
Program Administrator	-	0.50	-	-	-
Senior Sales & Engagement Manager	0.50	-	-	-	-
Total	2.50	2.50	2.50	2.50	2.50



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Ticket Sales	347339-000	100,886	132,435	200,000	84,900	81,500
Box Office Svcs Fee	347340-000	30,443	10,806	20,000	20,000	150
Ticket Printing Fee-For Profit	347341-000	10,884	4,504	-	-	-
Credit Card Fee	347345-000	24,748	6,316	30,000	30,000	-
Facility Ticket Fee	347346-000	84,921	72,917	75,000	34,900	-
Internet Convenience Fee	347347-000	61,276	7,374	-	-	-
Marketing	347360-000	-	-	500	500	-
Production Staff Reimbursable	347371-000	115,377	108,540	-	-	-
Production Equipment Rental	347372-000	49,583	15,951	30,000	-	-
Production Outside Equip Renta	347373-000	5,052	42,513	-	-	-
Production Svcs Fee	347374-000	14,120	9,824	-	-	3,000
Production Svcs Incidental	347375-000	6,061	4,301	-	-	500
Theater Svcs Package	347380-000	56,762	51,207	52,000	17,600	30,000
Theater Svcs Package Half	347381-000	500	-	-	-	-
Theater Addtl Svc Frnt of Hou	347382-000	-	-	-	-	-
Theater Insurance	347386-000	8,800	5,200	5,000	5,000	2,500
Rental-Theater	362205-000	-	148,735	108,000	108,000	54,000
Rental-Rooms	362206-000	62,361	3,510	10,750	10,750	5,000
Trfr Fr Fed Grant Fund	381162-000	40,000	-	-	75,000	-
Trfr Fr State & Cty Grant Fund	381163-000	96,852	9,512	-	-	-
Total		\$ 768,626	\$ 633,646	\$ 531,250	\$ 386,650	\$ 176,650

Expenditures by Category

Personnel Services	828,405	622,870	504,900	504,900	536,600
Operating Expense	385,670	1,105,215	1,304,900	928,468	514,433
Capital Outlay	23,243	1,233	6,430	6,430	-
Total	\$ 1,237,318	\$ 1,729,318	\$ 1,816,230	\$ 1,439,798	\$ 1,051,033

Percent of Time by Position

Box Office Manager	1.00	-	-	-	-
Cultural Affairs Event Service Aide	-	1.50	1.50	1.50	1.50
Cultural Affairs Events & Activity Coordinator	-	1.00	1.00	1.00	1.00
Director of Cultural Affairs	0.50	-	-	-	-
Event Services Manager	1.00	-	-	-	-
Events Services Supervisor	-	0.50	-	-	-
General Manager	-	1.00	1.00	1.00	1.00
Guest Relations & Ticketing Coordinator	0.50	-	-	-	-
Operations Manager	0.25	-	-	-	-
Production Manager	1.00	-	-	-	-
Program Administrator	-	0.50	1.00	1.00	1.00
Senior Sales & Engagement Manager	0.50	-	-	-	-
Total	4.75	4.50	4.50	4.50	4.50

Cultural Affairs Budget Summary by Program

Marketing and Sales Services—Program 682

Description

This program provided for the coordination and administration of marketing and promotional initiatives for MCC as an institution and for its events and programs. Marketing and Sales Services was in charge of managing multiple layers of promotion including advertising, marketing, press and publicity, social media engagement, and sponsorship fulfillment. In addition, this program 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Marketing	347360-170	\$ 2,925	\$ 750	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	137,007	1,660	-	-	-
Operating Expense	193,883	5,335	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 330,890	\$ 6,995	\$ -	\$ -	\$ -

Percent of Time by Position

Communications & Audience Development Manager	1.00	-	-	-	-
Guest Relations & Ticketing Coordinator	0.25	-	-	-	-
Total	1.25	-	-	-	-



Cultural Affairs Budget Summary by Program

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 was eliminated in the FY 2019 budget.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None		-	-	-	-	-

Expenditures by Category

Personnel Services		110,223	-	-	-	-
Operating Expense		217,419	2,103	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 327,642	\$ 2,103	\$ -	\$ -	\$ -

Percent of Time by Position

Operations Manager		0.75	-	-	-	-
Total		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.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Group Sales Convenience Fee	347338	24	-	-	-	-
Ticket Sales	347339	-	-	-	-	-
Box Office Service Fee	347340	-	-	-	-	-
Ticket Printing Fee-For Profit	347341	-	-	-	-	-
Ticket Printing Fee-Non-Profit	347342	-	-	-	-	-
Facility Consignment Ticket Fee	347343	-	-	-	-	-
Facility Complementary Ticket Fee	347344	-	-	-	-	-
Credit Card Fee	347345	-	-	-	-	-
Facility Ticket Fee	347346	-	66	-	-	-
Internet Convenience Fee	347347	-	-	-	-	-
Telephone Convenience Fee	347348	-	-	-	-	-
Walk-Up Fee	347349	-	-	-	-	-
Production Staff Reimbursable	347371	-	-	-	-	-
Production Equipment Rental	347372	-	-	-	-	-
Production Outside Equip Rental	347373	-	-	-	-	-
Production Service Fee	347374	-	-	-	-	-
Production Services Incidental	347375	-	-	-	-	-
Theatre Service Package	347380	-	-	-	-	-
Theatre Service Package Half	347381	-	-	-	-	-
Theatre Addtl Svc Fire Marsha	347385	-	-	-	-	-
Theatre Insurance	347386	-	-	-	-	-
Rental-Theatre	362205	-	-	-	(36,000)	-
Trfr Fr State & Cty Grant Fund	381163	-	-	-	-	-
Total		\$ 24	\$ 66	\$ -	\$ (36,000)	\$ -
Expenditures by Category						
Personnel Services		-	-	-	-	-
Operating Expense		146	44	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 146	\$ 44	\$ -	\$ -	\$ -



Cultural Affairs Expenditures by Object Code

Administration—001-68-100-573

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	187,055	359,702	237,200	237,200	338,000
601205	Lump Sum Payout - Accrued Time	5,004	15,009	12,300	12,300	11,800
601210	Non-Pensionable Earnings	-	1,587	9,700	9,700	-
601215	Communication Stipend	-	2,898	2,600	2,600	3,900
601220	Longevity Pay	255	16	-	-	-
601400	Overtime-General	2,089	-	2,100	2,100	3,300
601410	Overtime-Holiday	693	-	700	700	700
602100	FICA & MICA	14,362	25,309	20,300	20,300	26,100
602210	Pension-General	11,398	11,506	-	-	-
602235	Pension-Senior Mgmt	35,014	53,400	50,000	50,000	78,100
602265	Pension-457	8,354	11,017	7,000	7,000	10,100
602300	Pmt In Lieu Of Insurance	1,047	65	-	-	-
602304	Health Insurance-PPO	-	78	-	-	-
602305	Health Insurance-HMO	6,112	14,143	9,300	9,300	8,100
602306	Dental Insurance-PPO	471	2,179	1,600	1,600	1,800
602309	Basic Life Insurance	466	1,047	500	500	1,000
602311	Long-Term Disability Ins	121	202	300	300	500
602312	HDHP Aetna	-	9,658	16,400	16,400	13,600
602313	HSA Payflex	-	3,375	2,700	2,700	2,700
602400	Workers' Compensation	42,700	42,600	55,100	55,100	54,300
	Sub-Total	315,142	553,790	427,800	427,800	554,000
<u>Operating Expense</u>						
603190	Prof Svcs-Other	3,250	12,626	30,000	-	30,000
603400	Contract Svcs-Other	47,114	1,926	-	-	-
603401	Janitorial Svcs	6,519	-	-	-	15,003
603455	Security Svcs	36,208	75,483	95,000	88,950	95,000
604001	Travel & Training	-	7,657	8,000	8,000	4,000
604100	Communication Svcs	1,451	2,925	-	-	-
604200	Postage	1,258	15,263	200	200	200
604301	Electricity Svcs	14,533	5,341	21,700	21,700	-
604400	Leased Equipment	-	300	-	-	-
604550	Health Ins Internal Serv Chg	-	-	3,400	3,400	2,900
604610	Fleet Internal Svcs Charge	2,800	3,003	3,000	3,000	2,800
604620	R&M Buildings	25	12,089	-	404	-
604700	Printing & Binding Svcs	793	39,037	-	-	-
604889	Marketing & Promotions	8,590	155,460	-	5,646	-
604916	Administrative Expense	-	-	5,500	5,500	5,500
604920	License & Permit Fees	-	-	6,500	4,500	6,500
604989	IT Internal Svcs Charge	24,600	23,500	25,600	25,600	19,300
604997	Other Operating Expenses	-	-	2,000	2,000	2,000
604998	Contingency	-	-	10,000	-	5,000
605100	Office Supplies	4,553	1,962	2,000	2,000	2,000
605120	Computer Operating Expenses	3,901	1,027	2,000	2,000	2,000
605220	Vehicle Fuel-On-Site	610	1,595	1,100	1,100	1,100
605225	Equip Gas Oil & Lube	100	-	500	500	500
605250	Noncap Furn (Item less 5000)	1,157	-	1,200	1,200	1,200
605251	Noncap Equip (Item less 5000)	890	647	900	900	900
605290	Other Operating Supplies	-	69	1,000	1,000	1,000
605410	Subscriptions & Memberships	1,565	4,320	1,600	3,600	1,600
605500	Training-General	-	-	1,000	1,000	1,000
605510	Tuition Reimbursement	-	-	-	-	5,000
605600	CM Restricted	-	-	-	130,033	-
	Sub-Total	159,917	364,230	222,200	312,233	204,503
	Total	\$ 475,060	\$ 918,020	\$ 650,000	\$ 740,033	\$ 758,503

Cultural Affairs Expenditures by Object Code

Arts & Education—001-68-683-573

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	93,277	308,886	325,700	325,700	263,800
601205	Lump Sum Payout - Accrued Time	7,133	19,683	9,900	9,900	4,400
601210	Non-Pensionable Earnings	-	-	6,900	6,900	-
601215	Communication Stipend	-	293	-	-	700
601400	Overtime-General	2,201	2,762	2,200	2,200	3,500
601410	Overtime-Holiday	70	-	100	100	100
602100	FICA & MICA	8,367	26,088	26,200	26,200	20,600
602210	Pension-General	2,400	21,611	17,700	17,700	27,000
602235	Pension-Senior Mgmt	19,308	36,600	32,600	32,600	18,000
602265	Pension-457	1,798	5,182	6,900	6,900	3,000
602300	Pmt In Lieu Of Insurance	5,611	5,632	6,200	6,200	12,500
602305	Health Insurance-HMO	1,667	5,980	4,600	4,600	8,100
602306	Dental Insurance-PPO	870	779	600	600	200
602307	Dental Insurance-HMO	32	304	400	400	300
602309	Basic Life Insurance	357	1,120	700	700	800
602311	Long-Term Disability Ins	107	280	500	500	400
602312	HDHP Aetna	-	9,255	12,300	12,300	6,800
602313	HSA Payflex	-	2,025	2,000	2,000	1,400
602400	Workers' Compensation	19,900	19,900	25,700	25,700	30,400
	Sub-Total	163,097	466,378	481,200	481,200	402,000
<u>Operating Expense</u>						
603140	New Hire Screening	-	117	-	-	-
603400	Contract Svcs-Other	5,000	13,418	-	-	-
603480	Artist Contract	32,951	41,249	93,000	69,000	41,200
604001	Travel & Training	-	500	-	-	-
604300	Water/Wastewater Svcs	3,834	4,136	4,200	4,200	4,332
604301	Electricity Svcs	9,205	-	-	-	-
604500	Risk Internal Svcs Charge	29,200	2,900	2,300	2,300	500
604550	Health Ins Internal Serv Chg	-	-	3,200	3,200	2,500
604610	Fleet Internal Svcs Charge	1,100	1,201	1,700	1,700	1,600
604870	Public Education	-	2,850	-	-	-
604892	Art Gallery	17,225	10,450	17,200	16,200	20,000
604916	Administrative Expense	941	668	900	900	900
604989	IT Internal Svcs Charge	35,500	23,500	25,400	25,400	21,300
604991	Summer Programs	26,643	22,992	26,600	2,600	26,600
605220	Vehicle Fuel-On-Site	-	-	600	600	600
605225	Equip Gas Oil & Lube	200	-	300	300	300
605230	Program Supplies	2,398	7,697	11,000	4,081	10,000
	Sub-Total	164,197	131,678	186,400	130,481	129,832
Total		\$ 327,294	\$ 598,057	\$ 667,600	\$ 611,681	\$ 531,832



Cultural Affairs Expenditures by Object Code

Food & Beverage Services—001-68-684-579

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	266,550	194,662	146,800	146,800	151,800
601205	Lump Sum Payout - Accrued Time	13,952	12,415	9,400	9,400	7,500
601210	Non-Pensionable Earnings	-	1,666	3,700	3,700	-
601215	Communication Stipend	1,300	1,930	1,300	1,300	2,000
601400	Overtime-General	3,406	5,242	3,400	3,400	5,300
601410	Overtime-Holiday	584	97	600	600	600
601412	Overtime-Emergency	-	358	-	-	-
602100	FICA & MICA	21,732	16,782	12,300	12,300	12,300
602210	Pension-General	9,499	8,504	4,000	4,000	4,400
602235	Pension-Senior Mgmt	29,612	17,600	17,500	17,500	19,800
602260	Pension-401	4,985	2,787	2,700	2,700	2,800
602265	Pension-457	5,066	3,268	3,800	3,800	3,900
602300	Pmt In Lieu Of Insurance	-	216	3,100	3,100	3,100
602305	Health Insurance-HMO	26,433	26,028	27,100	27,100	29,600
602306	Dental Insurance-PPO	1,345	1,090	1,100	1,100	1,200
602307	Dental Insurance-HMO	43	70	-	-	-
602309	Basic Life Insurance	551	470	300	300	400
602311	Long-Term Disability Ins	234	150	200	200	200
602400	Workers' Compensation	36,100	36,000	46,500	46,500	47,900
	Sub-Total	421,392	329,333	283,800	283,800	292,800
<u>Operating Expense</u>						
603400	Contract Svcs-Other	8,951	60,786	95,000	48,000	95,000
603401	Janitorial Svcs	41,157	36,128	69,003	139,003	40,000
603425	Software License & Maint	2,304	-	2,300	300	2,300
603460	Landscape Svcs	-	460	-	-	-
603470	Temporary Help	1,048	1,217	1,000	1,000	1,000
604300	Water/Wastewater Svcs	3,834	4,136	4,200	4,200	4,332
604301	Electricity Svcs	9,205	-	-	-	-
604302	Gas-Propane	1,596	1,769	1,600	1,600	1,600
604500	Risk Internal Svcs Charge	31,500	65,300	52,100	52,100	10,400
604550	Health Ins Internal Serv Chg	-	-	4,600	4,600	8,900
604610	Fleet Internal Svcs Charge	1,100	1,101	800	800	800
604625	R&M Equipment	8,132	4,825	8,100	10,100	20,000
604913	Reimburse Internal Event Costs	(17,571)	(4,100)	-	-	-
604916	Administrative Expense	539	275	500	500	500
604920	License & Permit Fees	1,965	1,670	2,000	2,000	2,000
604989	IT Internal Svcs Charge	27,400	13,100	12,100	12,100	15,200
605220	Vehicle Fuel-On-Site	-	42	600	600	600
605225	Equip Gas Oil & Lube	200	-	300	300	300
605230	Program Supplies	13,647	17,909	35,000	28,948	35,000
605235	General Food & Beverage	98,488	36,784	98,500	80,178	318,500
605247	Janitorial Supplies	3,740	3,947	3,700	3,700	3,700
605290	Other Operating Supplies	22,557	(7,381)	10,000	(7,608)	10,000
605500	Training-General	-	-	1,000	1,000	1,000
	Sub-Total	259,790	237,971	402,403	383,421	571,132
	Total	\$ 681,182	\$ 567,303	\$ 686,203	\$ 667,221	\$ 863,932

Cultural Affairs Expenditures by Object Code

Theatre Production—001-68-685-573

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	555,865	410,930	263,800	263,800	275,400
601205	Lump Sum Payout - Accrued Time	11,308	8,058	2,800	2,800	7,100
601210	Non-Pensionable Earnings	-	-	7,600	7,600	-
601215	Communication Stipend	96	1,179	1,300	1,300	4,600
601220	Longevity Pay	255	-	-	-	-
601400	Overtime-General	7,168	7,824	7,200	7,200	11,300
601410	Overtime-Holiday	141	97	200	200	200
601412	Overtime-Emergency	-	1,486	-	-	-
602100	FICA & MICA	43,864	33,037	21,100	21,100	22,000
602210	Pension-General	4,799	13,107	13,700	13,700	14,800
602235	Pension-Senior Mgmt	82,134	27,500	35,500	35,500	40,800
602260	Pension-401	-	2,595	2,700	2,700	2,800
602265	Pension-457	11,018	2,918	7,400	7,400	4,400
602300	Pmt In Lieu Of Insurance	1,047	4,057	3,100	3,100	3,100
602304	Health Insurance-PPO	-	7,556	16,500	16,500	14,100
602305	Health Insurance-HMO	32,491	21,031	18,600	18,600	12,100
602306	Dental Insurance-PPO	1,250	749	600	600	800
602307	Dental Insurance-HMO	277	288	400	400	500
602309	Basic Life Insurance	1,451	1,152	600	600	800
602311	Long-Term Disability Ins	442	324	400	400	400
602312	HDHP Aetna	-	2,933	4,100	4,100	21,500
602313	HSA Payflex	-	1,350	700	700	2,700
602400	Workers' Compensation	74,800	74,700	96,600	96,600	97,200
	Sub-Total	828,405	622,870	504,900	504,900	536,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	357,498	352,400	390,806	181,000
603400	Contract Svcs-Other	7,999	9,207	50,000	9,000	50,000
603401	Janitorial Svcs	31,457	25,500	-	-	-
603470	Temporary Help	1,048	689	1,000	1,000	1,000
604001	Travel & Training	162	1,264	600	600	300
604100	Communication Svcs	2,934	2,124	-	-	-
604300	Water/Wastewater Svcs	7,667	8,273	8,400	8,400	8,663
604301	Electricity Svcs	11,604	66,107	51,900	51,900	71,270
604500	Risk Internal Svcs Charge	51,800	97,000	77,300	77,300	15,400
604550	Health Ins Internal Serv Chg	-	-	6,700	6,700	7,900
604610	Fleet Internal Svcs Charge	3,900	4,205	3,500	3,500	3,200
604625	R&M Equipment	7,573	8,538	7,600	10,600	7,600
604630	R&M Electric	12,515	2,735	12,700	9,700	12,700
604890	Special Events-Other	227	1,412	200	68	200
604891	Theatre Productions	191,200	486,483	699,500	325,662	120,000
604916	Administrative Expense	-	2,175	-	-	-
604920	License & Permit Fees	-	395	-	132	-
604989	IT Internal Svcs Charge	51,800	26,100	27,300	27,300	27,300
605220	Vehicle Fuel-On-Site	-	68	600	600	600
605225	Equip Gas Oil & Lube	200	-	300	300	300
605240	Uniforms Cost	102	801	1,000	1,000	1,000
605247	Janitorial Supplies	3,482	4,642	3,900	3,900	6,000
	Sub-Total	385,670	1,105,215	1,304,900	928,468	514,433
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	22,010	-	-	-	-
606441	Vehicle Replacement Program	1,233	1,233	6,430	6,430	-
	Sub-Total	23,243	1,233	6,430	6,430	-
Total		\$ 1,237,318	\$ 1,729,318	\$ 1,816,230	\$ 1,439,798	\$ 1,051,033



Cultural Affairs Expenditures by Object Code

Marketing & Sales Services—001-68-682-573

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	88,322	1,542	-	-	-
601205	Lump Sum Payout - Accrued Time	2,616	-	-	-	-
601400	Overtime-General	18	-	-	-	-
601410	Overtime-Holiday	70	-	-	-	-
602100	FICA & MICA	7,101	118	-	-	-
602210	Pension-General	2,400	-	-	-	-
602235	Pension-Senior Mgmt	18,208	-	-	-	-
602265	Pension-457	2,301	-	-	-	-
602304	Health Insurance-PPO	13,299	-	-	-	-
602305	Health Insurance-HMO	1,667	-	-	-	-
602306	Dental Insurance-PPO	388	-	-	-	-
602307	Dental Insurance-HMO	32	-	-	-	-
602309	Basic Life Insurance	465	-	-	-	-
602311	Long-Term Disability Ins	119	-	-	-	-
	Sub-Total	137,007	1,660	-	-	-
<u>Operating Expense</u>						
603190	Prof Svcs-Other	48,172	-	-	-	-
604001	Travel & Training	370	318	-	-	-
604100	Communication Svcs	305	-	-	-	-
604200	Postage	839	-	-	-	-
604610	Fleet Internal Svcs Charge	1,100	-	-	-	-
604700	Printing & Binding Svcs	17,763	-	-	-	-
604910	Advertising Costs	114,335	5,017	-	-	-
604989	IT Internal Svcs Charge	10,900	-	-	-	-
605225	Equip Gas Oil & Lube	100	-	-	-	-
	Sub-Total	193,883	5,335	-	-	-
	Total	\$ 330,890	\$ 6,995	\$ -	\$ -	\$ -

Cultural Affairs Expenditures by Object Code

Client Management Services—001-68-680-573

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Operating Expense</u>					
605220	Vehicle Fuel-On-Site	146	44	-	-	-
	Sub-Total	146	44	-	-	-
	Total	\$ 146	\$ 44	\$ -	\$ -	\$ -

Theatre Facilities—001-68-689-573

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	74,423	-	-	-	-
601205	Lump Sum Payout - Accrued Time	6,018	-	-	-	-
601215	Communication Stipend	289	-	-	-	-
602100	FICA & MICA	6,136	-	-	-	-
602235	Pension-Senior Mgmt	14,606	-	-	-	-
602265	Pension-457	355	-	-	-	-
602305	Health Insurance-HMO	7,742	-	-	-	-
602306	Dental Insurance-PPO	379	-	-	-	-
602309	Basic Life Insurance	186	-	-	-	-
602311	Long-Term Disability Ins	89	-	-	-	-
	Sub-Total	110,223	-	-	-	-
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	217	-	-	-	-
603400	Contract Svcs-Other	2,544	-	-	-	-
603401	Janitorial Svcs	6,698	-	-	-	-
603455	Security Svcs	50,904	-	-	-	-
604100	Communication Svcs	268	-	-	-	-
604301	Electricity Svcs	19,824	-	-	-	-
604500	Risk Internal Svcs Charge	112,600	-	-	-	-
604620	R&M Buildings	15,555	1,755	-	-	-
604630	R&M Electric	246	-	-	-	-
604916	Administrative Expense	-	348	-	-	-
604989	IT Internal Svcs Charge	8,200	-	-	-	-
605247	Janitorial Supplies	361	-	-	-	-
	Sub-Total	217,419	2,103	-	-	-
	Total	\$ 327,642	\$ 2,103	\$ -	\$ -	\$ -



Cultural Affairs Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
347210	Summer Program	This account is to account for revenues from summer camp tuition.
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.
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.).
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.
347374	Production Svcs Fee	This revenue account is to record revenues received from Production Service charges calculated based on a percentage of production costs (minimum of \$200).
347375	Production Svcs Incidental	This revenue account serves to record revenues received from Production Service charge for incidentals as per Commission approved price list and 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.
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.
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.
366210	Prog Support-MCC Presents	This account is used to track revenue from CARE programs.
366212	Prog Support-Education	Revenues received from the Miramar Cultural Trust.
<u>Expense</u>		
601400	Overtime-General	This account represents costs for overtime that is necessary due to unforeseen administrative needs.
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 cost is for professional services contracts related to RFP, Marketing, and Food & Beverage services for the MCC. Funding of \$211,000 is to cover the cost of the contract for Box Office and production services.
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.

Cultural Affairs Budget Justification

Object #	Account Description	Justification
603401	Janitorial Svcs	The \$55,003 requested for FY 2021 will cover the contract for janitorial services.
603425	Software License & Maint	This \$2,300 is to cover the cost of software licences and maintenance fees for Venue Ops and Appetize.
603455	Security Svcs	The \$95,000 budget covers the cost for non-event related and non-building related security services at the MCC.
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 \$41,200 is to cover payments of contracts with artists, for educational teaching artists.
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.
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.
604500	Risk Internal Svcs Charge	This is restricted for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
604890	Special Events-Other	This represents the cost necessary for the events and program activities.
604891	Theatre Productions	This \$120,000 funding request will cover artist and production fees for 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 \$8,500 is for food and beverage license renewals.
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.
604997	Other Operating Expenses	This represents the cost for expenses that are not budgeted in another line item and are emergency related.
604998	Contingency	This line item represents contingency funding for unanticipated expenses not budgeted in any other account.
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.



Cultural Affairs Budget Justification

Object #	Account Description	Justification
605251	Noncap Equip (Item less 5000)	This cost is for equipment that cost less than \$5,000 per item. For FY 2021, the \$900 request will be for emergency equipment replacements at the Banquet Hall or the theater.
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. For FY 2021, \$1,375 is for APAP membership and \$225 for Florida Theatre Performing Arts.
605500	Training-General	This account represents the cost associated with training of personnel. For FY 2021, \$1,000 will cover the Annual Crowd Management training for MCC staff and \$1,000 will be used for a safety course related to working with food items.
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.



Kids participating in the Miramarvels Passport Cultural Start program.

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	1,034,091	1,035,051	1,034,000	1,034,000	1,086,700
Operating Expense	4,848,675	3,285,902	3,100,600	3,122,852	3,227,300
Capital Outlay	131,542	118,367	-	324,956	-
Debt Service	308,586	391,770	475,200	475,200	475,200
Transfers	7,446,900	8,080,469	12,820,720	13,067,120	9,986,120
Grants & Aids	10,808	217,000	17,000	17,000	25,000
Other	-	-	-	730,706	-
Appropriated Fund Balance	-	-	3,905,400	1,892,908	2,310,000
Total	\$ 13,780,602	\$ 13,128,559	\$ 21,352,920	\$ 20,664,742	\$ 17,110,320

Expenditure Detail Budget—001-70-000 / 001-90-000-519/581-000

001-70-Various

Debt Service-001-70-000-

607183	Prin-2017 Motorola Lse-Radio	28,343	29,545	30,800	30,800	32,200
607283	Int-2017 Motorola Lse-Radio Eq	9,562	8,360	7,100	7,100	5,800
607184	Prin-2017 BOA M&P Radio Lse	239,649	244,095	248,700	248,700	253,300
607284	Int-2017 BOA M&P Radio Lse	31,032	26,586	22,100	22,100	17,500
607189	Prin-US Bancorp FF SCBA Lease	-	72,594	148,300	148,300	152,500
607289	Int -US Bancorp FF SCBA Lease	-	10,590	18,200	18,200	13,900
	Sub-Total	308,586	391,770	475,200	475,200	475,200

001-90-Various

Personnel Services

602245	Pension-Retiree	171,037	162,901	171,000	171,000	171,000
602308	Long-Term Care Insurance	1,145	-	1,100	1,100	1,100
602315	GAME Retiree Health & Dental	42,578	51,227	42,600	42,600	42,600
602318	NonRep Retiree Health & Dental	367,323	401,975	367,300	344,437	420,000
602319	IAFF Retiree Stipend	-	-	-	22,863	-
602320	PBA Retiree Stipend	269,500	263,800	269,500	269,500	269,500
602321	GAME Retiree Stipend	41,530	39,060	41,500	41,500	41,500
602322	Non-Rep Retiree Stipend	140,977	116,088	141,000	141,000	141,000
	Sub-Total	1,034,091	1,035,051	1,034,000	1,034,000	1,086,700



General Fund Non-Departmental

Expenditure Detail Budget—001-90-000-519/581-000

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>					
603190 Prof Svcs-Other	182,878	314,696	320,800	375,327	320,800
603192 Consulting Svcs	84,859	123,409	84,900	7,500	84,900
603401 Janitorial Svcs	-	-	-	34,975	-
603425 Software License & Maint	-	-	-	125,900	-
603601 Firefighters Pension Benefits	989,693	1,070,720	1,000,000	1,000,000	1,000,000
603602 Police Officers Pension Benef	1,120,391	1,209,810	1,100,000	1,100,000	1,100,000
604001 Police Officers Pension Benef	-	27,280	-	-	-
604440 Leased Copiers	190,228	111,317	-	-	-
604550 Health Ins Internal Serv Chg	-	-	66,700	66,700	133,500
604669 Landscape & Irrigation	13,067	-	-	-	-
604889 Marketing & Promotions	-	161,318	-	94,670	-
604890 Special Events-Other	2,000	10,877	14,000	40,575	14,000
604901 Credit Card Svcs Fees	1,856	1,909	1,900	1,900	1,900
604902 P-Card Service Fees	-	8,581	-	-	-
604905 Bank Svcs Charges	5,107	1,552	5,100	5,100	5,000
604916 Administrative Expense	-	-	-	2,500	-
604930 Record Storage Charges	23,441	28,185	23,400	37,730	23,400
604966 U.S. Census	-	-	-	30,000	-
604995 Special Assessment Expense	18,784	18,831	18,800	18,804	18,800
604998 Contingency	95,289	98,045	440,000	-	500,000
605120 Computer Operating Expenses	-	-	-	104,000	-
605251 Noncap Equip (Item less 5000)	-	25,714	-	56,700	-
605295 Hurricane Supplies	56,884	69,907	25,000	20,472	25,000
603415 Debris Removal	2,064,198	3,751	-	-	-
Sub-Total	4,848,675	3,285,902	3,100,600	3,122,852	3,227,300
<u>Dept. Capital Outlay</u>					
606100 Land Acquisition	1,796	-	-	-	-
606210 Building Renovation	-	25,000	-	-	-
606211 Minor Building Repairs	129,746	93,367	-	31,046	-
606400 Machinery & Equipment	-	-	-	42,360	-
606470 Computer Equipment	-	-	-	12,300	-
606471 Software	-	-	-	239,250	-
Sub-Total	131,542	118,367	-	324,956	-
<u>Grants & Aids</u>					
608250 Economic Incentive	-	200,000	-	-	-
608306 Grants to others	10,808	17,000	17,000	17,000	25,000
Sub-Total	10,808	217,000	17,000	17,000	25,000
<u>Other</u>					
691006 Transfer to Economic Dev Fd	-	-	3,300,000	3,300,000	-
691201 Trfr To Debt Svcs	-	306,500	763,800	1,010,200	517,650
691203 Trfr To CIP Rev Bond	4,265,200	4,098,100	4,875,900	4,875,900	4,845,200
691204 Trfr To Debt Svcs	3,011,700	2,241,600	1,921,300	1,921,300	4,321,670
691395 Trfr To Capital Projects	170,000	1,434,269	1,959,720	1,959,720	-
691410 Trfr To Utility	-	-	-	-	301,600
609980 Emergency Preparedness	-	-	-	730,706	-
609990 Appropriated Fund Balance	-	-	3,905,400	1,892,908	2,310,000
Sub Total	7,446,900	8,080,469	16,726,120	15,690,734	12,296,120
Total	\$ 13,472,016	\$ 12,736,790	\$ 20,877,720	\$ 20,189,542	\$ 16,635,120
Total Non-departmental	\$ 13,780,602	\$ 13,128,559	\$ 21,352,920	\$ 20,664,742	\$ 17,110,320

General Fund Non-Departmental Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
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 through 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 through 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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604890	Special Events-Other	This account represents funding for City events that are not sponsored by a specific department.
604901	Credit Card Svcs Fees	Bank charges for handling credit card payments.
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.
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.
608306	Grants to others	This account represents funding assistance to non-for-profit organizations that help better the City of Miramar community.
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 Trust Fund and OPEB Trust 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, the financing of five Fire-Rescue vehicles, and bank charges.
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.
691410	Trfr To Utility	This account is used to budget for an inter-fund transfer to the Utility Fund for repayment of a \$2 million internal loan.



General Fund Debt Service Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
607183	Prin-2017 Motorola Lse-Radio	This is the Principal for the 2017-Motorola Back-Up Radio System Equipment 7-Year Lease. 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.
607189	Prin-US Bancorp FF SCBA Lease	This is the Principal portion for the U.S. Bankcorp Lease for the Self Contained Breathing Apparatus (SCBA) (73). Principal and Interest are paid quarterly on May 15, August 15, November 15 and February 15. First payment due May 15, 2019 and final payment due February 15, 2024.
607283	Int-2017 Motorola Lse-Radio Eq	This is the Interest for the 2017-Motorola Back-Up Radio System Equipment 7-Year Lease. 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.
607289	Int -US Bancorp FF SCBA Lease	This is the Interest portion for the U.S. Bankcorp Lease for the Self Contained Breathing Apparatus (SCBAs) (73). Principal and Interest are paid quarterly on May 15, August 15, November 15 and February 15. First payment due May 15, 2019 and final payment due February 15, 2024.

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.

Expenditure Budget Summary

Summary by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Capital Outlay	52	-	-	-	-
Total	\$ 52	\$ -	\$ -	\$ -	\$ -

Summary by Department	Dept. #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Construction & Facilities Management	53	52	-	-	-	-
Total		\$ 52	\$ -	\$ -	\$ -	\$ -

Expenditure Detail Budget

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	CFM - 808						
	<i>PBA / Civic Center Park Expansion</i>						
	<u>001-53-808-572-000</u>	51015					
606510	CIP-Construction		52	-	-	-	-
	Sub Total		52	-	-	-	-
	Total		\$ 52	\$ -	\$ -	\$ -	\$ -
			\$ 52	\$ -	\$ -	\$ -	\$ -



Billboard Revenue Sub-Fund

Description Fund 005

The Billboard Revenue sub-fund was created to track the revenues from the four (4) billboards that the City of Miramar currently licenses on City property.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	1,125,000
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,125,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	-	-	-	-	-
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	-	-	-	1,125,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,125,000
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Billboard Revenue Sub-Fund

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Charges for Services					
349011	Billboard revenue	-	-	-	-	1,125,000
	Sub-total	-	-	-	-	1,125,000
	Total	\$ -	\$ -	\$ -	\$ -	\$ 1,125,000

Expenditure Detail Budget—005-90-581-000-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Other					
691001	Trfr To General Fund	-	-	-	-	505,100
691201	Trfr To Debt Svcs	-	-	-	-	619,900
	Sub-total	-	-	-	-	1,125,000
	Total	\$ -	\$ -	\$ -	\$ -	\$ 1,125,000

Billboard Revenue Sub-Fund Budget Justification

Object #	Account Description	Justification
Revenue		
349011	Billboard revenue	This represents revenues expected by the City for the rights to operate four billboards on City land.
Expense		
691001	Trfr To General Fund	This represents funds transferred to the General Fund from revenues received for the rights to operate four billboards on City land.
691201	Trfr To Debt Svcs	Funds to be transferred to the Debt Service Fund in this category will be used to pay the 2020 Bank Loan.



Economic Development Sub-Fund

Description Fund 006

This sub-fund was established in Fiscal Year 2018 (Resolution No. 18-146) to support Historic Miramar improvements and redevelopment initiatives, as well as, other citywide economic development efforts. This dedicated funding source supports economic development activities to diversify Miramar's tax base to enhance economic competitiveness and resilience; expand urban innovation and revitalization activities; leverage Miramar's cultural arts, entertainment and sports assets; create a unique sense of place in Miramar, and tie together Miramar's distinct neighborhood subareas into a cohesive city.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ (94,714)
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	20,000	20,000	92,000
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	3,300,000	3,300,000	-
Appropriation of Fund Balance	-	-	-	94,714	750,000
Total	\$ -	\$ -	\$ 3,320,000	\$ 3,414,714	\$ 842,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	200,000	-
Capital Outlay	-	-	2,400,000	1,396,258	-
Grants & Aids	-	-	920,000	1,818,456	750,000
Total Operating Expenditures	-	-	3,320,000	3,414,714	750,000
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	92,000
Transfer Out	-	-	-	-	-
Total	\$ -	\$ -	\$ 3,320,000	\$ 3,414,714	\$ 842,000
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	92,000
Appropriation of Fund Balance	-	-	-	(94,714)	(750,000)
Ending Fund Balance	\$ -	\$ -	\$ -	\$ (94,714)	\$ (752,714)

Economic Development Sub-Fund

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Charges for Services</u>						
349011	Billboard revenue	-	-	20,000	20,000	20,000
349014	Bus Benches CARE	-	-	-	-	72,000
	Sub-total	-	-	20,000	20,000	92,000
<u>Other Sources</u>						
381001	Trfr Fr General Fund	-	-	3,300,000	3,300,000	-
399999	Appropriation Of Fund Balance	-	-	-	94,714	750,000
	Sub-total	-	-	3,300,000	3,394,714	750,000
	Total	\$ -	\$ -	\$ 3,320,000	\$ 3,414,714	\$ 842,000

Expenditure Detail Budget—006-43-432-552-000-/006-90-000-519-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating</u>						
604889	Marketing & Promotions	-	-	-	200,000	-
	Sub-total	-	-	-	200,000	-
<u>Dept. Capital Outlay</u>						
606100	Land Acquisition	-	-	2,400,000	1,396,258	-
	Sub-total	-	-	2,400,000	1,396,258	-
<u>Grants & Aids</u>						
608250	Economic Incentive	-	-	920,000	1,818,456	750,000
	Sub-total	-	-	920,000	1,818,456	750,000
<u>Other</u>						
609990	Appropriated Fund Balance	-	-	-	-	92,000
	Sub-total	-	-	-	-	92,000
	Total	\$ -	\$ -	\$ 3,320,000	\$ 3,414,714	\$ 842,000



Economic Development Sub-Fund Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
349011	Billboard revenue	This represents a portion of the revenues expected by the City for the rights to operate four billboards on City land. These revenues are pledged towards economic development activities in Historic Miramar.
349014	Bus Benches CARE	This represents a portion of the revenues expected by the City to grant the contractor the right and privilege to operate approximately 150 bus benches and bus shelters, and 10 free standing digital kiosks. These revenues are pledged to be utilized with the C.A.R.E. Program.
399999	Appropriation Of Fund Balance	This account is used to budget for a portion of fund balance needed to cover all budgeted expenses.
<u>Expense</u>		
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.

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

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	7,513,911	8,621,159	1,661,930	7,799,022	7,165,430
Charges for Services	1,650,140	1,685,677	1,759,000	1,517,800	1,709,300
Fines & Forfeitures	446,207	373,373	12,000	95,034	12,100
Miscellaneous Revenues	30,145	59,405	4,200	14,830	200
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	1,706,005	-
Total	\$ 9,640,404	\$ 10,739,614	\$ 3,437,130	\$ 11,132,691	\$ 8,887,030
Expenditures by Category					
Personnel Services	1,588,599	1,612,349	1,666,600	1,904,604	1,578,500
Operating Expenses	1,503,623	2,515,212	608,630	4,836,668	603,330
Capital Outlay	240,878	143,551	-	347,735	-
Grants & Aids	65,300	53,420	10,000	601,105	10,000
Total Operating Expenditures	3,398,399	4,324,532	2,285,230	7,690,111	2,191,830
Capital Improvement Program	3,716,864	5,471,610	-	1,118,585	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	5,000	-	765,495	39,800
Transfer Out	1,984,172	1,302,056	1,151,900	1,558,500	6,655,400
Total	\$ 9,099,435	\$ 11,103,198	\$ 3,437,130	\$ 11,132,691	\$ 8,887,030
Revenues by Fund					
	Fund #				
Police Education	110	13,693	11,010	12,200	12,300
Public Safety Outside Services	145	1,650,140	1,685,677	1,759,000	1,709,300
Law Enforcement Trust	160	456,100	405,022	-	1,651,969
Federal Grants	162	1,046,071	1,006,008	630,655	2,364,350
State & County Grants	163	5,011,688	5,863,635	321,245	1,618,570
Neighborhood Stabilization Prog (NSP)	164	9,019	100,166	-	875,102
S.H.I.P.	166	508,938	822,947	4,000	753,808
Community Develop Block Grant (CDBG)	167	944,755	845,148	710,030	710,030
Total		\$ 9,640,404	\$ 10,739,614	\$ 3,437,130	\$ 11,132,691
Expenditures by Fund					
Police Education	110	82	206	12,200	12,300
Public Safety Outside Services	145	1,469,727	1,710,802	1,759,000	1,709,300
Law Enforcement Trust	160	112,356	765,882	-	1,651,969
Federal Grants	162	1,046,071	1,006,008	630,655	2,364,350
State & County Grants	163	5,011,688	5,863,635	321,245	1,618,570
Neighborhood Stabilization Prog (NSP)	164	9,019	100,166	-	875,102
S.H.I.P.	166	505,737	811,350	4,000	753,808
Community Develop Block Grant (CDBG)	167	944,755	845,148	710,030	710,030
Total		\$ 9,099,435	\$ 11,103,198	\$ 3,437,130	\$ 11,132,691



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 65,869	\$ 79,480	\$ 90,285	\$ 90,285	\$ 90,285
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	13,526	10,818	12,000	12,000	12,100
Miscellaneous Revenues	167	193	200	200	200
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 13,693	\$ 11,010	\$ 12,200	\$ 12,200	\$ 12,300
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	82	206	12,200	12,200	12,300
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	82	206	12,200	12,200	12,300
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 82	\$ 206	\$ 12,200	\$ 12,200	\$ 12,300
Excess/Deficiency (actuals)	13,611	10,805	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 79,480	\$ 90,285	\$ 90,285	\$ 90,285	\$ 90,285

Police Education Fund

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Fines & Forfeitures</u>						
351501	Traffic Court Fines-PD Ed	13,526	10,818	12,000	12,000	12,100
	Sub-total	13,526	10,818	12,000	12,000	12,100
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	167	193	200	200	200
	Sub-total	167	193	200	200	200
	Total	\$ 13,693	\$ 11,010	\$ 12,200	\$ 12,200	\$ 12,300

Expenditure Detail Budget—110-20-000-529-000-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>						
604905	Bank Svcs Charges	82	206	100	100	200
605500	Training-General	-	-	12,100	12,100	12,100
	Total	\$ 82	\$ 206	\$ 12,200	\$ 12,200	\$ 12,300

Budget Justification

Revenue

351501 Traffic Court Fines-PD Ed Two dollars (\$2.00) are 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 allocated across funds based on the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.

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.

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 and 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 32,503	\$ 212,917	\$ 187,791	\$ 187,791	\$ 36,091
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	1,650,140	1,685,677	1,759,000	1,517,800	1,709,300
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	151,700	-
Total	\$ 1,650,140	\$ 1,685,677	\$ 1,759,000	\$ 1,669,500	\$ 1,709,300
Expenditures by Category					
Personnel Services	1,469,727	1,510,802	1,559,000	1,469,500	1,469,500
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	1,469,727	1,510,802	1,559,000	1,469,500	1,469,500
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	39,800
Transfer Out	-	200,000	200,000	200,000	200,000
Total	\$ 1,469,727	\$ 1,710,802	\$ 1,759,000	\$ 1,669,500	\$ 1,709,300
Excess/Deficiency (actuals)	180,413	(25,126)	-	-	-
Appropriated Fund Balance	-	-	-	-	39,800
Appropriation of Fund Balance	-	-	-	(151,700)	-
Ending Fund Balance	\$ 212,917	\$ 187,791	\$ 187,791	\$ 36,091	\$ 75,891

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Charges for Services						
342140	Police Special Details	1,383,021	1,408,865	1,569,700	1,250,200	1,500,000
342150	PD Special Detail Admin Fee	227,063	230,036	180,000	203,500	200,000
342200	Fire Special Details	40,056	46,776	9,300	64,100	9,300
	Sub-total	1,650,140	1,685,677	1,759,000	1,517,800	1,709,300
	Total	\$ 1,650,140	\$ 1,685,677	\$ 1,759,000	\$ 1,669,500	\$ 1,709,300

Public Safety Outside Services Fund

Expenditure Detail Budget—145-20-000-521-000-/145-90-000-521-000-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601310	Special Duty Pay	1,369,388	1,407,644	1,369,400	1,369,400	1,369,400
602100	FICA & MICA	100,339	103,158	100,100	100,100	100,100
602400	Workers' Compensation	-	-	89,500	-	-
	Sub-total	1,469,727	1,510,802	1,559,000	1,469,500	1,469,500
<u>Other</u>						
609990	Appropriated Fund Balance	-	-	-	-	39,800
691001	Trfr To General Fund	-	200,000	200,000	200,000	200,000
	Sub-total	-	200,000	200,000	200,000	239,800
Total		\$ 1,469,727	\$ 1,710,802	\$ 1,759,000	\$ 1,669,500	\$ 1,709,300

Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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 for the authorizing, contracting, scheduling, employing and accounting of hours worked by City-paid Firefighters in private customer service.
<u>Expense</u>		
601310	Special Duty Pay	This account is for Public Safety personnel assigned to Special Duty details.
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance.
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.



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. During FY19 the City Commission authorized use of Law Enforcement Trust funds to cover the first two years of a body worn camera program to include 3 full time positions, equipment, software, etc.

The Law Enforcement Trust Fund is comprised of three full-time budgeted positions which are managed by the City's Police Department.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 1,571,860	\$ 1,915,603	\$ 1,554,743	\$ 1,554,743	\$ 765,933
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	432,681	362,555	-	83,034	-
Miscellaneous Revenues	23,419	42,467	-	14,630	-
Transfer In	-	-	-	-	-
Other Source	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	1,554,305	-
Total	\$ 456,100	\$ 405,022	\$ -	\$ 1,651,969	\$ -
Expenditures by Category					
Personnel Services	-	-	-	250,659	-
Operating Expense	47,056	599,853	-	421,330	-
Capital Outlay	-	112,609	-	131,485	-
Appropriated Fund Balance	-	-	-	765,495	-
Grants & Aids	65,300	53,420	-	83,000	-
Total Operating Expenditures	112,356	765,882	-	1,651,969	-
Capital Improvement	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 112,356	\$ 765,882	\$ -	\$ 1,651,969	\$ -
Excess/Deficiency (actuals)	343,744	(360,860)	-	-	-
Appropriated Fund Balance	-	-	-	765,495	-
Appropriation of Fund Balance	-	-	-	(1,554,305)	-
Ending Fund Balance	\$ 1,915,603	\$ 1,554,743	\$ 1,554,743	\$ 765,933	\$ 765,933
Position Detail					
Police Digital Evidence Technician	-	2.00	2.00	2.00	2.00
Police Sergeant	-	1.00	1.00	1.00	1.00
Total	-	3.00	3.00	3.00	3.00

Law Enforcement Trust Fund

Revenue Projections

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Fines & Forfeitures</u>							
355100	Federal Forfeiture-Justice	92220	288,919	142,498	-	10,544	-
355101	Federal Forfeiture-Treasury	92221	593	66,809	-	13,981	-
356100	State Forfeiture	93200	143,169	153,249	-	58,509	-
	Sub-total		432,681	362,555	-	83,034	-
<u>Miscellaneous Revenues</u>							
361100	Int Earnings		23,419	28,220	-	11,653	-
361200	Dividend Income		-	14,246	-	2,977	-
	Sub-total		23,419	42,467	-	14,630	-
<u>Other Source</u>							
399999	Appropriation Of Fund Balance		-	-	-	1,554,305	-
	Total		\$ 456,100	\$ 405,022	\$ -	\$ 1,651,969	\$ -

Expenditure Detail Budget—160-20-000-521-000-

Object #	Account Description	Project	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>							
601200	Employee Salaries		-	-	-	213,499	-
602100	FICA & MICA		-	-	-	16,967	-
602305	Health Insurance-HMO		-	-	-	18,038	-
602306	Dental Insurance-PPO		-	-	-	1,216	-
602309	Basic Life Insurance		-	-	-	681	-
602311	Long-Term Disability Ins		-	-	-	259	-
	Sub-total		-	-	-	250,659	-
<u>Operating Expense</u>							
603425	Software License & Maint		-	185,108	-	260,416	-
603502	Confidential Informant		6,000	2,000	-	-	-
603190	Prof Svcs-Other		-	18,251	-	3,083	-
604001	Travel & Training		40,388	41,568	-	39,855	-
604905	Bank Svcs Charges		668	326	-	220	-
604997	Other Operating Expenses		-	35,280	-	35,280	-
605240	Uniforms Cost		-	-	-	4,500	-
605251	Noncap Equip (Item less 5000)		-	317,321	-	77,975	-
	Sub-total		47,056	599,853	-	421,330	-
<u>Dept. Capital Outlay</u>							
606400	Machinery & Equipment		-	112,609	-	15,628	-
606402	Communication Equipment		-	-	-	6,500	-
606440	Vehicles Purchase		-	-	-	32,135	-
606441	Vehicle Replacement Program		-	-	-	17,365	-
606471	Software		-	-	-	23,857	-
606700	Law Enforce. Memorial/Display		-	-	-	36,000	-
	Sub-total		-	112,609	-	131,485	-
<u>Grants & Aids</u>							
608304	Crime Prev Program		65,300	53,420	-	83,000	-
	Sub-total		65,300	53,420	-	83,000	-
<u>Other</u>							
609990	Appropriated Fund Balance		-	-	-	765,495	-
	Sub-total		-	-	-	765,495	-
	Total		\$ 112,356	\$ 765,882	\$ -	\$ 1,651,969	\$ -



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 Community Services and Public Works (Transit Operations) departments. Additionally, funds are provided under the Coronavirus Relief (CARES) program.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Revenues by Category						
General Taxes	-	-	-	-	-	
Permits, Fees, Special Assessment	-	-	-	-	-	
Intergovernmental Revenues	1,046,071	1,006,008	630,655	2,364,350	6,144,155	
Charges for Services	-	-	-	-	-	
Fines & Forfeitures	-	-	-	-	-	
Miscellaneous Revenues	-	-	-	-	-	
Transfer In	-	-	-	-	-	
Appropriation of Fund Balance	-	-	-	-	-	
Total	\$ 1,046,071	\$ 1,006,008	\$ 630,655	\$ 2,364,350	\$ 6,144,155	
Expenditures by Category						
Personnel Services	-	-	-	-	-	
Operating Expense	192,185	244,908	-	1,329,114	-	
Capital Outlay	-	-	-	-	-	
Grants & Aids	-	-	-	-	-	
Total Operating Expenditures	192,185	244,908	-	1,329,114	-	
Capital Improvement Program	120,530	30,942	-	209,500	-	
Debt Service	-	-	-	-	-	
Transfer Out	733,355	730,157	630,655	825,736	6,144,155	
Total	\$ 1,046,071	\$ 1,006,008	\$ 630,655	\$ 2,364,350	\$ 6,144,155	
Excess/Deficiency (actuals)	-	-	-	-	-	
Appropriated Fund Balance	-	-	-	-	-	
Appropriation of Fund Balance	-	-	-	-	-	
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Summary by Department						
	Dept. #					
Office of the City Manager	05	-	-	-	5,513,500	
Police	20	97,640	74,042	-	312,665	
Fire-Rescue	30	119,021	117,958	-	246,001	
Community & Economic Development	41	136,629	133,773	-	997,008	
Public Works	50	388,582	385,774	400,994	400,994	
Community Services	63	264,199	294,461	229,661	229,661	
Cultural Affairs	68	40,000	-	-	75,000	
Total		\$ 1,046,071	\$ 1,006,008	\$ 630,655	\$ 2,364,350	\$ 6,144,155

Federal Grants Fund

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Intergovernmental Revenues						
331248	Fed Grant-BVP	-	16,884	-	7,063	-
331249	Fed Grant - HVE	6,800	8,579	-	20,280	-
331253	Fed Grant-JAGS	38,863	-	-	29,793	-
331254	Fed Grant-UASI	112,818	113,242	-	246,001	-
331255	DOJ Body Worn Camera 2019	-	-	-	97,060	-
331260	Miramar Response Coronavirus	-	-	-	101,163	-
331300	Urban Community Forestry Grant	-	-	-	20,000	-
331400	FEMA-Wind Retrofit	-	-	-	20,588	-
331504	Corona Virus Relief (CARES)	-	-	-	540,000	5,513,500
331509	EMPG CERT	6,203	4,716	-	-	-
331620	Fed Grant-HOME	136,629	133,773	-	457,008	-
331621	Fed Grant-EHEAP	24,467	19,623	-	25,788	-
331690	Fed Grant-Area Agency on Aging	628,314	660,612	630,655	667,301	630,655
331710	Fed Grant-Art Works	40,000	-	-	75,000	-
331796	Fed Grant-VOCA	51,977	48,579	-	57,306	-
	Sub total	1,046,071	1,006,008	630,655	2,364,350	6,144,155
Total		\$ 1,046,071	\$ 1,006,008	\$ 630,655	\$ 2,364,350	\$ 6,144,155

Expenditure Detail Budget—162 - Various

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Operating Expense							
<u>162-20-900/901-521/529</u>							
605251	Noncap Equip (Item less 5000)	- 92245	-	12,580	-	7,063	-
603425	Software License & Maint	- 92250	-	-	-	93,960	-
604001	Travel & Training	- 92250	-	-	-	3,100	-
605251	Noncap Equip (Item less 5000)	- 92267	3,522	-	-	-	-
605251	Noncap Equip (Item less 5000)	- 93808	-	-	-	101,163	-
<u>162-30-901-529/901-525</u>							
603425	Software License & Maint	- 92224	27,628	-	-	-	-
603425	Software License & Maint	- 92225	-	27,628	-	-	-
603425	Software License & Maint	- 92226	-	-	-	24,881	-
603425	Software License & Maint	- 92227	-	-	-	30,000	-
605251	Noncap Equip (Item less 5000)	- 91700	5,399	-	-	-	-
605251	Noncap Equip (Item less 5000)	- 91701	-	1,724	-	-	-
605251	Noncap Equip (Item less 5000)	- 92225	-	54,671	-	-	-
605251	Noncap Equip (Item less 5000)	- 92227	-	-	-	32,000	-
605500	Training-General	- 91700	804	-	-	-	-
<u>162-41-900-554-</u>							
603114	Admin Svcs-CRA	- 92660	4,744	-	-	-	-
603114	Admin Svcs-CRA	- 92661	12,130	4,760	-	-	-
603114	Admin Svcs-CRA	- 92662	-	2,800	-	13,903	-
603114	Admin Svcs-CRA	- 92663	-	-	-	5,600	-
603114	Admin Svcs-CRA	- 92664	-	-	-	14,000	-
603114	Admin Svcs-CRA	- 93808	-	-	-	54,000	-
604680	Home Repairs	- 92660	18,128	-	-	-	-
604680	Home Repairs	- 92661	101,626	22,239	-	-	-
604680	Home Repairs	- 92662	-	103,974	-	18,515	-
604680	Home Repairs	- 92663	-	-	-	206,162	-
604683	Foreclosure Prevention	- 93808	-	-	-	240,000	-
604684	Rental Assistance	- 93808	-	-	-	246,000	-
604685	Purchase Assistance	- 92664	-	-	-	198,828	-
<u>162-50-900-539-</u>							
603190	Prof Svcs-Other	- 93701	-	-	-	20,000	-
<u>162-63-900-569-</u>							
604301	Electricity Svcs	- 92507	18,203	-	-	-	-
604301	Electricity Svcs	- 92508	-	14,532	-	-	-
604301	Electricity Svcs	- 92509	-	-	-	19,939	-
	Sub total		192,185	244,908	-	1,329,114	-



Federal Grants Fund

Expenditure Detail Budget—162 - Various

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Capital Outlay							
<u>162-20-901-529-</u>							
606400	Machinery & Equipment	- 92267	1,100	-	-	-	-
606400	Machinery & Equipment	- 92268	34,240	-	-	-	-
606400	Machinery & Equipment	- 92269	-	-	-	29,793	-
<u>162-30-901-529-</u>							
606400	Machinery & Equipment	- 92224	85,190	-	-	-	-
606400	Machinery & Equipment	- 92226	-	-	-	88,809	-
606400	Machinery & Equipment	- 92227	-	-	-	70,311	-
606471	Software	- 92225	-	30,942	-	-	-
<u>162-50-900-519-</u>							
606400	Machinery & Equipment	- 93703	-	-	-	20,588	-
	Sub total		120,530	30,942	-	209,500	-
Other							
<u>162-05-900-581-</u>							
691001	Trfr To General Fund	- 93808	-	-	-	-	5,513,500
<u>162-30-901-525-</u>							
691001	Trfr To General Fund	- 91701	-	2,992	-	-	-
<u>162-20-900-581/902-581</u>							
691001	Trfr To General Fund	- 92245	-	4,304	-	-	-
691001	Trfr To General Fund	- 92288	51,977	-	-	-	-
691001	Trfr To General Fund	- 92289	-	48,579	-	-	-
691001	Trfr To General Fund	- 92290	-	-	-	57,306	-
691001	Trfr To General Fund	- 95005	6,800	8,579	-	20,280	-
<u>162-63-900/901-581</u>							
691001	Trfr To General Fund	- 92507	6,264	-	-	-	-
691001	Trfr To General Fund	- 92508	-	5,091	-	-	-
691001	Trfr To General Fund	- 92509	-	-	-	5,849	-
691001	Trfr To General Fund	- 92556	57,069	-	-	-	-
691001	Trfr To General Fund	- 92557	182,663	64,159	-	-	-
691001	Trfr To General Fund	- 92558	-	210,679	72,946	62,347	-
691001	Trfr To General Fund	- 92559	-	-	156,715	156,715	72,946
691001	Trfr To General Fund	- 92560	-	-	-	-	156,715
<u>162-68-900-581-</u>							
691001	Trfr To General Fund	- 92600	40,000	-	-	-	-
691001	Trfr To General Fund	- 92601	-	-	-	60,000	-
691001	Trfr To General Fund	- 92602	-	-	-	15,000	-
<u>162-50-901-581-</u>							
691001	Trfr To General Fund	- 92556	86,970	-	-	-	-
691001	Trfr To General Fund	- 92555	-	-	-	-	-
691001	Trfr To General Fund	- 92557	301,612	107,424	-	-	-
691001	Trfr To General Fund	- 92558	-	278,350	75,457	122,702	-
691001	Trfr To General Fund	- 92559	-	-	325,537	325,537	75,457
691001	Trfr To General Fund	- 92560	-	-	-	-	325,537
	Sub total		733,355	730,157	630,655	825,736	6,144,155
Total			\$ 1,046,071	\$ 1,006,008	\$ 630,655	\$ 2,364,350	\$ 6,144,155

Budget Justification

Object #	Account Description	Justification
Revenue		
331504	Corona Virus Relief (CARES)	This represents grant reimbursement for CARES COVID.
331690	Fed Grant-Area Agency on Aging	This is Older Americans Act Grant revenue. Funding Agency: Area Agency on Aging. Funds are to support several activities provided by Social Services to help improve the lives of older individuals. Some of the services include transportation, counseling, health support and recreation.
Expense		
691001	Trfr To General Fund	To account for grant reimbursement to Public Works transportation and Senior Services expenses for the Older Americans Act Grant, and for CARES COVID grant reimbursement.



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 are 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	5,008,330	5,863,635	321,245	1,618,570	311,245
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	3,359	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 5,011,688	\$ 5,863,635	\$ 321,245	\$ 1,618,570	\$ 311,245
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	3,359	15,126	-	3,585	-
Capital Outlay	41,802	-	-	6,750	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	45,161	15,126	-	10,335	-
Capital Improvement Program	3,716,864	5,471,610	-	1,118,585	-
Other	-	5,000	-	-	-
Transfer Out	1,249,663	371,899	321,245	489,650	311,245
Total	\$ 5,011,688	\$ 5,863,635	\$ 321,245	\$ 1,618,570	\$ 311,245
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Summary by Department

	Dept. #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
City Commission	01	-	10,000	-	-	-
Police	20	-	-	-	229,600	-
Fire-Rescue	30	41,802	10,126	-	8,835	-
Community & Economic Development	41	3,359	-	-	-	-
Public Works	50	84,861	87,322	-	90,030	-
Construction & Facilities Management	53	1,919,899	1,845,363	-	853,231	-
Utilities	55	2,546,965	3,626,248	-	265,353	-
Parks & Recreation	60	169,856	48,029	64,992	992	54,992
Social Services	63	148,094	227,035	256,253	169,028	256,253
Cultural Affairs	68	96,852	9,512	-	1,500	-
Total		\$ 5,011,688	\$ 5,863,635	\$ 321,245	\$ 1,618,570	\$ 311,245



State and County Grants Fund

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Intergovernmental Revenues</u>						
334380	State Grant-FDOT Hwy Maint	84,861	87,322	-	90,030	-
334385	LSP Area Agency on Aging	148,094	142,359	141,550	69,825	141,550
334690	State Grant-EMS Grants	41,802	6,246	-	8,835	-
334691	State Grant-DFS	750,000	-	-	-	-
334832	State Grnt General Prog Supprt	43,852	9,512	-	-	-
334834	State Grnt FRDAP	110,000	-	-	-	-
337200	Loc Grant-Active Shooter	-	3,879	-	-	-
337210	COVID-19Emerg.OrderEnforcement	-	-	-	229,600	-
337301	Local Grant-Miramar Parkway	-	-	-	197,736	-
337376	Loc Grt-Shirley Branca	49,047	-	-	-	-
337377	Loc Grt-Complete Streets	633,126	866,874	-	-	-
337380	Local Grt-Brwd Water Improve	2,546,965	3,626,248	-	265,353	-
337382	Loc Grt-Pembroke Road Widening	377,726	978,488	-	655,495	-
337601	Loc Grant-Water Safety	42,366	19,004	30,000	1,000	20,000
337602	Loc Grant-Child Svcs Council	127,490	113,702	149,695	99,195	149,695
337606	Local Grant-Art of Community	53,000	-	-	-	-
337608	NLC LIFT UP	-	10,000	-	-	-
337835	Local Grant-NEFA	-	-	-	1,500	-
	Sub-total	5,008,330	5,863,635	321,245	1,618,570	311,245
<u>Miscellaneous</u>						
366106	GRO1000 Gardens/Green Space	3,359	-	-	-	-
	Sub-total	3,359	-	-	-	-
	Total	\$ 5,011,688	\$ 5,863,635	\$ 321,245	\$ 1,618,570	\$ 311,245

State and County Grants Fund

Expenditure Detail Budget—163 - Various

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Operating Expense							
<i>NATIONAL LEAGUE OF CITIES-LIFT UP</i>							
<i>163-01-900-511-000-</i>							
604889	Marketing & Promotions	91800	-	5,000	-	-	-
680116	Utility Bill Payments	91800	-	5,000	-	-	-
	Sub-total		-	10,000	-	-	-
<i>EMS 2018</i>							
<i>163-30-900-525-000-</i>							
605251	Noncap Equip (Item less 5000)	93505	-	6,246	-	2,085	-
	Sub-total		-	6,246	-	2,085	-
<i>NEFA-National Dance Project</i>							
<i>163-68-900-000-000-</i>							
604001	Travel & Training	93506	-	-	-	1,500	-
	Sub-total		-	-	-	1,500	-
<i>Active Shooter/Stop the Bleed</i>							
<i>163-30-900-526-000-</i>							
605251	Noncap Equip (Item less 5000)	93702	-	3,879	-	-	-
	Sub-total		-	3,879	-	-	-
<i>GRO1000 GARDENS & GREEN SPACES</i>							
<i>163-41-900-519-000-</i>							
603190	Prof Svcs-Other	95004	1,500	-	-	-	-
605230	Program Supplies	95004	1,859	-	-	-	-
605230	Program Supplies	95004	-	-	-	-	-
	Sub-total		3,359	-	-	-	-
Capital Outlay							
<i>EMS 2017</i>							
<i>163-30-900-525-000-</i>							
606400	Machinery & Equipment	93504	41,802	-	-	-	-
	Sub-total		41,802	-	-	-	-
<i>EMS 2018</i>							
<i>163-30-900-525-000-</i>							
606400	Machinery & Equipment	93505	-	-	-	6,750	-
	Sub-total		-	-	-	6,750	-
Capital Improvement							
<i>Ansin Sports Complex-Phase II</i>							
<i>163-53-900-572-000-</i>							
606510	CIP-Construction	51005	15,000	-	-	-	-
606511	CIP-Furniture Fixtures & Equip	51005	95,000	-	-	-	-
	Sub-total		110,000	-	-	-	-
<i>Shirley Branca Park Community Band</i>							
<i>163-53-800-572-000-</i>							
606502	CIP-Plan/Design/Eng	51009	2,500	-	-	-	-
606505	CIP-Permits	51009	2,051	-	-	-	-
606510	CIP-Construction	51009	43,846	-	-	-	-
606511	CIP-Furniture Fixtures & Equip	51009	650	-	-	-	-
	Sub-total		49,047	-	-	-	-



State and County Grants Fund

Expenditure Detail Budget—163 - Various

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>Pembroke Rd Widening Fr Dykes to SS</i>							
<i>163-53-808-541-000-</i>							
606502	CIP-Plan/Design/Eng	52026	-	-	-	71,887	-
606510	CIP-Construction	52026	377,726	978,488	-	583,608	-
	Sub-total		377,726	978,488	-	655,495	-
<i>Historic Miramar Complete Streets</i>							
<i>163-53-800-541-000-</i>							
606510	CIP-Construction	52050	633,126	866,874	-	-	-
	Sub-total		633,126	866,874	-	-	-
<i>Miramar Pkwy (SW 64 to SW 68)</i>							
<i>163-53-900-541-000-</i>							
606510	CIP-Construction	52059	-	-	-	197,736	-
	Sub-total		-	-	-	197,736	-
<i>Broward Co Waterlines Improvement</i>							
<i>163-55-900-536-000-</i>							
606502	CIP-Plan/Design/Eng	94400	7,452	24,277	-	12,307	-
606505	CIP-Permits	94400	-	975	-	537	-
606510	CIP-Construction	94400	2,539,513	3,600,996	-	252,509	-
	Sub-total		2,546,965	3,626,248	-	265,353	-
Transfers							
<i>163-20-900-521-000-</i>							
691001	Trfr To General Fund	93808	-	-	-	229,600	-
<i>163-50-900-581-000-</i>							
691001	Trfr To General Fund	93800	84,861	87,322	-	90,030	-
<i>163-60-900-581-000-</i>							
691001	Trfr To General Fund	94105	42,366	19,004	30,000	1,000	20,000
691001	Trfr To General Fund	94108	127,490	29,025	34,992	(8)	34,992
<i>163-68-900-581-000-</i>							
691001	Trfr To General Fund	92400	-	-	-	-	-
691001	Trfr To General Fund	92401	43,852	-	-	-	-
691001	Trfr To General Fund	92402	-	9,512	-	-	-
691001	Trfr To General Fund	93400	53,000	-	-	-	-
<i>163-63-900-581-000-</i>							
691001	Trfr To General Fund	93552	109,189	-	-	-	-
691001	Trfr To General Fund	93553	38,905	102,645	-	-	-
691001	Trfr To General Fund	93554	-	39,713	106,162	69,837	-
691001	Trfr To General Fund	93555	-	-	35,388	(12)	106,162
691001	Trfr To General Fund	93556	-	-	-	-	35,388
691001	Trfr To General Fund	94108	-	84,677	114,703	99,203	114,703
<i>163-53-900-522-000-</i>							
691381	Trfr To Fire CIP Fund	91900	135,217	-	-	-	-
691388	Trans to CIP Revenue Bd Fd	91900	614,783	-	-	-	-
	Sub-total		1,249,663	371,899	321,245	489,650	311,245
Total			\$ 5,011,688	\$ 5,863,635	\$ 321,245	\$ 1,618,570	\$ 311,245



State and County Grants Fund Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
334385	LSP Area Agency on Aging	LSP Area Agency on Aging grant. Grant period: Jul 2020 - Jun 2021.
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. Funder: Children Services Council.
<u>Expense</u>		
691001	Trfr To General Fund	This represents funds transferred to the General Fund for services rendered as part of the Water Safety Grant.



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 Development Department. Due to the unpredictable nature of funding source, no funds will be budgeted for FY21.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	9,019	100,166	-	875,102	
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 9,019	\$ 100,166	\$ -	\$ 875,102	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	7,865	100,166	-	831,988	
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	7,865	100,166	-	831,988	-
Capital Improvement Program	-	-	-	-	-
Renewal & Replacement	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	1,154	-	-	43,114	
Total	\$ 9,019	\$ 100,166	\$ -	\$ 875,102	\$ -
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Neighborhood Stabilization Program Fund

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Intergovernmental Revenues</u>						
331503	Fed Grant-NSP	6,267	23,955	-	749,462	-
331625	Fed Grant-Reimb Prog Inc	2,752	76,211	-	125,640	-
	Total	\$ 9,019	\$ 100,166	\$ -	\$ 875,102	\$ -

Expenditure Detail Budget—164-41-900-554-000-

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>							
<i>Neighborhood Stabilization Program</i>							
<u>164-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92690	-	2,378	-	13,609	-
603121	City Attorney Svcs	- 92690	-	-	-	11,868	-
604001	Travel & Training	- 92690	-	-	-	3,700	-
604301	Electricity Svcs	- 92690	128	764	-	1,808	-
604390	Utilities NSP (50)	- 92690	-	877	-	2,123	-
604693	Rehab Assistance (50)	- 92690	1,950	-	-	-	-
604694	Acq. Rehab (50)	- 92690	1,664	96,148	-	528,645	-
604973	NSP Purch Assist (50)	- 92690	-	-	-	268,350	-
605100	Office Supplies	- 92690	-	-	-	577	-
605250	Noncap Furn (Item less 5000)	- 92690	-	-	-	1,000	-
605290	Other Operating Supplies	- 92690	4,123	-	-	308	-
	Subtotal		7,865	100,166	-	831,988	-
<u>Transfers</u>							
<u>164-41-900-581-000-</u>							
691001	Trfr To General Fund		1,154	-	-	43,114	-
	Sub-total		1,154	-	-	43,114	-
	Total		\$ 9,019	\$ 100,166	\$ -	\$ 875,102	\$ -



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 Development Department oversees this program.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 5,150	\$ 8,351	\$ 19,947	\$ 19,947	\$ 19,947
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	505,737	806,201	-	753,808	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	3,201	16,746	4,000	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 508,938	\$ 822,947	\$ 4,000	\$ 753,808	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	505,737	811,350	4,000	753,808	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	505,737	811,350	4,000	753,808	-
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 505,737	\$ 811,350	\$ 4,000	\$ 753,808	\$ -
Excess/Deficiency (actuals)	3,201	11,597	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 8,351	\$ 19,947	\$ 19,947	\$ 19,947	\$ 19,947

State Housing Initiatives Partnership

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Intergovernmental Revenues</u>					
334900	State Grant-SHIP	505,737	806,201	-	753,808	-
	Sub-total	505,737	806,201	-	753,808	-
	<u>Miscellaneous Revenues</u>					
361100	Int Earnings	3,201	2,614	4,000	-	-
361200	Dividend Income	-	14,132	-	-	-
	Sub-total	3,201	16,746	4,000	-	-
	Total	\$ 508,938	\$ 822,947	\$ 4,000	\$ 753,808	\$ -



State Housing Initiatives Partnership

Expenditure Detail Budget—166-43-900-554-000-

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>							
604905	Bank Svcs Charges		-	-	4,000	-	-
	Subtotal		-	-	4,000	-	-
<i>SHIP (15/16)</i>							
<i><u>166-41-900-554-000-</u></i>							
604680	Home Repairs	- 93607	120,845	-	-	-	-
	Subtotal		120,845	-	-	-	-
<i>SHIP (16/17)</i>							
<i><u>166-41-900-554-000-</u></i>							
603114	Admin Svcs-CRA	- 93608	-	5,557	-	-	-
603185	Counseling Svcs	- 93608	16,500	21,873	-	-	-
604680	Home Repairs	- 93608	120,265	307,872	-	-	-
604685	Purchase Assistance	- 93608	140,000	40,000	-	-	-
	Subtotal		276,765	375,302	-	-	-
<i>SHIP (17/18)</i>							
<i><u>166-41-900-554-000-</u></i>							
603114	Admin Svcs-CRA	- 93609	43,244	4,373	-	2,894	-
603185	Counseling Svcs	- 93609	-	7,627	-	10,373	-
604680	Home Repairs	- 93609	60,113	356,513	-	106,988	-
604682	Emergency Repair	- 93609	-	1,125	-	23,875	-
604685	Purchase Assistance	- 93609	-	30,000	-	-	-
604686	Security/Utility Deposits	- 93609	-	-	-	3,210	-
604688	Disaster Repair	- 93609	-	-	-	26,042	-
	Subtotal		103,357	399,639	-	173,381	-
<i>SHIP (18/19)</i>							
<i><u>166-41-900-554-000-</u></i>							
603114	Admin Svcs-CRA	- 93610	4,770	13,979	-	4,134	-
604682	Emergency Repair	- 93610	-	-	-	25,000	-
603185	Counseling Svcs	- 93610	-	-	-	13,500	-
604680	Home Repairs	- 93610	-	22,431	-	195,170	-
	Subtotal		4,770	36,410	-	237,804	-
<i>SHIP (19/20)</i>							
<i><u>166-41-900-554-000-</u></i>							
603114	Admin Svcs-CRA	- 93611	-	-	-	31,773	-
603185	Counseling Svcs	- 93611	-	-	-	4,772	-
604680	Home Repairs	- 93611	-	-	-	267,328	-
604682	Emergency Repair	- 93611	-	-	-	8,750	-
604685	Purchase Assistance	- 93611	-	-	-	30,000	-
	Subtotal		-	-	-	342,623	-
	Total		\$ 505,737	\$ 811,350	\$ 4,000	\$ 753,808	\$ -

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 Development Department administers this program, and the Community 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, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	944,755	845,148	710,030	2,187,192	710,030
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 944,755	\$ 845,148	\$ 710,030	\$ 2,187,192	\$ 710,030
Expenditures by Category					
Personnel Services	118,871	101,547	107,600	184,444	109,000
Operating Expense	747,339	743,601	592,430	1,484,643	591,030
Capital Outlay	78,545	-	-	-	-
Grants & Aids	-	-	10,000	518,105	10,000
Total Operating Expenditures	944,755	845,148	710,030	2,187,192	710,030
Capital Improvement Program	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 944,755	\$ 845,148	\$ 710,030	\$ 2,187,192	\$ 710,030
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Position Detail					
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
Total FTE's	2.00	2.00	2.00	2.00	2.00



Community Development Block Grant

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Intergovernmental Revenues</u>					
331623	Fed Grant-CDBG	944,755	845,148	710,030	2,187,192	710,030
	Sub-total	944,755	845,148	710,030	2,187,192	710,030
	Total	\$ 944,755	\$ 845,148	\$ 710,030	\$ 2,187,192	\$ 710,030

Expenditure Detail Budget—167-41/43-900-554-000-

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Personnel Services</u>						
601200	Employee Salaries		9,396	15,494	-	17,410	-
602100	FICA & MICA		719	1,185	-	1,332	-
602400	Workers' Compensation		22	36	-	40	-
	Sub-total		\$ 10,136	\$ 16,715	\$ -	\$ 18,782	\$ -
	<u>Operating Expense</u>						
603410	Grant Administration	- 92624	9,433	89	-	155	-
603410	Grant Administration	- 92625	16,160	2,924	-	0	-
603114	Admin Svcs-CRA	- 93808	-	-	-	74,168	-
604360	Util Connect-Residential	- 92624	5,000	-	-	-	-
604680	Home Repairs	- 92625	525,298	134,738	-	67,419	-
604681	Commercial Rehab	- 92625	-	3,230	-	96,770	-
603114	Admin Svcs-CRA	- 92628	-	-	92,121	121,304	-
603410	Grant Administration	- 92628	-	-	49,604	39,455	-
604680	Home Repairs	- 92628	-	-	450,705	454,540	-
604681	Commercial Rehab	- 92628	-	-	-	100,000	-
	Sub-total		\$ 555,892	\$ 140,981	\$ 592,430	\$ 953,811	\$ -
	<u>Capital Outlay</u>						
606319	Park Improvement	- 92622	78,545	-	-	-	-
	Sub-total		\$ 78,545	\$ -	\$ -	\$ -	\$ -
	<u>Grants And Aides</u>						
608270	Small Business Assistance	- 92625	-	-	-	32,500	-
608270	Small Business Assistance	- 92628	-	-	10,000	10,000	-
608270	Small Business Assistance	- 93808	-	-	-	455,605	-
	Sub-total		\$ -	\$ -	\$ 10,000	\$ 498,105	\$ -
	Total		\$ 644,573	\$ 157,695	\$ 602,430	\$ 1,470,697	\$ -

Community Development Block Grant

Outreach—167-41-905-569-000-/167-41-900-554-000-

Object #	Account Description	Project #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services							
<u>167-41-905-569-000-</u>							
601200	Employee Salaries		70,597	57,070	69,000	112,817	70,200
601205	Lump Sum Payout - Accrued Ti		-	-	-	-	300
601210	Non-Pensionable Earnings		-	-	400	-	-
601215	Communication Stipend		-	-	-	1,313	400
601400	Overtime-General		37	27	-	45	-
602100	FICA & MICA		5,363	4,169	5,400	6,470	5,500
602210	Pension-General		6,180	3,581	5,400	8,653	5,700
602235	Pension-Senior Mgmt		9,981	8,217	5,000	11,068	5,700
602260	Pension-401		-	-	100	-	100
602265	Pension-457		181	138	1,000	-	400
602304	Health Insurance-PPO		-	-	1,000	-	900
602305	Health Insurance-HMO		15,143	9,505	14,300	15,555	9,800
602306	Dental Insurance-PPO		318	34	200	445	400
602307	Dental Insurance-HMO		196	162	200	231	100
602309	Basic Life Insurance		459	330	100	595	200
602300	Pmt In Lieu Of Insurance		-	-	300	-	300
602311	Long-Term Disability Ins		114	71	100	154	100
602312	HDHP Aetna		-	-	500	5,815	2,600
602313	HSA Payflex		-	-	100	-	500
602400	Workers' Compensation		167	1,528	4,500	2,502	5,800
	Subtotal		108,735	84,832	107,600	165,662	109,000
<u>CDBG 2017</u>							
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92626	94,180	5,783	-	57	-
603410	Grant Administration	- 92626	6,740	29,521	-	534	-
604680	Home Repairs	- 92626	90,526	275,018	-	1,092	-
604681	Commercial Rehab	- 92626	-	-	-	100,000	-
608270	Small Business Assistance	- 92626	-	-	-	10,000	-
	Subtotal		191,447	310,321	-	111,683	-
<u>CDBG 2018</u>							
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92627	-	120,284	-	55	-
603410	Grant Administration	- 92627	-	7,487	-	34,475	-
604680	Home Repairs	- 92627	-	164,529	-	294,620	-
604681	Commercial Rehab	- 92627	-	-	-	100,000	-
608270	Small Business Assistance	- 92627	-	-	-	10,000	-
	Subtotal		-	292,299	-	439,149	-
<u>CDBG 2020</u>							
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92629	-	-	-	-	92,121
603410	Grant Administration	- 92629	-	-	-	-	49,604
604680	Home Repairs	- 92629	-	-	-	-	449,305
608270	Small Business Assistance	- 92629	-	-	-	-	10,000
	Subtotal		-	-	-	-	601,030
Total			\$ 300,182	\$ 687,453	\$ 107,600	\$ 716,495	\$ 710,030
Expense Total			\$ 944,755	\$ 845,148	\$ 710,030	\$ 2,187,192	\$ 710,030



Community Development Block Grant Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
331623	Fed Grant-CDBG	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
<u>Expense</u>		
601200	Employee Salaries	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
601205	Lump Sum Payout - Accrued Time	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
601215	Communication Stipend	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602100	FICA & MICA	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602210	Pension-General	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602235	Pension-Senior Mgmt	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602260	Pension-401	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602265	Pension-457	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602300	Pmt In Lieu Of Insurance	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602304	Health Insurance-PPO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602305	Health Insurance-HMO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602306	Dental Insurance-PPO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602307	Dental Insurance-HMO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602309	Basic Life Insurance	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602311	Long-Term Disability Ins	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602312	HDHP Aetna	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602313	HSA Payflex	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
602400	Workers' Compensation	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
603114	Admin Svcs-CRA	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
603410	Grant Administration	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
604680	Home Repairs	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.
608270	Small Business Assistance	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2020 to be available in FY2021.

Debt Service Funds

Description

Debt Service Funds were established to account for the servicing of 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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	
Beginning Fund Balance	\$ 7,104,896	\$ 4,115,220	\$ 2,268,043	\$ 2,268,043	\$ 1,917,543	
Revenues by Category						
General Taxes	-	-	-	-	-	
Permits, Fees, Special Assessment	-	-	-	-	-	
Intergovernmental Revenues	-	-	-	-	-	
Charges for Services	-	-	-	-	-	
Fines & Forfeitures	-	-	-	-	-	
Miscellaneous Revenues	43,497	38,392	1,200	5,100	20,420	
Transfer In	9,786,900	10,990,300	12,747,800	12,994,200	12,124,930	
Appropriation of Fund Balance	-	-	350,500	350,500	1,500,000	
Total	\$ 9,830,397	\$ 11,028,692	\$ 13,099,500	\$ 13,349,800	\$ 13,645,350	
Expenditures by Category						
Personnel Services	-	-	-	-	-	
Operating Expense	1,794	2,973	2,300	2,000	1,050	
Capital Outlay	-	-	-	-	-	
Total Operating Expenditures	1,794	2,973	2,300	2,000	1,050	
Debt Service	12,818,279	12,872,895	13,097,200	13,347,800	13,374,300	
Appropriated Fund Balance	-	-	-	-	270,000	
Transfer Out	-	-	-	-	-	
Total	\$ 12,820,073	\$ 12,875,869	\$ 13,099,500	\$ 13,349,800	\$ 13,645,350	
Excess/Deficiency (actuals)	(2,989,676)	(1,847,176)	-	-	-	
Appropriated Fund Balance	-	-	-	-	270,000	
Appropriation of Fund Balance	-	-	(350,500)	(350,500)	(1,500,000)	
Ending Fund Balance	\$ 4,115,220	\$ 2,268,043	\$ 1,917,543	\$ 1,917,543	\$ 687,543	
Revenues by Fund	Fund #					
Debt Service	201	1,023,454	1,487,091	2,143,700	2,394,000	2,598,750
Capital Improvement Rev. Bonds 2015	203	4,279,987	5,235,840	6,293,700	6,293,700	6,292,300
CIP Bonds 2013	204	4,526,956	4,305,761	4,662,100	4,662,100	4,754,300
Total		\$ 9,830,397	\$ 11,028,692	\$ 13,099,500	\$ 13,349,800	\$ 13,645,350
Expenditures by Fund						
Debt Service	201	1,970,949	1,974,475	2,143,700	2,394,000	2,598,750
Capital Improvement Rev. Bonds 2015	203	6,319,410	6,301,737	6,293,700	6,293,700	6,292,300
CIP Revenue Bonds 2013	204	4,529,714	4,599,657	4,662,100	4,662,100	4,754,300
Total		\$ 12,820,073	\$ 12,875,869	\$ 13,099,500	\$ 13,349,800	\$ 13,645,350



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 2017 CIP Loan, the 2020 CIP Loan and related administrative costs are being accounted for in this fund.

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 2,320,239	\$ 1,372,744	\$ 885,360	\$ 885,360	\$ 720,360
Revenues by Category					
General Government Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	28,354	16,991	600	4,500	6,100
Transfer In	995,100	1,470,100	1,978,100	2,224,500	2,096,450
Appropriation of Fund Balance	-	-	165,000	165,000	496,200
Total	\$ 1,023,454	\$ 1,487,091	\$ 2,143,700	\$ 2,394,000	\$ 2,598,750
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	204	958	700	400	250
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	204	958	700	400	250
Capital Improvement Program	-	-	-	-	-
Debt Service	1,970,744	1,973,517	2,143,000	2,393,600	2,598,500
Transfer Out	-	-	-	-	-
Total	\$ 1,970,949	\$ 1,974,475	\$ 2,143,700	\$ 2,394,000	\$ 2,598,750
Excess/Deficiency (actuals)	(947,495)	(487,384)	-	-	-
Appropriation of Fund Balance	-	-	(165,000)	(165,000)	(496,200)
Ending Fund Balance	\$ 1,372,744	\$ 885,360	\$ 720,360	\$ 720,360	\$ 224,160

Debt Service—Fund 201

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Misc. Revenues						
361100	Int Earnings	28,354	1,109	600	600	2,000
361200	Dividend Income	-	15,882	-	3,900	4,100
	Sub-total	28,354	16,991	600	4,500	6,100
Other Sources						
381001	Trfr Fr General Fund	-	306,500	763,800	1,010,200	517,650
381005	Trfr Fr Billboard Rev Fund	-	-	-	-	619,900
381381	Transfer from Fire and EMS CIP	-	122,000	54,200	54,200	32,200
381385	Trfr Fr Street Constr&Maint Fd	995,100	963,100	1,104,800	1,104,800	926,700
381387	Transfer from Park Development	-	78,500	55,300	55,300	-
381395	Trfr Fr Capital Projects Fund	-	-	-	-	-
399999	Appropriation of Fund Balance	-	-	165,000	165,000	496,200
	Sub-total	995,100	1,470,100	2,143,100	2,389,500	2,592,650
	Total	\$ 1,023,454	\$ 1,487,091	\$ 2,143,700	\$ 2,394,000	\$ 2,598,750

Expenditure Detail Budget—201-70-000-517-000

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Operating Expense						
604905	Bank Svcs Charges	204	958	700	400	250
	Sub-total	204	958	700	400	250
Debt Service						
607125	Prin-2017 CIP Loan	885,000	910,000	945,000	945,000	975,000
607141	Prin-Spc.Obl.RevNote2019 Exmpt	-	-	-	135,000	210,000
607142	Prin-Spc.Obl.RevNote2019Taxabl	-	-	-	135,000	205,000
607150	Prin-12 Trans Imp Rev Note	742,900	759,400	776,300	776,300	793,800
607225	Int-2017 CIP Loan	269,880	243,667	216,800	216,800	189,000
607241	Int-Spc.Obl.RevNote2019Exempt	-	-	-	65,300	91,900
607242	Int-Spec.Obl.RevNote2019Taxabl	-	-	-	80,300	113,000
607250	Int-12 Trans Imp Rev Note	72,965	60,450	39,900	39,900	18,800
607322	Admin Costs	-	-	165,000	-	2,000
	Sub-total	1,970,744	1,973,517	2,143,000	2,393,600	2,598,500
	Total	\$ 1,970,949	\$ 1,974,475	\$ 2,143,700	\$ 2,394,000	\$ 2,598,750



Debt Service Fund 201 Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
381001	Trfr Fr General Fund	This transfer is for a portion of revenues that are pledged to pay the debt service on the 2017 CIP Loan and bank service charges.
381005	Trfr Fr Billboard Rev Fund	This transfer is for a portion of revenues to pay the debt service on the 2020 bank loan and bank service charges.
381381	Transfer from Fire and EMS CIP	This transfer is to help pay the debt service for the 2017 CIP Loan.
381385	Trfr Fr Street Constr&Maint Fd	Funds transferred to service the 2012 BB&T Transportation Improvement Revenue Note and for the 2017 CIP Loan.
399999	Appropriation Of Fund Balance	This account is primarily for the use of fund balance.
<u>Expense</u>		
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 FY 2017 Capital Improvement Plan (CIP) Note.
607141	Prin-Spc.Obl.RevNote2019 Exmpt	This is the Principal portion for the 2019 Special Obligation Bond Series A. Principal and Interest are paid quarterly on January 1, April 1, July 1 and October 1.
607142	Prin-Spc.Obl.RevNote2019Taxabl	This is the Principal portion for the 2019 Special Obligation Bond Series B. Principal and Interest are paid quarterly on January 1, April 1, July 1 and October 1.
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 FY 2017 Capital Improvement Plan (CIP) Note.
607241	Int-Spc.Obl.RevNote2019Exempt	This is the Interest portion for the 2019 Special Obligation Bond Series A. Principal and Interest are paid quarterly on January 1, April 1, July 1 and October 1.
607242	Int-Spec.Obl.RevNote2019Taxabl	This is the Interest portion for the 2019 Special Obligation Bond Series B. Principal and Interest are paid quarterly on January 1, April 1, July 1 and October 1.
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 related to debt service administrative costs such as handling Loans, Bonds, Payments, etc.

Capital Improvement Revenue Bonds 2015—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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 4,748,022	\$ 2,708,599	\$ 1,642,703	\$ 1,642,703	\$ 1,457,203
Revenues by Category					
General Government Taxes	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	14,787	21,140	600	600	14,300
Transfer In	4,265,200	5,214,700	6,107,600	6,107,600	5,274,200
Appropriation of Fund Balance	-	-	185,500	185,500	1,003,800
Total	\$ 4,279,987	\$ 5,235,840	\$ 6,293,700	\$ 6,293,700	\$ 6,292,300
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	1,419	1,596	1,400	1,400	400
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	1,419	1,596	1,400	1,400	400
Capital Improvement Program	-	-	-	-	-
Debt Service	6,317,990	6,300,140	6,292,300	6,292,300	6,291,900
Transfer Out	-	-	-	-	-
Total	\$ 6,319,410	\$ 6,301,737	\$ 6,293,700	\$ 6,293,700	\$ 6,292,300
Excess/Deficiency (actuals)	(2,039,423)	(1,065,897)	-	-	-
Appropriation of Fund Balance	-	-	(185,500)	(185,500)	(1,003,800)
Ending Fund Balance	\$ 2,708,599	\$ 1,642,703	\$ 1,457,203	\$ 1,457,203	\$ 453,403



Capital Improvement Revenue Bonds 2015—Fund 203

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Miscellaneous					
361100	Int Earnings	14,787	1,337	600	600	5,100
361200	Dividend Income	-	19,803	-	-	9,200
	Sub-total	14,787	21,140	600	600	14,300
	Other Sources					
381001	Trfr Fr General Fund	4,265,200	4,098,100	4,875,900	4,875,900	4,845,200
381381	Transfer from Fire and EMS CIP	-	205,300	276,400	276,400	170,600
381385	Trfr Fr Street Constr&Maint Fd	-	259,600	304,400	304,400	258,400
381387	Transfer from Park Development	-	651,700	650,900	650,900	-
399999	Appropriation Of Fund Balance	-	-	185,500	185,500	1,003,800
	Sub-total	4,265,200	5,214,700	6,293,100	6,293,100	6,278,000
	Total	\$ 4,279,987	\$ 5,235,840	\$ 6,293,700	\$ 6,293,700	\$ 6,292,300

Expenditure Detail Budget—203-70-000-517-000

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Operating Expense					
604905	Bank Svcs Charges	1,419	1,596	1,400	1,400	400
	Subtotal	1,419	1,596	1,400	1,400	400
	Debt Service					
607131	Prin-15 Cap Imp Rev Bond	2,780,000	2,890,000	3,030,000	3,030,000	3,185,000
607182	Prin-USBancorp Fire Truck Leas	311,152	316,157	321,300	321,300	326,500
607231	Int-15 Cap Imp Rev Bond	3,200,325	3,072,475	2,924,500	2,924,500	2,769,100
607282	Int-USBancorp Fire Truck Leas	26,514	21,509	16,500	16,500	11,300
607322	Admin Costs	-	-	-	-	-
	Subtotal	6,317,990	6,300,140	6,292,300	6,292,300	6,291,900
	Total	\$ 6,319,410	\$ 6,301,737	\$ 6,293,700	\$ 6,293,700	\$ 6,292,300

Capital Improvement Revenue Bonds 2015 Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
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, the financing of 5 Fire-Rescue vehicles, and bank service charges.
381381	Transfer from Fire and EMS CIP	This transfer is to help pay the debt service for the debt on the Capital Improvement Revenue Bonds Series 2015.
381385	Trfr Fr Street Constr&Maint Fd	This transfer is to help pay the debt service for the debt on the Capital Improvement Revenue Bonds Series 2015.
399999	Appropriation Of Fund Balance	This account is primarily for the use of fund balance.
<u>Expense</u>		
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 FY 2017 for the five Fire-Rescue vehicles.



CIP Revenue Bonds 2013—Fund 204

Description Fund 204—CIP Revenue Bonds 2013

This fund was established to account for capital projects associated with the CIP revenue bonds issued in 2013.

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 36,634	\$ 33,876	\$ (260,019)	\$ (260,019)	\$ (260,019)
Revenues	-	-	-	-	-
General Government Taxes	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	356	261	-	-	20
Transfer In	4,526,600	4,305,500	4,662,100	4,662,100	4,754,280
Other Sources	-	-	-	-	-
Total	\$ 4,526,956	\$ 4,305,761	\$ 4,662,100	\$ 4,662,100	\$ 4,754,300
Expenditures	-	-	-	-	-
Personnel Services	-	-	-	-	-
Operating Expense	170	419	200	200	400
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	170	419	200	200	400
Capital Improvement Program	-	-	-	-	-
Debt Service	4,529,544	4,599,238	4,661,900	4,661,900	4,483,900
Appropriated Fund Balance	-	-	-	-	270,000
Total	\$ 4,529,714	\$ 4,599,657	\$ 4,662,100	\$ 4,662,100	\$ 4,754,300
Excess/Deficiency (actuals)	(2,758)	(293,895)	-	-	-
Appropriated Fund Balance	-	-	-	-	270,000
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 33,876	\$ (260,019)	\$ (260,019)	\$ (260,019)	\$ 9,981

CIP Revenue Bonds 2013—Fund 204

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Miscellaneous					
361100	Int Earnings	356	261	-	-	20
	Sub-total	356	261	-	-	20
	Other Sources					
381001	Trfr Fr General Fund	3,011,700	2,241,600	1,921,300	1,921,300	4,321,670
381380	Transfer from Police CIP Fund	400,400	330,400	637,500	637,500	291,610
381381	Transfer from Fire and EMS CIP	411,500	156,700	160,300	160,300	93,500
381385	Trfr Fr Street Constr&Maint Fd	-	31,900	87,900	87,900	47,500
381387	Transfer from Park Development	703,000	1,544,900	1,855,100	1,855,100	-
	Sub-total	4,526,600	4,305,500	4,662,100	4,662,100	4,754,280
	Total	\$ 4,526,956	\$ 4,305,761	\$ 4,662,100	\$ 4,662,100	\$ 4,754,300

Expenditure Detail Budget—204-70-000-517-000

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Operating Expense					
604905	Bank Svcs Charges	170	419	200	200	400
	Subtotal	170	419	200	200	400
	Debt Service					
607151	Prin- 13 Improve Rev Bond	1,865,000	2,000,000	2,135,000	2,135,000	2,035,000
607251	Interest-13 Improve Revenue Bonds	2,664,544	2,599,238	2,526,900	2,526,900	2,448,900
607322	Admin Costs	-	-	-	-	-
	Subtotal	4,529,544	4,599,238	4,661,900	4,661,900	4,483,900
	Other					
609990	Appropriated Fund Balance	-	-	-	-	270,000
	Sub-total	-	-	-	-	270,000
	Total	\$ 4,529,714	\$ 4,599,657	\$ 4,662,100	\$ 4,662,100	\$ 4,754,300



CIP Revenue Bonds 2013 Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on the 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 and bank service charges.
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	This transfer is to help pay the debt service for the 2013 CIP Revenue Bond.
<u>Expense</u>		
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 1, 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.
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance.

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 ten (10) capital project funds: Police CIP, Fire & EMS CIP, Street Construction and Maintenance, Park Development, CIP Revenue Bonds 2013, 2017 CIP Loan, 2020 CIP Loan-Non-Taxable, 2020 CIP Loan-Taxable, CIP Grants and Capital Projects.

Revenues and Expenditures Summary

Revenues by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	689,186	2,462,187	4,497,600	4,497,600	2,972,000
Intergovernmental Revenues	3,555,553	4,335,608	3,720,700	5,150,681	3,153,555
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	648,296	490,733	10,202,500	10,382,989	229,510
Transfer In	920,000	1,434,269	1,959,720	1,959,720	-
Other/Loan Proceeds	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	4,184,500	19,251,257	-
Total	\$ 5,813,035	\$ 8,722,797	\$ 24,565,020	\$ 41,242,247	\$ 6,354,565

Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	-	-	-	-	-
Operating Expense	5,265	4,004	5,300	5,300	3,300
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	5,265	4,004	5,300	5,300	3,300
Capital Improvement Program	7,610,109	9,028,814	14,038,220	31,358,292	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Transfer Out	5,193,763	6,943,076	7,421,500	6,778,655	3,540,465
Appropriated Fund Balance	-	-	3,100,000	3,100,000	2,810,800
Total	\$ 12,809,137	\$ 15,975,895	\$ 24,565,020	\$ 41,242,247	\$ 6,354,565

Revenues by Fund	Fund #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Police CIP	380	201,312	244,125	637,700	724,513	291,610
Fire & EMS CIP	381	353,200	244,155	491,200	491,200	296,400
Street Construction & Maintenance	385	3,556,981	3,648,732	4,232,700	4,206,575	3,153,555
Park Development	387	325,657	2,045,296	6,262,200	8,321,718	2,412,000
CIP Bonds 2013	388	778,117	170,142	765,700	4,638,801	67,100
2017 CIP Loan	389	146,362	162,888	190,800	5,749,032	75,500
2020 CIP Loan-Non-Taxable	391	-	-	10,000,000	5,000,000	14,400
2020 CIP Loan-Taxable	392	-	-	-	5,000,000	3,000
Capital Grants	393	-	576,121	-	1,966,389	-
Capital Projects	395	451,406	1,631,338	1,984,720	5,144,019	41,000
Total		\$ 5,813,035	\$ 8,722,797	\$ 24,565,020	\$ 41,242,247	\$ 6,354,565

Expenditures by Fund	Fund #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Police CIP	380	691,131	513,236	637,700	724,513	291,610
Fire & EMS CIP	381	411,760	484,010	491,200	491,200	296,400
Street Construction & Maintenance	385	4,023,219	6,493,554	4,232,700	4,206,575	3,153,555
Park Development	387	750,286	2,652,193	6,262,200	8,321,718	2,412,000
CIP Bonds 2013	388	4,343,338	2,419,212	765,700	4,638,801	67,100
2017 CIP Loan	389	2,067,942	1,419,747	190,800	5,749,032	75,500
2020 CIP Loan-Non-Taxable	391	-	-	10,000,000	5,000,000	14,400
2020 CIP Loan-Taxable	392	-	-	-	5,000,000	3,000
Capital Grants	393	-	576,121	-	1,966,389	-
Capital Projects	395	521,461	1,417,822	1,984,720	5,144,019	41,000
Total		\$ 12,809,137	\$ 15,975,895	\$ 24,565,020	\$ 41,242,247	\$ 6,354,565



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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 759,429	\$ 269,609	\$ 498	\$ 498	\$ (86,314)
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	194,525	242,296	635,200	635,200	291,600
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	6,786	1,829	2,500	2,500	10
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	86,813	-
Total	\$ 201,312	\$ 244,125	\$ 637,700	\$ 724,513	\$ 291,610
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	241	40	200	200	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	241	40	200	200	-
Capital Improvement Program	290,491	182,796	-	86,813	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	400,400	330,400	637,500	637,500	291,610
Total	\$ 691,131	\$ 513,236	\$ 637,700	\$ 724,513	\$ 291,610
Excess/Deficiency (actuals)	(489,820)	(269,111)	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(86,813)	-
Ending Fund Balance	\$ 269,609	\$ 498	\$ 498	\$ (86,314)	\$ (86,314)

Police CIP

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Licenses, Permits & Fees</u>						
324110	Impact Fees-PD-Residential	194,525	242,296	635,200	635,200	291,600
	Sub-total	194,525	242,296	635,200	635,200	291,600
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	6,786	79	2,500	2,500	10
361200	Dividend Income	-	1,750	-	-	-
	Sub-total	6,786	1,829	2,500	2,500	10
<u>Other Sources</u>						
399900	CIP Carryover	-	-	-	86,813	-
	Sub-total	-	-	-	86,813	-
Total		\$ 201,312	\$ 244,125	\$ 637,700	\$ 724,513	\$ 291,610

Expenditure Detail Budget—380-90-000-519-000/53-800-521-000

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense: 380-90-000-519-000-</u>							
604905	Bank Svcs Charges		241	40	200	200	-
691204	Trfr To Debt Svcs		400,400	330,400	637,500	637,500	291,610
	Sub-total		400,641	330,440	637,700	637,700	291,610
<u>Capital Improvement</u>							
<i>Historic Public Safety Complex</i>							
<u>380-53-800-521-000-</u>							
606502	CIP-Plan/Design/Eng	53018	290,491	17,668	-	86,813	-
606510	CIP-Construction		-	165,128	-	-	-
	Sub-total		290,491	182,796	-	86,813	-
Total			\$ 691,131	\$ 513,236	\$ 637,700	\$ 724,513	\$ 291,610

Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
<u>Expense</u>		
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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 298,692	\$ 240,132	\$ 277	\$ 277	\$ 277
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	217,036	242,060	488,200	488,200	296,200
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	947	2,095	3,000	3,000	200
Transfer In	135,217	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ 353,200	\$ 244,155	\$ 491,200	\$ 491,200	\$ 296,400
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	260	10	300	300	100
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	260	10	300	300	100
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	411,500	484,000	490,900	490,900	296,300
Total	\$ 411,760	\$ 484,010	\$ 491,200	\$ 491,200	\$ 296,400
Excess/Deficiency	(58,559)	(239,855)	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
Ending Fund Balance	\$ 240,132	\$ 277	\$ 277	\$ 277	\$ 277

Fire & EMS CIP

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Licenses, Permits & Fees</u>						
324115	Impact Fees-Fire-Residential	217,036	242,060	488,200	488,200	296,200
	Sub-total	217,036	242,060	488,200	488,200	296,200
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	947	281	3,000	3,000	200
361200	Dividend Income	-	1,814	-	-	-
381163	Trfr Fr State & Cty Grant Fund	135,217	-	-	-	-
	Sub-total	136,164	2,095	3,000	3,000	200
Total		\$ 353,200	\$ 244,155	\$ 491,200	\$ 491,200	\$ 296,400

Expenditure Detail Budget—381-various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense: 381-90-000-519-000-</u>							
604905	Bank Svcs Charges		260	10	300	300	100
	Sub-total		260	10	300	300	100
<u>Other: 381-90-000-519-000-</u>							
691201	Trfr To Debt Svcs		-	122,000	54,200	54,200	32,200
691203	Trfr To CIP Rev Bond		-	205,300	276,400	276,400	170,600
691204	Trfr To Debt Svcs		411,500	156,700	160,300	160,300	93,500
	Sub-total		411,500	484,000	490,900	490,900	296,300
Total			\$ 411,760	\$ 484,010	\$ 491,200	\$ 491,200	\$ 296,400



Fire & EMS CIP Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
<u>Expense</u>		
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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 4,268,623	\$ 3,802,385	\$ 957,563	\$ 957,563	\$ (69,612)
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	3,537,922	3,632,651	3,720,700	3,179,100	3,153,055
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	19,059	16,081	12,000	300	500
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	500,000	1,027,175	-
Total	\$ 3,556,981	\$ 3,648,732	\$ 4,232,700	\$ 4,206,575	\$ 3,153,555
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	868	392	900	900	1,000
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	868	392	900	900	1,000
Capital Improvement Program	493,488	2,641,485	500,000	1,131,175	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	200,000
Transfer Out	3,528,863	3,851,677	3,731,800	3,074,500	2,952,555
Total	\$ 4,023,219	\$ 6,493,554	\$ 4,232,700	\$ 4,206,575	\$ 3,153,555
Excess/Deficiency (actuals)	(466,238)	(2,844,822)	-	-	-
Appropriated Fund Balance	-	-	-	-	200,000
Appropriation of Fund Balance/Carryovers	-	-	(500,000)	(1,027,175)	-
Ending Fund Balance	\$ 3,802,385	\$ 957,563	\$ 457,563	\$ (69,612)	\$ 130,388



Street Construction and Maintenance

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Intergovernmental Revenues</u>						
312410	Local Option Gas Tax-First	1,426,060	1,456,608	1,518,200	1,288,600	1,292,898
312420	Local Option Gas Tax-Second	1,017,494	1,035,574	1,076,500	899,900	896,505
335120	State Revenue Sharing-Proceeds	1,094,368	1,140,468	1,126,000	990,600	963,652
	Sub-total	3,537,922	3,632,651	3,720,700	3,179,100	3,153,055
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	19,059	10,450	12,000	300	500
361200	Dividend Income	-	5,631	-	-	-
	Sub-total	19,059	16,081	12,000	300	500
<u>Other Sources</u>						
399900	CIP Carryover	-	-	-	631,175	-
399999	Appropriation Of Fund Balance	-	-	500,000	396,000	-
	Sub-total	-	-	500,000	1,027,175	-
	Total	\$ 3,556,981	\$ 3,648,732	\$ 4,232,700	\$ 4,206,575	\$ 3,153,555

Street Construction and Maintenance

Expenditure Detail Budget—385- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Operating Expense: 385-90-000-519-000-							
604905	Bank Svcs Charges		868	392	900	900	1,000
	Sub-total		868	392	900	900	1,000
Capital Improvement Projects							
<i>Street Construction & Resurfacing-Variou</i>							
<u>385-50/53-804-541-000-</u> 52022							
606502	CIP-Plan/Design/Eng		-	-	-	4,356	-
606510	CIP-Construction		-	1,465,918	400,000	400,000	-
606520	CIP-Contingency		-	-	-	-	-
	Sub-total		-	1,465,918	400,000	404,356	-
<i>Pembroke Rd Widening Fr Dykes to SS</i>							
<u>385-53-808-541-000-</u> 52026							
606502	CIP-Plan/Design/Eng		-	-	-	114,425	-
606510	CIP-Construction		387,713	1,136,325	-	502,877	-
	Sub-total		387,713	1,136,325	-	617,302	-
<i>Drainage Improvements</i>							
<u>385-50-809-541-000-</u> 52035							
606502	CIP-Plan/Design/Eng		-	14,582	-	8,907	-
	Sub-total		-	14,582	-	8,907	-
<i>Land & Beau Mir Pky, Mir Blvd & Red Rd</i>							
<u>385-50/53-800-539-000-</u> 52036							
606502	CIP-Plan/Design/Eng		934	-	-	-	-
606505	CIP-Permits		-	13,387	-	-	-
606510	CIP-Construction		(1,227)	11,274	-	610	-
	Sub-total		(292)	24,661	-	610	-
<u>385-53-810-541-000-</u> 52050							
606510	CIP-Construction		97,675	-	-	-	-
	Sub-total		97,675	-	-	-	-
<i>Miramar Pkwy (SW 64 to SW 68)</i>							
<u>385-53-811-541-000-</u> 52059							
606502	CIP-Plan/Design/Eng		8,392	-	-	-	-
	Sub-total		8,392	-	-	-	-
<i>Repair/Replace Existing Sidewalks</i>							
<u>385-50-801-541-000-</u> 52063							
606510	CIP-Construction		-	-	100,000	100,000	-
	Sub-total		-	-	100,000	100,000	-
Other: 385-90-000-581-000-							
609990	Appropriated Fund Balance		-	-	-	-	200,000
691001	Trfr To General Fund		2,533,763	2,597,077	2,234,700	1,577,400	1,719,955
691201	Trfr To Debt Svcs		995,100	963,100	1,104,800	1,104,800	926,700
691203	Trfr To CIP Rev Bond		-	259,600	304,400	304,400	258,400
691204	Trfr To Debt Svcs		-	31,900	87,900	87,900	47,500
	Sub-total		3,528,863	3,851,677	3,731,800	3,074,500	3,152,555
Total			\$ 4,023,219	\$ 6,493,554	\$ 4,232,700	\$ 4,206,575	\$ 3,153,555



Street Construction and Maintenance Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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. 77.94% of the revenues received are from sales and use tax collections and are included in the General Fund and 22.06% 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.
<u>Expense</u>		
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	These are revenues above the expense levels that will be appropriated back to fund balance.
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.
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.

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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 3,279,185	\$ 2,854,556	\$ 2,247,659	\$ 2,247,659	\$ (2,639,859)
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	277,624	1,977,831	3,374,200	3,374,200	2,384,200
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	48,033	67,465	60,000	60,000	27,800
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	2,828,000	4,887,518	-
Total	\$ 325,657	\$ 2,045,296	\$ 6,262,200	\$ 8,321,718	\$ 2,412,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	808	1,608	900	900	1,500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	808	1,608	900	900	1,500
Capital Improvement Program	46,477	375,485	3,700,000	5,759,518	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	2,410,500
Transfer Out	703,000	2,275,100	2,561,300	2,561,300	-
Total	\$ 750,286	\$ 2,652,193	\$ 6,262,200	\$ 8,321,718	\$ 2,412,000
Excess/Deficiency (actuals)	(424,629)	(606,897)	-	-	-
Appropriated Fund Balance	-	-	-	-	2,410,500
Appropriation of Fund Balance/Carryovers	-	-	(2,828,000)	(4,887,518)	-
Ending Fund Balance	\$ 2,854,556	\$ 2,247,659	\$ (580,341)	\$ (2,639,859)	\$ (229,359)



Park Development

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Permits, Fees, Special Assessment</u>						
324610	Impact Fees-Recreation-Dev	245,029	256,260	717,200	717,200	436,100
324611	Impact Fees-Park	32,595	1,721,571	2,657,000	2,657,000	1,948,100
	Sub-total	277,624	1,977,831	3,374,200	3,374,200	2,384,200
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	48,033	45,627	60,000	60,000	17,500
361200	Dividend Income	-	21,838	-	-	10,300
	Sub-total	48,033	67,465	60,000	60,000	27,800
<u>Other Sources</u>						
399900	CIP Carryover	-	-	-	2,059,518	-
399999	Appropriation Of Fund Balance	-	-	2,828,000	2,828,000	-
	Sub-total	-	-	2,828,000	4,887,518	-
	Total	\$ 325,657	\$ 2,045,296	\$ 6,262,200	\$ 8,321,718	\$ 2,412,000

Expenditure Detail Budget—387- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense: 387-90-000-519-000-</u>							
604905	Bank Svcs Charges		808	1,608	900	900	1,500
	Sub-total		808	1,608	900	900	1,500
<u>Capital Improvement Projects</u>							
<i>Ansin Sports Complex-Phase II</i>							
<u>387-53-802-572-000-</u>							
		51005					
606502	CIP-Plan/Design/Eng		-	-	-	25,000	-
606505	CIP-Permits		-	-	-	48,658	-
606510	CIP-Construction		-	-	-	602,184	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	2,497	-
606520	CIP-Contingency		-	6,300	-	91,016	-
	Sub-total		-	6,300	-	769,355	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>387-53-800-572-000-/55-809</u>							
		51006					
606510	CIP-Construction		20,822	-	-	775,001	-
606810	CIP-Tech Software/Hardware		-	89,792	-	-	-
	Sub-total		20,822	89,792	-	775,001	-
<i>Monarch Lakes Park</i>							
<u>387-55-801-572-000-/53-801</u>							
		51007					
606502	CIP-Plan/Design/Eng		4,580	-	10,000	64,904	-
606505	CIP-Permits		-	-	5,000	5,000	-
606510	CIP-Construction		-	9,347	35,000	110,096	-
606520	CIP-Contingency		-	-	10,000	10,000	-
	Sub-total		4,580	9,347	60,000	190,000	-

Park Development

Expenditure Detail Budget—387- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>PBA / Civic Center Park Expansion</i>							
<i><u>387-53-806-572-000-</u></i>							
606510	CIP-Construction	51015	21,075	-	-	-	-
	Sub-total		21,075	-	-	-	-
<i>Amphitheater at MRP-Concessions</i>							
<i><u>387-55-808-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51018	-	59,175	-	6,671	-
606510	CIP-Construction		-	210,872	-	623,282	-
	Sub-total		-	270,047	-	629,953	-
<i>Bark Park</i>							
<i><u>387-60-801-572-000-</u></i>							
606510	CIP-Construction	51019	-	-	-	60,000	-
	Sub-total		-	-	-	60,000	-
<i>Forcina Park Renovations</i>							
<i><u>387-55-800-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51020	-	-	-	2,660	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	-	-	488,610	-
606513	CIP-Landscaping		-	-	-	64,650	-
	Sub-total		-	-	-	565,920	-
<i>Skate Park</i>							
<i><u>387-60-800-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51022	-	-	30,000	30,000	-
606505	CIP-Permits		-	-	15,000	15,000	-
606510	CIP-Construction		-	-	180,000	180,000	-
606511	CIP-Furniture Fixtures & Equip		-	-	20,000	20,000	-
606520	CIP-Contingency		-	-	5,000	5,000	-
	Sub-total		-	-	250,000	250,000	-
<i>Ansin Sports Complex- Phase IV</i>							
<i><u>387-55-802-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51023	-	-	250,000	250,000	-
606505	CIP-Permits		-	-	40,000	40,000	-
606510	CIP-Construction		-	-	1,600,000	1,600,000	-
606520	CIP-Contingency		-	-	110,000	110,000	-
	Sub-total		-	-	2,000,000	2,000,000	-
<i>911 Remembrance Monument</i>							
<i><u>387-55-803-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51024	-	-	-	39,980	-
606505	CIP-Permits		-	-	-	20,020	-
	Sub-total		-	-	-	60,000	-
<i>Miramar Regional Park-Wifi Infrastr</i>							
<i><u>387-58-800-572-000-</u></i>							
606517	CIP-Implementation Fees	51027	-	-	-	66,214	-
606810	CIP-Tech Software/Hardware		-	-	-	43,994	-
	Sub-total		-	-	-	110,208	-
<i>Corporate Pavilion Expansion RegiPk</i>							
<i><u>387-55-804-572-000-</u></i>							
606502	CIP-Plan/Design/Eng	51028	-	-	-	-	-
606505	CIP-Permits		-	-	-	12,000	-
606510	CIP-Construction		-	-	-	33,000	-
606520	CIP-Contingency		-	-	-	154,080	-
	Sub-total		-	-	-	199,080	-
<i>Public Informational Signs</i>							
<i><u>387-55-800-539-000-</u></i>							
606510	CIP-Construction	52009	-	-	-	150,000	-
	Sub-total		-	-	-	150,000	-
<i>Cultural Arts Facility Expansion</i>							
<i><u>387-55-800-573-000-</u></i>							
606502	CIP-Plan/Design/Eng	53024	-	-	125,000	-	-
606505	CIP-Permits		-	-	50,000	-	-
606510	CIP-Construction		-	-	1,065,000	-	-
606520	CIP-Contingency		-	-	150,000	-	-
	Sub-total		-	-	1,390,000	-	-



Park Development

Expenditure Detail Budget—387- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Other Uses: 387-90-000-572/519-000-							
691201	Trfr To Debt Svcs		-	78,500	55,300	55,300	-
691203	Trfr To CIP Rev Bond		-	651,700	650,900	650,900	-
691204	Trfr To Debt Svcs		703,000	1,544,900	1,855,100	1,855,100	-
609990	Appropriated Fund Balance		-	-	-	-	2,410,500
	Sub-total		703,000	2,275,100	2,561,300	2,561,300	2,410,500
	Total		\$ 750,286	\$ 2,652,193	\$ 6,262,200	\$ 8,321,718	\$ 2,412,000

Park Development Budget Justification

Object #	Account Description	Justification
Revenue		
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.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
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	These are revenues above the expense levels that will be appropriated back to fund balance.

CIP Revenue Bonds 2013

Description Fund 388

In FY13, this special obligation refunding and improvement revenue bond fund was established to account for various capital projects.

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 10,636,259	\$ 7,071,037	\$ 4,821,967	\$ 4,821,967	\$ 233,166
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	163,334	170,142	50,000	50,000	67,100
Transfer In	614,783	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	715,700	4,588,801	-
Total	\$ 778,117	\$ 170,142	\$ 765,700	\$ 4,638,801	\$ 67,100
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	748	672	700	700	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ 748	\$ 672	\$ 700	\$ 700	\$ -
Capital Improvement Program	4,342,590	2,418,540	765,000	4,638,101	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	67,100
Transfer Out	-	-	-	-	-
Total	\$ 4,343,338	\$ 2,419,212	\$ 765,700	\$ 4,638,801	\$ 67,100
Excess/Deficiency	(3,565,221)	(2,249,070)	-	0	67,100
Appropriation of Fund Balance/Carryovers	-	-	(715,700)	(4,588,801)	-
Ending Fund Balance	\$ 7,071,037	\$ 4,821,967	\$ 4,106,267	\$ 233,166	\$ 300,266



CIP Revenue Bonds 2013

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Miscellaneous/Other Sources						
361100	Int Earnings	163,334	150,983	50,000	50,000	59,000
361200	Dividend Income	-	19,158	-	-	8,100
361300	Net Inc/Dec in FMV of Invest	-	-	-	-	-
381163	Trfr Fr State & Cty Grant Fund	614,783	-	-	-	-
399900	CIP Carryover	-	-	-	3,873,101	-
399999	Appropriation Of Fund Balance	-	-	715,700	715,700	-
Total		\$ 778,117	\$ 170,142	\$ 765,700	\$ 4,638,801	\$ 67,100

Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Operating Expense: 388-90-000-519-000-							
604905	Bank Svcs Charge		748	672	700	700	-
	Sub-total		748	672	700	700	-
Capital Improvement Projects							
<i>Vizcaya Park</i>							
<u>388-53-800-572-000-</u>							
606511	CIP-Furniture Fixtures & Equip	51001	-	-	-	4,166	-
606520	CIP-Contingency		-	-	-	234	-
	Sub-total		-	-	-	4,400	-
<i>Park Improvements-Variou</i>							
<u>388-60-800-572-000-</u>							
606510	CIP-Construction	51003	-	-	100,000	100,000	-
	Sub-total		-	-	100,000	100,000	-
<i>Ansin Sports Complex-Phase II</i>							
<u>388-53-803-572-000-/60-801</u>							
606502	CIP-Plan/Design/Eng	51005	3,664	-	-	45,368	-
606505	CIP-Permits		3,957	-	-	11,130	-
606510	CIP-Construction		131,429	-	100,000	100,000	-
	Sub-total		139,050	-	100,000	156,498	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>388-53-802-572-000-</u>							
606502	CIP-Plan/Design/Eng	51006	-	8,112	-	8,187	-
	Sub-total		-	8,112	-	8,187	-
<i>Monarch Lakes Park</i>							
<u>388-53-804-572-000-</u>							
606502	CIP-Plan/Design/Eng	51007	12,240	-	-	-	-
606505	CIP-Permits		10,000	-	-	-	-
606510	CIP-Construction		727,876	2,630	-	1,952	-
606513	CIP-Landscaping		-	382	-	925	-
	Sub-total		750,116	3,011	-	2,877	-

CIP Revenue Bonds 2013

Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<i>Corp Pav Reno/Admin Bldg Mir Reg Pk</i>						
	388-53-807-572-000-						
606520	CIP-Contingency	51010	8,580	-	-	-	-
	Sub-total		8,580	-	-	-	-
	<i>Forzano Park Improvements</i>						
	388-53-808-572-000-						
606510	CIP-Construction	51011	12,484	-	-	-	-
	Sub-total		12,484	-	-	-	-
	<i>Lakeshore Park Improvements</i>						
	388-53-809-572-000-						
606502	CIP-Plan/Design/Eng	51012	13,162	700	-	-	-
606510	CIP-Construction		224,364	-	-	-	-
	Sub-total		237,526	700	-	-	-
	<i>Parks Restrooms Facilites</i>						
	388-60-812-572-000-						
606502	CIP-Plan/Design/Eng	51017	6,145	13,855	-	-	-
606505	CIP-Permits		639	5,701	-	3,660	-
606510	CIP-Construction		6,000	44,000	-	-	-
606520	CIP-Contingency		-	8,251	-	11,749	-
	Sub-total		12,784	71,807	-	15,408	-
	<i>Amphitheater at MRP-Concessions</i>						
	388-55-813-572-000-						
606502	CIP-Plan/Design/Eng	51018	-	68,649	-	1	-
	Sub-total		-	68,649	-	1	-
	<i>911 Remembrance Monument</i>						
	388-55-800-572-000-						
606502	CIP-Plan/Design/Eng	51024	-	-	15,000	15,000	-
	Sub-total		-	-	15,000	15,000	-
	<i>Corporate Pavilion Expansion RegiPk</i>						
	388-55-801-572-000-						
606502	CIP-Plan/Design/Eng	51028	-	-	-	200,000	-
	Sub-total		-	-	-	200,000	-
	<i>Historic Miramar Canal Improvements</i>						
	388-50-800-537-000-						
606510	CIP-Construction	52021	244,929	52,314	-	147	-
606520	CIP-Contingency		-	-	-	-	-
	Sub-total		244,929	52,314	-	147	-
	<i>Street Construction & Resurfacing-Various</i>						
	388-50-802-541-000-						
606510	CIP-Construction	52022	-	407,935	-	7,066	-
	Sub-total		-	407,935	-	7,066	-
	<i>Land & Beau Mir Pky, Mir Blvd & Red Rd</i>						
	388-53-802-539-000-/55-800						
606502	CIP-Plan/Design/Eng	52036	18,848	5,020	-	21,653	-
606510	CIP-Construction		115	182,549	50,000	50,001	-
	Sub-total		18,963	187,569	50,000	71,654	-



CIP Revenue Bonds 2013

Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>Historic Miramar Complete Streets</i>							
<u>388-53-803-541-000-</u>							
		52050					
606502	CIP-Plan/Design/Eng		28,338	9,509	-	20,285	-
606505	CIP-Permits		73	-	-	-	-
606510	CIP-Construction		31,293	-	-	-	-
	Sub-total		59,704	9,509	-	20,285	-
<i>Historic Downtown Revitalization</i>							
<u>388-53-801-541-000-</u>							
		52051					
606502	CIP-Plan/Design/Eng		28,840	-	-	-	-
606510	CIP-Construction		1,088,907	-	-	-	-
	Sub-total		1,117,747	-	-	-	-
<i>ADA Evaluation and Corrective Act</i>							
<u>388-55-800-541-000-</u>							
		52074					
606502	CIP-Plan/Design/Eng		-	-	200,000	250,000	-
606510	CIP-Construction		-	-	100,000	50,000	-
	Sub-total		-	-	300,000	300,000	-
<i>Miramar Cultural Center Breezeway</i>							
<u>388-55-800-573-000-</u>							
		52079					
606502	CIP-Plan/Design/Eng		-	-	20,000	-	-
606505	CIP-Permits		-	-	5,000	-	-
606510	CIP-Construction		-	-	165,000	-	-
606520	CIP-Contingency		-	-	10,000	-	-
	Sub-total		-	-	200,000	-	-
<i>Fire Station 107</i>							
<u>388-53-800-522-000-</u>							
		53012					
606502	CIP-Plan/Design/Eng		-	59,132	-	14,875	-
606505	CIP-Permits		10,103	2,410	-	11,673	-
606510	CIP-Construction		1,447,411	7,949	-	38,202	-
606511	CIP-Furniture Fixtures & Equip		89,132	-	-	-	-
606520	CIP-Contingency		12,203	-	-	-	-
	Sub-total		1,558,849	69,491	-	64,750	-
<i>Facilities Capital Improvement</i>							
<u>388-53-800-519-000-</u>							
		53016					
606502	CIP-Plan/Design/Eng		65,998	3,200	-	25,641	-
606505	CIP-Permits		700	16,630	-	3,370	-
606510	CIP-Construction		25,897	263,998	-	63,591	-
606520	CIP-Contingency		-	19,880	-	16,236	-
	Sub-total		92,594	303,708	-	108,839	-
<i>Historic Public Safety Complex</i>							
<u>388-53-804-521-000-</u>							
		53018					
606501	CIP-Pre-Construction		47,459	11,810	-	10,218	-
606502	CIP-Plan/Design/Eng		31,231	7,344	-	-	-
606505	CIP-Permits		10,573	-	-	-	-
606510	CIP-Construction		-	1,216,581	-	3,527,770	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	25,000	-
	Sub-total		89,263	1,235,735	-	3,562,988	-
Other							
609990	Appropriated Fund Balance		-	-	-	-	67,100
	Sub-total		-	-	-	-	67,100
Total			\$ 4,343,338	\$ 2,419,212	\$ 765,700	\$ 4,638,801	\$ 67,100

CIP Revenue Bonds 2013 Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance.



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 Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 9,076,358	\$ 7,154,778	\$ 5,897,919	\$ 5,897,919	\$ 198,886
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	146,362	162,888	50,000	50,000	75,500
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	140,800	5,699,032	-
Total	\$ 146,362	\$ 162,888	\$ 190,800	\$ 5,749,032	\$ 75,500
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	845	696	800	800	300
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ 845	\$ 696	\$ 800	\$ 800	\$ 300
Capital Improvement Program	2,067,097	1,419,051	190,000	5,748,232	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	75,200
Transfer Out	-	-	-	-	-
Total	\$ 2,067,942	\$ 1,419,747	\$ 190,800	\$ 5,749,032	\$ 75,500
Excess/Deficiency (actuals)	(1,921,580)	(1,256,859)	-	-	-
Appropriated Fund Balance	-	-	-	-	75,200
Appropriation of Fund Balance/Carryovers	-	-	(140,800)	(5,699,032)	-
Ending Fund Balance	\$ 7,154,778	\$ 5,897,919	\$ 5,757,119	\$ 198,886	\$ 274,086

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Miscellaneous/Other Sources						
361100	Int Earnings	146,362	147,796	50,000	50,000	69,000
361200	Dividend Income	-	15,092	-	-	6,500
399900	CIP Carryover	-	-	-	5,558,232	-
399999	Appropriation Of Fund Balance	-	-	140,800	140,800	-
	Total	\$ 146,362	\$ 162,888	\$ 190,800	\$ 5,749,032	\$ 75,500

2017 CIP Loan

Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Operating Expense: 389-90-000-519-000-							
604905	Bank Svcs Charge		845	696	800	800	300
	Sub-total		845	696	800	800	300
Capital Improvement Projects							
<i>Park Improvements-Variou</i>							
<u>389-60-800-572-000-</u>							
606510	CIP-Construction	51003	93,746	1,069	-	425	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	4,760	-
	Sub-total		93,746	1,069	-	5,185	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>389-53-805-572-000-</u>							
606502	CIP-Plan/Design/Eng	51006	-	-	-	58,501	-
606510	CIP-Construction		-	-	-	125,200	-
606520	CIP-Contingency		-	-	-	50,000	-
	Sub-total		-	-	-	233,701	-
<i>Monarch Lakes Park</i>							
<u>389-55-800-572-000-/53-800</u>							
606510	CIP-Construction	51007	16,299	-	190,000	190,000	-
	Sub-total		16,299	-	190,000	190,000	-
<i>Lakeshore Park Improvements</i>							
<u>389-53-803-572-000-</u>							
606502	CIP-Plan/Design/Eng	51012	2,140	3,695	-	815	-
606505	CIP-Permits		5,269	-	-	7,201	-
606511	CIP-Furniture Fixtures & Equip		14,976	-	-	-	-
606520	CIP-Contingency		84	-	-	15,795	-
	Sub-total		22,470	3,695	-	23,811	-
<i>Park Field Reno and Drain Imprv</i>							
<u>389-60-801-572-000-</u>							
606510	CIP-Construction	51016	99,573	-	-	-	-
	Sub-total		99,573	-	-	-	-
<i>Public Informational Signs</i>							
<u>389-53-801-539-000-</u>							
606502	CIP-Plan/Design/Eng	52009	8,500	-	-	30,000	-
606505	CIP-Permits		-	5,325	-	4,675	-
606510	CIP-Construction		5,000	155,906	-	44,594	-
606520	CIP-Contingency		-	-	-	16,000	-
	Sub-total		13,500	161,230	-	95,270	-
<i>Street Construction & Resurfacing-Variou</i>							
<u>389-50-801-541-000-</u>							
606510	CIP-Construction	52022	-	15,000	-	-	-
	Sub-total		-	15,000	-	-	-
<i>Land & Beau Mir Pky, Mir Blvd & Red Rd</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		18,465	-	-	42,557	-
606510	CIP-Construction		198,920	36,627	-	47,295	-
	Sub-total		219,039	36,627	-	101,142	-



2017 CIP Loan

Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>Historic Downtown Revitalization</i>							
<u>389-53-801-541-000-</u>							
606502	CIP-Plan/Design/Eng	52051	26,224	5,834	-	13	-
606505	CIP-Permits		11,629	-	-	14,371	-
606510	CIP-Construction		136,333	195,633	-	10,057	-
606520	CIP-Contingency		-	59,159	-	40,748	-
	Sub-total		174,185	260,626	-	65,189	-
<i>Miramar Pkwy (SW 64 to SW 68)</i>							
<u>389-53-802-541-000-</u>							
606502	CIP-Plan/Design/Eng	52059	8,309	35,797	-	18,381	-
606505	CIP-Permits		-	23,842	-	21,366	-
606510	CIP-Construction		-	238,002	-	217,285	-
606520	CIP-Contingency		-	19,301	-	176,416	-
	Sub-total		8,309	316,942	-	433,448	-
<i>AC Systems Replacement Program</i>							
<u>389-50-800-539-000-</u>							
606511	CIP-Furniture Fixtures & Equip	52060	118,584	-	-	-	-
	Sub-total		118,584	-	-	-	-
<i>Repair/Replace Existing Sidewalks</i>							
<u>389-50-800-541-000-</u>							
606510	CIP-Construction	52063	185,665	112,921	-	2	-
	Sub-total		185,665	112,921	-	2	-
<i>Add' Southbound left turn lane</i>							
<u>389-55-800-541-000-</u>							
606510	CIP-Construction	52067	-	-	-	144,530	-
	Sub-total		-	-	-	144,530	-
<i>Westbound Right Turn Mir Prky & Dyk</i>							
<u>389-55-801-541-000-</u>							
606502	CIP-Plan/Design/Eng	52083	-	-	-	50,000	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	-	-	250,000	-
606520	CIP-Contingency		-	-	-	50,000	-
	Sub-total		-	-	-	360,000	-
<i>Miramar Prky & Ivy Way Inters Imprv</i>							
<u>389-55-802-541-000-</u>							
606502	CIP-Plan/Design/Eng	52084	-	-	-	50,000	-
606505	CIP-Permits		-	-	-	5,000	-
606510	CIP-Construction		-	-	-	225,000	-
606520	CIP-Contingency		-	-	-	50,000	-
	Sub-total		-	-	-	330,000	-
<i>Fire Station 107</i>							
<u>389-53-800-522-000-</u>							
606510	CIP-Construction	53012	1,604	-	-	179	-
606511	CIP-Furniture Fixtures & Equip		84,056	-	-	-	-
606520	CIP-Contingency		5,020	27,217	-	14,023	-
606810	CIP-Tech Software/Hardware		3,140	-	-	-	-
	Sub-total		93,820	27,217	-	14,202	-
<i>Facilities Capital Improvement</i>							
<u>389-53-800-519-000-</u>							
606502	CIP-Plan/Design/Eng	53016	25,745	-	-	7,000	-
606505	CIP-Permits		-	-	-	3,408	-
606510	CIP-Construction		39,686	129,238	-	124,250	-
	Sub-total		65,431	129,238	-	134,658	-
<i>Historic Public Safety Complex</i>							
<u>389-53-800-521-000-</u>							
606510	CIP-Construction	53018	23	-	-	3,449,626	-
606520	CIP-Contingency		-	-	-	100,000	-
	Sub-total		23	-	-	3,549,626	-
<i>Building Plans Digital Conversion</i>							
<u>389-41-800-524-000-</u>							
606511	CIP-Furniture Fixtures & Equip	54011	15,614	2,341	-	66	-
606519	CIP-Contract Labor		26,773	52,144	-	64,724	-
606810	CIP-Tech Software/Hardware		-	-	-	2,678	-
	Sub-total		42,388	54,486	-	67,469	-

2017 CIP Loan

Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<i>Advanced Life Support Rescue St-107</i>						
	389-30-800-522-000-						
606514	CIP-Vehicles	54012	370,884	-	-	-	-
	Sub-total		370,884	-	-	-	-
	<i>Advanced Life Support Engine St-107</i>						
	389-30-801-522-000-						
606514	CIP-Vehicles	54013	543,183	-	-	-	-
	Sub-total		543,183	-	-	-	-
	Other						
609990	Appropriated Fund Balance		-	-	-	-	75,200
	Sub-total		-	-	-	-	75,200
	Total		\$ 2,067,942	\$ 1,419,747	\$ 190,800	\$ 5,749,032	\$ 75,500

2017 CIP Loan Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
361100	Interest Earnings	Revenues received from interest on 2017 Special Obligation Revenue Note.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
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	These are revenues above the expense levels that will be appropriated back to fund balance.



2020 CIP Loan Non-Taxable

Description Fund 391

This fund was established in Fiscal Year 2020 to account for loan proceeds and expenditures associated with the 2020 bank loan to be used for various non-taxable capital improvement projects within the City.

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	10,000,000	5,000,000	14,400
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ -	\$ -	\$ 10,000,000	\$ 5,000,000	\$ 14,400
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Improvement Program	-	-	6,900,000	2,900,000	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	3,100,000	2,100,000	14,400
Transfer Out	-	-	-	-	-
Total	\$ -	\$ -	\$ 10,000,000	\$ 5,000,000	\$ 14,400
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	3,100,000	2,100,000	14,400
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ 3,100,000	\$ 2,100,000	\$ 2,114,400

2020 CIP Loan Non-Taxable

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Miscellaneous/Other Sources						
361100	Int Earnings	-	-	-	-	8,000
361200	Dividend Income	-	-	-	-	6,400
384200	Other Financing Sources	-	-	10,000,000	5,000,000	-
	Total	\$ -	\$ -	\$ 10,000,000	\$ 5,000,000	\$ 14,400

Expenditure Detail Budget—391- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Capital Improvement Projects							
<i>Amphitheater-Miramar Regional Park</i>							
<u>391-55-801-572-000-</u> 51006							
606502	CIP-Plan/Design/Eng		-	-	100,000	100,000	-
606505	CIP-Permits		-	-	30,000	30,000	-
606510	CIP-Construction		-	-	500,000	500,000	-
606520	CIP-Contingency		-	-	70,000	70,000	-
	Sub-total		-	-	700,000	700,000	-
<i>Harbour Lakes Park Improvements</i>							
<u>391-60-800-572-000-</u> 51026							
606502	CIP-Plan/Design/Eng		-	-	-	2,000	-
606510	CIP-Construction		-	-	100,000	98,000	-
	Sub-total		-	-	100,000	100,000	-
<i>Street Construction & Resurfacing-Variou</i>							
<u>391-50-800-541-000-</u> 52022							
606510	CIP-Construction		-	-	300,000	300,000	-
	Sub-total		-	-	300,000	300,000	-
<i>Pemb Rd fr SW 184 to US27/Mir Pdw Ext</i>							
<u>391-55-800-541-000-</u> 52061							
606500	CIP-Land Acquisition		-	-	1,500,000	1,500,000	-
	Sub-total		-	-	1,500,000	1,500,000	-
<i>Buffer Wall Pemb Rd Univ Pk Plat</i>							
<u>391-55-801-541-000-</u> 52077							
606502	CIP-Plan/Design/Eng		-	-	30,000	30,000	-
606505	CIP-Permits		-	-	15,000	15,000	-
606510	CIP-Construction		-	-	255,000	255,000	-
	Sub-total		-	-	300,000	300,000	-
<i>Historic Mir Innov & Tech Village</i>							
<u>391-55-800-559-000-</u> 53025							
606500	CIP-Land Acquisition		-	-	3,000,000	-	-
606501	CIP-Pre-Construction		-	-	200,000	-	-
606502	CIP-Plan/Design/Eng		-	-	300,000	-	-
606515	CIP-Professional Fees		-	-	300,000	-	-
606520	CIP-Contingency		-	-	200,000	-	-
	Sub-total		-	-	4,000,000	-	-
Other Uses: 391-90-000-581-000-							
609990	Appropriated Fund Balance		-	-	3,100,000	2,100,000	14,400
	Sub-total		-	-	3,100,000	2,100,000	14,400
	Total		\$ -	\$ -	\$ 10,000,000	\$ 5,000,000	\$ 14,400



2020 CIP Loan Non-Taxable Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
361100	Interest Earnings	Revenues received from interest on 2019 Special Obligation Bond.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance.

2020 CIP Loan Taxable

Description Fund 392

This fund was established in Fiscal Year 2020 to account for loan proceeds and expenditures associated with the 2020 bank loan to be used for various taxable capital improvement projects within the City.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	5,000,000	3,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 3,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Improvement Program	-	-	-	4,000,000	-
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	1,000,000	3,000
Transfer Out	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 3,000
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	1,000,000	3,000
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,003,000

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Miscellaneous/Other Sources						
361100	Int Earnings	-	-	-	-	3,000
361200	Dividend Income	-	-	-	-	-
384200	Other Financing Sources	-	-	-	5,000,000	-
	Total	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 3,000



2020 CIP Loan Taxable

Expenditure Detail Budget—392- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Capital Improvement Projects							
<i>Historic Mir Innov & Tech Village</i>							
<u>392-55-800-559-000-</u>							
		53025					
606500	CIP-Land Acquisition		-	-	-	1,000,000	-
606501	CIP-Pre-Construction		-	-	-	200,000	-
606502	CIP-Plan/Design/Eng		-	-	-	300,000	-
606510	CIP-Construction		-	-	-	2,000,000	-
606515	CIP-Professional Fees		-	-	-	300,000	-
606520	CIP-Contingency		-	-	-	200,000	-
	Sub-total		-	-	-	4,000,000	-
Other Uses: 392-90-000-581-000-							
609990	Appropriated Fund Balance		-	-	-	1,000,000	3,000
	Sub-total		-	-	-	1,000,000	3,000
	Total		\$ -	\$ -	\$ -	\$ 5,000,000	\$ 3,000

2020 CIP Loan Taxable Budget Justification

Object #	Account Description	Justification
Revenue		
361100	Interest Earnings	Revenues received from interest on 2019 Special Obligation Bond.
Expense		
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance.

Capital Grants

Description Fund 393

This fund was established to account for capital improvements funded through grant proceeds.

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	576,121	-	1,966,389	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ -	\$ 576,121	\$ -	\$ 1,966,389	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	-	-	-	-	-
Capital Improvement Program	-	576,121	-	1,951,934	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	-	-	14,455	-
Total	\$ -	\$ 576,121	\$ -	\$ 1,966,389	\$ -
Excess/Deficiency	-	-	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -



Capital Grants

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Intergovernmental Revenues</u>						
331400	FEMA-Wind Retrofit	-	-	-	965,860	-
331491	Transportation Alt Prog-TAP	-	576,121	-	500,529	-
337700	BOH County Grant	-	-	-	500,000	-
	Sub-total	-	576,121	-	1,966,389	-
	Total	\$ -	\$ 576,121	\$ -	\$ 1,966,389	\$ -

Expenditure Detail Budget—393- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Capital Improvement Projects</u>							
<i>Amphitheater-Miramar Regional Park</i>							
	393-60-900/901-572-000-	51006					
606510	CIP-Construction		-	-	-	500,000	-
	Sub-total		-	-	-	500,000	-
<i>Miramar Pkwy (SW 64 to SW 68)</i>							
	393-55-900-541-000-	52059					
606510	CIP-Construction		-	576,121	-	500,529	-
	Sub-total		-	576,121	-	500,529	-
<i>Repl Bay Doors & Install Trf FS 84</i>							
	393-50-900-522-000-	53022					
606510	CIP-Construction		-	-	-	424,403	-
	Sub-total		-	-	-	424,403	-
<i>Repl Bay Doors & Install Trf FS 100</i>							
	393-50-900-522-000-	53023					
606510	CIP-Construction		-	-	-	308,318	-
	Sub-total		-	-	-	308,318	-
<i>Standby Generators for Lift Station</i>							
	393-55-900/901/902-535/581-000-	54015					
606510	CIP-Construction		-	-	-	218,685	-
691001	Trfr To General Fund		-	-	-	14,455	-
	Sub-total		-	-	-	233,140	-
	Total		\$ -	\$ 576,121	\$ -	\$ 1,966,389	\$ -

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 proprietary funds.

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 2,952,620	\$ 2,882,566	\$ 3,096,082	\$ 3,096,082	\$ 134,164
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	17,631	126,837	-	5,191	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	263,775	70,233	25,000	217,189	41,000
Transfer In	170,000	1,434,269	1,959,720	1,959,720	-
Other Source	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	2,961,918	-
Total	\$ 451,406	\$ 1,631,338	\$ 1,984,720	\$ 5,144,019	\$ 41,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	1,495	586	1,500	1,500	400
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	1,495	586	1,500	1,500	400
Capital Improvement Program	369,966	1,415,336	1,983,220	5,142,519	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	40,600
Transfer Out	150,000	1,900	-	-	-
Total	\$ 521,461	\$ 1,417,822	\$ 1,984,720	\$ 5,144,019	\$ 41,000
Excess/Deficiency (actuals)	(70,055)	213,517	-	-	-
Appropriated Fund Balance	-	-	-	-	40,600
Appropriation of Fund Balance/Carryovers	-	-	-	(2,961,918)	-
Ending Fund Balance	\$ 2,882,566	\$ 3,096,082	\$ 3,096,082	\$ 134,164	\$ 174,764



Capital Projects

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Miscellaneous</u>						
334381	Highway Beautification Grant	-	94,809	-	5,191	-
331391	U.S.Dept Agriculture EWP#5072	-	32,028	-	-	-
337376	Loc Grt-Shirley Branca	17,631	-	-	-	-
361100	Int Earnings	31,546	39,384	25,000	25,000	27,300
361200	Dividend Income	-	30,849	-	-	13,700
366202	Developer Contrib/Donations	232,229	-	-	192,189	-
	Sub-total	281,406	197,069	25,000	222,380	41,000
<u>Other Sources</u>						
381001	Trfr Fr General Fund	170,000	1,434,269	1,959,720	1,959,720	-
399900	CIP Carryover	-	-	-	2,961,918	-
399999	Appropriation Of Fund Balance	-	-	-	-	-
	Sub-total	170,000	1,434,269	1,959,720	4,921,638	-
Total		\$ 451,406	\$ 1,631,338	\$ 1,984,720	\$ 5,144,019	\$ 41,000

Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense: 395-90-000-519-000-</u>							
604905	Bank Svcs Charges		1,495	586	1,500	1,500	400
	Sub-Total		1,495	586	1,500	1,500	400
<u>Capital Improvement Projects</u>							
<i>Vizcaya Park</i>							
<u>395-53-800-572-000-</u>							
606502	CIP-Plan/Design/Eng	51001	-	-	-	7,435	-
606510	CIP-Construction		-	-	-	3,405	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	279	-
	Sub-total		-	-	-	11,119	-
<i>Miramar Regional Park-Phase III</i>							
<u>395-53-801-572-000-</u>							
606510	CIP-Construction	51002	12,000	-	-	-	-
606520	CIP-Contingency		20,868	-	-	-	-
	Sub-total		32,868	-	-	-	-
<i>Park Improvements-Variou</i>							
<u>395-60-800-572-000-</u>							
606510	CIP-Construction	51003	-	236,689	300,000	346,311	-
	Sub-total		-	236,689	300,000	346,311	-
<i>Ansin Sports Complex-Phase II</i>							
<u>395-53-803-572-000-</u>							
606502	CIP-Plan/Design/Eng	51005	-	-	-	5,277	-
	Sub-total		-	-	-	5,277	-



Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>Shirley Branca Park Community Band</i>							
<u>395-53-805-572-000-</u>							
606502	CIP-Plan/Design/Eng	51009	665	-	-	-	-
606505	CIP-Permits		75	-	-	-	-
606510	CIP-Construction		1,683	-	-	-	-
606520	CIP-Contingency		140	-	-	-	-
	Sub-total		2,563	-	-	-	-
<i>Lakeshore Park Improvements</i>							
<u>395-53-809-572-000-</u>							
606510	CIP-Construction	51012	231,811	-	-	6,475	-
606511	CIP-Furniture Fixtures & Equip		11,646	-	-	68	-
	Sub-total		243,457	-	-	6,543	-
<i>PBA / Civic Center Park Expansion</i>							
<u>395-53-808-572-000-</u>							
606510	CIP-Construction	51015	2,440	-	-	-	-
	Sub-total		2,440	-	-	-	-
<i>Parks Restrooms Facilites</i>							
<u>395-60-802-572-000-</u>							
606510	CIP-Construction	51017	-	38,165	-	111,835	-
	Sub-total		-	38,165	-	111,835	-
<i>Amphitheater at MRP-Concessions</i>							
<u>395-55-815-572-000-</u>							
606502	CIP-Plan/Design/Eng	51018	-	57,732	-	15,499	-
606505	CIP-Permits		-	-	-	43,870	-
606510	CIP-Construction		-	-	-	80,000	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	9,249	-
606520	CIP-Contingency		-	-	-	25,000	-
	Sub-total		-	57,732	-	173,618	-
<i>Bark Park</i>							
<u>395-60-803-572-000-</u>							
606510	CIP-Construction	51019	-	55,227	-	44,773	-
	Sub-total		-	55,227	-	44,773	-
<i>Forcina Park Renovations</i>							
<u>395-55-800-572-000-</u>							
606502	CIP-Plan/Design/Eng	51020	-	5,897	-	62,481	-
606505	CIP-Permits		-	-	-	1,623	-
606510	CIP-Construction		-	-	-	773	-
606520	CIP-Contingency		-	-	-	30,000	-
	Sub-total		-	5,897	-	94,877	-
<i>Playground Resurfacing</i>							
<u>395-60-804-572-000-</u>							
606505	CIP-Permits	51021	-	-	2,500	2,500	-
606510	CIP-Construction		-	-	77,500	77,500	-
	Sub-total		-	-	80,000	80,000	-

Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<i>Miramar Regional Park-Wifi Infrastr</i>						
	<u>395-58-800-572-000-</u>	51027					
606517	CIP-Implementation Fees		-	-	72,000	72,000	-
	Sub-total		-	-	72,000	72,000	-
	<i>Street Construction & Resurfacing-Variou</i>						
	<u>395-50-804-541-000-</u>	52022					
606502	CIP-Plan/Design/Eng		-	-	15,000	32,000	-
606510	CIP-Construction		-	170,000	185,000	168,000	-
	Sub-total		-	170,000	200,000	200,000	-
	<i>Historic Mir Neighborhood Streetlight Upgr</i>						
	<u>395-50-800-541-000-</u>	52034					
606510	CIP-Construction		-	2,544	-	-	-
	Sub-total		-	2,544	-	-	-
	<i>Land & Beau Mir Pky, Mir Blvd & Red Rd</i>						
	<u>395-50-800/900/53/55-802-539-000-</u>	52036					
606502	CIP-Plan/Design/Eng		-	2,000	100,000	42,837	-
606505	CIP-Permits		-	9,918	-	13,082	-
606510	CIP-Construction		-	322,562	-	84,974	-
606513	CIP-Landscaping		-	92,909	-	8,791	-
606520	CIP-Contingency		-	1,112	-	19,915	-
	Sub-total		-	428,501	100,000	169,600	-
	<i>Embankment Stabilize and Storm Mgmt</i>						
	<u>395-50-801-537-000-</u>	52052					
606502	CIP-Plan/Design/Eng		-	-	-	15,000	-
606510	CIP-Construction		67,495	6,400	-	15,565	-
	Sub-total		67,495	6,400	-	30,565	-
	<i>Pemb Rd fr SW 184 to US27/Mir Pdwy Ext</i>						
	<u>395-53-804-541-000-</u>	52061					
606500	CIP-Land Acquisition		-	1,455	-	98,545	-
606502	CIP-Plan/Design/Eng		-	-	-	70,000	-
	Sub-total		-	1,455	-	168,545	-
	<i>Left-Turn from Red Rd to Town Ctr</i>						
	<u>395-53-805-541-000-</u>	52062					
606502	CIP-Plan/Design/Eng		9,901	-	-	3,594	-
	Sub-total		9,901	-	-	3,594	-
	<i>Repair/Replace Existing Sidewalks</i>						
	<u>395-50-807-541-000-</u>	52063					
606510	CIP-Construction		-	199,999	-	1	-
	Sub-total		-	199,999	-	1	-
	<i>Add' Southbound left turn lane</i>						
	<u>395-53-806-541-000-</u>	52067					
606502	CIP-Plan/Design/Eng		-	-	-	80,000	-
606510	CIP-Construction		-	-	-	152,229	-
	Sub-total		-	-	-	232,229	-



Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>LED Streetlight Installation & Upgrade</i>							
<u>395-50-806-541-000-</u>							
52069							
606505	CIP-Permits		-	-	-	5,000	-
606502	CIP-Plan/Design/Eng		-	-	-	10,000	-
606510	CIP-Construction		-	3,080	-	236,066	-
606520	CIP-Contingency		-	-	-	20,000	-
	Sub-total		-	3,080	-	271,066	-
<i>Monument Signs for Social Svcs Fac</i>							
<u>395-55-800-539-000-</u>							
52073							
606502	CIP-Plan/Design/Eng		-	-	-	42,080	-
606505	CIP-Permits		-	-	-	5,000	-
606510	CIP-Construction		-	-	-	65,079	-
	Sub-total		-	-	-	112,159	-
<i>ADA Evaluation and Corrective Act</i>							
<u>395-55-800-541-000-</u>							
52074							
606502	CIP-Plan/Design/Eng		-	93,327	-	6,673	-
	Sub-total		-	93,327	-	6,673	-
<i>IT Office Remodel</i>							
<u>395-55-801-539-000-</u>							
52075							
606501	CIP-Pre-Construction		-	-	-	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>Buffer Wall Pemb Rd Univ Pk Plat</i>							
<u>395-55-801-541-000-</u>							
52077							
606502	CIP-Plan/Design/Eng		-	276	-	4,724	-
606510	CIP-Construction		-	-	300,000	300,000	-
606520	CIP-Contingency		-	-	-	50,000	-
	Sub-total		-	276	300,000	354,724	-
<i>Childcare Playgrounds Soft Surface</i>							
<u>395-55-800-572-000-</u>							
52081							
606505	CIP-Permits		-	-	5,000	5,000	-
606510	CIP-Construction		-	-	191,000	191,000	-
606520	CIP-Contingency		-	-	10,000	10,000	-
	Sub-total		-	-	206,000	206,000	-
<i>Pembroke Rd Expansion Dykes - 84 Ave</i>							
<u>395-55-800-537-000-</u>							
52086							
606502	CIP-Plan/Design/Eng		-	-	-	192,189	-
	Sub-total		-	-	-	192,189	-
<i>Police Headquarters Facility</i>							
<u>395-53-800-521-000-</u>							
53001							
606510	CIP-Construction		-	-	-	81,428	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	3,355	-
606520	CIP-Contingency		225	-	-	32,662	-
	Sub-total		225	-	-	117,445	-

Capital Projects

Expenditure Detail Budget—395- Various

Object #	Project Number	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>Facilities Capital Improvement</i>							
<u>395-55-800-519-000-</u>							
606502	CIP-Plan/Design/Eng	53016	-	-	10,000	10,000	-
606505	CIP-Permits		-	-	15,000	15,000	-
606510	CIP-Construction		-	-	475,000	455,458	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	19,542	-
606520	CIP-Contingency		-	-	20,000	20,000	-
	Sub-total		-	-	520,000	520,000	-
<i>Historic Public Safety Complex</i>							
<u>395-53-803-521-000-</u>							
606502	CIP-Plan/Design/Eng	53018	-	-	-	25,000	-
606505	CIP-Permits		-	-	-	20,000	-
606510	CIP-Construction		-	1,495	-	90,630	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	475,000	-
606520	CIP-Contingency		-	-	-	50,000	-
	Sub-total		-	1,495	-	660,630	-
<i>Repl Bay Doors & Instal Trf FS 19</i>							
<u>395-50-800-522-000-</u>							
606510	CIP-Construction	53020	-	-	-	105,840	-
606520	CIP-Contingency		-	-	-	5,000	-
	Sub-total		-	-	-	110,840	-
<i>Repl Bay Doors & Install Trf FS 70</i>							
<u>395-50-801-522-000-</u>							
606510	CIP-Construction	53021	-	-	-	128,111	-
606520	CIP-Contingency		-	-	-	4,277	-
	Sub-total		-	-	-	132,388	-
<i>Repl Bay Doors & Install Trf FS 84</i>							
<u>395-50-802-522-000-</u>							
606510	CIP-Construction	53022	-	-	-	137,028	-
606520	CIP-Contingency		-	-	-	4,440	-
	Sub-total		-	-	-	141,468	-
<i>Repl Bay Doors & Install Trf FS 100</i>							
<u>395-50-803-522-000-</u>							
606510	CIP-Construction	53023	-	-	-	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>							
606515	CIP-Professional Fees	54002	5,916	19,745	-	16,431	-
606517	CIP-Implementation Fees		5,100	61,777	106,250	230,724	-
606810	CIP-Tech Software/Hardware		-	1,000	-	16,511	-
	Sub-total		11,016	82,522	106,250	263,666	-
<i>Building Plans Digital Conversion</i>							
<u>395-41-800-524-000-</u>							
606519	CIP-Contract Labor	54011	-	-	85,668	85,668	-
606810	CIP-Tech Software/Hardware		-	-	13,302	13,302	-
	Other		-	-	98,970	98,970	-
<i>Emergency Watershed Protection-EWP</i>							
<u>395-50-900-539-000-</u>							
606510	CIP-Construction	93700	-	32,028	-	-	-
	Other		-	32,028	-	-	-
Transfers: 395-90-000-581/590-000-							
691001	Trfr To General Fund		150,000	1,900	-	-	-
	Sub-Total		150,000	1,900	-	-	-
Other uses: 395-90-000-590-000-							
609990	Appropriated Fund Balance		-	-	-	-	40,600
	Sub-Total		-	-	-	-	40,600
Total			\$ 521,461	\$ 1,417,822	\$ 1,984,720	\$ 5,144,019	\$ 41,000



Capital Projects Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
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	These are revenues above the expense levels that will be appropriated back to fund balance.

Utility Funds





Utility Fund

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$259,443,576	273,588,771	278,259,710	278,259,710	261,080,199
Revenues					
Current Revenues	43,653,595	48,176,905	47,834,660	60,457,907	49,170,400
Transfer In	11,838,424	129,502	-	-	301,600
Appropriation of Fund Balance/Carryover	-	-	-	17,981,987	2,057,910
Total	\$ 55,492,019	\$ 48,306,406	\$ 47,834,660	\$ 78,439,894	\$ 51,529,910
Expenditures					
Departmental					
Financial Services-Utility Billing	1,405,626	1,472,811	1,783,950	1,783,950	1,827,550
Public Works	(1)	-	-	-	-
Utilities	20,916,248	24,248,214	30,984,703	31,163,055	31,488,760
Sub-Total	22,321,873	25,721,025	32,768,653	32,947,005	33,316,310
Non-Departmental					
Non-Departmental	7,201,063	7,443,647	7,602,900	7,602,900	8,844,900
Debt Service	2,470,968	1,373,718	3,343,300	3,343,300	5,443,300
Transfers to Other Funds	526,600	660,348	530,500	530,500	530,400
Other	(15,905,292)	(4,937,047)	-	-	-
Appropriated Fund Balance	-	-	802,475	802,475	-
Sub-Total	(5,706,661)	4,540,666	12,279,175	12,279,175	14,818,600
Capital Improvement (CIP)					
Public Works	50,933	-	-	1,000,000	-
Construction & Facilities Management	-	503	-	773	-
Utilities	24,680,679	13,342,759	2,450,000	31,560,748	3,395,000
Information Technology	-	30,514	336,832	652,193	-
Sub-Total	24,731,612	13,373,776	2,786,832	33,213,714	3,395,000
Total	41,346,824	\$ 43,635,467	\$ 47,834,660	\$ 78,439,894	\$ 51,529,910
Excess/Deficiency (actuals)	14,145,195	4,670,939	-	-	-
Appropriated Fund Balance	-	-	802,475	802,475	-
Appropriation of Fund Balance	-	-	-	(17,981,987)	(2,057,910)
Ending Fund Balance	\$273,588,771	278,259,710	279,062,185	261,080,199	259,022,289
Revenue by Category					
Permits, Fees, Special Assessment	26,964	1,219,697	1,391,360	1,391,360	139,000
Intergovernmental Revenues	150,000	(296)	-	-	-
Charges for Services	41,978,037	44,023,565	45,091,500	45,091,500	48,188,800
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	1,498,595	2,933,938	1,351,800	13,975,047	842,600
Other Sources	-	-	-	-	-
Transfer In	11,838,424	129,502	-	-	301,600
Appropriation of Fund Balance	-	-	-	17,981,987	2,057,910
Total	\$ 55,492,019	\$ 48,306,406	\$ 47,834,660	\$ 78,439,894	\$ 51,529,910
Expenditure by Category					
Personnel Services	13,342,020	16,337,412	18,901,020	18,901,020	19,261,800
Operating Expense	15,838,812	16,002,827	20,356,533	20,214,759	22,392,590
Capital Outlay	342,104	824,433	1,114,000	1,434,126	506,820
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	29,522,935	33,164,672	40,371,553	40,549,905	42,161,210
Capital Improvement Program	24,731,612	13,373,776	2,786,832	33,213,714	3,395,000
Debt Service	2,470,968	1,373,718	3,343,300	3,343,300	5,443,300
Depreciation	8,699,072	8,856,713	-	-	-
Capital Asset Clearing	(24,604,364)	(13,793,760)	-	-	-
Transfer Out	526,600	660,348	530,500	530,500	530,400
Other Uses	-	-	802,475	802,475	-
Total	\$ 41,346,824	\$ 43,635,467	\$ 47,834,660	\$ 78,439,894	\$ 51,529,910



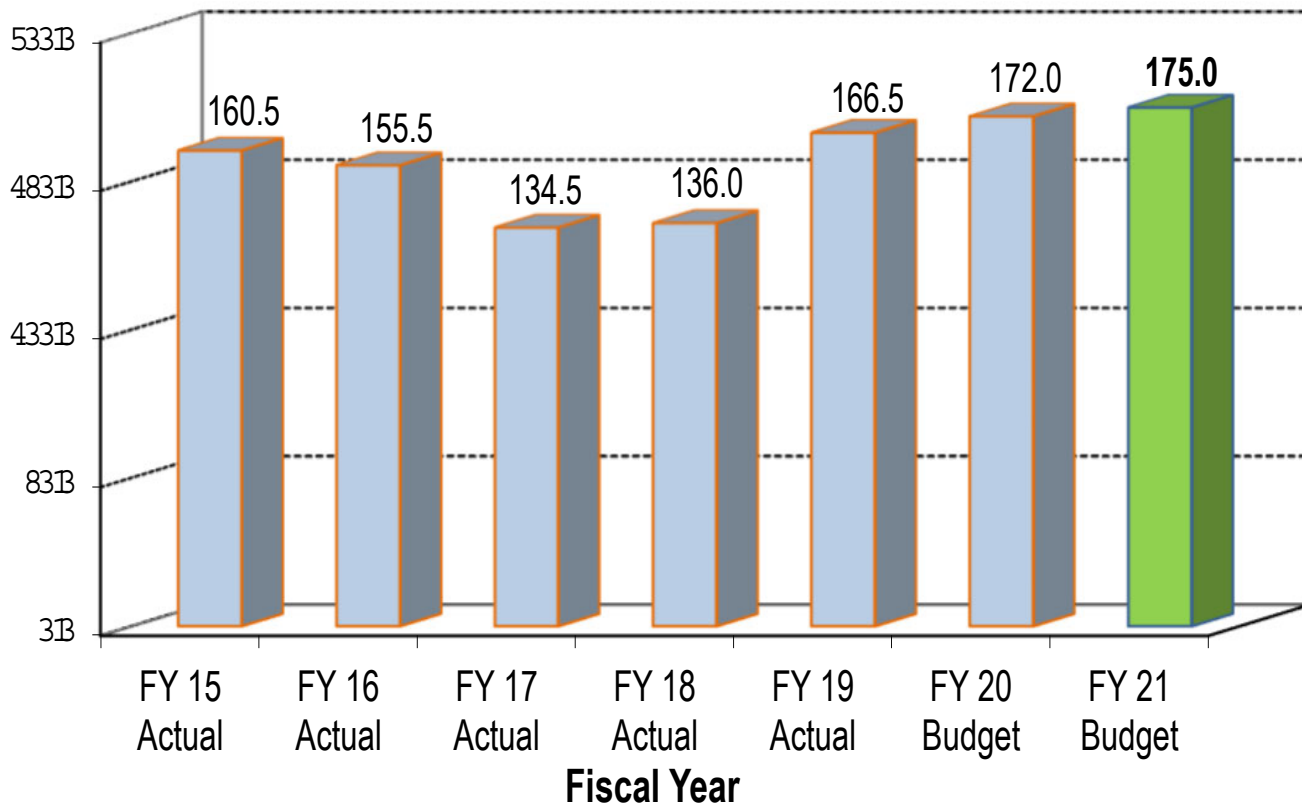
Utility Fund

Position Comparison Summary

As indicated, FY 2021 Utility Fund budget includes a total of 175 FTE (Full-time equivalent) authorized positions. This reflects an increase of 3 FTEs from the FY20 Budget. This total is comprised of 171 full-time, 3 (1.5 FTEs) part-time and 5 (2.5 FTEs) temporary part-time budgeted positions.

Department	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget	# of FTE Change
Financial Services-Utility Billing	9.00	9.00	10.00	10.00	10.00	-
Utilities	127.00	157.50	162.00	162.00	165.00	3.00
Total Full and Part-time Positions	136.00	166.50	172.00	172.00	175.00	3.00

Number of Full-Time Equivalent Positions



Utility Fund Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Permits, Fees, Special Assessment</u>						
322110	Permits Surcharge	\$ -	\$ -	\$ 101,360	\$ 101,360	\$ -
329100	Engineering Permits	-	1,204,153	1,267,000	1,267,000	129,000
329102	Pretreatment Permit	26,964	15,544	23,000	23,000	10,000
	Sub-Total	\$ 26,964	\$ 1,219,697	\$ 1,391,360	\$ 1,391,360	\$ 139,000
<u>Charges for Services</u>						
343312	Water Sales	17,726,582	18,770,819	19,200,000	19,200,000	20,700,000
343313	New Occupant Account	105,175	96,101	120,000	120,000	120,000
343314	Delinquent Charge	1,095,020	1,053,247	1,100,000	1,100,000	550,000
343315	Other Svcs Charge	82,917	78,037	100,000	100,000	100,000
343321	Meter Purchase	4,282	10,280	4,000	4,000	10,000
343322	Termination Fee	106,700	96,550	110,000	110,000	110,000
343323	After Hours Turn-On	12,420	8,640	12,000	12,000	8,100
343324	Turn-Ons/Offs Fee	352,702	316,124	350,000	350,000	325,000
343333	Sewer Connection Loan	4,715	1,162	-	-	-
343511	Wastewater Sales	21,582,232	22,657,677	23,200,000	23,200,000	25,300,000
343512	Wastewater- Broward	532,670	556,401	525,000	525,000	575,000
343517	Wastewater Blockage	-	935	500	500	700
343520	Backflow Fees	65,820	64,410	70,000	70,000	90,000
343910	Lab Testing Fees	1,920	3,240	-	-	-
347345	Credit Card Fee	304,883	309,943	300,000	300,000	300,000
	Sub-Total	\$ 41,978,037	\$ 44,023,565	\$ 45,091,500	\$ 45,091,500	\$ 48,188,800
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	891,591	1,146,109	1,261,800	1,261,800	618,000
361200	Dividend Income	-	176,224	-	-	129,600
361105	Int-UB Residential	57,209	50,388	55,000	55,000	55,000
369410	MSB Collection Agency	27	-	-	-	-
369900	Miscellaneous Revenue	33,761	50,083	35,000	35,000	40,000
384200	Other Financing Sources	-	-	-	12,623,247	-
389801	Capital Cont from Developer	516,007	1,497,990	-	-	-
	Sub-Total	\$ 1,498,595	\$ 2,920,795	\$ 1,351,800	\$ 13,975,047	\$ 842,600
<u>Other Source</u>						
337381	Local Grt-Reclaim Wtr Sys Exp	150,000	(296)	-	-	-
381001	Trfr Fr General Fund	-	-	-	-	301,600
381413	Trfr Fr Util Cons Bo	11,899,114	-	-	-	-
381414	Trfr Fr CIAC	(60,690)	129,502	-	-	-
390000	UB Clearing Account	-	13,143	-	-	-
399900	CIP Carryover	-	-	-	17,981,987	-
399999	Appropriation Of Fund Balance	-	-	-	-	2,057,910
	Sub-Total	\$ 11,988,424	\$ 142,349	\$ -	\$ 17,981,987	\$ 2,359,510
Total		\$ 55,492,019	\$ 48,306,406	\$ 47,834,660	\$ 78,439,894	\$ 51,529,910



Utility Fund Budget Justification—Revenues

Object #	Account Description	Justification
<u>Revenue</u>		
329100	Engineering Permits	Permit fees are collected 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 require annual re-certification.
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 the 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.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
369900	Miscellaneous Revenue	Collections that cannot be classified in any other account.
381001	Trfr Fr General Fund	This account is used to budget for an inter-fund transfer from the General Fund for repayment of a \$2 million internal loan.
399999	Appropriation Of Fund Balance	This account is used to budget for a portion of fund balance needed to cover all budgeted expenses.

Utility Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	7,420,164	9,047,312	10,572,100	10,572,100	11,094,800
601205	Lump Sum Payout - Accrued Time	303,536	382,894	325,800	325,800	280,200
601210	Non-Pensionable Earnings	-	238,958	107,700	107,700	-
601215	Communication Stipend	5,350	11,118	13,800	13,800	56,900
601220	Longevity Pay	43,355	55,952	60,200	60,200	59,100
601400	Overtime-General	1,230,647	1,297,429	1,213,400	1,213,400	1,132,200
601410	Overtime-Holiday	144,985	208,657	223,620	223,620	306,100
601412	Overtime-Emergency	1,314	63,365	1,300	1,300	3,300
601600	Compensated Absences	73,070	309,359	-	-	-
602100	FICA & MICA	688,798	841,492	839,800	839,800	870,300
602210	Pension-General	809,453	591,521	1,582,400	1,582,400	1,631,600
602235	Pension-Senior Mgmt	304,879	525,733	545,900	545,900	686,900
602260	Pension-401	17,291	16,104	18,600	18,600	-
602265	Pension-457	73,908	86,696	124,800	124,800	94,600
602300	Pmt In Lieu Of Insurance	91,027	91,619	99,500	99,500	112,000
602304	Health Insurance-PPO	324,180	413,239	506,700	506,700	564,400
602305	Health Insurance-HMO	1,013,136	1,222,808	1,934,900	1,934,900	1,592,300
602306	Dental Insurance-PPO	49,975	53,560	55,400	55,400	66,600
602307	Dental Insurance-HMO	7,630	9,177	14,100	14,100	11,700
602309	Basic Life Insurance	23,016	32,860	23,000	23,000	31,600
602311	Long-Term Disability Ins	9,403	10,817	15,000	15,000	15,600
602312	HDHP Aetna	-	100,363	150,300	150,300	127,100
602313	HSA Payflex	-	27,000	24,300	24,300	21,700
602322	Non-Rep Retiree Stipend	2,080	1,920	-	-	-
602400	Workers' Compensation	376,000	424,400	448,400	448,400	502,800
602600	OPEB	328,822	273,060	-	-	-
	Sub-Total	13,342,020	16,337,412	18,901,020	18,901,020	19,261,800
<u>Operating Expense</u>						
603110	Engineering Svcs	28,459	54,832	188,000	188,000	248,000
603121	City Attorney Svcs	25,000	25,000	25,000	25,000	25,000
603190	Prof Svcs-Other	185,688	320,358	540,000	479,024	640,000
603200	Audit Fees	44,600	42,800	40,000	40,000	40,000
603400	Contract Svcs-Other	1,809,626	1,523,976	2,634,900	2,421,688	2,465,300
603401	Janitorial Svcs	17,595	16,129	32,759	38,170	34,098
603402	Contracted Lab Testing	75,856	58,476	100,000	100,000	100,000
603404	Air Condition Svcs	31,141	32,775	32,000	32,000	32,000
603425	Software License & Maint	70,253	70,031	192,040	458,664	278,471
603455	Security Svcs	35,836	32,490	42,000	42,000	42,000
603460	Landscape Svcs	159,331	108,877	67,320	113,333	185,238
603470	Temporary Help	15,782	34,984	30,000	30,000	30,000
604001	Travel & Training	13,760	20,470	45,300	43,800	61,700
604100	Communication Svcs	33,796	39,967	47,600	52,909	42,900
604200	Postage	220,319	200,717	242,600	242,600	242,600
604300	Water/Wastewater Svcs	53,125	44,446	65,100	65,100	54,000
604301	Electricity Svcs	2,166,085	2,156,216	2,635,500	2,635,500	2,535,500
604302	Gas-Propane	3,382	2,886	10,000	10,000	6,600
604320	Hollywood Large User	152,030	134,959	140,000	353,218	140,000
604330	Brow Cty Wtr/Wst Collect Fee	21,309	21,671	21,300	21,300	21,300
604400	Leased Equipment	10,242	12,882	25,000	23,920	33,200
604440	Leased Copiers	-	37,207	-	-	-
604500	Risk Internal Svcs Charge	412,700	385,100	261,400	261,400	275,000
604550	Health Ins Internal Serv Chg	-	-	435,100	435,100	650,600
604605	Fleet Intr Chrg-Collision Rpr	4,991	-	-	-	-
604610	Fleet Internal Svcs Charge	348,100	401,422	441,800	441,800	402,200
604613	Vehicle Detail	21	96	1,000	1,000	1,000
604620	R&M Buildings	70,674	129,800	308,800	298,800	344,900



Utility Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
604625	R&M Equipment	9,781	10,181	10,000	10,000	14,500
604630	R&M Electric	90,103	102,943	81,400	87,400	81,400
604640	R&M Machinery	215,670	238,276	370,005	381,605	394,610
604641	R&M Membrane Elements	21,240	-	79,500	79,500	136,300
604650	R&M Office Equip	-	1,679	14,600	14,600	19,859
604661	R&M Distribution System	208,641	190,057	248,600	248,600	283,700
604662	R&M Lift Station-Minor	110,527	196,252	190,400	270,400	190,400
604664	R&M Telemetry	69,845	70,000	98,600	98,600	97,600
604665	R&M Air Conditioning	14,724	6,267	10,000	10,000	10,000
604669	Landscape & Irrigation	-	639	2,500	2,500	2,500
604700	Printing & Binding Svcs	9,629	6,642	17,600	17,005	17,600
604870	Public Education	19,721	29,926	30,000	30,000	55,000
604889	Marketing & Promotions	-	-	10,000	10,000	14,500
604901	Credit Card Svcs Fees	299,516	307,275	300,000	300,000	300,000
604905	Bank Svcs Charges	48,779	51,061	48,800	48,800	55,000
604910	Advertising Costs	2,163	4,320	55,000	55,000	45,000
604915	Pmt in Lieu of Taxes	2,127,000	2,255,000	2,331,800	2,331,800	2,495,100
604916	Administrative Expense	684	2,355	4,300	4,300	4,300
604920	License & Permit Fees	52,873	15,771	114,475	114,475	108,300
604931	Recording Fees	-	10	1,500	1,500	1,500
604989	IT Internal Svcs Charge	548,600	814,900	957,300	957,300	1,730,600
604996	Admin Chg from Gen Fund	4,368,200	3,949,201	3,740,000	3,740,000	4,039,200
604997	Other Operating Expenses	24,458	14,032	52,000	53,000	52,000
604998	Contingency	2,745	-	705,000	172,357	745,579
605100	Office Supplies	17,064	21,455	26,950	28,730	28,300
605120	Computer Operating Expenses	13,959	16,943	22,300	31,882	27,000
605210	Water Meters	20,220	1,612	5,000	5,000	5,000
605220	Vehicle Fuel-On-Site	149,604	147,963	173,700	173,700	165,700
605225	Equip Gas Oil & Lube	48,700	100,224	92,700	92,700	88,100
605240	Uniforms Cost	35,171	48,372	54,100	54,600	65,625
605242	Protective Clothing and Shoes	27,632	26,128	31,700	32,500	38,900
605246	Safety Equipment Supplies	9,979	14,839	17,700	17,700	22,560
605250	Noncap Furn (Item less 5000)	2,839	8,410	23,300	14,800	32,200
605251	Noncap Equip (Item less 5000)	53,376	31,569	47,300	50,100	56,400
605252	Small Tools	-	999	-	-	-
605280	Chemicals	980,308	1,173,760	1,394,892	1,431,987	1,559,000
605285	Lab Supplies	111,413	101,136	132,000	132,000	136,300
605290	Other Operating Supplies	64,292	83,068	118,392	119,892	102,950
605410	Subscriptions & Memberships	6,158	8,279	21,550	21,850	21,550
605500	Training-General	25,834	30,459	94,050	91,250	105,850
605510	Tuition Reimbursement	17,661	12,258	23,000	23,000	111,000
	Sub-Total	15,838,812	16,002,827	20,356,533	20,214,759	22,392,590
	Capital Improvement Program					
606502	CIP-Plan/Design/Eng	410,189	306,215	123,333	1,068,964	590,000
606510	CIP-Construction	24,010,613	12,719,102	1,700,000	30,585,059	2,450,000
606810	CIP-Tech Software/Hardware	-	-	99,666	299,166	15,000
606505	CIP-Permits	99,047	17,855	-	71,016	25,000
606511	CIP-Furniture Fixtures & Equip	211,764	330,605	750,000	1,014,301	270,000
606517	CIP-Implementation Fees	-	-	106,250	106,250	-
606520	CIP-Contingency	-	-	7,583	68,958	45,000
	Sub-Total	24,731,612	13,373,776	2,786,832	33,213,714	3,395,000
	Capital Asset Clearing					
606900	Capital Asset Clearing Account	(24,604,364)	(13,793,760)	-	-	-
	Sub-Total	(24,604,364)	(13,793,760)	-	-	-
	Dept Capital Outlay					
606360	Lift Station Rehab	44,561	80,499	-	32,141	-
606400	Machinery & Equipment	193,842	230,368	625,000	737,954	236,220

Utility Fund Expenditure Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
606440	Vehicles Purchase	91,406	513,566	487,000	554,746	270,600
606450	Radio Equipment	5,300	-	2,000	2,000	-
606470	Computer Equipment	6,995	-	-	7,285	-
606471	Software	-	-	-	100,000	-
	Sub-Total	342,104	824,433	1,114,000	1,434,126	506,820
	Debt Service					
607128	Princ-15 Util System Bond	490,000	480,000	515,000	515,000	530,000
607135	Prin-07 Util System Bond	1,172,150	-	-	-	-
607138	2017 Util Sys Rev Bd-Prin	-	950,000	1,030,000	1,030,000	1,058,900
607228	Int-15 Util System Bond	266,442	253,704	243,800	243,800	230,100
607235	Int-Util Sys Bond 07	183,805	-	-	-	-
607238	2017 Util Sys Rev Bd-Int	1,424,655	1,556,488	1,542,500	1,542,500	1,467,600
607240	Int-SRF Loans	23,457	162,064	-	-	-
607290	Int-Custom Deposits	11,979	11,775	12,000	12,000	12,000
607320	Cost Of Issuance	249,331	(313,128)	-	-	-
607322	Admin Costs	311,300	(310,800)	-	-	2,144,700
607324	Bond Discount Amortization	-	13,615	-	-	-
607999	Debt Svcs Clearing	(1,662,150)	(1,430,000)	-	-	-
	Sub-Total	2,470,968	1,373,718	3,343,300	3,343,300	5,443,300
	Depreciation					
605915	Depreciation-Proprietary	8,699,072	8,856,713	-	-	-
	Sub-Total	8,699,072	8,856,713	-	-	-
	Other					
609990	Appropriated Fund Balance	-	-	802,475	802,475	-
	Sub-Total	-	-	802,475	802,475	-
	Transfers					
691414	Trfr To CIAC	526,600	660,348	530,500	530,500	530,400
	Sub-Total	526,600	660,348	530,500	530,500	530,400
	Total	\$ 41,346,824	\$ 43,635,467	\$ 47,834,660	\$ 78,439,894	\$ 51,529,910





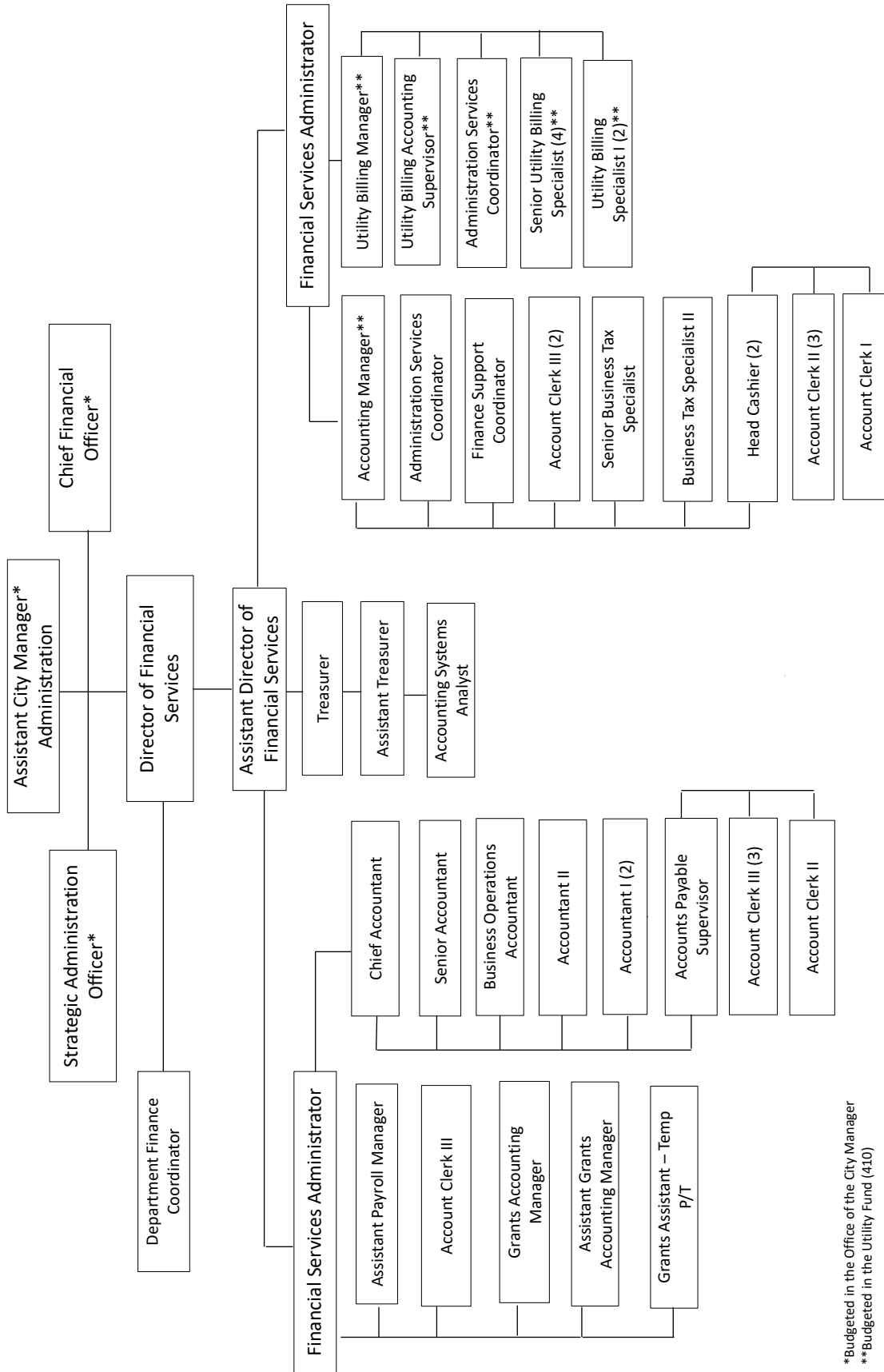
Utility Billing Financial Services Department

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



*Budgeted in the Office of the City Manager
 **Budgeted in the Utility Fund (410)



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 and businesses in Miramar are required to have garbage collection service which is collected twice a week. 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 ten full-time budgeted positions.

FY 2020 Accomplishments

- Assisted in the issuance of the FY 2019 Comprehensive Annual Financial Report (CAFR).
- Implementation of E-billing for City of Miramar Businesses and Residents.
- Rollout ticketing system for tracking customer requests.
- Collaboration with Utilities department for implementation of Sensus Analytics which allows meter readings in hourly intervals for Historic Miramar.

Program Revenues, Expenditures and Position Summary

Dedicated Revenues	Object Code	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
New Occupant Account	343313	105,175	96,101	120,000	120,000	120,000
Delinquent Charge	343314	1,095,020	1,053,247	1,100,000	1,100,000	550,000
Other Service Charge	343315	82,917	78,037	100,000	100,000	100,000
Termination Fee	343322	106,700	96,550	110,000	110,000	110,000
Credit Card Fee	347345	304,883	309,943	300,000	300,000	300,000
Total		\$ 1,694,695	\$ 1,633,878	\$ 1,730,000	\$ 1,730,000	\$ 1,180,000

Expenditures by Program

Utility Billing	\$ 1,405,626	\$ 1,472,811	\$ 1,783,950	\$ 1,783,950	\$ 1,827,550
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Expenditures by Category

Personnel Services	705,934	759,116	1,001,400	1,001,400	1,057,300
Operating Expense	699,692	713,695	782,550	782,550	770,250
Capital Outlay	-	-	-	-	-
Total	\$ 1,405,626	\$ 1,472,811	\$ 1,783,950	\$ 1,783,950	\$ 1,827,550

Positions by Program



Utility Billing	9.00	9.00	10.00	10.00	10.00
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Position Detail





	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Accounting Manager	-	-	-	1.00	1.00
Administration Services Coordinator	-	1.00	1.00	1.00	1.00
Senior Utility Billing Specialist	5.00	4.00	4.00	4.00	4.00
Utility Billing Accounting Supervisor	-	1.00	1.00	1.00	1.00
Utility Billing Business Analyst	1.00	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	2.00	2.00	2.00
Utility Billing Supervisor	1.00	-	-	-	-
Total FTE's	9.00	9.00	10.00	10.00	10.00



Utility Billing Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of Open Payment Arrangement reports issued for the fiscal year		Q4 Actual	0.00	3.00	
		YTD Actual	32.00	48.00	
		EOY Target	5.00	22.00	22.00
		% Target	640.00%	218.18%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	450,921.67	393,890.86	
		YTD Actual	1,472,811.00	1,525,108.11	
		EOY Target	1,634,300.00	1,783,950.00	1,827,550.00
		% Target	90.12%	85.49%	
		% Goal	100.00%	100.00%	
 Number of training sessions held/offered	Improve supervisory leadership skills	Q4 Actual	1.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	2.00	2.00	2.00
		% Target	200.00%	200.00%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	450,921.67	393,890.86	
		YTD Actual	1,472,811.00	1,525,108.11	
		EOY Projection	1,623,997.00	1,704,970.00	1,827,550.00
		% Target	90.69%	89.45%	
		% Goal	100.00%	100.00%	
 Number of training sessions held/offered	Career track to enhance staff training and development	Q4 Actual	1.00	0.00	
		YTD Actual	4.00	4.00	
		EOY Target	2.00	4.00	4.00
		% Target	200.00%	100.00%	
		% Goal	100.00%	100.00%	

Utility Billing Balanced Scorecard

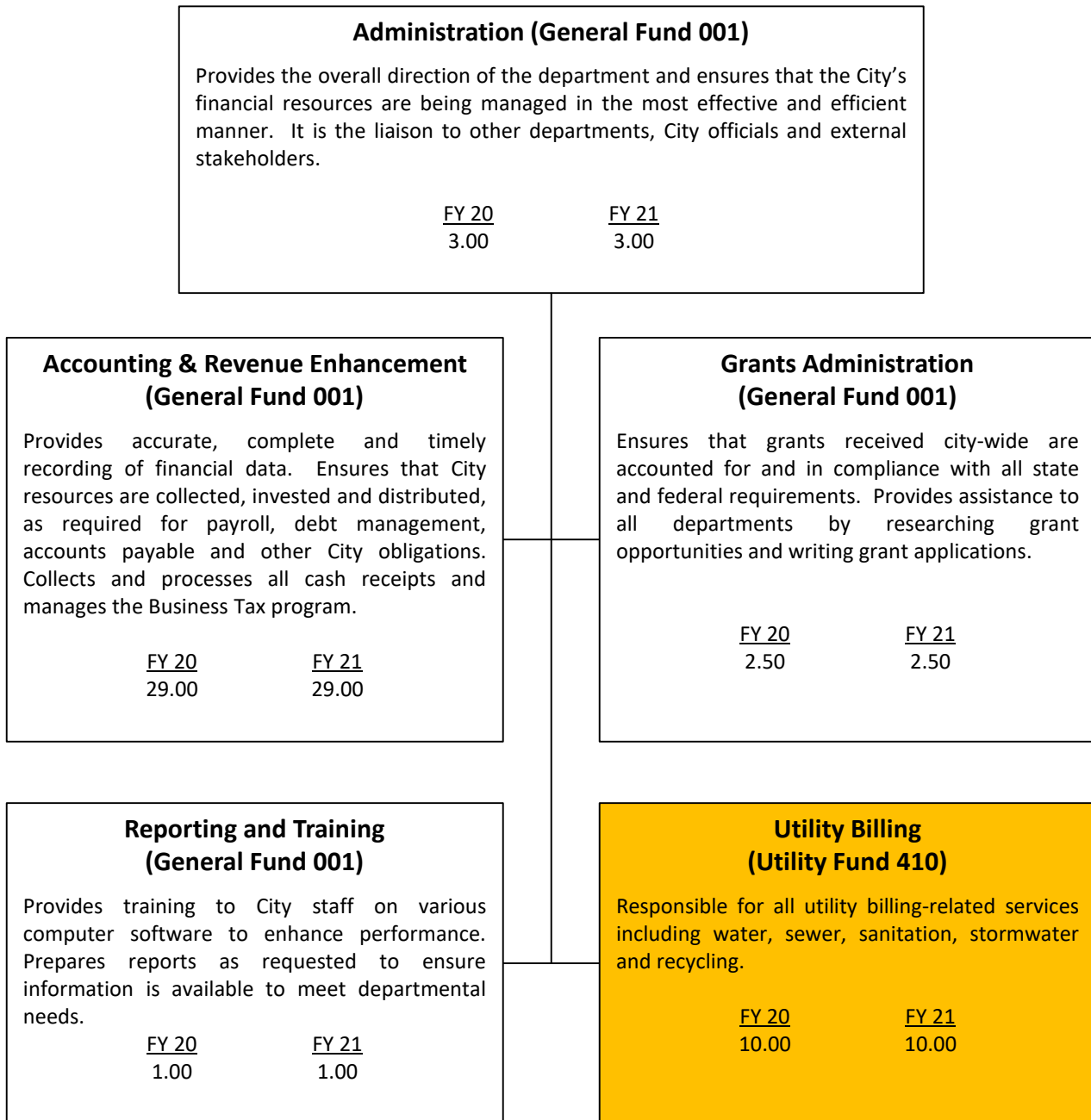
Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Revenues	Finances	Q4 Actual	471,551.80	44,453.91	
		YTD Actual	1,633,878.00	835,468.84	
		EOY Target	1,949,300.00	1,730,000.00	1,180,000.00
		% Target	83.82%	48.29%	
		% Goal	100.00%	100.00%	
 Number of updates per fiscal year	Maintain updated ownership records of water billing	Q4 Actual	0.00	0.00	
		YTD Actual	4.00	4.00	
		EOY Target	3.00	3.00	3.00
		% Target	133.33%	133.33%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 471,551.80	\$ 44,453.91	
		YTD Actual	\$ 1,633,878.00	\$ 835,468.84	
		EOY Projection	\$ 1,615,400.00	\$ 1,730,025.00	1,180,000.00
		% Target	101.14%	48.29%	
		% Goal	100.00%	100.00%	
 Test and Develop Plan to implement field computer tablets	Improve service order updates by field technician	Q4 Actual	20.00%	0%	
		YTD Actual	90.00%	20.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	90.00%	20.00%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Utility Billing FTE's by Program



Utility Billing Expenditures by Object Code

Utility Billing—410-10-110-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	434,161	446,995	567,300	567,300	610,600
601205	Lump Sum Payout - Accrued Time	13,403	7,950	23,700	23,700	11,000
601210	Non-Pensionable Earnings	-	11,098	5,800	5,800	-
601215	Communication Stipend	583	-	-	-	3,900
601220	Longevity Pay	1,269	1,465	1,500	1,500	1,500
601400	Overtime-General	5,843	44,792	25,000	25,000	45,000
601410	Overtime-Holiday	2,594	132	2,600	2,600	2,600
601412	Overtime-Emergency	213	-	200	200	200
602100	FICA & MICA	32,958	36,756	46,400	46,400	48,700
602210	Pension-General	53,403	31,257	86,800	86,800	91,700
602235	Pension-Senior Mgmt	18,972	24,893	40,500	40,500	53,000
602265	Pension-457	1,826	2,524	5,800	5,800	4,300
602300	Pmt In Lieu Of Insurance	6,001	5,727	6,200	6,200	6,200
602304	Health Insurance-PPO	10,299	3,294	-	-	-
602305	Health Insurance-HMO	75,260	68,183	119,000	119,000	83,600
602306	Dental Insurance-PPO	3,213	2,513	2,800	2,800	2,400
602307	Dental Insurance-HMO	677	892	1,300	1,300	1,700
602309	Basic Life Insurance	1,075	1,656	1,200	1,200	1,700
602311	Long-Term Disability Ins	551	570	800	800	900
602312	HDHP Aetna	-	20,363	31,300	31,300	48,600
602313	HSA Payflex	-	5,400	5,400	5,400	8,100
602400	Workers' Compensation	24,000	26,700	27,800	27,800	31,600
602600	OPEB	19,631	15,958	-	-	-
	Sub-Total	705,934	759,116	1,001,400	1,001,400	1,057,300
<u>Operating Expense</u>						
603190	Prof Svcs-Other	85,673	95,220	100,000	100,000	100,000
603200	Audit Fees	44,600	42,800	40,000	40,000	40,000
603425	Software License & Maint	1,806	1,591	4,000	4,000	5,200
603470	Temporary Help	15,782	34,984	30,000	30,000	30,000
604001	Travel & Training	5,717	2,214	8,000	8,000	8,000
604200	Postage	211,771	191,388	231,000	231,000	231,000
604301	Electricity Svcs	3,966	3,729	4,700	4,700	4,200
604500	Risk Internal Svcs Charge	22,400	17,300	12,500	12,500	2,200
604550	Health Ins Internal Serv Chg	-	-	26,000	26,000	25,300
604650	R&M Office Equip	-	-	500	500	500
604700	Printing & Binding Svcs	1,841	812	2,500	2,500	2,500
604901	Credit Card Svcs Fees	291,183	307,275	300,000	300,000	300,000
604931	Recording Fees	-	10	1,500	1,500	1,500
605100	Office Supplies	3,003	2,862	4,400	4,400	4,400
605120	Computer Operating Expenses	9,647	7,233	7,500	7,500	5,500
605240	Uniforms Cost	320	79	600	600	600
605250	Noncap Furn (Item less 5000)	1,800	4,431	3,200	3,200	3,200
605290	Other Operating Supplies	147	1,690	2,000	2,000	2,000
605410	Subscriptions & Memberships	35	75	150	150	150
605510	Tuition Reimbursement	-	-	4,000	4,000	4,000
	Sub-Total	699,692	713,695	782,550	782,550	770,250
Total		\$ 1,405,626	\$ 1,472,811	\$ 1,783,950	\$ 1,783,950	\$ 1,827,550



Utility Billing Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
343322	Termination Fee	Revenue derived from fees for termination of utility service.
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.
<u>Expense</u>		
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. \$45,000 - Utility Billing - General Support
601410	Overtime-Holiday	This expenditure is for overtime hours worked on contractual holidays per the individual collective bargaining agreements. \$2,600 - Utility Billing - Overtime - Holiday - Clerical Support
601412	Overtime-Emergency	The cost for coverage for emergencies and unanticipated personnel shortages for GAME employees. \$200 - Utility Billing - Overtime-Emergencies - Personnel Support
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. \$100,000 - Utility Billing - Professional Services for Printing and mailing of City Bills and Statements
603200	Audit Fees	Contracted cost between the City and its external auditors for the annual year-end financial audit. The cost is allocated between Financial Services (General Fund-001) and Utility Billing (Utility Fund-410) as shown below: \$70,000 - Financial Services (General Fund-001) \$40,000 - Utility Billing (Utility Fund-410)
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. \$4,000 - Software License & Maintenance - Inserting machine for Utility Billing mailing of invoices and statements. \$1,200 - Check In System - customer queuing system which (1) sorts and organizes customers into a check list, (2) sort visitors and notify the correct department or staff member and (3) track wait times.
603470	Temporary Help	This account represents costs associated with providing additional professional staff for clerical support to maintain work flow during extended employee absences. \$30,000 - Utility Billing - Temporary Services - Clerical Support
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 changes 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 is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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 brochures. Reduction due to the outsourcing of utility bills.
604901	Credit Card Svcs Fees	Bank charges for handling credit card payments.
604931	Recording Fees	This cost is 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 - \$5,500

Utility Billing Budget Justification

Object #	Account Description	Justification
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. \$1,700 - 3 Apple iPad and 3 stands; 2 for City Hall and 1 Multi Service Complex \$1,500 - 3 Samsung TVs to display the queued list for in customer service lobby located at City Hall and Multi Service Complex.
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.
605410	Subscriptions & Memberships	This includes \$150 for the Utility Billing Team Annual membership for SFGFOA
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. \$4,000 - Tuition Reimbursement - Utility Billing - Continuing Education





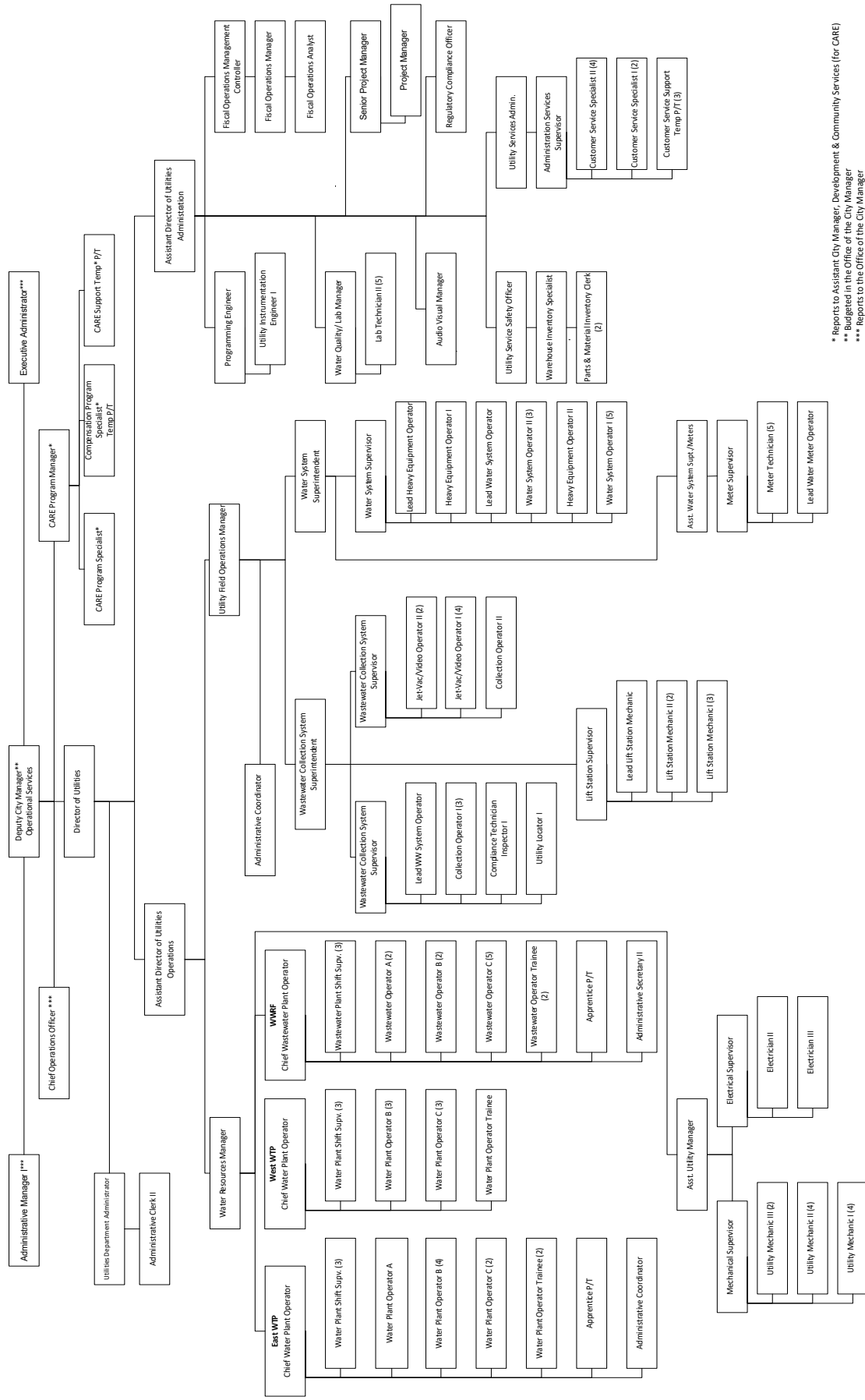
Utilities Department

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.



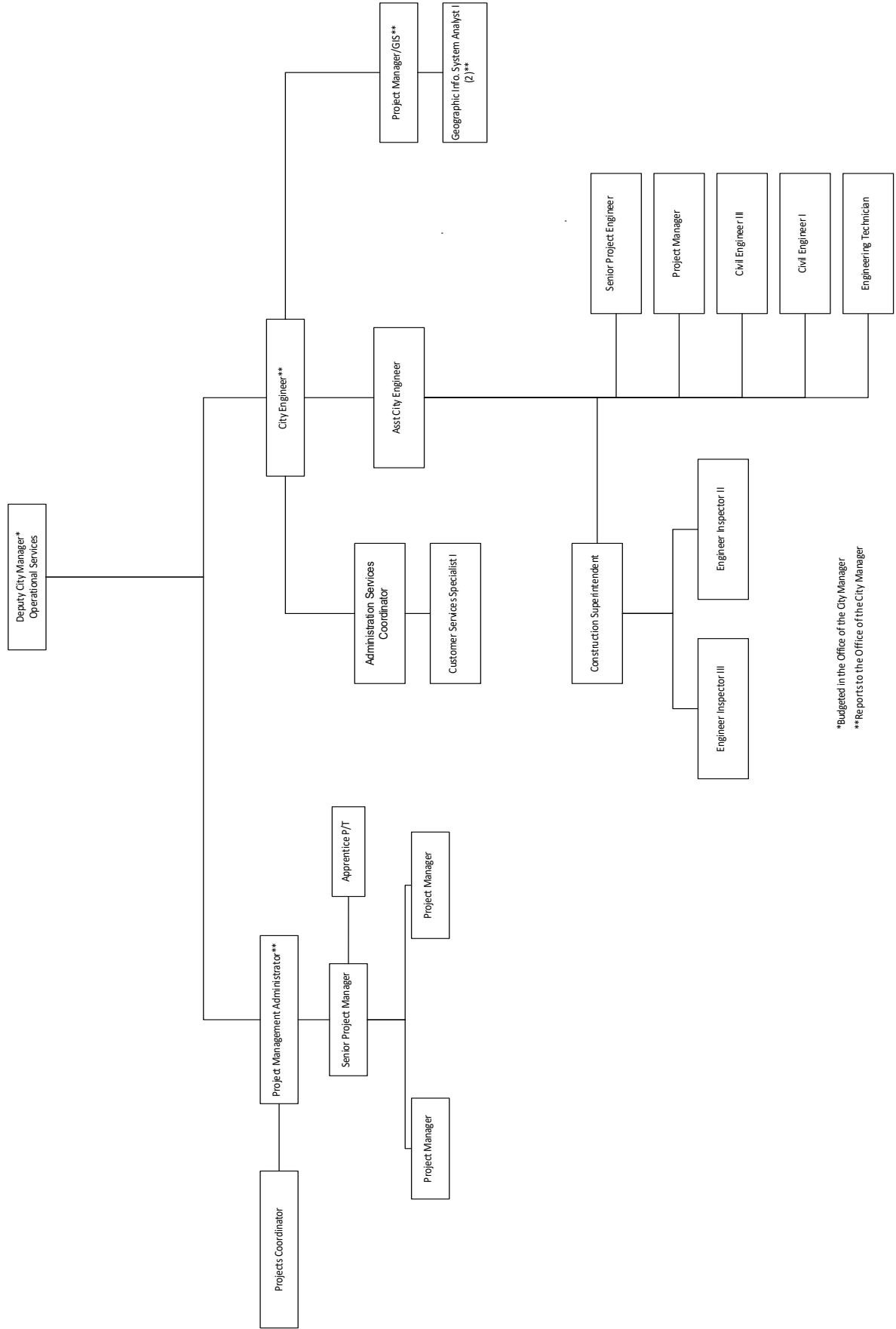
Utilities Organizational Chart



* Reports to Assistant City Manager, Development & Community Services (for CARE)
 ** Budgeted in the Office of the City Manager
 *** Reports to the Office of the City Manager



Utilities Organizational Chart



*Budgeted in the Office of the City Manager

**Reports to the Office of the City Manager



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 165 budgeted positions, 161 full-time, 3 (1.5 FTEs) part-time and 5 (2.5 FTEs) temporary 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 & Distribution Maintenance
8. Water Accountability
9. Wastewater Collection Maintenance
10. Water and Wastewater Quality Control
11. Support Services
12. Engineering & Strategic Development

FY 2020 Accomplishments

- City-wide water service line repairs detected by Leak Detection Program under Year 6 (+/-292 were detected and repaired).
- Completed Capital Improvement Project for the Belt Filter Press and Gravity Belt Thickener Refurbishment.
- Upgraded all SCADA workstations operating systems to Windows 10 to comply with the City's cybersecurity policy.
- Completed the 5 -Year Mechanical Integrity Testing on Injection Wells at the Wastewater Reclamation Facility and the West Water Treatment Plant.

- Water/Wastewater Quality Laboratory achieved 100% Microbiology Proficiency Testing Rate with the State of Florida.
- Water/Wastewater Quality Laboratory achieved 98% Chemistry Proficiency Testing Rate with the State of Florida.
- Completed construction of the WWRF Reclaimed Water System Expansion, Phase 1B.
- Completed construction of the Historic Miramar Infrastructure Improvement, Phase 3.
- Completed Risk/Resilience Assessment and Emergency Response Plan for Miramar Water Treatment and Supply Systems as required by US EPA.
- Completion of Miramar Parkway Streetscape from SW 68th Ave to SW 64th Ave.
- Completion of Landscape and Beautification along Miramar Parkway from University Dr. to SW 69th Ave.
- Completion of Pembroke road expansion from Dykes Road to Silver Shores Blvd.
- Completion of Sidewalk along SW 62nd Avenue between Countyline road and Pembroke road.
- Issued over 100 combined construction, utility and sitework permits for private developments and utility companies.
- Collected over \$1.2M in permit fees.
- Performed over 1,000 inspections.
- Collected over \$2.5M in water and sewer impact fees.
- Collected over \$2.8M in Park impact fees.
- Submitted 2 Complete Streets and Localized Initiatives Program (CSLIP) grant applications, totaling over \$3M Received award of over \$6M from County Surtax to fund various City transportation projects, and over \$6M for roadway resurfacing projects.
- Completion of the Historic Miramar Public Safety Complex Project.
- Completion of the I.T. Office Renovation Project.
- Completion of the Police Memorial Fountain Project.
- Commencement of the Forcina Park Project.
- Commencement of the B.O.H. Regional Park Amphitheater Project.
- Due to COVID-19 Moratorium on Turn On/Turn Off Fees, only 45% (\$155,000) of projected revenue was collected. Therefore, 55% of loss revenue (\$195,000).
- Due to COVID-19, only 72% of Backflow Fees (\$50,000) were collected. This represents 28% loss of revenue (\$20,000).



Program Revenue, Expenditures and Positions Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Water Treatment & Supply	(455)	-	-	-	-
Water & Wastewater Quality Control	-	900	-	-	-
Engineering & Strategic Development	-	1,204,153	1,267,000	1,267,000	129,000
Total	\$ (455)	\$ 1,205,053	\$ 1,267,000	\$ 1,267,000	\$ 129,000

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Program					
Administration	2,565,094	2,637,640	3,068,627	3,068,627	3,043,327
Office of Operational Services	1,156,695	1,580,574	2,062,600	1,964,224	2,170,000
Electrical Instrumentation & Control	950,617	946,641	1,146,400	1,156,489	1,256,400
Water Treatment & Supply	4,681,763	4,907,580	6,373,991	6,407,760	6,229,060
Wastewater Treatment & Disposal	3,440,815	3,644,176	5,290,861	5,088,718	5,140,220
Plant Maintenance	828,742	985,900	1,344,075	1,344,075	1,472,810
Water Transmission & Distribution Maintenance	1,364,349	1,562,462	1,601,800	1,617,546	1,865,700
Water Accountability	1,071,123	1,079,626	1,310,600	1,310,600	1,338,200
Wastewater Collection Maintenance	3,876,203	3,878,644	4,582,809	4,951,359	4,378,509
Water & Wastewater Quality Control	980,840	909,309	1,387,500	1,438,217	1,358,200
Support Services	6	1,054,999	880,400	880,400	832,000
Engineering & Strategic Development	-	1,060,666	1,935,040	1,935,040	2,404,334
Total	\$ 20,916,248	\$ 24,248,214	\$ 30,984,703	\$ 31,163,055	\$ 31,488,760

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Category					
Personnel Services	12,560,936	15,267,017	17,899,620	17,899,620	18,204,500
Operating Expense	8,013,208	8,156,764	11,971,083	11,952,145	12,777,440
Capital Outlay	342,104	824,433	1,114,000	1,311,290	506,820
Total	\$ 20,916,248	\$ 24,248,214	\$ 30,984,703	\$ 31,163,055	\$ 31,488,760

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Positions by Program					
Administration	15.00	22.50	21.50	21.50	21.50
Office of Operational Services	14.00	14.00	14.00	14.00	14.00
Electrical Instrumentation & Control	5.00	5.00	6.00	6.00	6.00
Water Treatment & Supply (East-12 & West-11)	23.00	24.00	24.00	24.00	24.00
Wastewater Treatment & Disposal	14.00	15.00	15.00	15.00	15.00
Plant Maintenance	7.00	11.00	11.00	11.00	11.00
Water Transmission & Distribution Maintenance	10.00	10.00	10.00	10.00	14.00
Water Accountability	8.00	8.00	8.00	8.00	8.00
Wastewater Collection Maintenance	24.00	24.00	24.00	24.00	24.00
Water & Wastewater Quality Control	7.00	7.00	8.00	8.00	8.00
Support Services	-	7.50	5.50	5.50	5.50
Engineering & Strategic Development	-	9.50	15.00	15.00	14.00
Total	127.00	157.50	162.00	162.00	165.00

Utilities

Position Detail	FY 2018	FY 2019	FY 2020	FY 2020	FY 2021
	Actual	Actual	Budget	Revised	Budget
Administrative Clerk II	-	2.00	1.00	1.00	1.00
Administrative Coordinator	-	2.00	2.00	2.00	2.00
Administrative Manager I	-	-	-	1.00	1.00
Administration Services Coordinator	-	2.00	2.00	1.00	1.00
Administration Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary I	-	-	1.00	-	-
Administrative Secretary II	2.00	1.00	1.00	1.00	1.00
Apprentice - Part-time (3)	1.00	1.50	1.50	1.50	1.50
Assistant City Engineer	-	1.00	1.00	1.00	1.00
Assistant Director of Economic & Business Development	-	-	-	1.00	-
Assistant Director of Utilities	2.00	2.00	2.00	2.00	2.00
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
Audio Visual Manager	-	-	-	-	1.00
C.A.R.E. Program Manager	-	1.00	1.00	1.00	1.00
C.A.R.E. Program Specialist	-	-	1.00	1.00	1.00
C.A.R.E. Support - Temp Part-time	-	0.50	0.50	0.50	0.50
Chief Operations 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	1.00	1.00	1.00
Civil Engineer I*	-	-	-	1.00	1.00
Civil Engineer III*	-	-	-	1.00	1.00
Civil Engineer IV*	-	1.00	1.00	-	-
Collection Operator I	4.00	3.00	3.00	3.00	3.00
Collection Operator II	1.00	1.00	1.00	1.00	1.00
Compensation Program Specialist - Temp Part-time	-	0.50	0.50	0.50	0.50
Compliance Technician Inspector I	1.00	1.00	1.00	1.00	1.00
Construction Superintendent	-	1.00	1.00	1.00	1.00
Customer Contact & Marketing Relations Manager	1.00	-	-	-	-
Customer Service Specialist I	2.00	3.00	3.00	3.00	3.00
Customer Service Specialist II	5.00	4.00	4.00	4.00	4.00
Customer Service Support - Temp Part-time (3)	-	1.50	1.50	1.50	1.50
Department Administrator	1.00	-	-	-	-
Development Support 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 II	-	-	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 II	-	-	1.00	1.00	1.00
Engineer Inspector III	-	1.00	1.00	1.00	1.00
Engineering Apprentice - Part-time	-	0.50	0.50	-	-
Engineering Technician	-	1.00	1.00	1.00	1.00
Executive Administrator	1.00	2.00	2.00	1.00	1.00
Fiscal Operations Analyst	1.00	1.00	1.00	1.00	1.00
Fiscal Operations Management Controller	-	1.00	1.00	1.00	1.00
Fiscal Operations Manager	1.00	1.00	1.00	1.00	1.00
GIS Analyst I	-	-	2.00	2.00	2.00
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	4.00	4.00	4.00	4.00
Jet-Vac/Video Operator II	2.00	2.00	2.00	2.00	2.00
Laboratory Technician II	5.00	5.00	5.00	5.00	5.00
Lead Heavy Equipment Operator	-	-	-	-	1.00
Lead Lift Station Mechanic	1.00	1.00	1.00	1.00	1.00








Utilities

Position Detail	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
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
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	1.00	1.00	1.00
Project Manager	-	3.00	3.00	4.00	4.00
Project Manager/GIS	1.00	1.00	1.00	1.00	1.00
Projects Coordinator	-	-	-	1.00	1.00
Quality Control Analyst	-	-	-	1.00	-
Quality Control Officer	-	-	1.00	-	-
Regulatory Compliance Officer	1.00	1.00	1.00	1.00	1.00
Senior Procurement Analyst	-	1.00	-	-	-
Senior Project Engineer	-	-	-	1.00	1.00
Senior Project Manager	-	1.00	1.00	2.00	2.00
Technology/Innovation Apprentice - Part-time	-	-	0.50	-	-
Utilities Department Administrator	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	-	-	-	-
Utilities Project Manager	1.00	1.00	1.00	-	-
Utility Field Operations Manager	1.00	1.00	1.00	1.00	1.00
Utility Inspector	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	4.00	4.00	4.00	4.00
Utility Mechanic II	2.00	4.00	4.00	4.00	4.00
Utility Mechanic III	2.00	2.00	2.00	2.00	2.00
Utility Service Administrator	2.00	1.00	1.00	1.00	1.00
Utility Service Safety Officer	-	1.00	1.00	1.00	1.00
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	2.00	2.00	2.00	2.00	2.00
Wastewater Operator C	5.00	5.00	5.00	5.00	5.00
Wastewater Operator Trainee	-	2.00	2.00	2.00	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	1.00
Water Plant Operator B	7.00	7.00	7.00	7.00	7.00
Water Plant Operator C	7.00	5.00	5.00	5.00	5.00
Water Plant Operator Trainee	-	3.00	3.00	3.00	3.00
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	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	5.00
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 FTE's	127.00	157.50	162.00	162.00	165.00

* Block Budgeted position for Civil Engineer I, II, III, IV





Utilities Balanced Scorecard





Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of calls into the call center	Provide Quality Customer Service	Q4 Actual	21,215.00	4,923.00	
		YTD Actual	73,648.00	43,566.00	
		EOY Target	60,000.00	60,000.00	60,000.00
		% Target	122.75%	72.61%	
		% Goal	100.00%	100.00%	
 Number of e-mails into the call center	Provide Quality Customer Service	Q4 Actual	1,534.00	2,165.00	
		YTD Actual	7,495.00	6,963.00	
		EOY Target	12,000.00	12,000.00	12,000.00
		% Target	62.46%	58.03%	
		% Goal	100.00%	100.00%	
 Average Customer Wait Time to Answer Calls	Provide Quality Customer Service	Q4 Actual	72.00	836.00	
		YTD Actual	96.25	467.25	
		EOY Target	120.00	120.00	120.00
		% Target	80.21%	389.38%	
		% Goal	100.00%	100.00%	
 Number of after hours calls	Provide Quality Customer Service	Q4 Actual	1,463.00	1,294.00	
		YTD Actual	4,619.00	7,075.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of field assessments	Provide Quality Customer Service	Q4 Actual	54.00	36.00	
		YTD Actual	205.00	136.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	







Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of Requests Entered	Promote Accountability by Monitoring the Volume of Work-Orders	Q4 Actual	1,055.00	1,523.00	
		YTD Actual	16,066.00	3,713.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Customer service training	Continued Customer Service Improvements	Q4 Actual	3.00	1.00	
		YTD Actual	15.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	375.00%	100.00%	
		% Goal	100.00%	100.00%	
 Outreach Events	Engage Stakeholders in Water Resource Systems, Protection and Conservation Endeavors	Q4 Actual	4.00	0.00	
		YTD Actual	19.00	2.00	
		EOY Target	16.00	16.00	16.00
		% Target	118.75%	12.50%	
		% Goal	100.00%	100.00%	
 Proficiency evaluations	Continued Customer Service Improvements	Q4 Actual	3.00	2.00	
		YTD Actual	6.00	6.00	
		EOY Target	12.00	12.00	12.00
		% Target	50.00%	50.00%	
		% Goal	100.00%	100.00%	
 Number of meter turn-offs and turn-ons	Promote Accountability by Monitoring the Volume of Work-Orders	Q4 Actual	2,199.00	35.00	
		YTD Actual	8,817.00	6,241.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	






Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of water accounts read ²	Promote Accountability by Monitoring the Volume of Work-Orders ²	Q4 Actual	34,094.00 ²	102,503.00 ²	
		YTD Actual	34,078.25 ²	102,390.00 ²	
		EOY Target	34,359.00 ²	102,000.00 ²	102,000.00 ²
		% Target	99.18% ²	100.38% ²	
		% Goal	100.00% ²	100.00% ²	
 Percent of zero meters recorded ²	Promote Accountability by Monitoring the Volume of Work-Orders ²	Q4 Actual	5.00%	7.00% ²	
		YTD Actual	4.75%	3.50% ²	
		EOY Target	5.00%	5.00% ²	5.00% ²
		% Target	95.00% ²	70.00% ²	
		% Goal	100.00% ²	100.00% ²	
 Number of water leaks reported ²	Monitor and Trend System Corrective Actions ²	Q4 Actual	201.00	256.00 ²	
		YTD Actual	854.00	796.00 ²	
		EOY Target ²			
		% Target	0%	0% ²	
		% Goal	100.00% ²	100.00% ²	
 Number of service line leaks repaired ²	Ensure the operational readiness of the transmission, distribution and collection systems ²	Q4 Actual	100.00	176.00 ²	
		YTD Actual	593.00	609.00 ²	
		EOY Target ²			
		% Target	0%	0% ²	
		% Goal	100.00% ²	100.00% ²	






Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of sewer blockage calls	Monitor and Trend System Corrective Actions	Q4 Actual	20.00	50.00	
		YTD Actual	306.00	189.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of fire hydrants repaired	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	4.00	2.00	
		YTD Actual	49.00	12.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of fire hydrants flushed	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	98.00	22.00	
		YTD Actual	194.00	130.00	
		EOY Target	100.00	100.00	100.00
		% Target	194.00%	130.00%	
		% Goal	100.00%	100.00%	
 Water Distribution Valves exercised	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	132.00	224.00	
		YTD Actual	446.00	434.00	
		EOY Target	700.00	700.00	700.00
		% Target	63.71%	62.00%	
		% Goal	100.00%	100.00%	






Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Wastewater Mainline Valves Exercised	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	12.00	10.00	
		YTD Actual	78.00	26.00	
		EOY Target	100.00	100.00	100.00
		% Target	78.00%	26.00%	
		% Goal	100.00%	100.00%	
 Linear feet of sewer lines cleaned	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	4,200.00	5,400.00	
		YTD Actual	14,800.00	19,800.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of manholes inspected/cleaned	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	12.00	40.00	
		YTD Actual	126.00	137.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of underground locate requests	Monitor and Trend System Corrective Actions	Q4 Actual	1,640.00	1,600.00	
		YTD Actual	6,044.00	4,967.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of SCADA generated lift station alarms and inspections	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	415.00	124.00	
		YTD Actual	624.00	403.00	
		EOY Target			
		% Target	0%	0%	
		% Goal	100.00%	100.00%	





Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 % of Underground Locate Requests Conducted within the Mandatory 2 business days		Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	97.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	97.00%	
		% Goal	100.00%	100.00%	
 Percent of Non-Emergency service line repaired completed in 14 days	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Percent of Emergency Repairs completed in 24-hour	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Percent of Restoration completed in 30 days	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	98.00%	70.00%	
		YTD Actual	98.00%	76.50%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	98.00%	76.50%	
		% Goal	100.00%	100.00%	
 Compliance with Drinking Water Standards (% Days)	Compliance with permitted conditions	Q4 Actual	100.00	100.00	
		YTD Actual	100.00	100.00	
		EOY Target	100.00	100.00	100.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	





Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 % of Underground Locate Requests Conducted within the Mandatory 2 business days		Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	97.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	97.00%	
		% Goal	100.00%	100.00%	
 Percent of Non-Emergency service line repaired completed in 14 days	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Percent of Emergency Repairs completed in 24-hour	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Percent of Restoration completed in 30 days	Ensure the operational readiness of the transmission, distribution and collection systems	Q4 Actual	98.00%	70.00%	
		YTD Actual	98.00%	76.50%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	98.00%	76.50%	
		% Goal	100.00%	100.00%	
 Compliance with Drinking Water Standards (% Days)	Compliance with permitted conditions	Q4 Actual	100.00	100.00%	
		YTD Actual	100.00	100.00%	
		EOY Target	100.00	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	




Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 East Water Treatment Plant Renovation Project Construction completed %		Q4 Actual	3.75%	99.00%	
		YTD Actual	98.00%	100.00%	
		EOY Target	100.00%	100.00%	
		% Target	98.00%	100.00%	
		% Goal	100.00%	100.00%	
 East Water Treatment Plant Renovation Project Construction Budget Expended		Q4 Actual	\$ 1,031,000.00	\$ 1,165,000.00	
		YTD Actual	\$ 28,475,493.00	\$ 5,117,512.00	
		EOY Target	\$ 30,540,000.00		
		% Target	93.24%	0%	
		% Goal	100.00%	100.00%	
 Historic Miramar Fire Hydrant and Lines Improvements Project Construction completed %		Q4 Actual	99.00%	100.00%	
		YTD Actual	394.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	394.00%	100.00%	
		% Goal	100.00%	0%	
 Miramar Historic Infrastructure Improvement Project - Phase III, % of Construction Completed		Q4 Actual	95.00%	100.00%	
		YTD Actual	74.50%	99.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	74.50%	99.00%	
		% Goal	100.00%	100.00%	





Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 WWRF Reclaimed Water Distribution System Expansion % of Design Completed		Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 WWRF Reclaimed Water Distribution System Expansion % of Budget Expended		Q4 Actual	90.00%	100.00%	
		YTD Actual	90.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	90.00%	100.00%	
		% Goal	100.00%	100.00%	
 ENG-Number of days from permit submittal to plan review	ENG—Complete permit plan reviews to assist developers	Q4 Actual	5.00	3.00	
		YTD Actual	4.00	3.50	
		EOY Target	5.00	5.00	5.00
		% Target	80.00%	70.00%	
		% Goal	80.00%	100.00%	
 ENG/SS -Enhance communication amongst staff; conduct 20 staff meetings in FY20.	ENG/SS - Conduct bi-weekly meetings with all staff to discuss project status and related items.	Q4 Actual	5.00	5.00	
		YTD Actual	20.00	20.00	
		EOY Target	20.00	20.00	20.00
		% Target	100.00%	100.00%	
		% Goal	90.00%	100.00%	

Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 ENG/SS - Increase internal and external training sessions for staff	ENG/ SS - Provide internal/ external training to staff on project management practices, tasks, communication activities to enhance project delivery and overall performance.	Q4 Actual	0.00	1.00	
		YTD Actual	4.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 ENG/SS - Percentage of CIP Projects completed in FY20 within budget	ENG/SS - Monitor construction costs to deliver completed projects within allocated funding.	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 ENG/SS - Percentage of FY20 CIP Projects underway	ENG/ SS - Total percentage of CIP Projects identified for FY 19 that have been initiated and on-going.	Q4 Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 ENG/SS - Percentage of CIP Projects designed within allocated contract time in FY20	ENG/SS - Monitor CIP Projects Design Within Allocated Contract Time	Q4 Actual	100.00%	98.00%	
		YTD Actual	98.88%	96.63%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	98.88%	96.63%	
		% Goal	100.00%	100.00%	
 ENG/SS - Number of CIP Projects scheduled for completion in FY20	ENG/SS - Monitor CIP Projects Design Within Allocated Contract Time	Q4 Actual	3.00	2.00	
		YTD Actual	10.00	11.00	
		EOY Target	10.00	10.00	10.00
		% Target	100.00%	110.00%	
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Expenses	Finances	Q4 Actual	22,753,667.27	14,655,150.40	
		YTD Actual	54,551,680.89	49,723,143.90	
		EOY Projection	82,876,155.00	68,888,238.17	44,259,060.00
		% Target	65.82%	72.18%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	22,753,667.27	14,655,150.40	
		YTD Actual	54,551,680.89	49,723,143.90	
		EOY Target	69,644,914.65	71,659,678.09	44,259,060.00
		% Target	78.33%	69.39%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	15,137,870.41	15,420,936.71	
		YTD Actual	46,672,528.38	48,585,255.21	
		EOY Projection	60,392,590.00	77,899,433.76	50,349,910.00
		% Target	77.28%	62.37%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	15,137,870.41	15,420,936.71	
		YTD Actual	46,672,528.38	48,585,255.21	
		EOY Target	85,288,865.65	76,709,894.00	50,349,910.00
		% Target	54.72%	63.34%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

Utilities FTE's by Program

Administration	
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.	
<u>FY 20</u> 21.50	<u>FY 21</u> 21.50
<p style="text-align: center;">Office of Operational Services</p> <p>Responsible for oversight and guidance of all departments that comprise of Operational Services which include 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.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 14.00 14.00</p>	<p style="text-align: center;">Water Treatment & Supply</p> <p>Provides quality potable water service to the citizens and businesses within Miramar service area on demand 24 hours per day, 365 days per year.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 24.00 24.00</p>
<p style="text-align: center;">Electrical Instrumentation & Control</p> <p>Provides ongoing inspection, preventative and corrective maintenance of all Utilities' Electrical, Instrumentation, and Supervisory Control and Data Acquisition (SCADA) Systems.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 6.00 6.00</p>	<p style="text-align: center;">Wastewater Treatment & Disposal</p> <p>Responsible for the treatment and disposal of wastewater & the production of reclaimed water generated in the City's services area.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 15.00 15.00</p>
<p style="text-align: center;">Plant Maintenance</p> <p>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.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 11.00 11.00</p>	<p style="text-align: center;">Water Transmission & Distribution Maintenance</p> <p>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.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 10.00 14.00</p>
<p style="text-align: center;">Water and Wastewater Quality Control</p> <p>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.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 8.00 8.00</p>	<p style="text-align: center;">Water Accountability</p> <p>Responsible for the accurate and timely reading of all water meters throughout the city.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 8.00 8.00</p>
<p style="text-align: center;">Support Services</p> <p>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.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 5.50 5.50</p>	<p style="text-align: center;">Wastewater Collection Maintenance</p> <p>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.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 24.00 24.00</p>
	<p style="text-align: center;">Engineering & Strategic Development</p> <p>Address traffic engineering related issues; manage design & construction of infrastructure capital projects; reviews design plans, issues permits, and provides construction inspection services for private utility company's work as well as infrastructure construction within private developments and City's capital projects.</p> <p style="text-align: center;"><u>FY 20</u> <u>FY 21</u> 15.00 14.00</p>



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,846,902	1,932,994	2,198,400	2,198,400	2,109,400
Operating Expense	686,443	684,716	870,227	862,942	933,927
Capital Outlay	31,748	19,930	-	7,285	-
Total	\$ 2,565,094	\$ 2,637,640	\$ 3,068,627	\$ 3,068,627	\$ 3,043,327

Percent of Time by Position

Administrative Clerk II	-	2.00	1.00	1.00	1.00
Administrative Coordinator	-	2.00	2.00	2.00	2.00
Assistant Director of Utilities	2.00	2.00	2.00	2.00	2.00
C.A.R.E. Program Manager	-	1.00	1.00	1.00	1.00
C.A.R.E. Program Specialist	-	-	1.00	1.00	1.00
C.A.R.E. Program Support - Temp Part-time	-	0.50	0.50	0.50	0.50
C.A.R.E. Support - Temp Part-time	-	0.50	0.50	0.50	0.50
Customer Service Specialist I	-	1.00	1.00	1.00	1.00
Customer Service Support - Temp Part-time (3)	-	1.50	1.50	1.50	1.50
Director of Utilities	1.00	1.00	1.00	1.00	1.00
Fiscal Operations Analyst	1.00	1.00	1.00	1.00	1.00
Fiscal Operations Manager	1.00	1.00	1.00	1.00	1.00
Parts & Material Inventory Clerk	2.00	2.00	2.00	2.00	2.00
Project Manager	-	-	-	1.00	1.00
Project Manager/GIS	1.00	1.00	-	-	-
Senior Project Manager	-	-	-	1.00	1.00
Utilities Project Manager	1.00	1.00	1.00	-	-
Utilities Department Administrator	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	-	-	-	-
Utility Inspector	1.00	1.00	1.00	-	-
Utility Service Administrator	1.00	-	-	-	-
Utility Service Safety Officer	-	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
Total	15.00	22.50	21.50	21.50	21.50



Utilities Budget Summary by Program

Office of Operational Services—Program 550

Description

This program 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,110,326	1,454,128	1,647,000	1,647,000	1,683,900
Operating Expense	46,368	106,516	415,600	317,224	486,100
Capital Outlay	-	19,930	-	-	-
Total	\$ 1,156,695	\$ 1,580,574	\$ 2,062,600	\$ 1,964,224	\$ 2,170,000

Percent of Time by Position

Administration Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Manager I	-	-	-	1.00	1.00
Administrative Secretary II	-	1.00	1.00	1.00	1.00
Apprentice-PT (2)	1.00	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	2.00	2.00	2.00	2.00	2.00
Customer Service Specialist II	5.00	4.00	4.00	4.00	4.00
Department Administrator	1.00	-	-	-	-
Executive Administrator	1.00	2.00	2.00	1.00	1.00
Fiscal Operations Management Controller	-	1.00	1.00	1.00	1.00
Utility Service Administrator	1.00	1.00	1.00	1.00	1.00
Total	14.00	14.00	14.00	14.00	14.00

Utilities Budget Summary by Program

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-
Expenditures						
Personnel Services		620,156	616,092	739,000	739,000	728,700
Operating Expense		330,461	274,698	326,400	326,400	328,900
Capital Outlay		-	55,851	81,000	91,089	198,800
Total		\$ 950,617	\$ 946,641	\$ 1,146,400	\$ 1,156,489	\$ 1,256,400

Percent of Time by Position

Assistant Utility Manager (Electrical)	1.00	1.00	1.00	1.00	1.00
Electrical Supervisor	1.00	1.00	1.00	1.00	1.00
Electrician II	-	-	1.00	1.00	1.00
Electrician III	1.00	1.00	1.00	1.00	1.00
Programming Engineer	1.00	1.00	1.00	1.00	1.00
Utility Instrumentation Engineer I	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	6.00	6.00	6.00



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 United States 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Backflow Fees	343520	(455)	-	-	-	-

Expenditures by Category

Personnel Services	2,137,007	2,331,749	2,629,700	2,629,700	2,645,900
Operating Expense	2,442,792	2,480,828	3,682,291	3,477,604	3,583,160
Capital Outlay	101,964	95,003	62,000	300,456	-
Total	\$ 4,681,763	\$ 4,907,580	\$ 6,373,991	\$ 6,407,760	\$ 6,229,060

Percent of Time by Position

Administrative Secretary II	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	1.00
Water Plant Operator B	7.00	7.00	7.00	7.00	7.00
Water Plant Operator C	7.00	5.00	5.00	5.00	5.00
Water Plant Operator Trainee	-	3.00	3.00	3.00	3.00
Water Plant Shift Supervisor	6.00	6.00	6.00	6.00	6.00
Total	23.00	24.00	24.00	24.00	24.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-
Expenditures						
Personnel Services		1,431,769	1,435,477	1,746,300	1,746,300	1,707,100
Operating Expense		1,963,752	2,158,466	3,015,561	3,015,561	3,247,100
Capital Outlay		45,294	50,233	529,000	326,857	186,020
Total		\$ 3,440,815	\$ 3,644,176	\$ 5,290,861	\$ 5,088,718	\$ 5,140,220

Percent of Time by Position

Administrative Secretary II	1.00	-	-	-	-
Chief Wastewater Plant Operator	1.00	1.00	1.00	1.00	1.00
Wastewater Operator A	2.00	2.00	2.00	2.00	2.00
Wastewater Operator B	2.00	2.00	2.00	2.00	2.00
Wastewater Operator C	5.00	5.00	5.00	5.00	5.00
Wastewater Operator Trainee	-	2.00	2.00	2.00	2.00
Wastewater Plant Shift Supervisor	3.00	3.00	3.00	3.00	3.00
Total	14.00	15.00	15.00	15.00	15.00



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	529,804	603,538	889,920	889,920	907,500
Operating Expense	260,631	306,984	454,155	454,155	555,310
Capital Outlay	38,307	75,377	-	-	10,000
Total	\$ 828,742	\$ 985,900	\$ 1,344,075	\$ 1,344,075	\$ 1,472,810

Percent of Time by Position

Mechanical Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Mechanic I	2.00	4.00	4.00	4.00	4.00
Utility Mechanic II	2.00	4.00	4.00	4.00	4.00
Utility Mechanic III	2.00	2.00	2.00	2.00	2.00
Total	7.00	11.00	11.00	11.00	11.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	961,797	932,225	999,000	999,000	1,206,900
Operating Expense	402,232	400,741	602,800	557,800	658,800
Capital Outlay	320	229,495	-	60,746	-
Total	\$ 1,364,349	\$ 1,562,462	\$ 1,601,800	\$ 1,617,546	\$ 1,865,700

Percent of Time by Position

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 Heavy Equipment Operator	-	-	-	-	1.00
Lead Water System Operator	1.00	1.00	1.00	1.00	1.00
Water System Operator I	2.00	2.00	2.00	2.00	5.00
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	10.00	10.00	10.00	14.00



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures

Personnel Services	819,209	875,877	917,200	917,200	922,300
Operating Expense	250,315	182,138	368,400	368,400	383,100
Capital Outlay	1,600	21,611	25,000	25,000	32,800
Total	\$ 1,071,123	\$ 1,079,626	\$ 1,310,600	\$ 1,310,600	\$ 1,338,200

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
Total	8.00	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 Force Main 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	2,426,445	2,431,602	2,646,000	2,646,000	2,651,700
Operating Expense	1,350,427	1,190,038	1,534,809	1,871,219	1,647,609
Capital Outlay	99,332	257,004	402,000	434,141	79,200
Total	\$ 3,876,203	\$ 3,878,644	\$ 4,582,809	\$ 4,951,359	\$ 4,378,509

Percent of Time by Position

Collection Operator II	1.00	1.00	1.00	1.00	1.00
Collection Operator I	4.00	3.00	3.00	3.00	3.00
Compliance Technician Inspector I	1.00	1.00	1.00	1.00	1.00
Jet-Vac/Video Operator I	3.00	4.00	4.00	4.00	4.00
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	24.00	24.00	24.00	24.00	24.00



Utilities Budget Summary by Program

Water & Wastewater Quality Control—Program 563

Description

This program provides vital and specialized chemical and microbiological testing services to the Miramar community. As an environmental laboratory certified by the state of Florida in accordance with 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Lab Testing Fees	343910	-	900	-	-	-
Expenditures						
Personnel Services		677,521	682,061	970,100	970,100	939,300
Operating Expense		279,780	227,248	402,400	402,400	418,900
Capital Outlay		23,539	-	15,000	65,717	-
Total		\$ 980,840	\$ 909,309	\$ 1,387,500	\$ 1,438,217	\$ 1,358,200

Percent of Time by Position

Audio Visual Manager	-	-	-	-	1.00
Laboratory Technician II	5.00	5.00	5.00	5.00	5.00
Quality Control Analyst	-	-	-	1.00	-
Quality Control Officer	-	-	1.00	-	-
Regulatory Compliance Officer	1.00	1.00	1.00	1.00	1.00
Water Quality/Lab Manager	1.00	1.00	1.00	1.00	1.00
Total	7.00	7.00	8.00	8.00	8.00

Utilities Budget Summary by Program

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 assure cost effective project delivery for public infrastructure and municipal facilities.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	-	1,000,610	792,200	792,200	762,500
Operating Expenses	6	54,389	88,200	88,200	69,500
Capital Outlay	-	-	-	-	-
Total	\$ 6	\$ 1,054,999	\$ 880,400	\$ 880,400	\$ 832,000

Percent of Time by Position

Administration Services Coordinator	-	1.00	1.00	-	-
Apprentice-PT	-	0.50	0.50	0.50	0.50
Projects Coordinator	-	-	-	1.00	1.00
Project Management Administrator	-	1.00	1.00	1.00	1.00
Project Manager	-	3.00	2.00	2.00	2.00
Senior Procurement Analyst	-	1.00	-	-	-
Senior Project Manager	-	1.00	1.00	1.00	1.00
Total FTE's	-	7.50	5.50	5.50	5.50



Utilities Budget Summary by Program

Engineering & Strategic Development—Program 565

Description

Engineering & Strategic Development was established to address traffic engineering related issues; manage design and construction of infrastructure capital projects; review design plans, issue permits, and provide construction inspection services for private utility company's work as well as infrastructure construction within private developments and City's capital projects. This program also strategizes on current and future planning related to GIS systems, innovation technology, and re-development that promotes advancement and progress consistent with the City's vision.

Dedicated Revenues	Object #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Engineering Permits	329100	-	1,204,153	1,267,000	1,267,000	129,000

Expenditures by Category

Personnel Services	-	970,663	1,724,800	1,724,800	1,939,300
Operating Expense	-	90,003	210,240	210,240	465,034
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ 1,060,666	\$ 1,935,040	\$ 1,935,040	\$ 2,404,334

Percent of Time by Position

Administration Services Coordinator	-	1.00	1.00	1.00	1.00
Administrative Secretary I	-	-	1.00	-	-
Assistant City Engineer	-	1.00	1.00	1.00	1.00
Assistant Dir. of Economic & Business Development	-	-	-	1.00	-
City Engineer	-	1.00	1.00	1.00	1.00
Civil Engineer I	-	-	-	1.00	1.00
Civil Engineer III	-	-	-	1.00	1.00
Civil Engineer IV*	-	1.00	1.00	-	-
Construction Superintendent	-	1.00	1.00	1.00	1.00
Development Support Administrator	-	1.00	1.00	-	-
Engineering Apprentice - Part-time	-	0.50	0.50	-	-
Engineer Inspector I	-	1.00	-	-	-
Engineer Inspector II	-	-	1.00	1.00	1.00
Engineer Inspector III	-	1.00	1.00	1.00	1.00
Engineer Technician	-	1.00	1.00	1.00	1.00
GIS Analyst I	-	-	2.00	2.00	2.00
Project Manager	-	-	1.00	1.00	1.00
Project Manager /GIS	-	-	1.00	1.00	1.00
Senior Project Engineer	-	-	-	1.00	1.00
Technology/Innovation Apprentice - Part-time	-	-	0.50	-	-
Total FTE's	-	9.50	15.00	15.00	14.00

*Block Budgeted position for Civil Engineer I, II, III, IV

Utilities Expenditures by Object Code

Administration—410-55-100-536-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,128,659	1,196,619	1,437,800	1,437,800	1,376,900
601205	Lump Sum Payout - Accrued Time	108,733	103,223	47,800	47,800	42,700
601210	Non-Pensionable Earnings	-	19,772	29,700	29,700	-
601215	Communication Stipend	2,518	2,970	4,600	4,600	11,700
601220	Longevity Pay	5,950	5,661	5,900	5,900	6,000
601400	Overtime-General	34,953	42,438	35,000	35,000	50,000
601410	Overtime-Holiday	10,004	6,132	10,000	10,000	10,000
601412	Overtime-Emergency	455	3,535	500	500	500
602100	FICA & MICA	98,332	102,418	112,800	112,800	105,700
602210	Pension-General	45,060	32,551	90,100	90,100	81,100
602235	Pension-Senior Mgmt	154,132	177,337	153,600	153,600	174,200
602260	Pension-401	7,211	6,573	7,700	7,700	-
602265	Pension-457	43,457	30,916	40,000	40,000	36,600
602300	Pmt In Lieu Of Insurance	31,465	23,552	31,200	31,200	31,200
602304	Health Insurance-PPO	26,988	28,435	33,400	33,400	28,200
602305	Health Insurance-HMO	65,419	73,232	110,800	110,800	99,700
602306	Dental Insurance-PPO	5,611	4,603	3,600	3,600	5,300
602307	Dental Insurance-HMO	430	374	1,100	1,100	600
602309	Basic Life Insurance	3,920	4,177	3,100	3,100	3,900
602311	Long-Term Disability Ins	1,196	1,070	2,000	2,000	2,000
602312	HDHP Aetna	-	2,508	-	-	-
602313	HSA Payflex	-	2,700	-	-	-
602400	Workers' Compensation	35,600	35,600	37,700	37,700	43,100
602600	OPEB	36,809	26,597	-	-	-
	Sub-Total	1,846,902	1,932,994	2,198,400	2,198,400	2,109,400
<u>Operating Expense</u>						
603110	Engineering Svcs	5,320	-	40,000	40,000	45,000
603190	Prof Svcs-Other	94,397	169,338	250,000	250,000	250,000
603400	Contract Svcs-Other	6,935	11,524	6,900	6,900	6,900
603401	Janitorial Svcs	9,304	8,869	18,127	21,148	18,127
603425	Software License & Maint	27,053	11,030	61,200	53,915	40,900
603455	Security Svcs	35,836	32,490	42,000	42,000	42,000
604001	Travel & Training	965	8,565	10,000	10,000	15,000
604100	Communication Svcs	2,600	5,399	5,400	5,400	5,400
604200	Postage	8,541	8,806	9,600	9,600	9,600
604300	Water/Wastewater Svcs	49,725	41,325	61,200	61,200	50,400
604500	Risk Internal Svcs Charge	390,300	315,600	213,500	213,500	264,100
604550	Health Ins Internal Serv Chg	-	-	22,800	22,800	38,600
604610	Fleet Internal Svcs Charge	17,400	21,424	24,400	24,400	22,200
604613	Vehicle Detail	-	-	500	500	500
604620	R&M Buildings	-	-	800	800	4,500
604650	R&M Office Equip	-	1,485	1,500	1,500	1,500
604700	Printing & Binding Svcs	5,816	2,334	5,800	5,800	5,800
604870	Public Education	2,432	4,926	5,000	5,000	10,000
604910	Advertising Costs	2,033	4,192	30,000	30,000	30,000
604916	Administrative Expense	530	1,123	1,000	1,000	1,000
604997	Other Operating Expenses	5,189	5,265	5,500	5,500	5,500
604998	Contingency	-	-	20,000	16,979	20,000
605100	Office Supplies	3,215	5,312	6,000	6,000	6,000
605120	Computer Operating Expenses	2,237	6,090	2,700	2,700	5,600
605220	Vehicle Fuel-On-Site	5,851	3,985	6,800	6,800	6,500
605240	Uniforms Cost	1,699	3,763	3,500	3,500	3,500
605251	Noncap Equip (Item less 5000)	-	-	500	500	-
605290	Other Operating Supplies	200	911	500	500	1,000
605410	Subscriptions & Memberships	4,888	5,894	9,700	9,700	11,300



Utilities Expenditures by Object Code

Administration—410-55-100-536-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605500	Training-General	3,979	5,067	5,300	5,300	6,000
605510	Tuition Reimbursement	-	-	-	-	7,000
	Sub-Total	686,443	684,716	870,227	862,942	933,927
	<u>Dept Capital Outlay</u>					
606440	Vehicles Purchase	24,753	19,930	-	-	-
606470	Computer Equipment	6,995	-	-	7,285	-
	Sub-Total	31,748	19,930	-	7,285	-
	Total	\$ 2,565,094	\$ 2,637,640	\$ 3,068,627	\$ 3,068,627	\$ 3,043,327



The Engineering & Strategic Development Team.

Utilities Expenditures by Object Code

Office of Operational Services—410-55-550-536-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	648,532	872,613	961,700	961,700	961,300
601205	Lump Sum Payout - Accrued Time	51,939	49,508	40,100	40,100	40,900
601210	Non-Pensionable Earnings	-	14,508	17,700	17,700	-
601215	Communication Stipend	2,250	2,603	2,600	2,600	9,800
601220	Longevity Pay	2,845	1,665	2,000	2,000	-
601400	Overtime-General	45,020	59,600	45,000	45,000	60,000
601410	Overtime-Holiday	4,996	3,526	5,000	5,000	40,000
601412	Overtime-Emergency	-	4,323	-	-	-
602100	FICA & MICA	54,921	74,593	75,300	75,300	74,100
602210	Pension-General	45,658	30,410	76,800	76,800	73,400
602235	Pension-Senior Mgmt	48,746	86,274	103,600	103,600	142,600
602260	Pension-401	10,080	9,469	10,900	10,900	-
602265	Pension-457	16,739	10,365	17,800	17,800	8,100
602300	Pmt In Lieu Of Insurance	4,165	-	6,200	6,200	-
602304	Health Insurance-PPO	-	14,319	16,900	16,900	28,200
602305	Health Insurance-HMO	95,610	148,946	213,200	213,200	186,700
602306	Dental Insurance-PPO	3,223	4,781	5,800	5,800	7,200
602307	Dental Insurance-HMO	902	919	900	900	600
602309	Basic Life Insurance	2,473	3,820	2,100	2,100	2,700
602311	Long-Term Disability Ins	725	909	1,400	1,400	1,400
602400	Workers' Compensation	39,600	39,700	42,000	42,000	46,900
602600	OPEB	31,901	21,277	-	-	-
	Sub-Total	1,110,326	1,454,128	1,647,000	1,647,000	1,683,900
<u>Operating Expense</u>						
603110	Engineering Svcs	-	-	20,000	20,000	20,000
603190	Prof Svcs-Other	5,618	55,800	175,000	84,624	175,000
603400	Contract Svcs-Other	3,312	22	70,000	70,000	70,000
603425	Software License & Maint	-	-	2,500	2,500	2,500
604001	Travel & Training	2,251	3,481	6,000	7,000	6,000
604100	Communication Svcs	1,252	2,198	3,000	3,000	3,000
604550	Health Ins Internal Serv Chg	-	-	37,700	37,700	64,300
604610	Fleet Internal Svcs Charge	5,500	8,700	7,000	7,000	6,400
604700	Printing & Binding Svcs	255	1,759	2,500	2,500	2,500
604870	Public Education	17,289	25,000	25,000	25,000	45,000
604889	Marketing & Promotions	-	-	10,000	10,000	14,500
604910	Advertising Costs	131	127	25,000	25,000	15,000
604916	Administrative Expense	153	878	3,000	3,000	3,000
604997	Other Operating Expenses	950	-	2,800	2,800	2,800
604998	Contingency	-	-	10,000	1,000	10,000
605100	Office Supplies	3,393	2,227	3,400	3,400	3,400
605120	Computer Operating Expenses	2,075	2,160	3,500	3,500	3,500
605220	Vehicle Fuel-On-Site	-	109	1,700	1,700	1,700
605240	Uniforms Cost	850	1,810	3,000	3,000	3,000
605290	Other Operating Supplies	971	205	2,000	2,000	2,000
605410	Subscriptions & Memberships	-	895	1,000	1,000	1,000
605500	Training-General	149	1,145	1,500	1,500	1,500
605510	Tuition Reimbursement	2,219	-	-	-	30,000
	Sub-Total	46,368	106,516	415,600	317,224	486,100
<u>Dept Capital Outlay</u>						
606440	Vehicles Purchase	-	19,930	-	-	-
	Sub-Total	-	19,930	-	-	-
Total		\$ 1,156,695	\$ 1,580,574	\$ 2,062,600	\$ 1,964,224	\$ 2,170,000



Utilities Expenditures by Object Code

Electrical Instrumentation & Controls—410-55-553-539-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	377,096	382,979	438,100	438,100	453,700
601205	Lump Sum Payout - Accrued Time	31,472	21,380	26,400	26,400	24,800
601210	Non-Pensionable Earnings	-	9,593	7,600	7,600	-
601215	Communication Stipend	-	-	-	-	6,500
601220	Longevity Pay	4,113	4,566	5,100	5,100	5,200
601400	Overtime-General	2,241	4,437	4,500	4,500	5,100
601410	Overtime-Holiday	1,504	1,089	2,000	2,000	2,000
601412	Overtime-Emergency	-	1,866	-	-	2,000
602100	FICA & MICA	32,345	33,250	36,500	36,500	37,500
602210	Pension-General	30,106	21,077	64,900	64,900	50,500
602235	Pension-Senior Mgmt	34,658	35,531	33,200	33,200	37,100
602265	Pension-457	5,547	5,721	7,600	7,600	6,000
602300	Pmt In Lieu Of Insurance	5,611	5,632	6,200	6,200	6,200
602304	Health Insurance-PPO	33,319	30,317	33,900	33,900	28,200
602305	Health Insurance-HMO	32,330	32,307	54,700	54,700	43,600
602306	Dental Insurance-PPO	1,847	1,421	1,600	1,600	1,400
602307	Dental Insurance-HMO	308	431	500	500	700
602309	Basic Life Insurance	1,208	1,347	1,000	1,000	1,300
602311	Long-Term Disability Ins	482	484	600	600	600
602400	Workers' Compensation	13,700	13,800	14,600	14,600	16,300
602600	OPEB	12,269	8,866	-	-	-
	Sub-Total	620,156	616,092	739,000	739,000	728,700
<u>Operating Expense</u>						
603400	Contract Svcs-Other	109,317	30,365	42,700	42,700	47,000
603404	Air Condition Svcs	31,141	32,775	32,000	32,000	32,000
603425	Software License & Maint	12,532	17,851	17,000	19,000	11,000
604100	Communication Svcs	2,781	2,962	3,100	3,100	3,100
604550	Health Ins Internal Serv Chg	-	-	14,800	14,800	21,300
604610	Fleet Internal Svcs Charge	10,900	11,613	13,900	13,900	12,700
604630	R&M Electric	70,477	94,098	71,400	77,400	71,400
604664	R&M Telemetry	69,845	70,000	98,600	98,600	97,600
604665	R&M Air Conditioning	14,724	6,267	10,000	10,000	10,000
604920	License & Permit Fees	55	234	400	400	600
604997	Other Operating Expenses	8	-	1,000	1,000	1,000
604998	Contingency	-	-	8,000	-	8,000
605100	Office Supplies	466	464	500	500	500
605220	Vehicle Fuel-On-Site	4,341	4,520	6,600	6,600	6,300
605240	Uniforms Cost	1,561	1,746	2,500	2,500	2,500
605242	Protective Clothing and Shoes	391	-	400	400	400
605246	Safety Equipment Supplies	-	-	300	300	300
605251	Noncap Equip (Item less 5000)	1,173	1,192	1,200	1,200	1,200
605290	Other Operating Supplies	430	266	500	500	500
605500	Training-General	320	345	1,500	1,500	1,500
	Sub-Total	330,461	274,698	326,400	326,400	328,900
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	55,851	81,000	91,089	-
606440	Vehicles Purchase	-	-	-	-	198,800
	Sub-Total	-	55,851	81,000	91,089	198,800
Total		\$ 950,617	\$ 946,641	\$ 1,146,400	\$ 1,156,489	\$ 1,256,400

Utilities Expenditures by Object Code

Water Treatment & Supply—410-55-554-533-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,220,292	1,325,346	1,414,800	1,414,800	1,469,100
601205	Lump Sum Payout - Accrued Time	4,278	3,737	7,600	7,600	6,500
601210	Non-Pensionable Earnings	-	46,262	-	-	-
601215	Communication Stipend	-	-	-	-	4,000
601220	Longevity Pay	8,029	9,708	10,500	10,500	11,000
601400	Overtime-General	196,458	138,670	170,000	170,000	170,000
601410	Overtime-Holiday	56,158	98,445	100,000	100,000	100,000
601412	Overtime-Emergency	-	21,962	-	-	-
602100	FICA & MICA	110,558	121,296	110,600	110,600	115,100
602210	Pension-General	154,869	123,556	294,900	294,900	317,500
602300	Pmt In Lieu Of Insurance	8,009	11,454	12,400	12,400	12,400
602304	Health Insurance-PPO	42,034	70,352	92,100	92,100	86,800
602305	Health Insurance-HMO	203,409	225,537	317,700	317,700	230,500
602306	Dental Insurance-PPO	5,708	6,293	6,200	6,200	7,000
602307	Dental Insurance-HMO	2,395	2,196	2,600	2,600	2,600
602309	Basic Life Insurance	3,641	4,725	3,100	3,100	4,200
602311	Long-Term Disability Ins	1,630	1,772	2,000	2,000	2,100
602312	HDHP Aetna	-	10,312	15,800	15,800	27,100
602313	HSA Payflex	-	2,700	2,700	2,700	5,400
602400	Workers' Compensation	63,100	63,100	66,700	66,700	74,600
602600	OPEB	56,440	44,327	-	-	-
	Sub-Total	2,137,007	2,331,749	2,629,700	2,629,700	2,645,900
<u>Operating Expense</u>						
603110	Engineering Svcs	-	2,300	35,000	35,000	35,000
603190	Prof Svcs-Other	-	-	15,000	15,000	15,000
603400	Contract Svcs-Other	328,054	193,724	531,900	318,934	360,600
603401	Janitorial Svcs	3,954	4,135	7,406	8,592	7,400
603460	Landscape Svcs	58,474	57,536	33,476	53,660	70,900
604001	Travel & Training	688	978	3,000	3,000	4,000
604100	Communication Svcs	2,056	2,295	2,400	2,400	2,400
604300	Water/Wastewater Svcs	3,401	3,121	3,900	3,900	3,600
604301	Electricity Svcs	1,091,615	1,090,785	1,462,900	1,462,900	1,335,600
604400	Leased Equipment	4,551	1,223	4,000	4,000	11,800
604550	Health Ins Internal Serv Chg	-	-	71,200	71,200	94,300
604610	Fleet Internal Svcs Charge	8,400	9,110	9,100	9,100	8,400
604620	R&M Buildings	18,852	50,581	102,000	92,000	62,900
604630	R&M Electric	19,626	8,845	10,000	10,000	10,000
604640	R&M Machinery	101	1,695	18,000	18,000	69,000
604641	R&M Membrane Elements	21,240	-	79,500	79,500	136,300
604700	Printing & Binding Svcs	-	140	800	800	800
604920	License & Permit Fees	15,948	8,445	17,375	17,375	18,400
604997	Other Operating Expenses	3,462	2,689	27,700	27,700	27,700
604998	Contingency	2,745	-	40,000	17,814	40,000
605100	Office Supplies	1,746	1,823	1,900	1,900	2,100
605120	Computer Operating Expenses	-	-	2,800	2,800	2,800
605220	Vehicle Fuel-On-Site	1,871	1,693	2,700	2,700	2,700
605225	Equip Gas Oil & Lube	24,700	18,855	34,500	34,500	32,800
605240	Uniforms Cost	7,505	9,138	11,500	11,500	15,400
605242	Protective Clothing and Shoes	5,557	5,581	5,600	5,600	5,600
605246	Safety Equipment Supplies	300	398	900	900	1,260
605250	Noncap Furn (Item less 5000)	60	815	2,600	2,600	6,500
605251	Noncap Equip (Item less 5000)	1,524	1,354	7,300	7,300	10,900
605280	Chemicals	750,896	917,573	1,040,192	1,059,287	1,098,000
605285	Lab Supplies	25,823	23,732	26,000	26,000	29,300
605290	Other Operating Supplies	35,597	48,669	58,642	58,642	41,700



Utilities Expenditures by Object Code

Water Treatment & Supply—410-55-554-533-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605410	Subscriptions & Memberships	455	495	2,500	2,500	2,500
605500	Training-General	1,637	5,101	10,500	10,500	12,500
605510	Tuition Reimbursement	1,957	7,999	-	-	5,000
	Sub-Total	2,442,792	2,480,828	3,682,291	3,477,604	3,583,160
	<u>Dept Capital Outlay</u>					
606400	Machinery & Equipment	95,587	73,915	-	231,456	-
606440	Vehicles Purchase	6,377	21,088	62,000	69,000	-
	Sub-Total	101,964	95,003	62,000	300,456	-
	Total	\$ 4,681,763	\$ 4,907,580	\$ 6,373,991	\$ 6,407,760	\$ 6,229,060



The East Water Treatment Plant of the City of Miramar.

Utilities Expenditures by Object Code

Wastewater Treatment & Disposal—410-55-555-535-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	804,279	753,565	928,000	928,000	947,800
601205	Lump Sum Payout - Accrued Time	17,458	14,135	15,600	15,600	8,000
601210	Non-Pensionable Earnings	-	27,696	1,900	1,900	-
601215	Communication Stipend	-	-	-	-	2,000
601220	Longevity Pay	6,721	6,405	6,500	6,500	6,100
601400	Overtime-General	140,207	165,860	150,000	150,000	78,600
601410	Overtime-Holiday	25,112	37,891	40,000	40,000	83,200
601412	Overtime-Emergency	-	8,346	-	-	-
602100	FICA & MICA	74,996	75,889	74,400	74,400	75,300
602210	Pension-General	112,346	80,910	200,500	200,500	190,400
602235	Pension-Senior Mgmt	-	13,936	13,100	13,100	14,300
602265	Pension-457	-	-	1,900	1,900	-
602304	Health Insurance-PPO	88,034	92,974	118,700	118,700	132,000
602305	Health Insurance-HMO	82,611	81,927	145,600	145,600	112,900
602306	Dental Insurance-PPO	5,448	4,663	4,600	4,600	5,800
602307	Dental Insurance-HMO	777	657	1,500	1,500	1,200
602309	Basic Life Insurance	2,281	2,762	2,000	2,000	2,700
602311	Long-Term Disability Ins	1,099	990	1,300	1,300	1,300
602400	Workers' Compensation	38,500	38,500	40,700	40,700	45,500
602600	OPEB	31,901	28,370	-	-	-
	Sub-Total	1,431,769	1,435,477	1,746,300	1,746,300	1,707,100
	<u>Operating Expense</u>					
603110	Engineering Svcs	23,139	10,451	50,000	50,000	105,000
603400	Contract Svcs-Other	655,209	875,414	1,234,500	1,187,878	1,200,500
603401	Janitorial Svcs	2,337	1,725	3,655	4,264	5,000
603460	Landscape Svcs	88,994	40,247	306	46,319	80,800
604001	Travel & Training	-	-	1,000	1,000	7,000
604100	Communication Svcs	1,099	1,200	1,400	1,400	2,700
604301	Electricity Svcs	738,160	669,676	814,000	814,000	765,300
604302	Gas-Propane	3,382	2,886	10,000	10,000	6,600
604330	Brow Cty Wtr/Wst Collect Fee	21,309	21,671	21,300	21,300	21,300
604550	Health Ins Internal Serv Chg	-	-	44,000	44,000	72,700
604610	Fleet Internal Svcs Charge	12,800	13,715	16,400	16,400	15,000
604620	R&M Buildings	46,861	78,224	194,000	194,000	265,500
604640	R&M Machinery	55,741	65,705	128,200	128,200	71,600
604669	Landscape & Irrigation	-	639	2,500	2,500	2,500
604700	Printing & Binding Svcs	-	43	500	500	500
604920	License & Permit Fees	31,230	3,960	17,900	17,900	10,500
604997	Other Operating Expenses	1,223	2,356	1,000	1,000	1,000
604998	Contingency	-	-	20,000	2,000	20,000
605100	Office Supplies	1,525	1,188	2,000	2,000	2,000
605120	Computer Operating Expenses	-	322	2,900	1,400	2,900
605220	Vehicle Fuel-On-Site	1,575	2,783	2,200	2,200	2,100
605225	Equip Gas Oil & Lube	21,500	81,368	52,000	52,000	49,400
605240	Uniforms Cost	4,944	5,869	6,500	6,500	10,000
605242	Protective Clothing and Shoes	6,288	5,360	8,600	8,600	10,800
605246	Safety Equipment Supplies	3,552	6,228	6,100	6,100	8,000
605250	Noncap Furn (Item less 5000)	-	1,198	1,000	1,000	5,500
605251	Noncap Equip (Item less 5000)	2,177	4,585	3,500	3,500	9,500
605280	Chemicals	227,342	253,503	350,000	368,000	456,300
605285	Lab Supplies	5,529	2,829	6,000	6,000	7,000
605290	Other Operating Supplies	895	1,776	1,500	3,000	2,000
605410	Subscriptions & Memberships	-	-	600	600	600



Utilities Expenditures by Object Code

Wastewater Treatment & Disposal—410-55-555-535-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605500	Training-General	5,410	1,298	-	-	5,500
605510	Tuition Reimbursement	1,531	2,245	12,000	12,000	22,000
	Sub-Total	1,963,752	2,158,466	3,015,561	3,015,561	3,247,100
	<u>Dept Capital Outlay</u>					
606400	Machinery & Equipment	45,294	42,246	529,000	326,857	186,020
606440	Vehicles Purchase	-	7,987	-	-	-
	Sub-Total	45,294	50,233	529,000	326,857	186,020
	Total	\$ 3,440,815	\$ 3,644,176	\$ 5,290,861	\$ 5,088,718	\$ 5,140,220

Utilities Expenditures by Object Code

Plant Maintenance—410-55-556-536-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	345,152	368,382	507,100	507,100	523,100
601205	Lump Sum Payout - Accrued Time	-	1,937	7,200	7,200	8,000
601210	Non-Pensionable Earnings	-	9,154	-	-	-
601220	Longevity Pay	2,381	1,277	1,300	1,300	1,300
601400	Overtime-General	8,047	32,927	25,000	25,000	25,000
601410	Overtime-Holiday	(0)	3,924	6,120	6,120	6,000
601412	Overtime-Emergency	-	5,289	-	-	-
602100	FICA & MICA	28,316	32,242	39,400	39,400	40,700
602210	Pension-General	47,862	31,480	117,400	117,400	125,800
602300	Pmt In Lieu Of Insurance	16,456	8,303	6,200	6,200	6,200
602305	Health Insurance-HMO	38,730	70,203	151,600	151,600	140,200
602306	Dental Insurance-PPO	2,471	1,905	1,800	1,800	1,900
602307	Dental Insurance-HMO	-	437	1,800	1,800	1,200
602309	Basic Life Insurance	970	1,286	1,100	1,100	1,500
602311	Long-Term Disability Ins	443	480	700	700	700
602400	Workers' Compensation	21,800	21,900	23,200	23,200	25,900
602600	OPEB	17,177	12,412	-	-	-
	Sub-Total	529,804	603,538	889,920	889,920	907,500
<u>Operating Expense</u>						
603400	Contract Svcs-Other	54,695	92,856	144,500	137,500	178,300
604001	Travel & Training	-	4,174	2,400	900	2,400
604100	Communication Svcs	700	1,575	2,000	2,000	-
604400	Leased Equipment	2,845	1,013	4,800	3,720	4,800
604550	Health Ins Internal Serv Chg	-	-	23,000	23,000	41,300
604610	Fleet Internal Svcs Charge	29,900	32,036	24,200	24,200	22,000
604625	R&M Equipment	9,781	10,181	10,000	10,000	14,500
604640	R&M Machinery	143,952	151,796	197,905	209,505	228,110
604998	Contingency	-	-	5,000	-	8,000
605100	Office Supplies	111	170	250	530	500
605120	Computer Operating Expenses	-	-	200	300	3,800
605220	Vehicle Fuel-On-Site	3,260	3,405	3,800	3,800	3,700
605240	Uniforms Cost	2,147	3,104	4,000	4,000	5,800
605242	Protective Clothing and Shoes	1,597	1,939	3,000	3,800	3,400
605246	Safety Equipment Supplies	500	994	500	500	1,000
605251	Noncap Equip (Item less 5000)	3,256	2,964	12,000	14,800	12,000
605290	Other Operating Supplies	778	210	600	600	900
605410	Subscriptions & Memberships	-	50	200	500	400
605500	Training-General	999	520	8,800	7,500	10,400
605510	Tuition Reimbursement	6,111	-	7,000	7,000	14,000
	Sub-Total	260,631	306,984	454,155	454,155	555,310
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	37,987	39,997	-	-	10,000
606440	Vehicles Purchase	320	35,380	-	-	-
	Sub-Total	38,307	75,377	-	-	10,000
Total		\$ 828,742	\$ 985,900	\$ 1,344,075	\$ 1,344,075	\$ 1,472,810



Utilities Expenditures by Object Code

Water Transmission & Distribution Maintenance—410-55-557-533-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	462,952	450,154	488,700	488,700	667,400
601205	Lump Sum Payout - Accrued Time	17,570	14,723	14,600	14,600	13,200
601210	Non-Pensionable Earnings	-	15,764	2,300	2,300	-
601215	Communication Stipend	-	-	-	-	700
601220	Longevity Pay	2,313	3,976	4,000	4,000	4,200
601400	Overtime-General	182,207	166,089	150,000	150,000	100,000
601410	Overtime-Holiday	2,256	1,283	3,000	3,000	4,000
601412	Overtime-Emergency	-	3,641	-	-	-
602100	FICA & MICA	50,726	49,434	39,000	39,000	52,400
602210	Pension-General	54,605	38,179	95,200	95,200	141,300
602235	Pension-Senior Mgmt	15,592	16,702	16,300	16,300	18,400
602265	Pension-457	2,169	2,306	2,300	2,300	2,400
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602304	Health Insurance-PPO	38,955	32,215	33,900	33,900	28,200
602305	Health Insurance-HMO	70,068	53,697	69,800	69,800	90,400
602306	Dental Insurance-PPO	5,356	5,036	4,900	4,900	7,300
602307	Dental Insurance-HMO	176	87	200	200	-
602309	Basic Life Insurance	1,600	1,838	1,100	1,100	1,900
602311	Long-Term Disability Ins	615	593	700	700	900
602312	HDHP Aetna	-	23,278	35,800	35,800	28,300
602313	HSA Payflex	-	5,400	5,400	5,400	4,100
602400	Workers' Compensation	30,100	30,100	31,800	31,800	35,600
602600	OPEB	24,539	17,731	-	-	-
	Sub-Total	961,797	932,225	999,000	999,000	1,206,900
<u>Operating Expense</u>						
603400	Contract Svcs-Other	182,376	134,265	260,700	215,700	262,700
604100	Communication Svcs	2,977	3,500	3,500	3,500	3,500
604550	Health Ins Internal Serv Chg	-	-	24,400	24,400	36,300
604610	Fleet Internal Svcs Charge	87,300	101,154	113,200	113,200	102,900
604640	R&M Machinery	3,040	3,080	5,200	5,200	5,200
604661	R&M Distribution System	58,990	93,959	84,900	84,900	120,000
604700	Printing & Binding Svcs	210	200	600	600	600
604920	License & Permit Fees	-	50	1,000	1,000	1,000
604997	Other Operating Expenses	844	1,340	1,000	1,000	1,000
604998	Contingency	-	-	20,000	20,000	20,000
605100	Office Supplies	596	878	1,200	1,200	1,200
605220	Vehicle Fuel-On-Site	31,139	28,822	36,800	36,800	35,000
605240	Uniforms Cost	2,695	3,315	4,000	4,000	5,600
605242	Protective Clothing and Shoes	2,900	2,783	2,900	2,900	6,000
605246	Safety Equipment Supplies	1,020	1,758	3,900	3,900	6,000
605251	Noncap Equip (Item less 5000)	5,790	5,757	6,600	6,600	6,600
605252	Small Tools	-	999	-	-	-
605290	Other Operating Supplies	15,009	10,598	13,400	13,400	13,400
605410	Subscriptions & Memberships	720	90	400	400	400
605500	Training-General	5,783	8,193	19,100	19,100	19,400
605510	Tuition Reimbursement	843	-	-	-	12,000
	Sub-Total	402,232	400,741	602,800	557,800	658,800
<u>Dept Capital Outlay</u>						
606440	Vehicles Purchase	320	229,495	-	60,746	-
	Sub-Total	320	229,495	-	60,746	-
Total		\$ 1,364,349	\$ 1,562,462	\$ 1,601,800	\$ 1,617,546	\$ 1,865,700

Utilities Expenditures by Object Code

Water Accountability—410-55-558-533-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	401,513	409,503	422,900	422,900	443,200
601205	Lump Sum Payout - Accrued Time	26,789	29,433	22,800	22,800	15,400
601210	Non-Pensionable Earnings	-	16,109	-	-	-
601220	Longevity Pay	3,120	4,329	4,400	4,400	4,600
601400	Overtime-General	151,244	169,659	150,000	150,000	150,000
601410	Overtime-Holiday	2,307	2,900	12,000	12,000	12,000
601412	Overtime-Emergency	304	3,325	300	300	300
602100	FICA & MICA	44,803	47,698	34,400	34,400	35,400
602210	Pension-General	55,205	39,071	78,400	78,400	85,200
602300	Pmt In Lieu Of Insurance	6,001	5,727	6,200	6,200	-
602304	Health Insurance-PPO	13,689	25,439	33,900	33,900	42,200
602305	Health Insurance-HMO	69,312	82,757	125,400	125,400	104,200
602306	Dental Insurance-PPO	4,312	4,390	4,300	4,300	4,700
602307	Dental Insurance-HMO	239	293	300	300	400
602309	Basic Life Insurance	1,008	1,221	900	900	1,300
602311	Long-Term Disability Ins	531	536	600	600	600
602400	Workers' Compensation	19,200	19,300	20,400	20,400	22,800
602600	OPEB	19,631	14,185	-	-	-
	Sub-Total	819,209	875,877	917,200	917,200	922,300
<u>Operating Expense</u>						
603400	Contract Svcs-Other	11,421	3,540	7,000	7,000	8,500
604100	Communication Svcs	6,788	7,495	9,700	9,700	9,700
604550	Health Ins Internal Serv Chg	-	-	26,700	26,700	43,700
604610	Fleet Internal Svcs Charge	25,500	38,943	45,200	45,200	41,200
604640	R&M Machinery	417	982	2,700	2,700	2,700
604661	R&M Distribution System	149,651	96,099	163,700	163,700	163,700
604700	Printing & Binding Svcs	-	200	200	200	200
604920	License & Permit Fees	-	50	60,300	60,300	60,300
604997	Other Operating Expenses	-	33	-	-	-
604998	Contingency	-	-	2,000	2,000	2,000
605100	Office Supplies	803	617	900	900	900
605210	Water Meters	20,220	1,612	5,000	5,000	5,000
605220	Vehicle Fuel-On-Site	20,489	21,715	27,000	27,000	25,700
605240	Uniforms Cost	3,018	3,795	4,000	4,000	4,000
605242	Protective Clothing and Shoes	2,975	1,355	2,000	2,000	3,500
605246	Safety Equipment Supplies	1,285	874	1,000	1,000	1,000
605251	Noncap Equip (Item less 5000)	3,497	2,235	3,200	3,200	3,200
605290	Other Operating Supplies	1,654	697	1,000	1,000	1,000
605410	Subscriptions & Memberships	-	-	200	200	200
605500	Training-General	2,598	1,895	6,600	6,600	6,600
	Sub-Total	250,315	182,138	368,400	368,400	383,100
<u>Dept Capital Outlay</u>						
606440	Vehicles Purchase	1,600	21,611	25,000	25,000	32,800
	Sub-Total	1,600	21,611	25,000	25,000	32,800
Total		\$ 1,071,123	\$ 1,079,626	\$ 1,310,600	\$ 1,310,600	\$ 1,338,200



Utilities Expenditures by Object Code

Wastewater Collection Maintenance—410-55-559-535-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601200	Employee Salaries	1,200,207	1,182,077	1,259,800	1,259,800	1,319,100
601205	Lump Sum Payout - Accrued Time	25,864	29,569	28,500	28,500	20,500
601210	Non-Pensionable Earnings	-	42,422	4,700	4,700	-
601215	Communication Stipend	-	-	-	-	2,600
601220	Longevity Pay	5,209	6,493	7,100	7,100	9,900
601400	Overtime-General	430,624	435,670	430,600	430,600	405,600
601410	Overtime-Holiday	35,872	43,745	35,900	35,900	35,900
601412	Overtime-Emergency	342	10,143	300	300	300
602100	FICA & MICA	128,543	131,159	99,500	99,500	103,400
602210	Pension-General	162,945	109,087	273,000	273,000	281,900
602235	Pension-Senior Mgmt	15,873	16,170	17,000	17,000	16,600
602265	Pension-457	2,160	2,395	4,700	4,700	-
602300	Pmt In Lieu Of Insurance	10,158	7,086	6,200	6,200	6,200
602304	Health Insurance-PPO	41,026	39,852	50,800	50,800	75,900
602305	Health Insurance-HMO	218,636	201,223	276,400	276,400	262,200
602306	Dental Insurance-PPO	10,486	10,814	10,600	10,600	12,300
602307	Dental Insurance-HMO	1,140	994	1,300	1,300	1,000
602309	Basic Life Insurance	3,251	3,853	2,700	2,700	3,800
602311	Long-Term Disability Ins	1,562	1,532	1,800	1,800	1,900
602312	HDHP Aetna	-	33,590	51,600	51,600	6,800
602313	HSA Payflex	-	8,100	8,100	8,100	1,400
602400	Workers' Compensation	71,200	71,300	75,400	75,400	84,400
602600	OPEB	61,347	44,328	-	-	-
	Sub-Total	2,426,445	2,431,602	2,646,000	2,646,000	2,651,700
Operating Expense						
603400	Contract Svcs-Other	436,961	159,696	296,000	394,376	300,000
603401	Janitorial Svcs	2,000	1,400	3,571	4,166	3,571
603460	Landscape Svcs	11,863	11,094	33,538	13,354	33,538
604100	Communication Svcs	12,527	12,276	14,600	14,600	10,600
604301	Electricity Svcs	332,344	382,777	342,300	342,300	419,800
604320	Hollywood Large User	152,030	134,959	140,000	353,218	140,000
604400	Leased Equipment	375	-	1,200	1,200	1,600
604550	Health Ins Internal Serv Chg	-	-	64,900	64,900	101,400
604605	Fleet Intr Chrg-Collision Rpr	4,991	-	-	-	-
604610	Fleet Internal Svcs Charge	142,200	140,400	159,900	159,900	145,400
604620	R&M Buildings	4,961	994	12,000	12,000	12,000
604640	R&M Machinery	12,421	15,018	18,000	18,000	18,000
604662	R&M Lift Station-Minor	110,527	196,252	190,400	270,400	190,400
604700	Printing & Binding Svcs	-	43	700	105	700
604920	License & Permit Fees	1,832	232	2,600	2,600	2,600
604997	Other Operating Expenses	2,967	420	3,000	3,000	3,000
604998	Contingency	-	-	75,000	40,000	75,000
605100	Office Supplies	874	1,126	1,500	1,500	1,500
605120	Computer Operating Expenses	-	-	400	400	400
605220	Vehicle Fuel-On-Site	79,210	74,049	77,300	77,300	73,500
605225	Equip Gas Oil & Lube	2,500	-	6,200	6,200	5,900
605240	Uniforms Cost	8,605	11,403	9,000	9,000	9,000
605242	Protective Clothing and Shoes	3,356	4,519	4,600	4,600	4,600
605246	Safety Equipment Supplies	2,329	3,588	3,600	3,600	3,600
605251	Noncap Equip (Item less 5000)	5,847	12,031	8,000	8,000	8,000
605280	Chemicals	2,070	2,684	4,700	4,700	4,700
605290	Other Operating Supplies	8,612	17,546	36,500	36,500	36,500
605410	Subscriptions & Memberships	-	720	800	800	800

Utilities Expenditures by Object Code

Wastewater Collection Maintenance—410-55-559-535-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
605500	Training-General	4,026	4,799	24,500	24,500	24,500
605510	Tuition Reimbursement	5,000	2,013	-	-	17,000
	Sub-Total	1,350,427	1,190,038	1,534,809	1,871,219	1,647,609
	Dept Capital Outlay					
606360	Lift Station Rehab	44,561	80,499	-	32,141	-
606400	Machinery & Equipment	14,391	18,359	-	-	40,200
606440	Vehicles Purchase	35,080	158,146	400,000	400,000	39,000
606450	Radio Equipment	5,300	-	2,000	2,000	-
	Sub-Total	99,332	257,004	402,000	434,141	79,200
	Total	\$ 3,876,203	\$ 3,878,644	\$ 4,582,809	\$ 4,951,359	\$ 4,378,509



Utilities employees participating in “Live Vibrantly” activities at the Health Fair.

Utilities Expenditures by Object Code

Water & Wastewater Quality Control—410-55-563-533-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	397,320	397,401	543,500	543,500	523,000
601205	Lump Sum Payout - Accrued Time	6,031	4,930	6,000	6,000	7,400
601210	Non-Pensionable Earnings	-	10,594	4,200	4,200	-
601215	Communication Stipend	-	-	-	-	2,000
601220	Longevity Pay	1,404	1,270	1,300	1,300	1,300
601400	Overtime-General	33,804	18,628	15,400	15,400	30,000
601410	Overtime-Holiday	4,183	9,591	6,200	6,200	9,600
601412	Overtime-Emergency	-	934	-	-	-
602100	FICA & MICA	32,299	31,636	42,500	42,500	40,800
602210	Pension-General	47,394	33,445	103,500	103,500	88,100
602235	Pension-Senior Mgmt	16,905	14,894	16,200	16,200	36,200
602265	Pension-457	2,010	2,222	4,200	4,200	4,700
602300	Pmt In Lieu Of Insurance	3,162	1,454	-	-	-
602304	Health Insurance-PPO	29,835	35,872	42,600	42,600	42,100
602305	Health Insurance-HMO	61,753	82,398	158,400	158,400	123,600
602306	Dental Insurance-PPO	2,298	1,753	2,300	2,300	5,300
602307	Dental Insurance-HMO	587	945	1,400	1,400	200
602309	Basic Life Insurance	1,589	1,815	1,200	1,200	1,500
602311	Long-Term Disability Ins	569	567	800	800	700
602400	Workers' Compensation	19,200	19,300	20,400	20,400	22,800
602600	OPEB	17,177	12,412	-	-	-
	Sub-Total	677,521	682,061	970,100	970,100	939,300
<u>Operating Expense</u>						
603400	Contract Svcs-Other	21,347	15,344	35,300	35,300	25,400
603402	Contracted Lab Testing	75,856	58,476	100,000	100,000	100,000
603425	Software License & Maint	28,862	37,008	42,500	42,500	53,000
604001	Travel & Training	4,138	889	6,000	6,000	6,000
604100	Communication Svcs	1,016	1,067	1,400	1,400	1,400
604400	Leased Equipment	2,472	10,645	15,000	15,000	15,000
604550	Health Ins Internal Serv Chg	-	-	33,300	33,300	49,400
604610	Fleet Internal Svcs Charge	8,200	8,710	10,400	10,400	9,500
604613	Vehicle Detail	21	96	500	500	500
604700	Printing & Binding Svcs	1,508	1,000	1,500	1,500	1,500
604920	License & Permit Fees	3,808	2,800	10,500	10,500	10,500
604997	Other Operating Expenses	9,814	1,929	10,000	10,000	10,000
604998	Contingency	-	-	5,000	5,000	5,000
605100	Office Supplies	1,333	1,439	2,000	2,000	2,500
605120	Computer Operating Expenses	-	-	1,300	1,300	1,300
605220	Vehicle Fuel-On-Site	1,869	2,323	2,700	2,700	2,600
605240	Uniforms Cost	1,827	2,270	3,000	3,000	3,000
605242	Protective Clothing and Shoes	4,569	4,592	4,600	4,600	4,600
605246	Safety Equipment Supplies	993	998	1,400	1,400	1,400
605250	Noncap Furn (Item less 5000)	979	-	2,000	2,000	2,000
605251	Noncap Equip (Item less 5000)	30,113	1,450	5,000	5,000	5,000
605285	Lab Supplies	80,062	74,575	100,000	100,000	100,000
605410	Subscriptions & Memberships	60	60	1,500	1,500	1,800
605500	Training-General	933	1,576	7,500	7,500	7,500
	Sub-Total	279,780	227,248	402,400	402,400	418,900
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	583	-	15,000	65,717	-
606440	Vehicles Purchase	22,957	-	-	-	-
	Sub-Total	23,539	-	15,000	65,717	-
Total		\$ 980,840	\$ 909,309	\$ 1,387,500	\$ 1,438,217	\$ 1,358,200

Utilities Expenditures by Object Code

Support Services—410-55-564-539-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	640,262	506,900	506,900	524,400
601205	Lump Sum Payout - Accrued Time	-	40,263	20,700	20,700	17,700
601210	Non-Pensionable Earnings	-	7,939	12,900	12,900	-
601215	Communication Stipend	-	2,283	2,000	2,000	4,600
601220	Longevity Pay	-	1,942	1,100	1,100	1,100
601400	Overtime-General	-	135	-	-	-
602100	FICA & MICA	-	51,317	39,500	39,500	39,900
602210	Pension-General	-	5,269	13,100	13,100	-
602235	Pension-Senior Mgmt	-	120,316	90,700	90,700	91,400
602265	Pension-457	-	12,860	12,800	12,800	8,500
602300	Pmt In Lieu Of Insurance	-	11,419	-	-	6,200
602304	Health Insurance-PPO	-	7,732	-	-	-
602305	Health Insurance-HMO	-	49,248	50,300	50,300	24,300
602306	Dental Insurance-PPO	-	2,013	1,300	1,300	400
602307	Dental Insurance-HMO	-	653	900	900	800
602309	Basic Life Insurance	-	2,306	1,100	1,100	1,500
602311	Long-Term Disability Ins	-	629	700	700	700
602312	HDHP Aetna	-	10,312	15,800	15,800	16,300
602313	HSA Payflex	-	2,700	2,700	2,700	2,700
602400	Workers' Compensation	-	18,600	19,700	19,700	22,000
602600	OPEB	-	12,412	-	-	-
	Sub-Total	-	1,000,610	792,200	792,200	762,500
<u>Operating Expense</u>						
603110	Engineering Svcs	-	-	3,000	3,000	3,000
603400	Contract Svcs-Other	-	7,225	2,500	2,500	2,500
603425	Software License & Maint	-	209	2,000	2,000	2,000
604001	Travel & Training	-	170	6,600	6,600	8,000
604100	Communication Svcs	-	-	1,100	1,100	1,100
604200	Postage	6	524	900	900	900
604301	Electricity Svcs	-	9,250	11,600	11,600	10,600
604500	Risk Internal Svcs Charge	-	21,500	14,600	14,600	2,600
604550	Health Ins Internal Serv Chg	-	-	15,500	15,500	7,400
604610	Fleet Internal Svcs Charge	-	8,710	10,400	10,400	9,500
604650	R&M Office Equip	-	-	1,500	1,500	1,500
604700	Printing & Binding Svcs	-	111	800	800	800
604916	Administrative Expense	-	354	300	300	300
604920	License & Permit Fees	-	-	4,000	4,000	4,000
605100	Office Supplies	-	1,512	1,300	1,300	1,300
605220	Vehicle Fuel-On-Site	-	1,945	2,800	2,800	2,700
605240	Uniforms Cost	-	271	900	900	1,200
605250	Noncap Furn (Item less 5000)	-	1,730	2,500	2,500	3,000
605290	Other Operating Supplies	-	500	1,400	1,400	1,600
605410	Subscriptions & Memberships	-	-	1,400	1,400	1,400
605500	Training-General	-	378	3,100	3,100	4,100
	Sub-Total	6	54,389	88,200	88,200	69,500
Total		\$ 6	\$ 1,054,999	\$ 880,400	\$ 880,400	\$ 832,000



Utilities Expenditures by Object Code

Engineering & Strategic Development—410-55-565-539-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	621,416	1,095,500	1,095,500	1,275,200
601205	Lump Sum Payout - Accrued Time	-	62,106	64,800	64,800	64,100
601210	Non-Pensionable Earnings	-	8,049	20,900	20,900	-
601215	Communication Stipend	-	3,263	4,600	4,600	9,100
601220	Longevity Pay	-	7,194	9,500	9,500	6,900
601400	Overtime-General	-	18,525	12,900	12,900	12,900
601410	Overtime-Holiday	-	-	800	800	800
602100	FICA & MICA	-	53,804	89,500	89,500	101,300
602210	Pension-General	-	15,228	87,800	87,800	104,700
602235	Pension-Senior Mgmt	-	19,681	61,700	61,700	103,100
602260	Pension-401	-	62	-	-	-
602265	Pension-457	-	17,386	27,700	27,700	24,000
602300	Pmt In Lieu Of Insurance	-	11,265	18,700	18,700	31,200
602304	Health Insurance-PPO	-	32,439	50,500	50,500	72,600
602305	Health Insurance-HMO	-	53,150	142,000	142,000	90,400
602306	Dental Insurance-PPO	-	3,373	5,600	5,600	5,600
602307	Dental Insurance-HMO	-	300	300	300	700
602309	Basic Life Insurance	-	2,053	2,400	2,400	3,600
602311	Long-Term Disability Ins	-	685	1,600	1,600	1,800
602400	Workers' Compensation	-	26,500	28,000	28,000	31,300
602600	OPEB	-	14,185	-	-	-
	Sub-Total	-	970,663	1,724,800	1,724,800	1,939,300
<u>Operating Expense</u>						
603110	Engineering Svcs	-	42,081	40,000	40,000	40,000
603190	Prof Svcs-Other	-	-	-	-	100,000
603400	Contract Svcs-Other	-	-	2,900	2,900	2,900
603425	Software License & Maint	-	2,341	62,840	54,549	163,871
604001	Travel & Training	-	-	2,300	1,300	5,300
604100	Communication Svcs	-	-	-	5,309	-
604200	Postage	-	-	1,100	1,100	1,100
604500	Risk Internal Svcs Charge	-	30,700	20,800	20,800	6,100
604550	Health Ins Internal Serv Chg	-	-	30,800	30,800	54,600
604610	Fleet Internal Svcs Charge	-	6,908	7,700	7,700	7,000
604650	R&M Office Equip	-	194	11,100	11,100	16,359
604700	Printing & Binding Svcs	-	-	1,700	1,700	1,700
604920	License & Permit Fees	-	-	400	400	400
604997	Other Operating Expenses	-	-	-	1,000	-
604998	Contingency	-	-	-	-	37,579
605100	Office Supplies	-	1,837	1,600	3,100	2,000
605120	Computer Operating Expenses	-	1,138	1,000	11,982	1,200
605220	Vehicle Fuel-On-Site	-	2,615	3,300	3,300	3,200
605240	Uniforms Cost	-	1,809	1,600	2,100	2,025
605250	Noncap Furn (Item less 5000)	-	236	12,000	3,500	12,000
605290	Other Operating Supplies	-	-	350	350	350
605410	Subscriptions & Memberships	-	-	3,100	3,100	1,000
605500	Training-General	-	144	5,650	4,150	6,350
	Sub-Total	-	90,003	210,240	210,240	465,034
	Total	\$ -	\$ 1,060,666	\$ 1,935,040	\$ 1,935,040	\$ 2,404,334

Utilities Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
329100	Engineering Permits	Permit fees are collected to offset the cost of providing services by engineering staff for managing the infrastructure construction inspection services.
<u>Expense</u>		
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.
601412	Overtime-Emergency	This line item is used to pay employees overtime for worked performed under emergency circumstances and avoid interruption of operations.
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	Various Consulting Services - \$300,000 Feasibility Study - \$50,000 Mitigation Area Inspection & Treatment \$15,000 Departmental Personnel Enhancement \$35,000 Operational Studies & Development \$40,000 Citywide GIS Software: \$100,000 Total: \$540,000.
603400	Contract Svcs-Other	This line item represents funds for services performed by outside contractors such as: cleaning, grounds maintenance, repairs to lift stations, fence repairs, generator repairs, hauling, sand removal, grit removal, for motor repairs, contractual meter replacement work, welding services, air compressor inspection/services for 3 plants, laboratory equipment maintenance, service electric switchgears, SCADA security assessment, and upgrades to SCADA HMI Software. The budgeted amount of \$2,465,300 is distributed as follows: \$6,900 (program 100); \$47,000 (program 553); \$1,200,500 (program 555); \$178,300 (program 556); \$262,700 (program 557); \$8,500 (program 558); \$300,000 (program 559); \$25,400 (program 563); \$60,600 (program 554/location 130); \$300,000 (program 554/location 140); \$70,000 (program 550); \$2,500 (program 564); \$2,900 (program 565).
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	TerraGo Publisher for ArcGIS Annual Maintenance Contract \$700 GIS Maintenance Contract & Support \$6,700 ArcGIS Enterprise Standard Contract & Support \$5,000 ArcGIS Enterprise Standard Upgrade from ArcGIS Enterprise Workgroup Standard \$12,200 Drone2Map (Term License) \$1,500 ArcGIS 3D Analyst for Desktop (Concurrent Use License) \$2,500 Geobullseye for ArcPad \$300 Bentley WaterCAD Maintenance Contract & Support \$6,200 Hansen Maintenance Contract & Support \$15,000 Annual Tokay Maintenance Contract & Support (Backflow Program) \$1,000 Autodesk AutoCAD Software \$700 XLReporter Licenses Support Services (7 licenses) \$3,000 WWRF iFix HMI Software Upgrade from v5.0 to v5.9 \$12,000 Perkin-Elmer: Inst maintenance-Lab/ICP \$10,000 Dionex IC instrument maintenance \$8,000 Ethosoft LIMS maintenance \$3,000 Linko Pretreatment software maintenance \$3,900 Chromelion 7.0 Version for Dionex IC \$9,000 Omion (Lachat) software \$4,200 Telephonetics Upgrade (Cisco Survey) \$2,500 CADD: \$2,000 Real Estate Data Base for Eng \$51,450 GIS Software: \$112,421 Total: \$273,271
603455	Security Svcs	This line item is for outside security services at the water plant.



Utilities Budget Justification

Object #	Account Description	Justification
603460	Landscape Svcs	Costs to maintain landscape and several Utilities plants and lift station properties located throughout the city.
604001	Travel & Training	This cost is for approved out of area travel for trainings, conference, seminars, etc., and includes registration, airline travel, mileage, meals and other related expenses.
604100	Communication Svcs	This account is for radios, hand held units, Cell Tower Modem fees, air card service charges, and monthly GPS fees to Synonvia and Verizon. The budget of \$42,900 is distributed as follows: \$5,400 (program 100); \$3,100 (program 553); \$2,700 (program 555); \$3,500 (program 557); \$9,700 (program 558); \$10,600 (program 559); \$1,400 (program 563); \$1,400 (program 554/location 130); \$1,000 (program 554/location 140); \$3,000 (program 550); \$1,100 (program 564).
604200	Postage	This account represents allocated costs for regular and bulk mailings and delivery services for 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 purchased if exceeds allotted meter amount. Crane and Scissors lift Rental
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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 account funds repairs and maintenance of buildings. Prog 100: \$800. Prog 555: Clarifier Rehabilitation Catwalk \$40,000; Paint/sealer for process building floors \$2,500; Roof Inspections and repairs at Bldgs. J (Digester Bldg) and A (Administration Bldg) \$15,000; Miscellaneous doors, plumbing, etc. \$10,000; Painting Digesters \$25,000; Pressure Cleaning Pretreatment/Odor Control \$5,000; Concrete Repair (Filters/Clarifiers) \$45,000; Floor Tile Repair Building A \$3,500; Building Exhaust Fans (Need full replacement - rotted out) \$18,000; Solids Building Crane (Not Working) \$13,600. Prog 559: Structural and fasteners- 5 Pump station buildings \$1,100; Sites - 133 lift stations @ \$25 ea misc parts for structural repairs \$3,325; Weed Killer & Lubricants \$625; Lift Station Signage \$750; Lawn Equipment \$1,200; Paint MPS / BPS Buildings \$5,000. Prog 554, location 130: Roof Repair (HSP Building) \$10,000; Roof Exhaust Fans \$1,900; Roll up door replacement \$9,000. Prog 554, location 140: Paint Supplies, & Graffiti Remover \$600; Pest Control Service \$1,000; Building Consumables: Coatings, Sealers, Solvents, & Cleaners \$2,000; Window & Shutter maintenance and repairs \$5,000; Miscellaneous Painting at WWTP and Fence Repair \$8,000; Door Replacement \$35,000; Piping Color Coding \$6,500; Entry Sign Maintenance/Cleanup \$4,000. In addition, \$71,500 was approved as an Above base Request for building pressure cleaning and painting of well pads, replacement of solids and special treatment on roll up doors, as well as replacement of the digester roof, clarifier #1, and replacement of catwalk and interior doors.
604625	R&M Equipment	Purchase of new pumps
604630	R&M Electric	Cost of electrical maintenance and parts. Includes \$71,400 (program 553) and \$10,000 (program 554).
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.
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.



Utilities Budget Justification

Object #	Account Description	Justification
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 & beautification / irrigation \$2,500.
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.
604889	Marketing & Promotions	This represents costs associated with marketing materials and specialty items needed to promote City events, initiatives, and programs.
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 licensing fees, storage tank registrations, operation and professional licenses. Prog 555: budget of \$10,500 includes Fuel Storage & Generator Licensing, storage tank State (DEP) annual renewal, Hazardous Material (FDEP), FDEP Air License, FWPCOA membership (CHAPTER 7) Hazardous Material (FDEP & DPEP), License to Operate - Broward County Multisector Storm Water Discharge Permit/NPDES, elevator operation - Broward County (annual), Association (FWPCOA) annual renewal for 13 operators. Prog 557: AWWA Water Distribution Licenses (10) \$500; CDL License Renewal (2) \$500. Prog 558: CDL Licenses new and renewal \$260; Annual RNI SaaS Fee (Fix Base) \$30,040; Annual Sensus Analytics-Water (Fix Base) \$30,000. Prog 559: CDL License Renewal (3) \$300; BOES Dumping Permit Renewal UT2100, UT2107 Annual (2) \$200; DNRP - Sludge transport/permit fees \$500; DEP/DNRP diesel storage tank registration for MPS Annual \$1,000; DEP/DNRP diesel storage tank registration BPS Annual \$200; DEP/DNRP diesel storage tank registrations PS #7 (Annual Renewal) \$400. Prog 563: NELAC Audit \$5,000; Lab water/wastewater certification: Fl. Dept. of Health \$3,500; Lab water wastewater certification app fee: Fl. Dept of Health \$2,000. Prog 554, location 130: The budget of \$4,800 covers the following: Hazard Materials certification; Diesel Fuel Storage Tank Certification @ 10 MGT Facility; Diesel Fuel Storage Tank Certification @ EWTP; Storage Tank registration Placard; annual Fire Inspection Permit; annual Elevator Operations Permit; operator license exams (2). Prog 554, location 140: DPEP Haz Mat. License 3 MGT, WWTP (Every 2 yrs) \$2,100; Annual Permit to Operate: BCHU \$11,500. Prog 564: CGC and PE license renewals for Support Services staff \$4,000. Prog 565: Engineering licensing \$400.
604997	Other Operating Expenses	This account is for expenditures that cannot be accounted for in another line item.
604998	Contingency	This line item represents contingency funding for unanticipated expenses not budgeted in any other account.
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.
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. The budget request of \$29,000 includes funding for file cabinets for filing of DEP records, file storage, appliances, miscellaneous furniture such as tables and chairs for break room, meeting room, Laboratory and Operations Center, workstations, and new chairs, desk, and file cabinets for new staff.



Utilities Budget Justification

Object #	Account Description	Justification
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. All-purpose penetrating oil/WD-40 - \$700; Bar, Johnson, Pry, Breaker, Flat Tip x 5 ft - \$200; Batteries size (3A, 2A, C, D) - \$200; Battery jumper cables - \$150; Couplings, Aluminum (Quick Disconnect for Pumps) - \$90; Cutting fluid for drill press - \$100; Degreasers - \$100; Dial indicator for shaft alignment - \$200; Electric Saws - \$200; Electrical fish tape - \$300; Extension, 1/2" Drive x 4 Foot Long \$150; Gas Cans - \$80; Gauge, Hydrant, Pressure Reading 0 to 200 psi \$300; Grease, Lubricant, Tube, For Backhoes \$160; Mag-Lite \$300; Manhole hooks \$250; Marking Paint \$100; Misc. Hand Tools (Measuring Tapes, Pliers, Picks, Pipe Cutter, Hammer, etc.) \$3,200; Operations Tools, Lockers, Chemical Cabinets \$6,000; Portable Generator \$800; Portable insect fogger for injection well/pretreat \$300; Pressurized Spray Bottles for Disinfecting equip. \$400; Rakes for leveling of solids in trailers and grit/rag bins \$600; RO & Nano Train Spare/Replacement Parts \$3,500; Rust and corrosion inhibitor \$100; Sample pump for monitor well \$400; Shop Tools \$1,400; Shovels, Hand/Variou \$800; Skimming nets \$400; Small valve/pump repair and maintenance \$7,000; Socket, Sets/Adapters \$400; Spare sludge judges \$1,200; Submersible Pumps \$2,000; Toughbooks/Laptops \$7,000; Various Blades, Hack Saw/Band Saw, Drill Bits Set, etc. \$1,100; Various Nozzles \$500; Various Tools (Chisels/Screwdrivers/Shears \$3,700; Wire Brushes, rollers, squeegee, scrapers, brooms, mops, etc \$9,500); Wrenches, Pipe/Crescent/Hydrant/Meter \$900.
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.
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/Water & Wastewater related magazines. American Society of Civil Engineers \$1,400; ASCE Membership renewal \$800; AWWA \$1,200; FGOA Membership renewal \$100; FIPA Membership \$60; Florida Society of Certified Public Managers \$100; Subscriptions & memberships for new staff \$7,640; FSEA Membership \$400; FWPCOA Membership \$700; Misc. Subscriptions & Memberships \$2,000; National Safety Council Membership: (Utility Dept.) \$400; National Society of Professional Engineers \$1,600; PMI Membership \$200; Professional Engineering License \$600; S.E.D.A. Membership \$1,200; Southeast Florida Utility Council (SEFLUC) \$1,500; Water Environmental Federation \$1,500.
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 and classes required for PE and PLS license renewals, computer training and other professional development. Backflow Tester Recertification \$3,400; Blood Borne Pathogens Training \$1,500; CDL License Training \$13,200; Certification One Time Incentive \$1,400; Customer Service Training \$2,000; Data Integrity Seminar Registration \$300; Electrical Code 2-Day Seminar (Local): NFPA requires 16 hours of Continuing Education Units (C.E.U.) toward Electrical License Renewal \$900; Equipment Operator Training \$17,500; Fats, Oils, Grease (FOG) Training Program \$2,900; FIPA Registration & Certification \$900; FSEA Fall Technical Conference Registration \$1,000; FWPCOA Certification \$4,700; FWRC Florida Water/Wastewater Conference \$2,000; Local Training Courses \$1,300; Maintenance of Traffic Training \$2,500; Mechanics Pump School, TREEO Center \$2,500; Nassco PACP Certification \$2,600; Nelac On Demand Training (online) \$1,300; PITTCON \$600; Safety Training \$14,000; SEDA Training (Upcoming Training for Conversion to Membranes) \$2,500; Special training for new staff \$14,450; State Approved CEU's/Training/Engineering Certification \$4,200; State Distribution License & Renewal \$500; Training for staff in the Office of Operational Service \$1,500; Training for Public Speaking \$2,700; Training for Instrumentation \$600; Training Publications \$100; Training Videos \$300; Trenching & Shoring Training \$2,500.
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.



Utilities Budget Justification

Object #	Account Description	Justification
606400	Machinery & Equipment	<p>Funding for machinery and equipment as follows:</p> <p>program 553: \$59,000 to cover cost of pump station transfer pump upgrades, refrigerated automatic sampler; 2 reuse high head pumps VFD upgrade; raw water well pumps soft starters, and injection pump.</p> <p>program 555: an Above Base request was approved as follows: \$36,000 for replacement of two A/C units at buildings "A" and "B", \$50,000 for annual maintenance of Macerator, and \$100,000 to replace an Air Bay valve (#2).</p> <p>program 556: \$10,000 for spare pumps.</p> <p>program 559: an Above base request for \$40,200 was approved to purchase a CAT 148 Roller. This equipment is needed for asphalt repairs.</p> <p>program 554, location 130: An Above base request was approved to purchase a spare feed motor (\$7,500), a spare transfer pump motor (\$6,000), a spare reject pump motor (\$5,000), a spare monitoring well lift station pump (\$9,000), and a spare high service pump for 2 MGT (\$18,000).</p>
606440	Vehicles Purchase	<p>The \$270,600 budgeted amount consist of the following: replacement of 2 vehicles for program 553 (\$68,800), replacement of 1 vehicle for program 558 (\$32,800), and the following approved Above Base requests:</p> <p>Program 553: \$130,000 for a Bucket Truck to repair lift station SCADA antennas and lighting at treatment facilities and \$39,000 for program 559 to purchase a Ford F-250 Supercab for new staff members.</p>



Utility Fund Non-Departmental

Description

The Utility Fund Non-Departmental section is used for expenditures that are 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.

Operating expenses include debt service for short term debt payment, other expenses not charged to utility fund programs, mandatory renewal and replacement reserves and inter-fund transfer out to Contribution in Aid of Construction (CIAC) Fund for State Revolving Loan.

Expenditure Budget Summary

Summary by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	75,150	311,279	-	-	-
Operating Expense	7,125,912	7,132,369	7,602,900	7,480,064	8,844,900
Capital Outlay	-	-	-	122,836	-
Debt Service	2,470,968	1,373,718	3,343,300	3,343,300	5,443,300
Depreciation	8,699,072	8,856,713	-	-	-
Total Operating Expenditures	18,371,103	17,674,078	10,946,200	10,946,200	14,288,200
Transfer Out	526,600	660,348	530,500	530,500	530,400
Capital Asset Clearing	(24,604,364)	(13,793,760)	-	-	-
Grants & Aids	-	-	-	-	-
Other Uses	-	-	-	-	-
Appropriated Fund Balance	-	-	802,475	802,475	-
Total	\$ (5,706,661)	\$ 4,540,666	\$ 12,279,175	\$ 12,279,175	\$ 14,818,600

Utility Fund Non-Departmental

Expenditure Detail Budget—410-70-000-517-000-|410-90-000-519-/536/581/590-000-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Debt Service-70-000-517-000</u>						
607135	Prin-07 Util System Bond	1,172,150	-	-	-	-
607128	Princ-15 Util System Bond	490,000	480,000	515,000	515,000	530,000
607138	2017 Util Sys Rev Bd-Prin	-	950,000	1,030,000	1,030,000	1,058,900
607228	Int-15 Util System Bond	266,442	253,704	243,800	243,800	230,100
607235	Int-Util Sys Bond 07	183,805	-	-	-	-
607238	2017 Util Sys Rev Bd-Int	1,424,655	1,556,488	1,542,500	1,542,500	1,467,600
607240	Int-SRF Loans	23,457	162,064	-	-	-
607290	Int-Custom Deposits	11,979	11,775	12,000	12,000	12,000
607320	Cost Of Issuance	249,331	(313,128)	-	-	-
607322	Admin Costs	311,300	(310,800)	-	-	2,144,700
607324	Bond Discount Amortization	-	13,615	-	-	-
607999	Debt Svcs Clearing	(1,662,150)	(1,430,000)	-	-	-
	Sub-Total	2,470,968	1,373,718	3,343,300	3,343,300	5,443,300
<u>Personnel Services-90-000-519/536-000</u>						
601600	Compensated Absences	73,070	309,359	-	-	-
602322	Non-Rep Retiree Stipend	2,080	1,920	-	-	-
	Sub-Total	75,150	311,279	-	-	-
<u>Operating Expense-90-000-519/536-000</u>						
603121	City Attorney Svcs	25,000	25,000	25,000	25,000	25,000
603190	Prof Svcs-Other	-	-	-	29,400	-
603425	Software License & Maint	-	-	-	280,200	-
604440	Leased Copiers	-	37,207	-	-	-
604901	Credit Card Svcs Fees	8,333	-	-	-	-
604905	Bank Svcs Charges	48,779	51,061	48,800	48,800	55,000
604915	Pmt in Lieu of Taxes	2,127,000	2,255,000	2,331,800	2,331,800	2,495,100
604989	IT Internal Svcs Charge	548,600	814,900	957,300	957,300	1,730,600
604996	Admin Chg from Gen Fund	4,368,200	3,949,201	3,740,000	3,740,000	4,039,200
604998	Contingency	-	-	500,000	67,564	500,000
	Sub-Total	7,125,912	7,132,369	7,602,900	7,480,064	8,844,900
<u>Dept. Capital Outlay-90-000-536-000</u>						
606400	Machinery & Equipment	-	-	-	22,836	-
606471	Software	-	-	-	100,000	-
	Sub-Total	-	-	-	122,836	-
<u>Other/Appr Fund Bal-90-000-536/590-000</u>						
605915	Depreciation-Proprietary	8,699,072	8,856,713	-	-	-
606900	Capital Asset Clearing Account	(24,604,364)	(13,793,760)	-	-	-
609990	Appropriated Fund Balance	-	-	802,475	802,475	-
	Sub-Total	(15,905,292)	(4,937,047)	802,475	802,475	-
<u>Transfers-90-000-581-000</u>						
691414	Trfr To CIAC	526,600	660,348	530,500	530,500	530,400
	Sub-Total	526,600	660,348	530,500	530,500	530,400
Total		\$ (5,706,661)	\$ 4,540,666	\$ 12,279,175	\$ 12,279,175	\$ 14,818,600



Utility Fund Non-Departmental Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
603121	City Attorney Svcs	This is Utility's portion for city attorney's service.
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.
604998	Contingency	This line item represents contingency funding for unanticipated expenses not budgeted in any other account.
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

Object #	Account Description	Justification
<u>Expense</u>		
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 Utility System Revenue Bond, Series 2007. Principal is due annually on October 1 through October 1, 2037, to begin October 1, 2018. Reduced by -\$16,100 to account for the split between funds 410 and 415, with 98.5% of the total P & I belonging to 410 and 1.5% to fund 415.
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 Utility System Revenue Bond, Series 2007. Interest is due annually on October 1 through October 1, 2037, to begin October 1, 2018. Reduced by -\$22,300 to account for the split between funds 410 and 415, with 98.5% of the total P & I belonging to 410 and 1.5% to fund 415.
607290	Int-Custom Deposits	This account is for the interest paid on customer deposits.
607322	Admin Costs	This is for the Principle and Interest payments for the new SRL Loans DW060820 and WW060801.

Utility Fund Capital Improvement

Description

This section is for capital improvement projects expenditures that cost over \$100,000 and are funded by the Utility Fund. These expenditures only reflect what will impact FY20 Budget. All other details on these projects are in the Five Year Capital Improvement Budget.

Expenditure Budget Summary

Summary by Department	Dept. #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Public Works	50	50,933	-	-	1,000,000	-
Construction & Facilities Management	53	-	503	-	773	-
Utilities	55	24,680,679	13,342,759	2,450,000	31,560,748	3,395,000
Information Technology	58	-	30,514	336,832	652,193	-
Total		\$ 24,731,612	\$ 13,373,776	\$ 2,786,832	\$ 33,213,714	\$ 3,395,000

Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Capital Improvement						
	<i>Monarch Lakes Park</i>						
	<u>410-53-801-572-000-</u>	51007					
606510	CIP-Construction		-	503	-	773	-
	Subtotal		-	503	-	773	-
	<i>Sewer Line Rehabilitation Program</i>						
	<u>410-55-801-535-000-</u>	52004					
606510	CIP-Construction		485,117	491,163	-	23,719	250,000
	Subtotal		485,117	491,163	-	23,719	250,000
	<i>E Mir Fire Hydrant & Lines Imprv</i>						
	<u>410-55-800-529-000-</u>	52010					
606510	CIP-Construction		1,880,895	777,161	-	392,732	-
	Subtotal		1,880,895	777,161	-	392,732	-
	<i>Meter Repair & Replacement</i>						
	<u>410-55-800-533-000-</u>	52016					
606511	CIP-Furniture Fixtures & Equip		193,267	307,288	250,000	454,301	250,000
	Subtotal		193,267	307,288	250,000	454,301	250,000
	<i>Svc Line Install & Meter Relocation</i>						
	<u>410-55-801-533-000-</u>	52030					
606511	CIP-Furniture Fixtures & Equip		18,497	-	-	-	-
	Subtotal		18,497	-	-	-	-



Utility Fund Capital Improvement

Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Capital Improvement							
<i>West WTP Laboratory & Office Space Mod</i>							
<u>410-55-807-533-000-</u>							
		52038					
606502	CIP-Plan/Design/Eng		62,863	11,575	-	59,063	-
606505	CIP-Permits		-	300	-	29,700	-
606510	CIP-Construction		-	-	-	676,500	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	60,000	-
606520	CIP-Contingency		-	-	-	50,000	-
606810	CIP-Tech Software/Hardware		-	-	-	50,000	-
	Subtotal		62,863	11,875	-	925,263	-
<i>Historic Miramar Improvements III</i>							
<u>410-55-801/901-536-000-</u>							
		52040					
606502	CIP-Plan/Design/Eng		7,452	24,277	-	168,776	-
606505	CIP-Permits		905	325	-	1,542	-
606510	CIP-Construction		2,026,707	2,195,565	-	3,932,089	-
	Subtotal		2,035,064	2,220,166	-	4,102,407	-
<i>East Water Plant Process Enhance</i>							
<u>410-55-803/900-533-000-</u>							
		52041					
606502	CIP-Plan/Design/Eng		151,711	87,890	-	214,844	-
606505	CIP-Permits		94,862	17,230	-	39,774	-
606510	CIP-Construction		19,562,784	6,590,389	-	16,256,564	-
	Subtotal		19,809,357	6,695,509	-	16,511,182	-
<i>Reclaimed Water System Exp/Piping</i>							
<u>410-55-806-533-000-</u>							
		52047					
606510	CIP-Construction		6,200	1,393,800	-	-	-
	Subtotal		6,200	1,393,800	-	-	-
<i>Injection Well Equipment Replacemen</i>							
<u>410-55-804-535-000-</u>							
		52048					
606510	CIP-Construction		(2,023)	-	-	-	-
	Subtotal		(2,023)	-	-	-	-
<i>Reclaimed Water System Expansion/WW</i>							
<u>410-55-808-533-000-/55-900</u>							
		52049					
606502	CIP-Plan/Design/Eng		188,164	135	-	986	-
606505	CIP-Permits		3,280	-	-	-	-
606510	CIP-Construction		-	1,028,711	-	5,425,609	-
	Subtotal		191,444	1,028,846	-	5,426,595	-
<i>Embankment Stabilize and Storm Mgmt</i>							
<u>410-50-801-537-000-</u>							
		52052					
606510	CIP-Construction		50,933	-	-	-	-
	Subtotal		50,933	-	-	-	-
<i>West Water Plant Process Improv</i>							
<u>410-55-810-533-000-</u>							
		52064					
606502	CIP-Plan/Design/Eng		-	130,271	-	69,029	-
606510	CIP-Construction		-	-	-	250,700	-
	Subtotal		-	130,271	-	319,729	-
<i>Historic Mir Drainage Improvement</i>							
<u>410-50-800-533-000-</u>							
		52066					
606510	CIP-Construction		-	-	-	1,000,000	-
	Subtotal		-	-	-	1,000,000	-
<i>WW Reclamation Fac Digester Clean</i>							
<u>410-55-806-535-000-</u>							
		52071					
606510	CIP-Construction		-	-	1,200,000	1,550,000	-
	Subtotal		-	-	1,200,000	1,550,000	-
<i>Water Service Line & Main Repr/Repl</i>							
<u>410-55-811-533-000-</u>							
		52072					
606510	CIP-Construction		-	-	250,000	250,000	500,000
	Subtotal		-	-	250,000	250,000	500,000
<i>CC Ranches Wtr Main Impr Ph I</i>							
<u>410-55-812-533-000-</u>							
		52076					
606502	CIP-Plan/Design/Eng		-	21,554	-	278,446	-
	Subtotal		-	21,554	-	278,446	-



Utility Fund Capital Improvement

Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<i>SCADA Cybersecurity Improvement</i>						
	410-58-801-536-000-						
606502	CIP-Plan/Design/Eng	52078	-	30,514	123,333	277,819	-
606810	CIP-Tech Software/Hardware		-	-	99,666	249,166	-
606520	CIP-Contingency		-	-	7,583	18,958	-
	Subtotal		-	30,514	230,582	545,943	-
	<i>WWRF Bldg N 2nd Floor Conversion</i>						
	410-55-809-535-000-						
606502	CIP-Plan/Design/Eng	52088	-	-	-	-	40,000
606505	CIP-Permits		-	-	-	-	20,000
606510	CIP-Construction		-	-	-	-	375,000
606511	CIP-Furniture Fixtures & Equip		-	-	-	-	20,000
606520	CIP-Contingency		-	-	-	-	30,000
606810	CIP-Tech Software/Hardware		-	-	-	-	15,000
	Subtotal		-	-	-	-	500,000
	<i>Utilities Collection & Distribution</i>						
	410-55-813-533-000-						
606502	CIP-Plan/Design/Eng	52091	-	-	-	-	400,000
	Subtotal		-	-	-	-	400,000
	<i>Wastewater Reclamation Facility Cap</i>						
	410-55-810-535-000-						
606510	CIP-Construction	52093	-	-	-	-	1,200,000
	Subtotal		-	-	-	-	1,200,000
	<i>Enterprise Resource Plan Sys-STEAM</i>						
	410-58-800-513-000-						
606517	CIP-Implementation Fees	54002	-	-	106,250	106,250	-
	Subtotal		-	-	106,250	106,250	-
	<i>WWRF Equipment Replacements</i>						
	410-55-802-535-000-						
606510	CIP-Construction	54007	-	241,811	-	376,373	-
606511	CIP-Furniture Fixtures & Equip		-	23,317	500,000	500,000	-
	Subtotal		-	265,127	500,000	876,373	-
	<i>Standby Generators for Lift Station</i>						
	410-55-807-535-000-						
606510	CIP-Construction	54015	-	-	-	200,000	-
	Subtotal		-	-	-	200,000	-
	<i>WWRF Switchgear PLC System Upgrade</i>						
	410-55-808-535-000-						
606510	CIP-Construction	54016	-	-	250,000	250,000	-
	Subtotal		-	-	250,000	250,000	-
	<i>Utilities Video Surveillance System</i>						
	410-55-802-536-000-						
606502	CIP-Plan/Design/Eng	54017	-	-	-	-	150,000
606505	CIP-Permits		-	-	-	-	5,000
606510	CIP-Construction		-	-	-	-	125,000
606520	CIP-Contingency		-	-	-	-	15,000
	Subtotal		-	-	-	-	295,000
Total			\$ 24,731,612	\$ 13,373,776	\$ 2,786,832	\$ 33,213,714	\$ 3,395,000



Utility Fund Capital Improvement Budget Justification

Object #	Account Description	Justification
<u>Capital Improvement Projects</u>		
<u>Sewer Line Rehabilitation</u>		
606510	52004	This project will address priority areas which have the most infiltration and inflows as determined through visual observations and televising the wastewater collection system.
<u>Meter Repair & Replacement</u>		
606511	52016	This project endeavors to maintain all meters and components through timely replacements to ensure continued accuracy in readings and billings.
<u>Water Service Line & Main Repair/Replacement</u>		
606510	52072	This comprehensive water distribution system repair project incorporates leak detection program, customer service responses, and scheduled repair work to aggressively reduce and minimize water losses due to pipeline and service line deterioration and damages.
<u>WWRF Building N 2nd Floor Conversion/Renovations</u>		
606502 / 606505 / 606510 / 606511 / 606520 / 606810	52088	This project includes the conversion/renovation of the vacant Police Evidence space located on the 2nd Floor of Building N at the Wastewater Reclamation Facility. The project scope of work will include design and construction of +/- 4,400 sq. ft. of miscellaneous demolition, new reception, offices, storage and conference room areas, new restrooms, interior finishes, and IT infrastructure/component.
<u>Utilities Collection & Distribution System Improvements</u>		
606502	52091	This project provides for the Utilities Collection and Distribution System Improvements Master Plan that will set the policy, infrastructure improvements and capital improvements plan necessary to meet anticipated growth and development for the City of Miramar. It will also entail the construction needed to implement the recommended improvements.
<u>Wastewater Reclamation Facility Capacity Improvements & Re-Rating</u>		
606510	52093	This project is composed of the following components: 1) Evaluate current plant treatment capacity/process and make recommendations on possible future expansion needs, 2) Re-Rate capacity and 3) Equipment replacement/upgrade. It will also entail the construction needed to implement the recommended improvements.
<u>Utilities Video Surveillance Security System</u>		
606502 / 606505 / 606510 / 606520	54017	This project aims to transport video streams from the following seven major Utilities facilities back to the City's administration centers: Wastewater Reclamation Facility, West Water Treatment Plant, East Water Treatment Plant, 2 MGD Storage Tank, 3 MGD Storage Tank, Master Pump Station and Master Booster Pump Station.

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.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$11,885,245	\$ (306,050)	\$ (607,124)	\$ (607,124)	\$ (607,124)
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	13,948	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ 13,948	\$ -	\$ -	\$ -	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	79	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	79	-	-	-	-
Capital Improvement Program	-	-	-	-	-
Depreciation	306,050	301,074	-	-	-
Capital Asset Clearing	-	-	-	-	-
Other Uses	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	11,899,114	-	-	-	-
Total	\$ 12,205,243	\$ 301,074	\$ -	\$ -	\$ -
Excess/Deficiency	(12,191,295)	(301,074)	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ (306,050)	\$ (607,124)	\$ (607,124)	\$ (607,124)	\$ (607,124)



Utility Construction Revenue Bonds

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Miscellaneous					
361100	Int Earnings	13,948	-	-	-	-
	Sub-total	13,948	-	-	-	-
	Total	\$ 13,948	\$ -	\$ -	\$ -	\$ -

Expenditure Detail Budget—413-55-Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	Operating Expense						
604905	Bank Svcs Charges		79	-	-	-	-
605915	Depreciation-Proprietary		306,050	301,074	-	-	-
	Sub-total		306,129	301,074	-	-	-
	Other						
691410	Trfr To Utility		11,899,114	-	-	-	-
	Sub-total		11,899,114	-	-	-	-
	Total		\$ 12,205,243	\$ 301,074	\$ -	\$ -	\$ -

Contribution In Aid Of Construction

Description–Fund 414

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 Utilities Department has oversight for this fund.

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 1,703,818	\$ 2,279,380	\$ 4,381,850	\$ 4,381,850	\$ 2,583,532
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	(15,875)	1,720,966	3,233,600	3,233,600	1,962,637
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	8,616	16,083	6,000	6,000	24,400
Other Sources	-	-	-	-	-
Transfer In fr Utility Fund	526,600	660,348	530,500	530,500	530,400
Carryover	-	-	-	1,798,318	16,263
Total	\$ 519,341	\$ 2,397,397	\$ 3,770,100	\$ 5,568,418	\$ 2,533,700
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	3,748	6,629	4,000	4,000	7,000
Departmental Capital Outlay	-	-	-	-	-
Total Operating Expenditures	3,748	6,629	4,000	4,000	7,000
Capital Improvement Program	482,189	2,008,986	2,300,000	4,098,318	2,000,000
Debt Service	95,686	86,559	526,700	526,700	526,700
Depreciation	55,035	72,238	-	-	-
Capital Asset Clearing	(632,189)	(2,008,986)	-	-	-
Other	-	-	939,400	939,400	-
Transfer Out	(60,690)	129,502	-	-	-
Total	\$ (56,221)	\$ 294,927	\$ 3,770,100	\$ 5,568,418	\$ 2,533,700
Excess/Deficiency	575,562	2,102,470	-	-	-
Appropriation of Fund Balance	-	-	-	(1,798,318)	(16,263)
Ending Fund Balance	\$ 2,279,380	\$ 4,381,850	\$ 4,381,850	\$ 2,583,532	\$ 2,567,269



Contribution In Aid Of Construction

Revenue Projections

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Permits, Fees, Special Assessment</u>						
324210	Impact Fees-Water	22,344	793,934	1,563,300	1,563,300	951,051
324211	Impact Fees-Wastewater	22,470	797,530	1,569,800	1,569,800	940,686
324212	Impact Fees-Water-Dev	(36,388)	101,767	53,000	53,000	42,500
324213	Impact Fees-Wastewater-Dev	(24,302)	27,735	47,500	47,500	28,400
	Sub-total	(15,875)	1,720,966	3,233,600	3,233,600	1,962,637
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	8,616	6,926	6,000	6,000	9,300
361200	Dividend Income	-	9,157	-	-	15,100
	Sub-total	8,616	16,083	6,000	6,000	24,400
<u>Other Source</u>						
381410	Trfr Fr Utility Fund	526,600	660,348	530,500	530,500	530,400
399900	CIP Carryover	-	-	-	1,798,318	-
399999	Appropriation Of Fund Balance	-	-	-	-	16,263
	Sub-total	526,600	660,348	530,500	2,328,818	546,663
	Total	\$ 519,341	\$ 2,397,397	\$ 3,770,100	\$ 5,568,418	\$ 2,533,700

Expenditure Detail Budget—414-Variou

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense:</u>							
604905	Bank Svcs Charges		3,748	6,629	4,000	4,000	7,000
607322	Admin Costs		-	-	-	-	-
	Sub-total		3,748	6,629	4,000	4,000	7,000
<u>Capital Improvement Projects</u>							
<i>E Mir Fire Hydrant & Lines Imprv</i>							
<i>414-55-800-529-000-</i>							
		52010					
606502	CIP-Plan/Design/Eng		-	-	-	-	-
606505	CIP-Permits		-	-	-	-	-
606510	CIP-Construction		299,893	-	-	-	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	-	-
606520	CIP-Contingency		-	-	-	-	-
	Sub-total		299,893	-	-	-	-
<i>West WTP Laboratory & Office Space Mod</i>							
<i>414-55-808-533-000-</i>							
		52038					
606510	CIP-Construction		-	-	950,000	950,000	-
606520	CIP-Contingency		-	-	50,000	50,000	-
	Sub-total		-	-	1,000,000	1,000,000	-

Contribution In Aid Of Construction

Expenditure Detail Budget—414-Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<i>Historic Miramar Improvements III</i>							
	<i>414-55-801-536-000-</i>	52040					
606502	CIP-Plan/Design/Eng		-	-	-	74,727	-
606510	CIP-Construction		-	-	-	319,373	-
	Sub-total		-	-	-	394,100	-
<i>Reclaimed Water System Exp/Piping</i>							
	<i>414-55-806/900-533-000-</i>	52047					
606502	CIP-Plan/Design/Eng		109,500	3,000	-	-	-
606505	CIP-Permits		-	3,580	-	-	-
606510	CIP-Construction		-	1,866,441	-	1,084,079	-
	Sub-total		109,500	1,873,021	-	1,084,079	-
<i>Reclaimed Water System Expansion/WW</i>							
	<i>414-55-805-533-000-</i>	52049					
606502	CIP-Plan/Design/Eng		72,796	6,104	-	150,000	-
	Sub-total		72,796	6,104	-	150,000	-
<i>Raw Water Main-Huntington Wellfield</i>							
	<i>414-55-807-533-000-</i>	52065					
606502	CIP-Plan/Design/Eng		-	129,861	-	-	-
	Sub-total		-	129,861	-	-	-
<i>CC Ranches Wtr Main Impr Ph I</i>							
	<i>414-55-809-533-000-</i>	52076					
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	-	1,000,000	990,000	1,500,000
	Sub-total		-	-	1,000,000	1,000,000	1,500,000
<i>Sustainable Renewable Energy & Cons</i>							
	<i>414-55-800-539-000-</i>	52085					
606502	CIP-Plan/Design/Eng		-	-	300,000	470,139	-
606510	CIP-Construction		-	-	-	-	500,000
	Sub-total		-	-	300,000	470,139	500,000
Debt Service							
607132	Prin-SRL Infrastructure		413,089	421,767	430,700	430,700	439,700
607136	Prin.-HMI3 SRLWW060800		15,829	16,237	16,700	16,700	17,100
607134	Prin-St Revolv Ln Wstwtr		-	-	-	-	-
607232	Int-SRL Infrastructure		85,772	77,055	70,100	70,100	61,100
607234	Int-Revolv Ln Wastewater		-	-	-	-	-
607236	Int.-HMI3 SRLWW060800		9,914	9,504	9,200	9,200	8,800
607999	Debt Svcs Clearing		(428,918)	(438,004)	-	-	-
	Sub-total		95,686	86,559	526,700	526,700	526,700
Other							
605915	Depreciation-Proprietary		55,035	72,238	-	-	-
606900	Capital Asset Clearing Account		(632,189)	(2,008,986)	-	-	-
609906	Renewal & Replace Reserve		-	-	939,400	939,400	-
691410	Trfr To Utility		(60,690)	129,502	-	-	-
	Sub-total		(637,845)	(1,807,247)	939,400	939,400	-
Total			\$ (56,221)	\$ 294,927	\$ 3,770,100	\$ 5,568,418	\$ 2,533,700



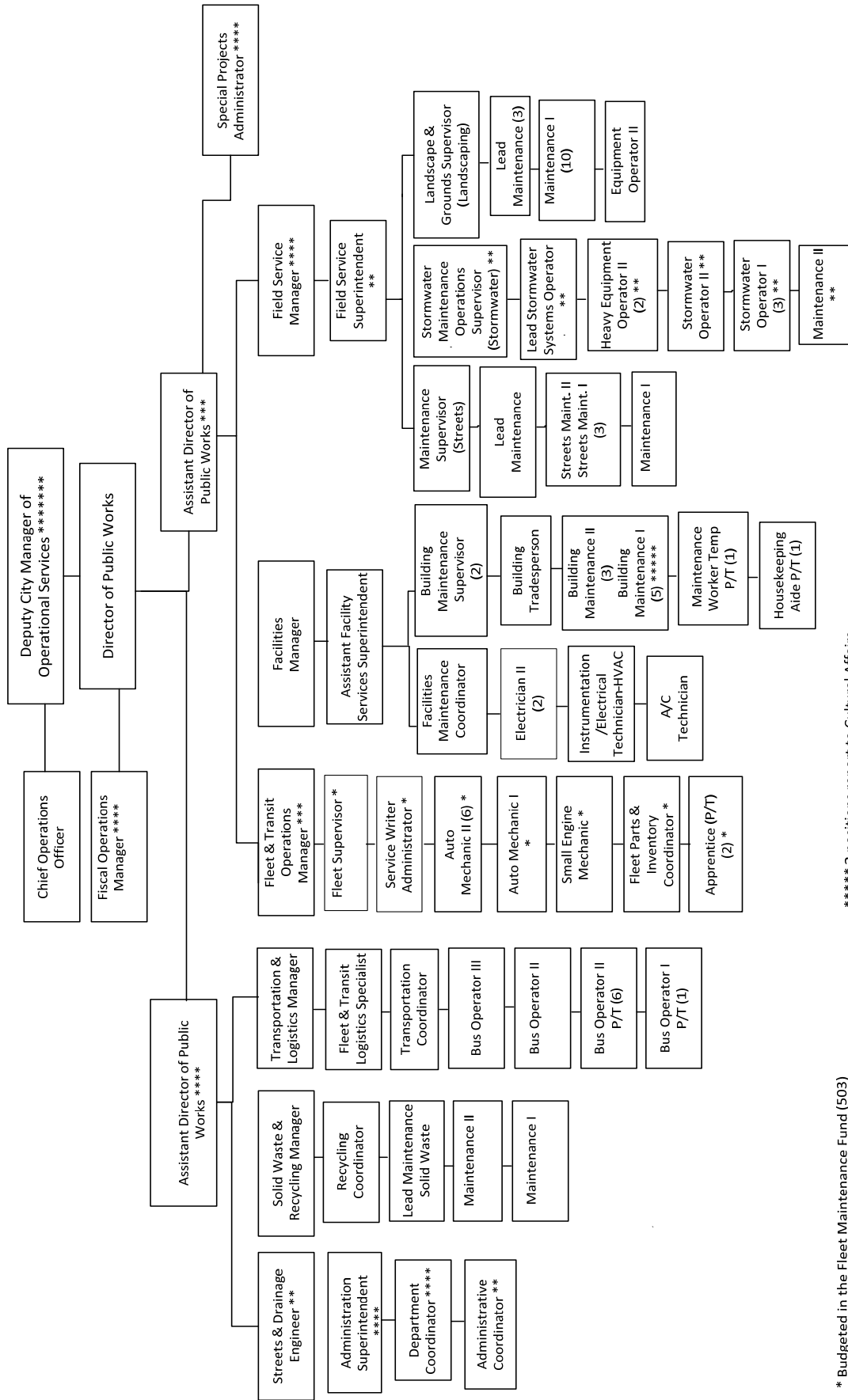
Contribution In Aid Of Construction Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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 the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
381410	Trfr Fr Utility Fund	This transfer is for State Revolving Loan principal and interest debt service.
399999	Appropriation Of Fund Balance	This account is used to budget for a portion of fund balance needed to cover all budgeted expenses.
<u>Expense</u>		
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.
<u>Capital Improvement Projects</u>		
<u>Country Club Ranches Water Main Improvements - Phase I</u>		
606510	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.
<u>Sustainable Renewable Energy & Conservation Initiatives</u>		
606510	52085	This project aims to investigate the economics of a range of proposed solar photovoltaic scenarios in order to reduce the City's carbon footprint, lower energy costs, and potentially enhance energy security. In addition, perform energy audits and master planning of the City's three treatment plants, etc.

Stormwater Management Fund



Stormwater Management Organizational Chart



* Budgeted in the Fleet Maintenance Fund (503)

** Budgeted in the Stormwater Management Fund (415)

*** Partially budgeted in the Fleet Maintenance Fund (503)

**** Partially budgeted in the Stormwater Management Fund (415)

***** 2 positions report to Cultural Affairs

***** Budgeted in the Utility Fund

***** Budgeted in the Office of the City Manager



Stormwater Management

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 5,960,577	\$ 7,914,708	\$ 9,636,404	\$ 9,636,404	\$11,450,018
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	4,456,860	4,458,529	5,497,147	5,497,147	5,497,147
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	136,009	133,113	163,553	163,553	163,553
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	93,532	158,937	150,000	2,561,422	118,100
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	279,026	-
Total	\$ 4,686,401	\$ 4,750,579	\$ 5,810,700	\$ 8,501,148	\$ 5,778,800
Expenditures by Category					
Personnel Services	1,099,220	1,263,631	1,391,800	1,391,800	1,470,800
Operating Expense	1,175,597	1,264,740	1,352,160	1,345,989	1,475,322
Capital Outlay	46,401	508,216	27,200	56,854	159,200
Total Operating Expenditures	2,321,218	3,036,587	2,771,160	2,794,643	3,105,322
Capital Improvement	2,549,109	5,092,072	340,000	3,006,965	340,000
Depreciation	332,141	377,950	-	-	-
Capital Asset Clearing	(2,592,753)	(5,594,916)	-	-	-
Debt Service	122,555	117,191	606,900	606,900	1,292,900
Renewal & Replacement	-	-	-	-	-
Transfer Out	-	-	-	-	-
Appropriated Fund Balance	-	-	2,092,640	2,092,640	1,040,578
Total	\$ 2,732,269	\$ 3,028,883	\$ 5,810,700	\$ 8,501,148	\$ 5,778,800
Excess/Deficiency (actuals)	1,954,131	1,721,696	-	-	-
Appropriated Fund Balance	-	-	2,092,640	2,092,640	1,040,578
Appropriation of Fund Balance	-	-	-	(279,026)	-
Ending Fund Balance	\$ 7,914,708	\$ 9,636,404	\$ 11,729,044	\$ 11,450,018	\$ 12,490,596



Stormwater Management

Revenue Projections

Object Code	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Charges for Services</u>							
325205	Stormwater Assessment Fees		4,386,153	4,360,299	5,497,147	5,497,147	5,497,147
325206	Stormwater Delinquent Fees		70,706	98,229	-	-	-
343950	Stormwater Fees		136,009	133,113	163,553	163,553	163,553
	Sub Total		4,592,869	4,591,642	5,660,700	5,660,700	5,660,700
<u>Miscellaneous Revenues</u>							
361100	Int Earnings		91,800	119,002	150,000	150,000	85,900
361200	Dividend Income		-	36,529	-	-	32,200
361109	Int-Other		1,732	3,406	-	-	-
399900	CIP Carryover		-	-	-	279,026	-
384200	Other Financing Sources		-	-	-	2,411,422	-
	Sub Total		93,532	158,937	150,000	2,840,448	118,100
	Total		\$ 4,686,401	\$ 4,750,579	\$ 5,810,700	\$ 8,501,148	\$ 5,778,800




Stormwater Management Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Total cubic yards of street debri collected by Streets sweeper		Q4 Actual	548.00	859.00	
		YTD Actual	1,857.00	2,114.00	
		EOY Target	830.00	1,400.00	1,400.00
		% Target	223.73%	151.00%	
		% Goal	100.00%	100.00%	
 Number of catch basins inspected	Mitigate the potential for flooding.	Q4 Actual	370.00	328.00	
		YTD Actual	1,554.00	1,343.00	
		EOY Target	830.00	830.00	830.00
		% Target	187.23%	161.81%	
		% Goal	100.00%	100.00%	
 Number of catch basins cleaned	Mitigate the potential for flooding.	Q4 Actual	318.00	303.00	
		YTD Actual	1,286.00	1,292.00	
		EOY Target	450.00	450.00	450.00
		% Target	285.78%	287.11%	
		% Goal	100.00%	100.00%	
 Number of outfalls inspected and cleared	Mitigate the potential for flooding.	Q4 Actual	2.00	2.00	
		YTD Actual	20.00	19.00	
		EOY Target	12.00	12.00	12.00
		% Target	166.67%	158.33%	
		% Goal	100.00%	100.00%	
 Total miles of streets swept	Reduce the amount of pollutants in City waterways to comply with the Clean Water Act.	Q4 Actual	361.00	932.00	
		YTD Actual	1,852.00	3,110.00	
		EOY Target	1,100.00	1,100.00	1,100.00
		% Target	168.36%	282.73%	
		% Goal	100.00%	100.00%	

Stormwater Management Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 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.	Q4 Actual	424.00	940.00	
		YTD Actual	1,933.00	3,639.00	
		EOY Target	2,200.00	2,200.00	2,200.00
		% Target	87.86%	165.41%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	-3,094,866.64	821,181.59	
		YTD Actual	3,028,883.00	4,771,895.49	
		EOY Target	12,320,336.00	8,501,148.00	5,778,800.00
		% Target	24.58%	56.13%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	-3,094,866.64	821,181.59	
		YTD Actual	3,028,883.00	4,771,895.49	
		EOY Projection	11,502,211.00	5,934,937.00	5,778,800.00
		% Target	26.33%	80.40%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	147,905.07	109,507.01	
		YTD Actual	4,750,579.00	5,574,402.39	
		EOY Target	12,320,336.00	8,501,148.00	5,778,800.00
		% Target	38.56%	65.57%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	147,905.07	109,507.01	
		YTD Actual	4,750,579.00	5,574,402.39	
		EOY Projection	5,996,756.00	8,370,483.00	5,778,800.00
		% Target	79.22%	66.60%	
		% Goal	100.00%	100.00%	

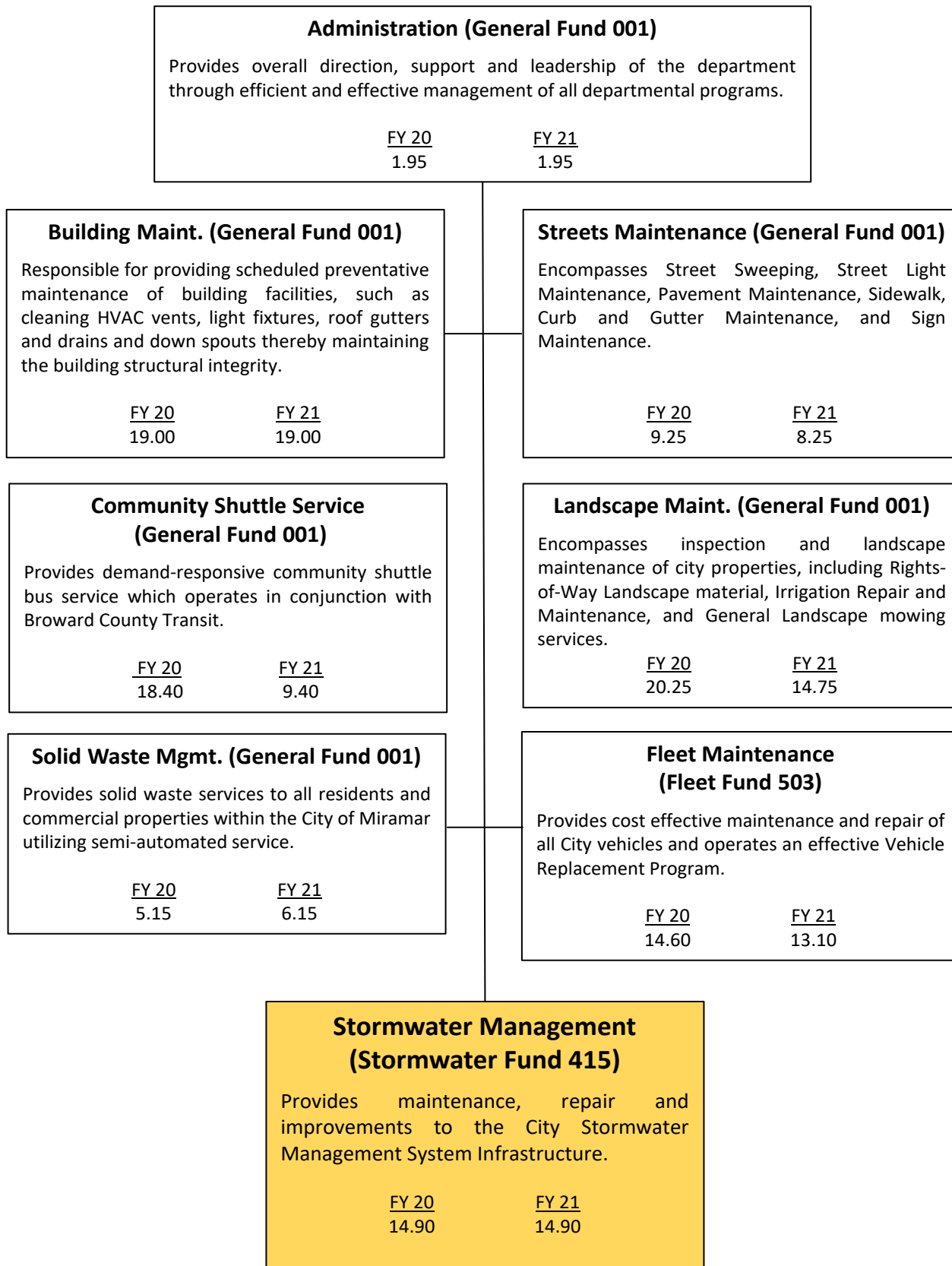
Stormwater Management Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Number of catch basins cleaned per staff	Enhance productivity.	Q4 Actual	159.00	151.50	
		YTD Actual	643.00	646.50	
		EOY Target	225.00	225.00	225.00
		% Target	285.78%	287.33%	
		% Goal	100.00%	100.00%	
 Number of canal related complaints	Reduce complaints.	Q4 Actual	20.00	2.00	
		YTD Actual	54.00	26.00	
		EOY Target	12.00	12.00	12.00
		% Target	450.00%	216.67%	
		% Goal	100.00%	100.00%	
 Number of training sessions attended (per staff)	Provide Training and Employee Development Opportunities.	Q4 Actual	2.00	0.00	
		YTD Actual	13.00	3.00	
		EOY Target	5.00	5.00	5.00
		% Target	260.00%	60.00%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

Stormwater Management FTE's by Program



Stormwater Management Program

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 comply 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 2020 Accomplishments

- Completed design phase of the Historic Miramar Drainage Infrastructure Improvement Phase IV project.
- Submitted Annual report for Year 3 of National Pollutant Discharge Elimination System (NPDES) Permit Cycle 4.
- Partnered with South Broward Drainage District to remove invasive trees from canals within the Knolls Community.
- Completed street sweeping services of 1,700 miles throughout the City.



Stormwater Management Program

Program Revenues, Expenditures and Position Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Stormwater Management	\$ 4,592,869	\$ 4,591,642	\$ 5,660,700	\$ 5,660,700	\$ 5,660,700

Expenditures by Program					
Stormwater Management	\$ 2,320,479	\$ 3,008,106	\$ 2,771,160	\$ 2,794,643	\$ 3,105,322

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Expenditures by Category					
Personnel Services	1,098,481	1,235,151	1,391,800	1,391,800	1,470,800
Operating Expense	1,175,597	1,264,740	1,352,160	1,345,989	1,475,322
Capital Outlay	46,401	508,216	27,200	56,854	159,200
Total Operating	\$ 2,320,479	\$ 3,008,106	\$ 2,771,160	\$ 2,794,643	\$ 3,105,322

Position Detail

Administration Superintendent****	0.50	0.50	0.50	0.50	0.50
Administrative Coordinator	-	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	-	-	-	-
Assistant Director of Public Works*	0.40	0.40	0.40	0.40	0.40
Assistant Field Operations Superintendent	-	-	-	-	-
Department Coordinator*****	-	0.50	0.50	0.50	0.50
Field Service Manager**	0.50	0.50	0.50	0.50	0.50
Field Services Superintendent	1.00	1.00	1.00	1.00	1.00
Fiscal Operations Manager***	0.50	0.50	0.50	0.50	0.50
Heavy Equipment Operator I	2.00	-	-	-	-
Heavy Equipment Operator II	-	2.00	2.00	2.00	2.00
Lead Maintenance	1.00	1.00	1.00	-	-
Lead Stormwater System Operator	-	-	-	1.00	1.00
Maintenance II	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	-	-
Special Projects Administrator*****	-	0.50	0.50	0.50	0.50
Stormwater Maintenance Operations Supervisor	-	-	-	1.00	1.00
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	13.90	14.90	14.90	14.90	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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services						
601200	Employee Salaries	629,248	673,576	781,300	781,300	834,900
601205	Lump Sum Payout - Accrued Time	30,187	23,924	33,400	33,400	30,500
601210	Non-Pensionable Earnings	-	19,826	10,300	10,300	-
601215	Communication Stipend	-	293	-	-	10,200
601220	Longevity Pay	4,865	4,017	3,800	3,800	5,000
601400	Overtime-General	27,733	89,925	41,400	41,400	45,200
601410	Overtime-Holiday	158	-	-	-	-
601412	Overtime-Emergency	-	4,239	-	-	-
602100	FICA & MICA	51,495	60,293	63,400	63,400	67,400
602210	Pension-General	71,715	46,261	100,600	100,600	112,600
602235	Pension-Senior Mgmt	36,538	42,552	55,700	55,700	65,100
602260	Pension-401	-	3,030	3,400	3,400	3,400
602265	Pension-457	8,161	7,748	11,700	11,700	10,500
602304	Health Insurance-PPO	27,378	28,827	33,900	33,900	14,100
602305	Health Insurance-HMO	109,369	123,200	187,900	187,900	179,300
602306	Dental Insurance-PPO	3,266	3,919	4,200	4,200	4,000
602307	Dental Insurance-HMO	1,629	1,378	1,700	1,700	2,000
602309	Basic Life Insurance	1,981	2,743	1,700	1,700	2,400
602311	Long-Term Disability Ins	803	851	1,100	1,100	1,200
602312	HDHP Aetna	-	10,654	16,400	16,400	20,300
602313	HSA Payflex	-	2,700	2,700	2,700	4,100
602400	Workers' Compensation	59,600	58,600	37,200	37,200	58,600
602600	OPEB	34,355	26,597	-	-	-
	Sub-Total	1,098,481	1,235,151	1,391,800	1,391,800	1,470,800
Operating Expense						
603190	Prof Svcs-Other	8,900	3,672	25,000	22,881	25,000
603400	Contract Svcs-Other	10,563	8,820	18,160	23,933	43,160
603450	Aquatic Plant Control	-	-	5,000	5,000	5,000
604100	Communication Svcs	3,839	4,985	2,300	2,300	2,300
604301	Electricity Svcs	28,031	25,431	30,800	30,800	29,060
604400	Leased Equipment	2,188	902	1,000	1,000	1,000
604500	Risk Internal Svcs Charge	66,500	59,400	27,600	27,600	5,000
604550	Health Ins Internal Serv Chg	-	-	40,100	40,100	57,500
604610	Fleet Internal Svcs Charge	118,300	140,800	109,500	109,500	99,600
604640	R&M Machinery	4,909	5,356	4,900	9,009	4,900
604663	R&M Stormwater	1,609	17,115	8,300	8,300	12,100
604700	Printing & Binding Svcs	462	48	500	500	500
604870	Public Education	7,180	-	7,200	1,427	7,200
604905	Bank Svcs Charges	1,047	1,277	1,200	1,200	400
604910	Advertising Costs	790	416	1,100	1,100	1,100
604920	License & Permit Fees	33,554	30,288	35,000	35,000	63,000
604989	IT Internal Svcs Charge	35,200	77,800	92,600	92,600	148,700
604995	Special Assessment Expense	19,486	19,487	19,600	19,600	19,600
604996	Admin Chg from Gen Fund	780,500	822,700	867,100	867,100	897,402
605220	Vehicle Fuel-On-Site	24,823	27,020	22,300	22,300	21,200
605240	Uniforms Cost	4,427	3,178	5,300	5,300	5,300
605242	Protective Clothing and Shoes	2,520	1,851	2,500	2,500	2,500
605246	Safety Equipment Supplies	883	3,136	2,900	2,900	2,900
605252	Small Tools	3,323	5,519	3,300	3,300	3,300
605280	Chemicals	10,646	-	10,000	1,839	5,700
605290	Other Operating Supplies	3,093	4,066	4,100	4,100	7,000
605410	Subscriptions & Memberships	581	90	1,500	1,500	1,600
605500	Training-General	2,242	1,384	3,300	3,300	3,300
	Sub-Total	1,175,597	1,264,740	1,352,160	1,345,989	1,475,322
Dept Capital Outlay						
606209	Infrastructure Renovations	-	-	-	-	75,000
606400	Machinery & Equipment	5,083	-	-	6,171	-
606440	Vehicles Purchase	41,318	508,216	27,200	50,683	84,200
	Sub-Total	46,401	508,216	27,200	56,854	159,200
	Total	\$ 2,320,479	\$ 3,008,106	\$ 2,771,160	\$ 2,794,643	\$ 3,105,322



Stormwater Management Expenditures by Object Code

Debt Service—415-70-000/515-517-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Debt Service</u>						
607132	Prin-SRL Infrastructure	485,712	495,916	506,400	506,400	517,000
607135	Prin-07 Util System Bond	17,850	-	-	-	-
607137	Prin-HMI3 SRLSW060810	12,388	12,632	12,900	12,900	13,200
607138	2017 Util Sys Rev Bd-Prin	-	-	-	-	16,200
607232	Int-SRL Infrastructure	100,851	90,601	82,400	82,400	71,800
607235	Int-Util Sys Bond 07	2,799	-	-	-	-
607237	Int-HMI3 SRLSW060810	5,553	5,307	5,200	5,200	4,900
607238	2017 Util Sys Rev Bd-Int	12,047	11,762	-	-	22,400
607240	Int-SRF Loans	1,305	9,520	-	-	-
607322	Admin Costs	-	-	-	-	647,400
607999	Debt Svcs Clearing	(515,950)	(508,548)	-	-	-
	Sub-Total	122,555	117,191	606,900	606,900	1,292,900
	Total	\$ 122,555	\$ 117,191	\$ 606,900	\$ 606,900	\$ 1,292,900

Non-Departmental—415-90-000-538-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601600	Compensated Absences	739	28,480	-	-	-
	Sub-Total	739	28,480	-	-	-
<u>Depreciation</u>						
605915	Depreciation-Proprietary	332,141	377,950	-	-	-
	Sub-Total	332,141	377,950	-	-	-
<u>Repair, Renew, Replace</u>						
609990	Appropriated Fund Balance	-	-	2,092,640	2,092,640	1,040,578
	Sub-Total	-	-	2,092,640	2,092,640	1,040,578
	Total	\$ 332,880	\$ 406,430	\$ 2,092,640	\$ 2,092,640	\$ 1,040,578

Stormwater Management Expenditures by Object Code

Unassigned—415-00-000-000-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Capital Asset Clearing</u>					
606900	Capital Asset Clearing Account	(2,592,753)	(5,594,916)	-	-	-
	Sub-Total	(2,592,753)	(5,594,916)	-	-	-
	Total	\$ (2,592,753)	\$ (5,594,916)	\$ -	\$ -	\$ -

Capital Improvement Program Expenditure Detail Budget—415-Various

Object #	Account Description	Project Number	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<i>Historic Miramar Canal Improvements</i>						
	<u>415-50-800-537-</u>	52021					
606510	CIP-Construction		336,662	392,457	340,000	595,544	340,000
	Sub-total		336,662	392,457	340,000	595,544	340,000
	<i>Drainage Improvements</i>						
	<u>415-55-900-541-/55-901-541-000-</u>	52035					
606502	CIP-Plan/Design/Eng		7,452	9,695	-	3,379	-
606510	CIP-Construction		2,177,873	4,350,777	-	1,717,529	-
	Sub-total		2,185,325	4,360,471	-	1,720,909	-
	<i>Area Wide Drainage Improvement</i>						
	<u>415-50-900-538-000-</u>	52057					
606502	CIP-Plan/Design/Eng		27,122	-	-	-	-
	Sub-total		27,122	-	-	-	-
	<i>Historic Mir Drainage Improvement</i>						
	<u>415-50-800-538-000-</u>	52066					
606502	CIP-Plan/Design/Eng		-	339,144	-	690,513	-
	Sub-total		-	339,144	-	690,513	-
	Total		\$ 2,549,109	\$ 5,092,072	\$ 340,000	\$ 3,006,965	\$ 340,000



Stormwater Management Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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 the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
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.
603190	Prof Svcs-Other	This line item is for outside professional services such as rate studies and other related services. Includes \$5,000 for Blasting Monitoring Services; \$5,000 for Water Quality profile for lake and canal system; \$10,000 for Annual Certification of Community Rating System; and \$5,000 for Sterling Award Certification.
603400	Contract Svcs-Other	This line item represents \$18,160 for services performed by outside contractors such as street sweeping, canal level monitoring, tree removal from canal embankments, and mitigation maintenance. In addition, \$25,000 was approved for contractual cleaning of drainage structures associated with Project No. 52035-Drainage Improvements - Phase III
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 GPS tracking services
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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 amount covers the cost to repair and maintain all large and small power equipment.
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.

Stormwater Management Budget Justification

Object #	Account Description	Justification
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.
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.
606209	Infrastructure Renovations	This account is used to cover the cost of renovations of City infrastructure. For FY21, the budget of \$75,000 was approved to replace an outfall pipe that is partially collapsed on Sunshine Blvd.
606440	Vehicles Purchase	This account is used to budget for replacement of City vehicles and equipment. In FY21, The request of \$84,200 will cover the replacement of one Skid Steer Loader.
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.
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 Utility System Revenue Bond, Series 2007. Principal is due annually on October 1 through October 1, 2037, to begin October 1, 2018. Increased by \$16,200 to account for the split between funds 410 and 415 with 98.5% of the total P & I belonging to 410 and 1.5% to fund 415.
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.
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 Utility System Revenue Bond, Series 2007. Interest is due annually on October 1 through October 1, 2037, to begin October 1, 2018. Increased by \$22,400 to account for the split between funds 410 and 415 with 98.5% of the total P & I belonging to 410 and 1.5% to fund 415.
607322	Admin Costs	This is for the Principle and Interest payments for the new SRL Loans WW060801 and CW060840.
609990	Appropriated Fund Balance	These are revenues above the expense levels that will be appropriated back to fund balance.

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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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 Summary

Revenue by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	70,000	86,000	70,000	70,000	80,100
Charges for Services	33,163,304	34,894,500	41,560,300	41,461,300	37,560,700
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	1,207,443	966,805	832,600	811,400	4,288,600
Other Sources	-	-	-	5,079,984	3,320,000
Transfer In	-	-	-	-	-
Total	\$ 34,440,747	\$ 35,947,306	\$ 42,462,900	\$ 47,422,684	\$ 45,249,400

Expenditures by Category

Personnel Services	3,901,902	4,649,814	5,475,200	5,410,100	5,452,100
Operating Expense	23,284,434	25,335,535	31,732,330	31,702,230	34,744,300
Capital Outlay	-	-	-	-	-
Total Operating Expenditures	27,186,336	29,985,348	37,207,530	37,112,330	40,196,400
Capital Improvement Program	1,424,947	1,284,818	4,808,170	9,863,154	3,874,200
Capital Asset Clearing	(1,348,159)	(1,084,821)	-	-	-
Other Uses	1,368,596	1,585,202	80,000	80,000	80,000
Debt Service	9,132	10,539	367,200	367,200	1,098,800
Transfer Out	-	-	-	-	-
Total	\$ 28,640,853	\$ 31,781,087	\$ 42,462,900	\$ 47,422,684	\$ 45,249,400

Summary by Fund

Revenues

	Fund #	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Health Insurance	501	14,494,870	16,263,851	19,892,300	19,892,300	20,266,200
Risk Management	502	9,132,897	8,092,577	7,643,300	7,643,300	10,041,300
Fleet Maintenance	503	5,695,304	5,510,784	7,907,300	12,867,084	3,134,400
Information Technology (IT)	504	5,117,676	6,080,094	7,020,000	7,020,000	11,807,500
Total		\$ 34,440,747	\$ 35,947,306	\$ 42,462,900	\$ 47,422,684	\$ 45,249,400

Expenditures

Health Insurance	501	14,406,636	16,229,613	19,892,300	19,892,300	20,266,200
Risk Management	502	5,700,932	5,708,616	7,643,300	7,643,300	10,041,300
Fleet Maintenance	503	3,610,057	4,177,990	7,907,300	12,867,084	3,134,400
Information Technology (IT)	504	4,923,228	5,664,867	7,020,000	7,020,000	11,807,500
Total		\$ 28,640,853	\$ 31,781,087	\$ 42,462,900	\$ 47,422,684	\$ 45,249,400



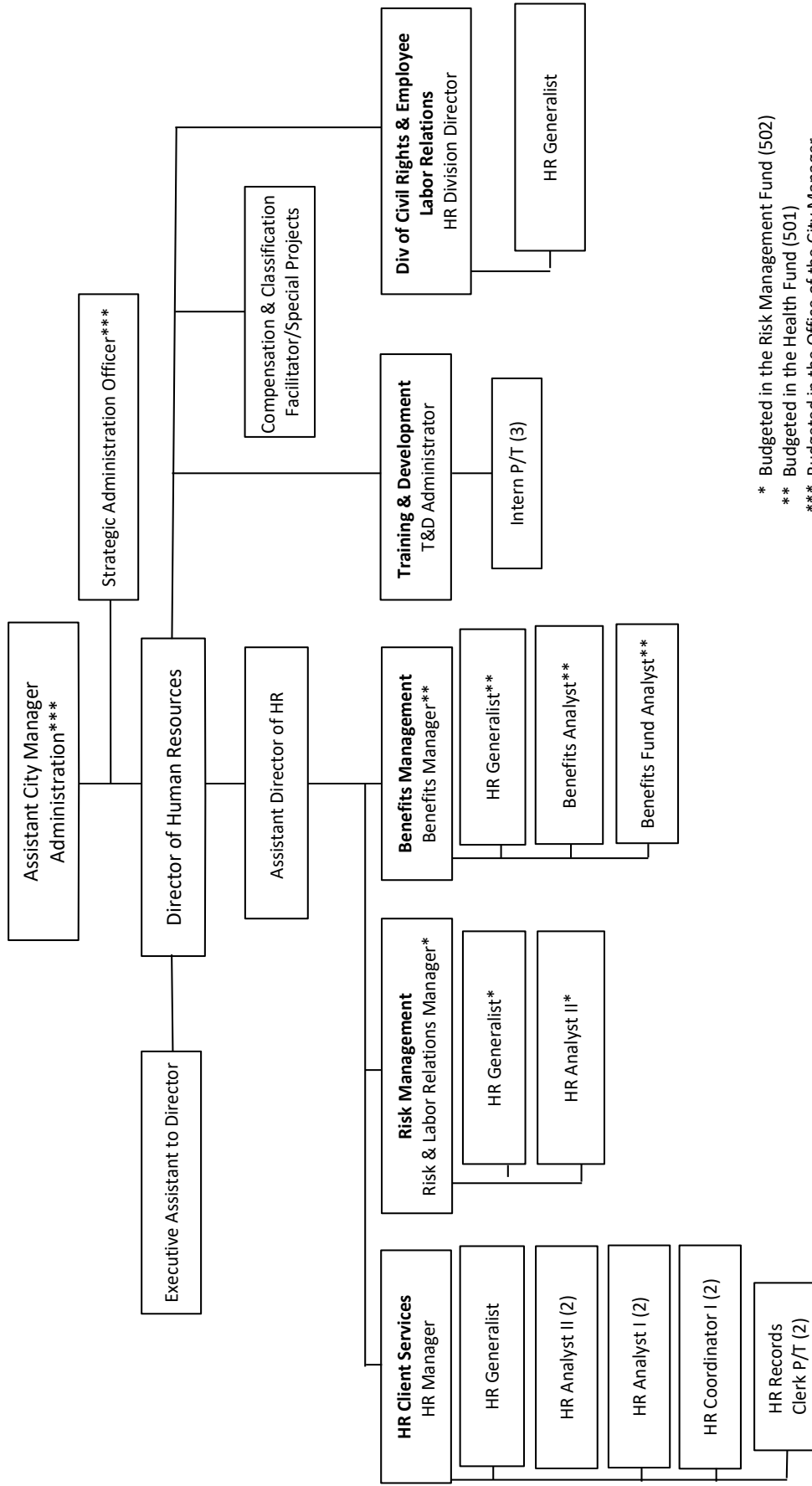
Vitality®



Health Insurance Fund



Health Insurance Fund Organizational Chart



* Budgeted in the Risk Management Fund (502)

** Budgeted in the Health Fund (501)

*** Budgeted in the Office of the City Manager

Health Insurance Fund

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 1,518,096	\$ 1,606,330	\$ 1,640,568	\$ 1,640,568	\$ 1,640,568
Revenue by Category					
General Government Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	14,470,271	16,138,424	19,856,300	19,856,300	20,231,000
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	24,598	125,426	36,000	36,000	35,200
Appropriation of Fund Balance	-	-	-	-	-
Transfer In	-	-	-	-	-
Total	\$ 14,494,870	\$ 16,263,851	\$ 19,892,300	\$ 19,892,300	\$ 20,266,200
Expenditures by Category					
Personnel Services	-	-	644,400	644,400	529,700
Operating Expense	14,406,636	16,229,613	19,182,900	19,189,900	19,736,500
Capital Outlay	-	-	65,000	58,000	-
Total Operating Expenditures	14,406,636	16,229,613	19,892,300	19,892,300	20,266,200
Transfer In	-	-	-	-	-
Total	\$ 14,406,636	\$ 16,229,613	\$ 19,892,300	\$ 19,892,300	\$ 20,266,200
Excess/Deficiency	88,234	34,238	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 1,606,330	\$ 1,640,568	\$ 1,640,568	\$ 1,640,568	\$ 1,640,568

Operating Revenues

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Charges for Services						
341200	Internal Svcs Charge	-	-	2,328,000	2,328,000	4,066,300
341205	PPO Dental City Contribution	397,781	401,528	336,900	336,900	352,300
341206	PPO Dental Emp Contribution	192,239	184,782	138,200	138,200	198,000
341207	HMO Dental City Contribution	55,249	64,105	90,000	90,000	82,100
341208	HMO Dental Emp Contribution	27,275	19,423	17,500	17,500	16,800
341220	PPO Medical City Contribution	2,392,268	2,399,927	2,220,300	2,220,300	1,990,400
341221	PPO Medical Emp Contribution	288,949	230,064	299,100	299,100	180,700
341222	HMO Medical City Contribution	8,304,195	9,245,629	10,695,400	10,695,400	9,707,300
341223	HMO Medical Emp Contribution	2,812,316	2,880,403	2,648,000	2,648,000	2,280,500
341224	HDHP Medical City Contribution	-	601,006	927,200	927,200	1,099,900
341225	HDHP Medical Employee Contrib	-	111,558	155,700	155,700	256,700
	Sub-total	14,470,271	16,138,424	19,856,300	19,856,300	20,231,000
Miscellaneous Revenues						
361100	Interest Earnings	24,598	3,252	36,000	36,000	11,700
361200	Dividend Income	-	45,163	-	-	23,500
369900	Miscellaneous Revenue	-	77,011	-	-	-
399999	Appropriation of Fund Balance	-	-	-	-	-
	Sub-total	24,598	125,426	36,000	36,000	35,200
Total		\$ 14,494,870	\$ 16,263,851	\$ 19,892,300	\$ 19,892,300	\$ 20,266,200



Description—Fund 501

This fund was established to account for the City's fully-funded health, dental, disability, and life insurance. In January 2021, the City will transition from a fully-insured model to a self-funded medical program for all medical plans offered. At that time, administrative fees will be billed monthly, claims will be billed as incurred, while catastrophic claims will be covered through a stop-loss policy to maintain adequate reserves and protect the plan from large losses. In addition, expenses for the Employee Onsite Health and Wellness Center will be managed through this fund.

The Human Resources Department manages the Health Fund. As indicated in the Position Detail, this fund is comprised of four full-time budgeted positions.

The two programs provided are:

1. Benefits Administration
2. Wellness

FY 2020 Accomplishments

- Opening an Employee Onsite Health Clinic will provide quick and meaningful access to a Primary Care Physician for routine preventive care, and acute illnesses. Services are available for all employees and their dependents who are age two and older and participate in the City's medical plan. It is projected that within 12-18 months, the City should expect a 1:1 return on investment as utilization of the clinic increases. In addition, improvements in medication compliance, increased routine visits, and increased presenteeism at work are also expected over time resulting in reduced claims on the medical plan.
- Continued expansion of wellness events and activities throughout the City through offering live events and virtual webinars multiple times per month and providing rewards and incentives through a digital wellness platform in order to increase participation. Engagement in the wellness platform has increased from 8% to 30% since inception in June 2019.



City employees attending the annual Health Fair.

Health Insurance Fund

Revenues, Expenditures and Position Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Benefits Administration	-	35,675	1,970,400	1,970,400	1,789,200
Wellness	-	-	357,600	357,600	345,200
Total	\$ -	\$ 35,675	\$ 2,328,000	\$ 2,328,000	\$ 2,134,400

Expenditures By Program

Benefits Administration	-	35,675	1,970,400	1,970,400	1,789,200
Wellness	-	-	357,600	357,600	345,200
Health-Non Departmental	14,406,636	16,193,938	17,564,300	17,564,300	18,131,800
Total	\$ 14,406,636	\$ 16,229,613	\$ 19,892,300	\$ 19,892,300	\$ 20,266,200

Expenditures by Category

Personnel Services	-	-	644,400	644,400	529,700
Operating Expense	14,406,636	16,229,613	19,182,900	19,189,900	19,736,500
Capital Outlay	-	-	65,000	58,000	-
Transfer Out	-	-	-	-	-
Total	\$ 14,406,636	\$ 16,229,613	\$ 19,892,300	\$ 19,892,300	\$ 20,266,200

Positions by Program

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Wellness Program	-	-	1.00	1.00	1.00
Benefits Administration	-	-	4.00	4.00	3.00
Total	-	-	5.00	5.00	4.00

Position Detail

Benefits Analyst	-	-	-	1.00	1.00
Benefits Coordinator	-	-	1.00	1.00	-
Benefits Fund Analyst	-	-	1.00	1.00	1.00
Benefits Manager	-	-	1.00	1.00	1.00
Human Resources Generalist	-	-	-	-	1.00
Human Resources Analyst II	-	-	1.00	1.00	-
Wellness Coordinator	-	-	1.00	-	-
Total FTE's	-	-	5.00	5.00	4.00



Health Insurance Fund FTE's by Program

Administration (General Fund 001)

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, merit, efficiency and accountability. Collective Bargaining responsibilities are delegated to this program representing about 84% of the workforce. Advises departments on personnel issues and appropriate methods of problem resolution. Oversees all departmental activities and provides departmental support in the areas of procurement, budget, fiscal management and business planning.

<u>FY 20</u>	<u>FY 21</u>
5.00	3.00

Human Resources Operations (General Fund 001)

Develops and manages the day to day operations of the department to include employment/recruitment programs, conflict resolution, outreach, maintenance of employee compensation and classification, and employee records.

<u>FY 20</u>	<u>FY 21</u>
10.00	9.00

Training & Development (General Fund 001)

Provide training and development opportunities to support organizational learning, resulting in higher employee satisfaction, commitment, improved performance, productivity, and engagement.

<u>FY 20</u>	<u>FY 21</u>
2.00	2.50

Division of Civil Rights & Employee Labor Relations (General Fund 001)

This program is responsible for developing, implementing, monitoring and enforcing fair employment guidelines.

<u>FY 20</u>	<u>FY 21</u>
0.00	3.00

Risk Management (Risk Fund 502)

Provides services mandated by federal and state laws and City of Miramar Policies and Procedures as they apply to employees with disabilities and maintains the City's self-insurance of liability and workers' compensation.

<u>FY 20</u>	<u>FY 21</u>
3.00	3.00

Benefits Administration (Health Fund 501)

Provides and administers responsive, cost effective benefit programs including group medical, vision, dental and life insurance, that meet the needs of the City's employees, retirees and their dependents. Provides retirement counseling and support for the administration of four pension programs.

<u>FY 20</u>	<u>FY 21</u>
4.00	3.00

Wellness (Health Fund 501)

The Wellness Program's objective is to educate employees on the benefits of the adoption and maintenance of healthy habits. Healthy behaviors lead to lower health risks which lead to less chronic diseases and ultimately lower healthcare costs.

<u>FY 20</u>	<u>FY 21</u>
1.00	1.00

Health Insurance Fund Budget Summary by Program

Benefits Administration—Program 062

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 disability, and various voluntary programs. 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge		\$ -	\$ 35,675	\$ 1,970,400	\$ 1,970,400	\$ 1,789,200

Expenditures by Category

Personnel Services		-	-	542,200	542,200	426,800
Operating Expense		-	35,675	1,363,200	1,370,200	1,362,400
Capital Outlay		-	-	65,000	58,000	-
Total		\$ -	\$ 35,675	\$ 1,970,400	\$ 1,970,400	\$ 1,789,200

Percent of Time by Position

Benefits Fund Analyst		-	-	1.00	1.00	1.00
Benefits Coordinator		-	-	1.00	1.00	-
Benefits Manager		-	-	1.00	1.00	1.00
Human Resources Analyst II		-	-	1.00	1.00	-
Human Resources Generalist		-	-	-	-	1.00
Total FTE's		-	-	4.00	4.00	3.00



Health Insurance Fund Budget Summary by Program

Wellness—Program 065

Description

The City's Wellness Program's objective is to educate employees on the benefits of the adoption and maintenance of healthy habits. Healthy behaviors lead to lower health risks and lower health risks lead to less chronic diseases and ultimately reduces healthcare costs.

Dedicated Revenues	Object Code	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge		\$ -	\$ -	\$ 357,600	\$ 357,600	\$ 345,200

Expenditures by Category

Personnel Services	-	-	102,200	102,200	102,900
Operating Expense	-	-	255,400	255,400	242,300
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ -	\$ 357,600	\$ 357,600	\$ 345,200

Percent of Time by Position

Benefits Analyst	-	-	-	1.00	1.00
Wellness Coordinator	-	-	1.00	-	-
Total FTE's	-	-	1.00	1.00	1.00

Health Insurance Fund Expenditures by Object Code

Benefits Administration—501- 06-062-513

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	350,000	350,000	271,100
601205	Lump Sum Payout - Accrued Time	-	-	14,000	14,000	7,400
601210	Non-Pensionable Earnings	-	-	7,600	7,600	-
601215	Communication Stipend	-	-	-	-	3,900
601220	Longevity Pay	-	-	1,500	1,500	-
602100	FICA & MICA	-	-	29,500	29,500	22,700
602235	Pension-Senior Mgmt	-	-	73,700	73,700	62,600
602265	Pension-457	-	-	10,500	10,500	6,000
602305	Health Insurance-HMO	-	-	37,600	37,600	33,700
602306	Dental Insurance-PPO	-	-	1,600	1,600	2,000
602307	Dental Insurance-HMO	-	-	300	300	-
602309	Basic Life Insurance	-	-	800	800	800
602311	Long-Term Disability Ins	-	-	500	500	400
602312	HDHP Aetna	-	-	11,900	11,900	13,500
602313	HSA Payflex	-	-	2,700	2,700	2,700
	Sub-Total	-	-	542,200	542,200	426,800
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	35,675	1,140,000	1,134,500	1,132,500
603425	Software License & Maint	-	-	103,600	83,600	58,500
603470	Temporary Help	-	-	-	32,500	30,000
604001	Travel & Training	-	-	8,500	8,500	16,000
604403	Leased Building	-	-	50,000	50,000	71,000
604500	Risk Internal Svcs Charge	-	-	-	-	500
604700	Printing & Binding Svcs	-	-	8,000	8,000	4,000
604890	Special Events-Other	-	-	5,000	5,000	7,500
604989	IT Internal Svcs Charge	-	-	25,700	25,700	17,900
605100	Office Supplies	-	-	3,000	3,000	2,000
605120	Computer Operating Expenses	-	-	7,000	7,000	2,000
605250	Noncap Furn (Item less 5000)	-	-	-	-	2,000
605251	Noncap Equip (Item less 5000)	-	-	-	-	2,500
605410	Subscriptions & Memberships	-	-	2,300	2,300	4,000
605500	Training-General	-	-	3,100	3,100	5,000
605510	Tuition Reimbursement	-	-	7,000	7,000	7,000
	Sub-Total	-	35,675	1,363,200	1,370,200	1,362,400
<u>Dept Capital Outlay</u>						
606405	Furniture & Fixtures	-	-	65,000	58,000	-
	Sub-Total	-	-	65,000	58,000	-
	Total	\$ -	\$ 35,675	\$ 1,970,400	\$ 1,970,400	\$ 1,789,200



Health Insurance Fund Expenditures by Object Code

Wellness—501-06-065-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	70,000	70,000	72,100
602100	FICA & MICA	-	-	5,400	5,400	5,500
602235	Pension-Senior Mgmt	-	-	14,700	14,700	16,700
602265	Pension-457	-	-	2,100	2,100	-
602305	Health Insurance-HMO	-	-	9,300	9,300	8,100
602306	Dental Insurance-PPO	-	-	400	400	-
602307	Dental Insurance-HMO	-	-	-	-	200
602309	Basic Life Insurance	-	-	200	200	200
602311	Long-Term Disability Ins	-	-	100	100	100
	Sub-Total	-	-	102,200	102,200	102,900
<u>Operating Expense</u>						
603425	Software License & Maint	-	-	70,000	70,000	75,000
604500	Risk Internal Svcs Charge	-	-	-	-	200
604700	Printing & Binding Svcs	-	-	3,000	3,000	3,000
604890	Special Events-Other	-	-	71,000	71,000	60,000
604910	Advertising Costs	-	-	10,000	10,000	5,000
604920	License & Permit Fees	-	-	500	500	500
604950	Employee Awards	-	-	85,000	85,000	85,000
604989	IT Internal Svcs Charge	-	-	5,300	5,300	6,000
605100	Office Supplies	-	-	1,100	1,100	1,100
605251	Noncap Equip (Item less 5000)	-	-	5,000	5,000	2,500
605290	Other Operating Supplies	-	-	1,000	1,000	1,000
605410	Subscriptions & Memberships	-	-	1,000	1,000	1,000
605500	Training-General	-	-	2,500	2,500	2,000
	Sub-Total	-	-	255,400	255,400	242,300
Total		\$ -	\$ -	\$ 357,600	\$ 357,600	\$ 345,200

Non-Departmental—501-90-000-519-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Operating Expense</u>						
603010	Health PPO Premium	2,658,355	2,827,035	2,519,400	2,449,400	2,171,100
603015	Health HMO Premium	11,098,071	12,635,238	13,143,400	13,073,400	11,987,800
603016	Health HDHP Premium	-	-	1,082,900	1,222,900	1,356,600
603025	Dental Premium	77,744	81,588	107,500	122,500	98,900
603186	Wellness Program	-	50,485	-	-	-
603425	Software License & Maint	-	44,736	-	-	-
604905	Bank Svcs Charges	2,194	1,813	2,200	2,200	400
604922	Dental PPO Claims	540,265	521,396	475,100	457,100	550,300
604944	Dental Claims Admin Fee	30,007	30,891	33,800	36,800	36,700
604998	Contingency	-	756	200,000	200,000	1,930,000
	Sub-Total	14,406,636	16,193,938	17,564,300	17,564,300	18,131,800
Total		\$ 14,406,636	\$ 16,193,938	\$ 17,564,300	\$ 17,564,300	\$ 18,131,800

Health Insurance Fund Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
341200	Internal Svcs Charge	Revenues budgeted in this account represent funds collected from all participant departments and programs as an allocation for cost recovery of health insurance services.
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.
341224	HDHP Medical City Contribution	Revenues are the City's share of the HDHP medical insurance based on collective bargaining agreements and the Comprehensive Pay Plan.
341225	HDHP Medical Employee Contrib	Revenues are the employees' share of the HDHP 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 the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
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.
603016	Health HDHP Premium	Expenditures are the City's portion for providing HDHP health care benefit to employees participating of this type of insurance.
603025	Dental Premium	Expenditures are the City's portion for providing dental care benefit to enrolled employees.
603190	Prof Svcs-Other	Funding is to cover professional services for employee benefits consultations and the cost of implementing an Onsite health clinic, which includes payments to the provider selected, doctors and/or nurse practitioners.
603425	Software License & Maint	This line item is for contracted software license and maintenance related to administration of benefits.
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 is for out-of-town travel and accommodations for specialized training and certification courses or conferences, which includes registration, airline travel, meals, etc.
604403	Leased Building	This \$71,000 is budgeted to cover the cost of leasing space, in order to provide easily accessible and quick access to primary care physicians and/or nurse practitioners to City employees and eligible dependents.
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 campaign materials for risk prevention programs and benefit educational campaigns to be distributed city-wide to 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.
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.



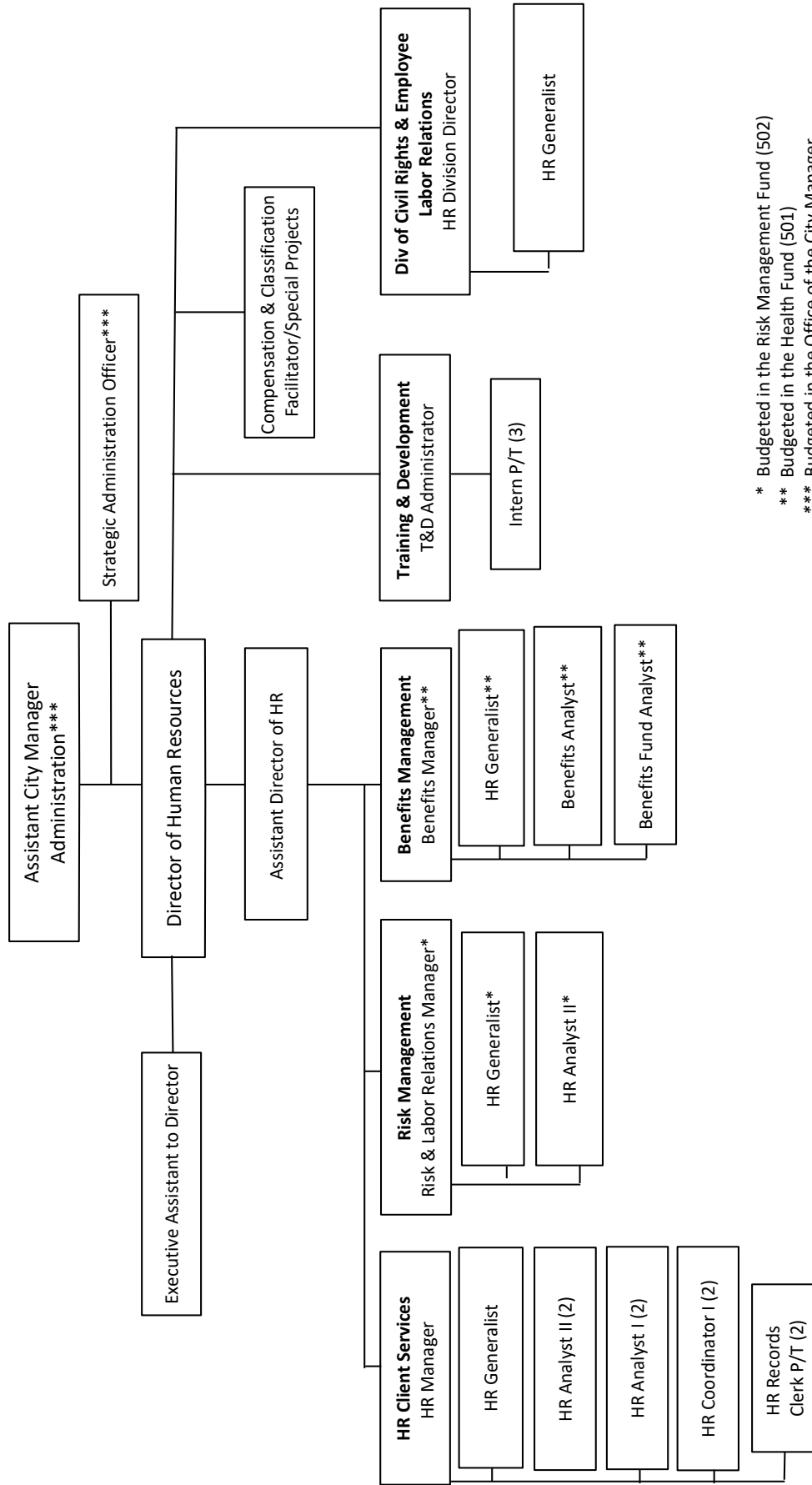
Health Insurance Fund Budget Justification

Object #	Account Description	Justification
604920	License & Permit Fees	This represents the cost associated with licensing fees related to operating wellness programs.
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.
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	This line item represents contingency funding for unanticipated expenses not budgeted in any other account.
605100	Office Supplies	Costs for office supplies to be used by the new staff funded in the Health Fund programs, including pens, note pads, printer paper, desk tools, etc.
605120	Computer Operating Expenses	This account represents costs for computer and hardware related items.
605250	Noncap Furn (Item less 5000)	This line item is for furniture and fixture that cost less than \$5,000.
605251	Noncap Equip (Item less 5000)	This funding is for non-capital equipment that cost less than \$5,000.
605290	Other Operating Supplies	The anticipated amount of funding is required for expenditures 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.
605500	Training-General	This expenditure represents funds needed to pay for staff 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.

Risk Management Fund



Risk Management Organizational Chart



* Budgeted in the Risk Management Fund (502)
 ** Budgeted in the Health Fund (501)
 *** Budgeted in the Office of the City Manager



Risk Management Fund

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 2,840,002	\$ 6,271,967	\$ 8,655,928	\$ 8,655,928	\$ 8,655,928
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	8,013,922	7,359,116	6,993,200	6,993,200	6,365,400
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	1,118,975	733,461	650,100	650,100	355,900
Appropriation of Fund Balance	-	-	-	-	3,320,000
Transfer In	-	-	-	-	-
Total	\$ 9,132,897	\$ 8,092,577	\$ 7,643,300	\$ 7,643,300	\$ 10,041,300
Expenditures by Category					
Personnel Services	556,757	743,870	499,500	499,500	525,400
Operating Expense	5,144,175	4,964,746	7,143,800	7,143,800	9,515,900
Capital Outlay	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 5,700,932	\$ 5,708,616	\$ 7,643,300	\$ 7,643,300	\$ 10,041,300
Excess/Deficiency (actuals)	3,431,965	2,383,961	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	(3,320,000)
Ending Fund Balance	\$ 6,271,967	\$ 8,655,928	\$ 8,655,928	\$ 8,655,928	\$ 5,335,928

Operating Revenues

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Charges for Services</u>					
341200	Internal Svcs Charge	3,996,000	3,334,100	2,548,200	2,548,200	689,000
341203	City Contribution-WC	4,017,922	4,025,016	4,445,000	4,445,000	5,676,400
	Sub-total	8,013,922	7,359,116	6,993,200	6,993,200	6,365,400
	<u>Miscellaneous Revenues</u>					
361100	Int Earnings	224,597	340,470	400,100	400,100	161,400
361200	Dividend Income	-	55,265	-	-	44,500
369300	Insurance Recoveries	894,378	337,726	250,000	250,000	150,000
369900	Miscellaneous Revenue	-	-	-	-	-
	Sub-total	1,118,975	733,461	650,100	650,100	355,900
	<u>Other Source</u>					
399999	Appropriation Of Fund Balance	-	-	-	-	3,320,000
	Sub-total	-	-	-	-	3,320,000
Total		\$ 9,132,897	\$ 8,092,577	\$ 7,643,300	\$ 7,643,300	\$ 10,041,300



Risk Management Fund

Description—Fund 502

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.

The Human Resources Department manages the Risk Management Program. As indicated in the Position Detail, this program is comprised of three full-time budgeted positions.






FY 2020 Accomplishments

- The Risk Management section working with the City's Third Party Administrator closed 104% of workers' compensation claims opened in FY20, consequently significantly reducing the City's total number of opened workers' compensation claims carried forward to FY21. Reducing in the number of opened claims will positively impact the outstanding claim liabilities.
- During FY20 the City's Workers' Compensation Experience Modification rate decreased from 0.73 to 0.65.

Program Revenues, Expenditures and Position Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Risk Management	286,049	410,195	570,500	570,500	583,100
Benefits Administration	436,017	-	-	-	-
Total	\$ 722,065	\$ 410,195	\$ 570,500	\$ 570,500	\$ 583,100
Expenditures By Program					
Risk Management	286,049	410,195	570,500	570,500	583,100
Benefits Administration	436,017	579,679	-	-	-
Risk-Non Departmental	4,978,867	4,718,743	7,072,800	7,072,800	9,458,200
Total	\$ 5,700,932	\$ 5,708,616	\$ 7,643,300	\$ 7,643,300	\$ 10,041,300
Expenditures by Category					
Personnel Services	556,757	743,870	499,500	499,500	525,400
Operating Expense	5,144,175	4,964,746	7,143,800	7,143,800	9,515,900
Capital Outlay	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 5,700,932	\$ 5,708,616	\$ 7,643,300	\$ 7,643,300	\$ 10,041,300
Positions by Program					
Risk Management	2.00	-	3.00	3.00	3.00
Benefits Administration	3.00	5.00	-	-	-
Total	5.00	5.00	3.00	3.00	3.00
Position Detail					
Benefits Analyst	2.00	-	-	-	-
Benefits Manager	1.00	1.00	-	-	-
Human Resources Analyst II	-	3.00	2.00	2.00	1.00
Human Resources Generalist	-	-	-	-	1.00
Risk & Labor Relations Manager	-	1.00	1.00	1.00	1.00
Risk Management Claims Analyst	2.00	-	-	-	-
Total FTE's	5.00	5.00	3.00	3.00	3.00

Risk Management Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Average number of days from job posting to pre-on-boarding	Provide departments with qualified personnel within a reasonable timeframe	Q4 Actual	23.00	5.00	
		YTD Actual	30.50	18.50	
		EOY Target	75.00	25.00	25.00
		% Target	40.67%	74.00%	
		% Goal	100.00%	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	Q4 Actual	46,316.00	184.00	
		YTD Actual	199,054.00	84,652.00	
		EOY Target	210,000.00	85,000.00	85,000.00
		% Target	94.79%	99.59%	
		% Goal	100.00%	100.00%	
 Number of HR Work Orders Received	Expand/ Improve the availability and useability of online services for departments, employees and job-seekers	Q4 Actual	720.00	439.00	
		YTD Actual	2,689.00	1,692.00	
		EOY Target	2,000.00	2,000.00	2,000.00
		% Target	134.45%	84.60%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 509,028.66	\$ 665,484.45	
		YTD Actual	\$ 2,064,825.00	\$ 2,547,997.01	
		EOY Target	\$ 2,025,800.00	\$ 2,929,000.00	\$ 3,106,200.00
		% Target	101.93%	86.99%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 509,028.66	\$ 665,484.45	
		YTD Actual	\$ 2,064,825.00	\$ 2,547,997.01	
		EOY Projection	\$ 2,024,847.00	\$ 2,489,638.00	\$ 3,106,200.00
		% Target	101.97%	102.34%	
		% Goal	100.00%	100.00%	



Risk Management Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 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	Q4 Actual	0.00	1.00	
		YTD Actual	3.00	6.00	
		EOY Target	5.00	5.00	5.00
		% Target	60.00	120.00	
		% Goal	100.00%	100.00%	
 Number of safety training sessions	Implement safety programs to reduce workers compensation claims and lost work days	Q4 Actual	2.00	0.00	
		YTD Actual	6.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	150.00%	100.00%	
		% Goal	100.00%	100.00%	
 Workers' Compensation Claims -YTD Closed % Total	Implement safety programs to reduce workers compensation claims and lost work days	Q4 Actual	160.70%	0.70%	
		YTD Actual	154.93%	25.48%	
		EOY Target	75.00%	25.00%	25.00%
		% Target	206.57%	101.90%	
		% Goal	100.00%	100.00%	
 Total number of employees actively participating in training programs	Improve the overall skills of the workforce to adequately support the City's priorities	Q4 Actual	261.00	298.00	
		YTD Actual	1,108.00	914.00	
		EOY Target	500.00	500.00	500.00
		% Target	221.60%	182.80%	
		% Goal	100.00%	100.00%	
 Number of wellness events held per year	Improve health and well-being of employees by increasing wellness participation and initiatives	Q4 Actual	10.00	13.00	
		YTD Actual	33.00	51.00	
		EOY Target	15.00	20.00	20.00
		% Target	220.00%	255.00%	
		% Goal	100.00%	100.00%	
 Diversity & Inclusion monthly training		Q4 Actual	720.00	3.00	
		YTD Actual	2,689.00	7.00	
		EOY Target	2,000.00	4.00	4.00
		% Target	134.45%	175.00%	
		% Goal	100.00%	100.00%	

Risk Management Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Human Resources focus groups		Q4 Actual	720.00	0.00	
		YTD Actual	2,689.00	3.00	
		EOY Target	2,000.00	3.00	3.00
		% Target	134.45%	100.00%	
		% Goal	100.00%	100.00%	
 Compensation & Classification		Q4 Actual	720.00	4.00	
		YTD Actual	2,689.00	16.00	
		EOY Target	2,000.00	16.00	16.00
		% Target	134.45%	100.00%	
		% Goal	100.00%	100.00%	
 Union round tables		Q4 Actual	720.00	5.00	
		YTD Actual	2,689.00	8.00	
		EOY Target	2,000.00	4.00	4.00
		% Target	134.45%	200.00%	
		% Goal	100.00%	100.00%	
 Close investigations within timelines		Q4 Actual	720.00	8.00	
		YTD Actual	2,689.00	13.00	
		EOY Target	2,000.00	6.00	6.00
		% Target	134.45%	216.67%	
		% Goal	100.00%	100.00%	
 Grievances by union: IAFF, GAME, PBA		Q4 Actual	720.00	1.00	
		YTD Actual	2,689.00	4.00	
		EOY Target	2,000.00	3.00	3.00
		% Target	134.45%	133.33%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.



Risk Management FTE's by Program

Administration (General Fund 001)

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, merit, efficiency and accountability. Collective Bargaining responsibilities are delegated to this program representing about 84% of the workforce. Advises departments on personnel issues and appropriate methods of problem resolution. Oversees all departmental activities and provides departmental support in the areas of procurement, budget, fiscal management and business planning.

<u>FY 20</u>	<u>FY 21</u>
5.00	3.00

Human Resources Operations (General Fund 001)

Develops and manages the day to day operations of the department to include employment/recruitment programs, conflict resolution, outreach, maintenance of employee compensation and classification, and employee records.

<u>FY 20</u>	<u>FY 21</u>
10.00	9.00

Training & Development (General Fund 001)

Provide training and development opportunities to support organizational learning, resulting in higher employee satisfaction, commitment, improved performance, productivity, and engagement.

<u>FY 20</u>	<u>FY 21</u>
2.00	2.50

Division of Civil Rights & Employee Labor Relations (General Fund 001)

This program is responsible for developing, implementing, monitoring and enforcing fair employment guidelines.

<u>FY 20</u>	<u>FY 21</u>
0.00	3.00

Risk Management (Risk Fund 502)

Provides services mandated by federal and state laws and City of Miramar Policies and Procedures as they apply to employees with disabilities and maintains the City's self-insurance of liability and workers' compensation.

<u>FY 20</u>	<u>FY 21</u>
3.00	3.00

Benefits Administration (Health Fund 501)

Provides and administers responsive, cost effective benefit programs including group medical, vision, dental and life insurance, that meet the needs of the City's employees, retirees and their dependents. Provides retirement counseling and support for the administration of four pension programs.

<u>FY 20</u>	<u>FY 21</u>
4.00	3.00

Wellness (Health Fund 501)

The Wellness Program's objective is to educate employees on the benefits of the adoption and maintenance of healthy habits. Healthy behaviors lead to lower health risks which lead to less chronic diseases and ultimately lower healthcare costs.

<u>FY 20</u>	<u>FY 21</u>
1.00	1.00

Risk Management Budget Summary by Program

Risk Management—Program 061

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 286,049	\$ 410,195	\$ 570,500	\$ 570,500	\$ 583,100

Expenditures by Category

Personnel Services	244,486	364,907	499,500	499,500	525,400
Operating Expense	41,563	45,289	71,000	71,000	57,700
Capital Outlay	-	-	-	-	-
Total	\$ 286,049	\$ 410,195	\$ 570,500	\$ 570,500	\$ 583,100

Percent of Time by Position

Human Resources Analyst II	-	-	2.00	2.00	1.00
Human Resources Generalist	-	-	-	-	1.00
Risk & Labor Relations Manager	-	-	1.00	1.00	1.00
Risk Management Claims Analyst	2.00	-	-	-	-
Risk Manager	-	-	-	-	-
Total	2.00	-	3.00	3.00	3.00



Risk Management Budget Summary by Program

Benefits Administration—Program 062

Description

The importance of successfully recruiting and retaining skilled staff depends on many factors including a competitive and innovative benefits 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. This program was transferred to the Health Insurance Fund (501) in FY20.

Dedicated Revenues	Object Code	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 436,017	\$ -	\$ -	\$ -	\$ -
Expenditures by Category						
Personnel Services		323,865	376,685	-	-	-
Operating Expense		112,151	202,994	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 436,017	\$ 579,679	\$ -	\$ -	\$ -
Percent of Time By Position						
Benefits Analyst		2.00	-	-	-	-
Benefits Manager		1.00	1.00	-	-	-
Human Resources Analyst II		-	3.00	-	-	-
Risk & Labor Relations Manager		-	1.00	-	-	-
Total FTE's		3.00	5.00	-	-	-

Risk Management Expenditures by Object Code

Risk Management—502-06-061-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	126,562	204,767	271,000	271,000	297,600
601205	Lump Sum Payout - Accrued Time	4,775	16,017	21,500	21,500	20,000
601210	Non-Pensionable Earnings	-	4,140	8,100	8,100	-
601215	Communication Stipend	-	-	-	-	3,900
601220	Longevity Pay	630	1,308	2,000	2,000	1,300
602100	FICA & MICA	9,540	15,495	22,200	22,200	24,700
602210	Pension-General	14,123	6,428	29,600	29,600	31,700
602235	Pension-Senior Mgmt	36,346	45,213	57,100	57,100	49,200
602260	Pension-401	-	-	-	-	9,300
602265	Pension-457	2,063	6,159	12,000	12,000	12,900
602305	Health Insurance-HMO	20,728	9,602	9,300	9,300	16,200
602306	Dental Insurance-PPO	1,336	1,463	1,600	1,600	1,500
602309	Basic Life Insurance	492	741	600	600	800
602311	Long-Term Disability Ins	176	244	400	400	400
602312	HDHP Aetna	-	17,668	27,100	27,100	16,300
602313	HSA Payflex	-	5,400	5,400	5,400	2,700
602400	Workers' Compensation	13,000	17,500	26,600	26,600	31,900
602500	Unemployment Comp	7,355	8,330	5,000	5,000	5,000
602600	OPEB	7,361	4,433	-	-	-
	Sub-Total	244,486	364,907	499,500	499,500	525,400
<u>Operating Expense</u>						
603041	Driver's License Check	3,792	4,312	4,000	4,000	4,000
603141	Existing Employee Screening	7,753	5,223	3,000	10,677	3,000
604001	Travel & Training	2,218	5,200	4,500	1,623	10,500
604301	Electricity Svcs	2,232	2,099	2,600	2,600	2,300
604500	Risk Internal Svcs Charge	9,300	11,500	15,900	15,900	3,100
604550	Health Ins Internal Serv Chg	-	-	7,100	7,100	5,100
604700	Printing & Binding Svcs	-	-	1,300	1,300	1,300
604920	License & Permit Fees	-	186	500	500	500
604989	IT Internal Svcs Charge	14,800	13,100	22,800	22,800	17,900
605100	Office Supplies	-	-	200	200	200
605290	Other Operating Supplies	-	218	-	-	-
605410	Subscriptions & Memberships	393	2,199	600	600	1,300
605500	Training-General	1,075	1,252	3,700	3,700	3,700
605510	Tuition Reimbursement	-	-	4,800	-	4,800
	Sub-Total	41,563	45,289	71,000	71,000	57,700
Total		\$ 286,049	\$ 410,195	\$ 570,500	\$ 570,500	\$ 583,100



Risk Management Expenditures by Object Code

Benefits Administration—502-06-062-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	194,767	237,970	-	-	-
601205	Lump Sum Payout - Accrued Time	11,682	8,467	-	-	-
601210	Non-Pensionable Earnings	-	4,769	-	-	-
601220	Longevity Pay	-	643	-	-	-
602100	FICA & MICA	14,152	17,252	-	-	-
602210	Pension-General	-	6,429	-	-	-
602235	Pension-Senior Mgmt	52,592	53,403	-	-	-
602265	Pension-457	5,284	9,351	-	-	-
602305	Health Insurance-HMO	38,371	21,167	-	-	-
602306	Dental Insurance-PPO	20	637	-	-	-
602307	Dental Insurance-HMO	726	321	-	-	-
602309	Basic Life Insurance	1,091	1,134	-	-	-
602311	Long-Term Disability Ins	272	271	-	-	-
602312	HDHP Aetna	-	7,738	-	-	-
602313	HSA Payflex	-	2,700	-	-	-
602600	OPEB	4,908	4,433	-	-	-
	Sub-Total	323,865	376,685	-	-	-
<u>Operating Expense</u>						
603190	Prof Svcs-Other	108,675	163,163	-	-	-
603470	Temporary Help	-	20,892	-	-	-
604001	Travel & Training	209	2,880	-	-	-
604890	Special Events-Other	2,789	2,602	-	-	-
604989	IT Internal Svcs Charge	-	13,100	-	-	-
605100	Office Supplies	125	169	-	-	-
605410	Subscriptions & Memberships	354	189	-	-	-
	Sub-Total	112,151	202,994	-	-	-
Total		\$ 436,017	\$ 579,679	\$ -	\$ -	\$ -

Non-Departmental—502-90-000-513-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601600	Compensated Absences	(11,594)	2,279	-	-	-
	Sub-Total	(11,594)	2,279	-	-	-
<u>Operating Expense</u>						
603127	Legal Svcs-Litigation	(8,401)	14,575	40,000	40,000	50,000
603135	Medical Review Fees	-	-	-	15,000	-
603190	Prof Svcs-Other	-	41,727	-	-	-
604001	Travel & Training	-	4,602	-	-	-
604440	Leased Copiers	-	1,791	-	-	-
604501	Surety Bonds	2,315,750	2,489,818	2,893,900	2,893,900	3,150,000
604504	State Workers Comp Prem	57,390	36,493	60,000	60,000	80,000
604905	Bank Svcs Charges	2,339	1,749	2,300	2,300	2,200
604941	Ins Claims-Workers' Comp	689,314	770,883	2,226,000	2,211,000	2,926,000
604942	Ins Claims-Liability	1,490,317	1,385,745	1,400,600	1,400,600	1,500,000
604943	Ins Claims-Property	443,751	(30,920)	450,000	450,000	450,000
604998	Contingency	-	-	-	-	1,300,000
	Sub-Total	4,990,461	4,716,463	7,072,800	7,072,800	9,458,200
Total		\$ 4,978,867	\$ 4,718,743	\$ 7,072,800	\$ 7,072,800	\$ 9,458,200

Risk Management Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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 the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
369300	Insurance Recoveries	Reimbursement for property and liability claims from insurance companies.
399999	Appropriation Of Fund Balance	This account is used to budget for a portion of fund balance needed to cover all budgeted expenses.
<u>Expense</u>		
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.
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.
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.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
604700	Printing & Binding Svcs	Printing campaign materials for risk prevention programs and benefit educational campaigns to be distributed city-wide to employees.
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 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.
604998	Contingency	This account represents contingency funds for unexpected occurrences. For FY21, the \$1.3M contingency is set aside for Worker's Comp claims.
605100	Office Supplies	Costs for office supplies for the division to include; pens, note pads, printer paper, desk tools, etc.



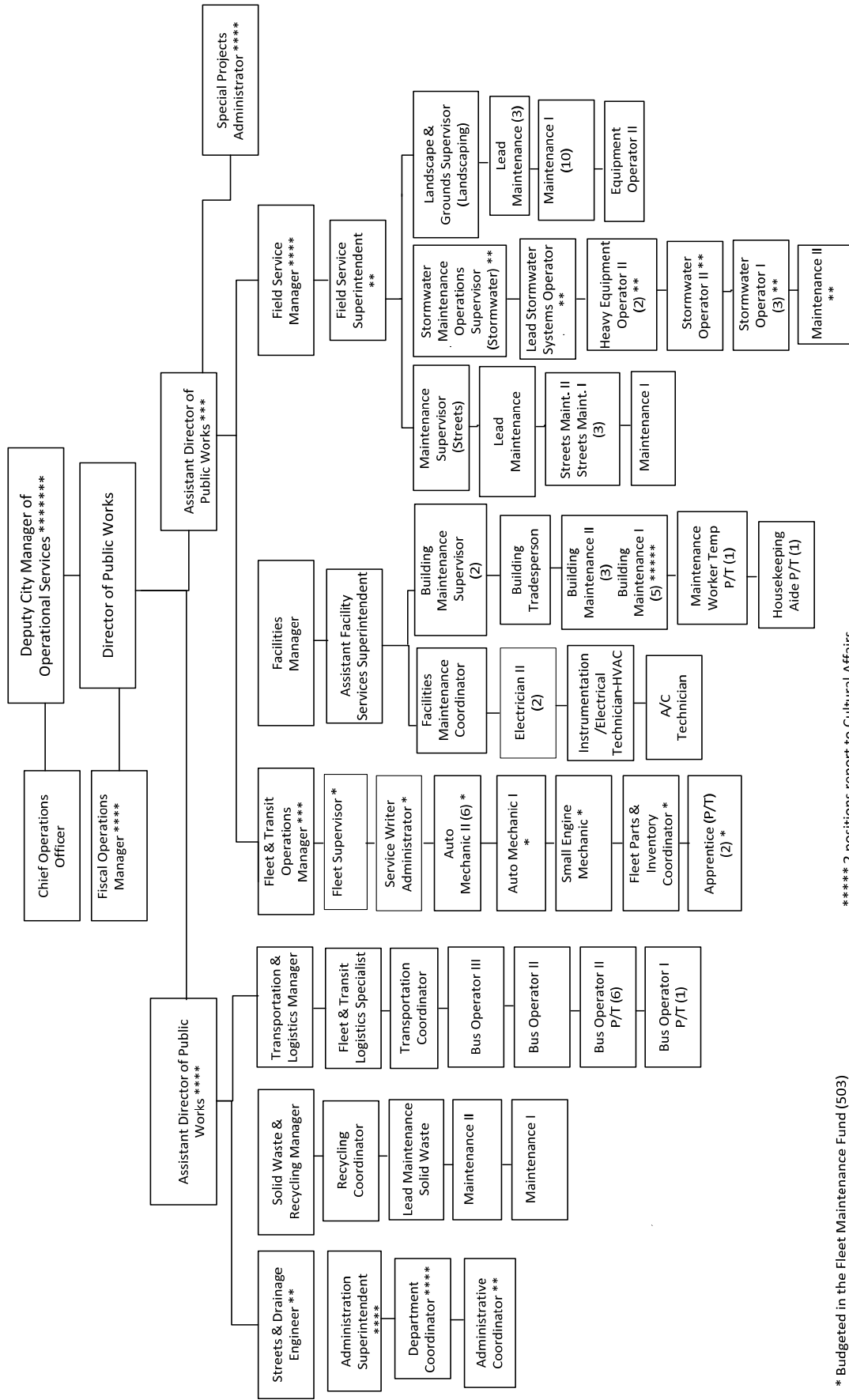
Risk Management Budget Justification

Object #	Account Description	Justification
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.
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.

Fleet Maintenance Fund



Fleet Maintenance Organizational Chart



* Budgeted in the Fleet Maintenance Fund (503)
 ** Budgeted in the Stormwater Management Fund (415)
 *** Partially budgeted in the Fleet Maintenance Fund (503)
 ***** Partially budgeted in the Stormwater Management Fund (415)

***** 2 positions report to Cultural Affairs
 ***** Budgeted in the Utility Fund
 ***** Budgeted in the Office of the City Manager



Fleet Maintenance Fund

Revenues and Expenditures Budget Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ 6,223,559	\$ 8,308,806	\$ 9,641,600	\$ 9,641,600	\$ 4,561,616
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	70,000	86,000	70,000	70,000	80,100
Charges for Services	5,564,411	5,330,860	7,700,900	7,601,900	2,981,000
Fines & Forfeitures	-	-	-	-	-
Other Sources	60,893	93,924	136,400	115,200	73,300
Transfer In	-	-	-	-	-
Appopr. of Fund Balance/Carryover	-	-	-	5,079,984	-
Total	\$ 5,695,304	\$ 5,510,784	\$ 7,907,300	\$ 12,867,084	\$ 3,134,400
Expenditure by Category					
Personnel Services	1,301,573	1,442,112	1,642,000	1,576,900	1,568,600
Operating Expense	1,141,924	1,227,793	1,449,100	1,412,000	1,417,800
Capital Outlay	1,106,423	1,277,918	4,736,200	9,798,184	68,000
Total Operating Expenditures	3,549,920	3,947,823	7,827,300	12,787,084	3,054,400
Capital Improvement	-	-	-	-	-
Other Uses	1,130,772	1,314,988	80,000	80,000	80,000
Capital Asset Clearing	(1,070,635)	(1,084,821)	-	-	-
Total	\$ 3,610,057	\$ 4,177,990	\$ 7,907,300	\$ 12,867,084	\$ 3,134,400
Excess/Deficiency (actuals)	2,085,247	1,332,794	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	(5,079,984)	-
Ending Fund Balance	\$ 8,308,806	\$ 9,641,600	\$ 9,641,600	\$ 4,561,616	\$ 4,561,616

Operating Revenues

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Charges for Services</u>						
341200	Internal Svcs Charge	2,453,400	2,842,500	3,211,700	3,211,700	2,913,000
	Sub-Total	2,453,400	2,842,500	3,211,700	3,211,700	2,913,000
<u>Other Sources</u>						
337401	Fuel Surcharge	70,000	86,000	70,000	70,000	80,100
341230	Vehicle Replacement Program	3,111,011	2,488,360	4,489,200	4,390,200	68,000
361100	Int Earnings	51,484	90,942	126,400	105,200	42,400
361200	Dividend Income	-	36,126	-	-	30,900
364101	Disp of Fixed Assets-Prop	-	(33,144)	-	-	-
369300	Insurance Recoveries	9,409	-	-	-	-
369902	Warranty R&M	-	-	10,000	10,000	-
399900	CIP Carryover	-	-	-	5,079,984	-
	Sub-total	3,241,904	2,668,284	4,695,600	9,655,384	221,400
	Total	\$ 5,695,304	\$ 5,510,784	\$ 7,907,300	\$ 12,867,084	\$ 3,134,400



Fleet Maintenance Fund

Description—Fund 503

Fleet Maintenance is managed by the Public Works Department and operates as an Internal Service Fund (ISF). The expenses charged to this fund are for service and repair cost of City vehicles. ISF operates on a cost-reimbursement basis for services provided to participant departments and when necessary, adjustments are made to Internal Service Charges as a result of changes in cost structure or service levels. Fleet Maintenance is responsible for the maintenance and repairs of all City own vehicles, generators, fuel tanks along with fuel procurement and inventory management.

As indicated in the Position Detail, this program is comprised of 13.1 budgeted positions, 12.1 full-time and two part-time employees (1 FTE) which are managed by the Public Works Department. The major program provided is Fleet Maintenance.

FY 2020 Accomplishments

- Acquired 49 vehicles and equipment as part of the City's Vehicle Replacement Program.
- Completed installation of protective overhead canopy on the north side of Fleet Facility to facilitate storage of portable traffic lights.
- Acquired two portable traffic lights.
- Completed installation of 1,000 gallon liquid propane gas tank with necessary appurtenances at the Wastewater Reclamation Facility.

Program Revenues, Expenditures and Position Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Dedicated Revenues					
Internal Services Charge	\$ 3,538,707	\$ 3,906,192	\$ 5,770,200	\$ 6,311,659	\$ 3,054,400
Expenditures by Program					
Fleet Maintenance	\$ 3,538,707	\$ 3,906,192	\$ 5,770,200	\$ 6,311,659	\$ 3,054,400
Expenditures by Category					
Personnel Services	1,290,360	1,402,460	1,642,000	1,576,900	1,568,600
Operating Expense	1,141,924	1,225,815	1,449,100	1,412,000	1,417,800
Capital Outlay	1,106,423	1,277,918	2,679,100	3,322,759	68,000
Total Operating	\$ 3,538,707	\$ 3,906,192	\$ 5,770,200	\$ 6,311,659	\$ 3,054,400

Position Detail

Apprentice - Part-time (2)	0.50	1.00	1.00	1.00	1.00
Assistant Director of Public Works*	1.00	0.60	0.60	0.60	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	1.00	1.00	-
Fleet & Transit Operations Manager	1.00	1.00	1.00	1.00	0.50
Fleet Parts & Inventory Coordinator	-	-	-	1.00	1.00
Fleet Procurement Specialist	1.00	1.00	1.00	-	-
Fleet Supervisor	-	1.00	1.00	1.00	1.00
Lead Mechanic	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
Total FTE's	13.50	14.60	14.60	14.60	13.10





* Position split with Public Works-Transit Operations Program .40 (Fund 001).

Fleet Maintenance Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Annual number of PMs completed	Provide fast and reliable service.	Q4 Actual	809.00	195.00	
		YTD Actual	3,102.00	1,940.00	
		EOY Target	3,460.00	3,460.00	3,460.00
		% Target	89.65%	56.07%	
		% Goal	100.00%	100.00%	
 % of rework on repairs	Provide fast and reliable service.	Q4 Actual	1.00%	1.00%	
		YTD Actual	1.50%	1.88%	
		EOY Target	3.00%	3.00%	3.00%
		% Target	50.00%	62.50%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 1,320,752.10	\$ 1,454,355.77	
		YTD Actual	\$ 4,177,990.00	\$ 3,997,396.37	
		EOY Target	\$ 4,714,044.59	\$ 12,867,084.00	\$ 3,134,400.00
		% Target	88.63%	31.07%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 1,320,752.10	\$ 1,454,355.77	
		YTD Actual	\$ 4,177,990.00	\$ 3,997,396.37	
		EOY Projection	\$ 4,723,083.00	\$ 8,376,651.00	\$ 3,134,400.00
		% Target	88.46%	47.72%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 1,335,491.29	\$ 1,864,475.88	
		YTD Actual	\$ 5,510,784.00	\$ 7,787,220.66	
		EOY Target	\$ 9,135,770.00	\$ 12,867,084.00	\$ 3,134,400.00
		% Target	60.32%	60.52%	
		% Goal	100.00%	100.00%	



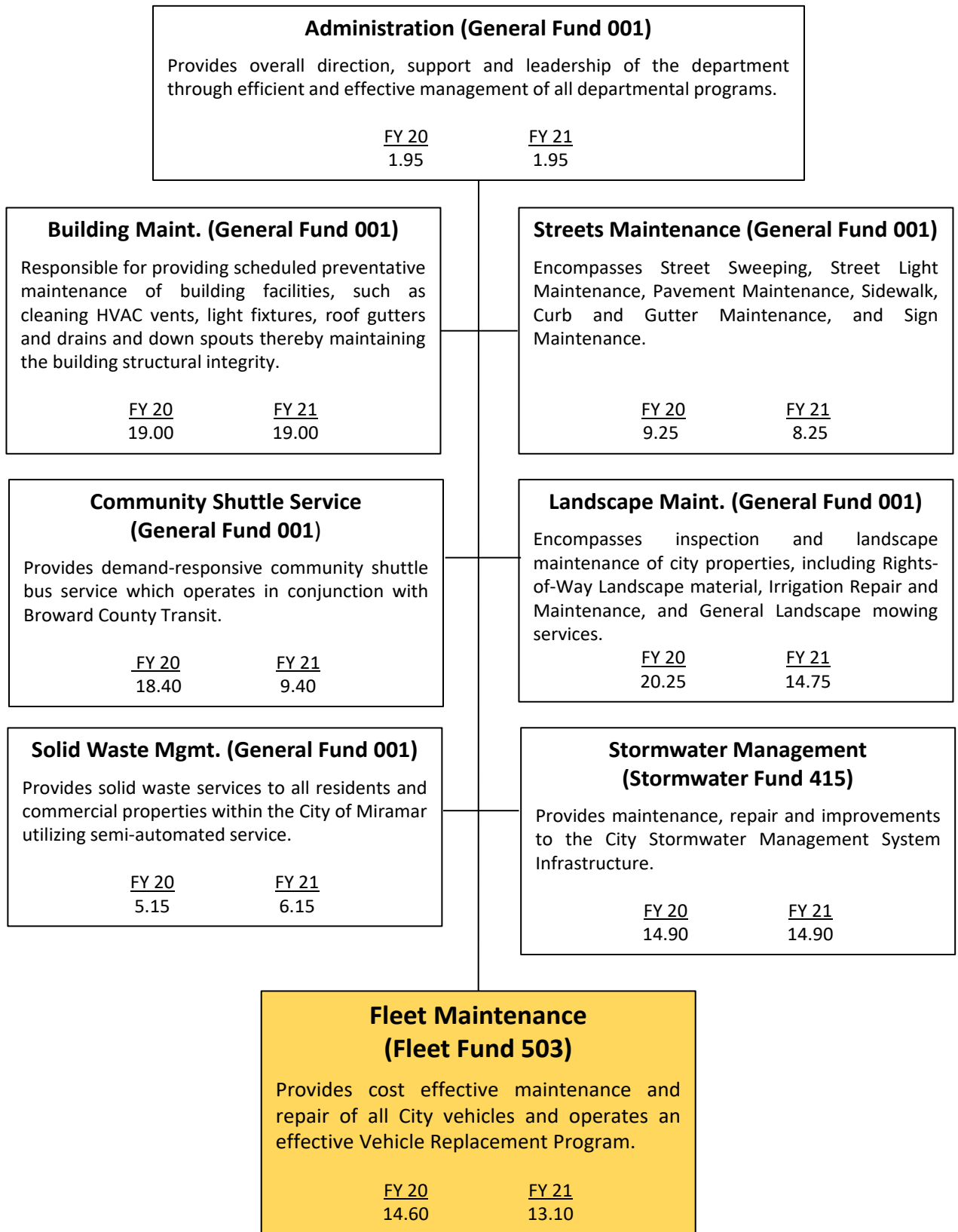
Fleet Maintenance Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 1,335,491.29	\$ 1,864,475.88	
		YTD Actual	\$ 5,510,784.00	\$ 7,787,220.66	
		EOY Projection	\$ 5,527,260.00	\$ 12,967,284.00	\$ 3,134,400.00
		% Target	99.70%	60.05%	
		% Goal	100.00%	100.00%	
 Average repair cost for light, medium and heavy-duty vehicles	Improve Cost Effectiveness.	Q4 Actual	\$ 880.00	\$ 1,296.00	
		YTD Actual	\$ 864.50	\$ 1,233.75	
		EOY Target	\$ 1,120.00	\$ 1,120.00	\$ 1,120.00
		% Target	77.19%	110.16%	
		% Goal	100.00%	100.00%	
 Avg. Monthly Productive Hours	Mechanics Productivity.	Q4 Actual	1,345.00	1,041.00	
		YTD Actual	1,178.00	1,037.50	
		EOY Target	1,100.00	1,100.00	1,100.00
		% Target	107.09%	94.32%	
		% Goal	100.00%	100.00%	
 Number of training sessions attended (per mechanic)	Develop staff and management expertise through organized and individual educational opportunities.	Q4 Actual	0.10	1.00	
		YTD Actual	1.90	3.67	
		EOY Target	2.00	2.00	2.00
		% Target	95.00%	183.50%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

Fleet Maintenance FTE's by Program



Fleet Maintenance Expenditures by Object Code

Fleet Maintenance - 503-50-521-519

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	782,264	806,480	858,900	845,600	807,100
601205	Lump Sum Payout - Accrued Time	41,255	49,116	38,700	29,200	25,900
601210	Non-Pensionable Earnings	-	24,661	6,800	3,900	-
601215	Communication Stipend	1,950	1,958	2,000	2,000	3,400
601220	Longevity Pay	2,784	3,012	3,500	3,500	4,500
601400	Overtime-General	32,458	31,637	32,500	24,800	32,500
601410	Overtime-Holiday	443	97	-	-	-
601412	Overtime-Emergency	-	8,223	-	-	-
601510	Incentive Pay	-	-	5,400	-	5,400
602100	FICA & MICA	63,395	66,203	68,600	65,800	63,200
602210	Pension-General	82,649	64,482	170,500	170,500	151,600
602235	Pension-Senior Mgmt	24,354	18,723	17,500	17,500	19,300
602265	Pension-457	14,080	10,154	11,400	11,400	8,900
602304	Health Insurance-PPO	60,697	83,298	100,800	93,000	75,900
602305	Health Insurance-HMO	116,838	132,980	198,800	183,100	150,300
602306	Dental Insurance-PPO	6,209	6,491	6,300	6,300	6,100
602307	Dental Insurance-HMO	321	570	700	700	600
602309	Basic Life Insurance	2,553	3,377	1,900	1,900	2,300
602311	Long-Term Disability Ins	1,009	1,076	1,200	1,200	1,100
602400	Workers' Compensation	25,200	65,100	116,500	116,500	210,500
602600	OPEB	31,901	24,824	-	-	-
	Sub-Total	1,290,360	1,402,460	1,642,000	1,576,900	1,568,600
<u>Operating Expense</u>						
603400	Contract Svcs-Other	11,502	1,929	2,800	2,800	2,800
603425	Software License & Maint	41,113	49,914	48,400	50,130	48,600
604001	Travel & Training	4,820	1,927	4,800	580	5,100
604100	Communication Svcs	905	2,245	700	700	1,100
604300	Water/Wastewater Svcs	13,836	12,863	16,300	16,300	15,300
604301	Electricity Svcs	93,438	84,769	102,700	102,700	96,900
604402	Leased Vehicles	-	28,509	-	18,000	-
604500	Risk Internal Svcs Charge	23,900	17,500	44,200	44,200	11,300
604550	Health Ins Internal Serv Chg	-	-	49,900	49,900	67,200
604610	Fleet Internal Svcs Charge	35,500	36,300	38,900	38,900	35,400
604613	Vehicle Detail	271	802	1,000	1,000	1,000
604615	R&M Fuel Maintance Sys	26,977	48,715	40,400	55,900	51,300
604616	Reimbursable Parts	572,154	536,624	575,000	575,020	595,000
604617	Reimbursable Svcs	239,539	265,951	365,000	320,170	345,000
604640	R&M Machinery	4,019	17,787	6,500	11,800	10,000
604700	Printing & Binding Svcs	302	735	300	300	300
604905	Bank Svcs Charges	2,093	1,165	2,100	600	1,600
604920	License & Permit Fees	2,150	238	2,800	1,400	2,800
604989	IT Internal Svcs Charge	50,500	78,900	89,300	89,300	69,300
605100	Office Supplies	1,031	1,202	1,400	1,400	1,400
605220	Vehicle Fuel-On-Site	2,042	13,153	4,300	4,300	4,100
605240	Uniforms Cost	6,110	5,691	6,900	6,900	6,900
605242	Protective Clothing and Shoes	-	596	700	700	700
605246	Safety Equipment Supplies	782	670	800	800	800
605251	Noncap Equip (Item less 5000)	-	-	30,000	9,745	30,000
605252	Small Tools	2,185	3,951	2,200	2,200	2,200
605290	Other Operating Supplies	1,179	2,111	1,200	4,055	1,200
605410	Subscriptions & Memberships	499	499	500	500	500
605500	Training-General	5,079	11,068	10,000	1,700	10,000
	Sub-Total	1,141,924	1,225,815	1,449,100	1,412,000	1,417,800

Fleet Maintenance Expenditures by Object Code

Fleet Maintenance—503-50-521-519

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Dept Capital Outlay</u>						
606211	Minor Building Repairs	-	-	-	34,000	-
606400	Machinery & Equipment	-	27,650	100,000	100,000	-
606405	Furniture & Fixtures	-	57,585	-	-	-
606440	Vehicles Purchase	1,094,123	1,192,683	2,492,100	3,101,759	68,000
606441	Vehicle Replacement Program	12,300	-	87,000	87,000	-
	Sub-Total	1,106,423	1,277,918	2,679,100	3,322,759	68,000
	Total	\$ 3,538,707	\$ 3,906,192	\$ 5,770,200	\$ 6,311,659	\$ 3,054,400

Non-Departmental—503-90-000-519

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601600	Compensated Absences	11,213	39,652	-	-	-
	Sub-Total	11,213	39,652	-	-	-
<u>Operating Expense</u>						
604440	Leased Copiers	-	1,794	-	-	-
604905	Bank Svcs Charges	-	185	-	-	-
	Sub-Total	-	1,979	-	-	-
<u>Dept Capital Outlay</u>						
606499	Capital Outlay Reserve	-	-	-	79,100	-
606498	Vehicle Replacement Reserve	-	-	2,057,100	6,396,325	-
	Sub-Total	-	-	2,057,100	6,475,425	-
<u>Repair, Renew, Replace</u>						
609906	Renewal & Replace Reserve	-	-	80,000	80,000	80,000
	Sub-Total	-	-	80,000	80,000	80,000
	Total	\$ 11,213	\$ 41,631	\$ 2,137,100	\$ 6,555,425	\$ 80,000



Fleet Maintenance Expenditures by Object Code

Unassigned—503-00-000-000

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
	<u>Capital Asset Clearing</u>					
606900	Capital Asset Clearing Account	(1,070,635)	(1,084,821)	-	-	-
	Sub-Total	(1,070,635)	(1,084,821)	-	-	-
	<u>Depreciation</u>					
605910	Depreciation-Gen Gov't	144,522	173,731	-	-	-
605911	Depreciation-Pub Safety	920,197	1,067,471	-	-	-
605913	Depreciation-Comm Svcs	66,053	73,786	-	-	-
	Sub-Total	1,130,772	1,314,988	-	-	-
	Total	\$ 60,137	\$ 230,167	\$ -	\$ -	\$ -

Fleet Maintenance Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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 amounts for future replacements.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
<u>Expense</u>		
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 amount covers the cost for GPS communication services.
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.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.
605242	Protective Clothing and Shoes	This cost is for safety clothing as required for certain positions.



Fleet Maintenance Budget Justification

Object #	Account Description	Justification
605246	Safety Equipment Supplies	This expenditure is for safety items such as cones and barricades.
605251	Noncap Equip (Item less 5000)	This funding is for non-capital equipment that cost less than \$5,000.
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 to fund vehicle's purchases for General Fund departments. For FY21, the \$68,000 budget will cover the purchase of 2 new vehicles for the Police Department. A Ford F150 Truck (\$42,000) and a Ford Fusion (\$26,000).
609906	Renewal & Replace Reserve	This account is to budget for any unanticipated expenses or major unexpected repairs and replacement of City vehicles and equipment.



Specialized training is conducted utilizing an Aerial truck.

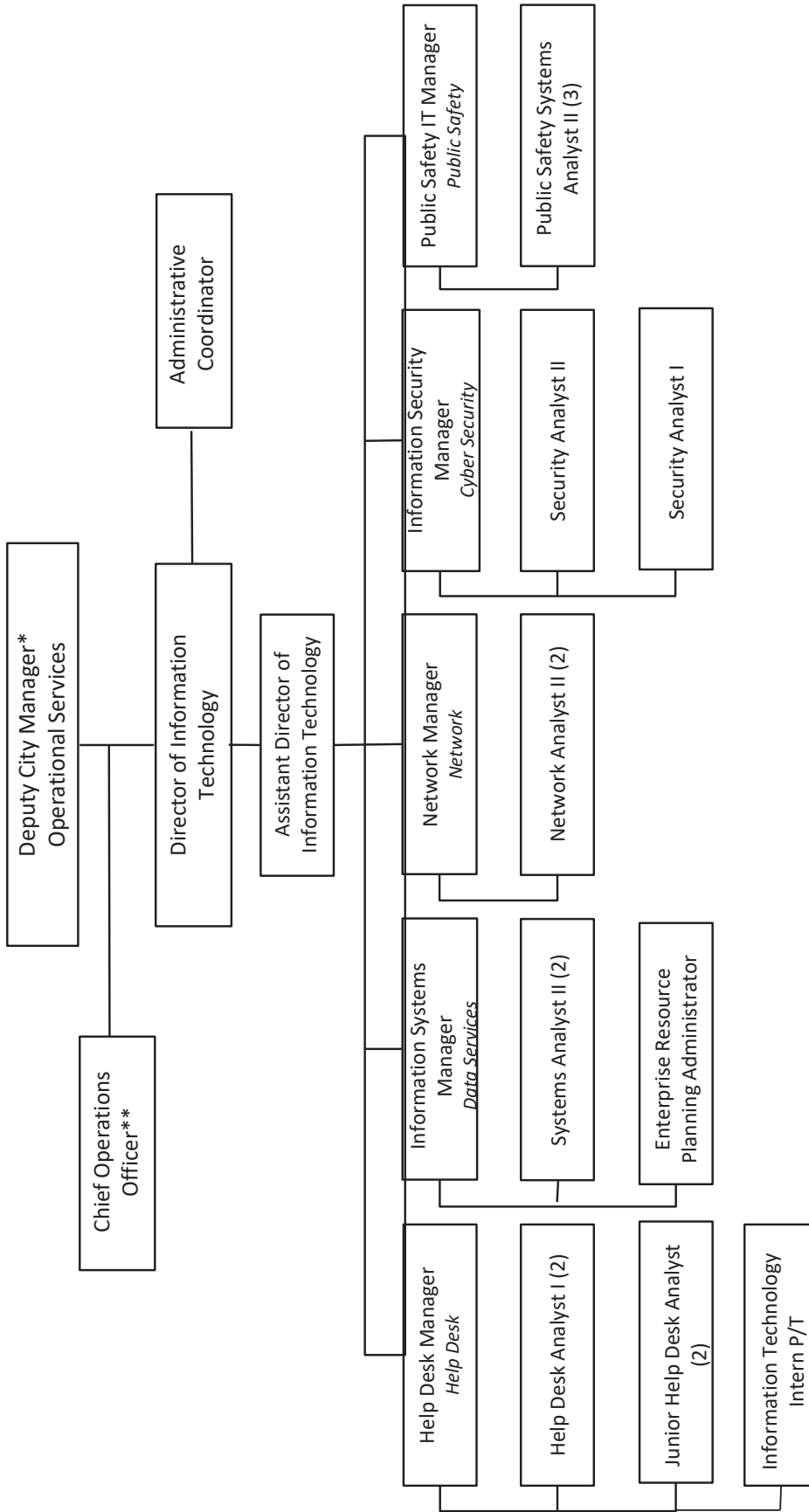
Information Technology Fund

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



* Budgeted in the Office of the City Manager
 ** Budgeted in the Utility Fund (410)

Information Technology Fund

Revenues and Expenditures Summary

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Beginning Fund Balance	\$ (213,705)	\$ (19,256)	\$ 395,970	\$ 395,970	\$ 395,970
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	5,114,700	6,066,100	7,009,900	7,009,900	7,983,300
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	2,976	13,994	10,100	10,100	3,824,200
Transfers	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 5,117,676	\$ 6,080,094	\$ 7,020,000	\$ 7,020,000	\$ 11,807,500
Expenditures by Category					
Personnel Services	2,043,572	2,463,831	2,689,300	2,689,300	2,828,400
Operating Expense	2,591,699	2,913,383	3,956,530	3,956,530	4,074,100
Capital Outlay	318,524	6,900	6,970	6,970	3,806,200
Total Operating	4,953,795	5,384,114	6,652,800	6,652,800	10,708,700
Depreciation	237,824	270,214	-	-	-
Capital Asset Clearing	(277,524)	-	-	-	-
Debt Service	9,132	10,539	367,200	367,200	1,098,800
Capital Improvement	-	-	-	-	-
Total Operating	\$ 4,923,228	\$ 5,664,867	\$ 7,020,000	\$ 7,020,000	\$ 11,807,500
Excess/Deficiency (actuals)	194,448	415,226	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ (19,256)	\$ 395,970	\$ 395,970	\$ 395,970	\$ 395,970

Operating Revenues

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Charges for Services						
341200	Internal Svcs Charge	5,114,700	6,066,100	7,009,900	7,009,900	7,983,300
	Sub-Total	5,114,700	6,066,100	7,009,900	7,009,900	7,983,300
Miscellaneous						
361100	Int Earnings	2,976	548	10,100	10,100	5,100
361200	Dividend Income	-	13,446	-	-	12,900
	Sub-Total	2,976	13,994	10,100	10,100	3,824,200
	Total	5,117,676	6,080,094	7,020,000	7,020,000	11,807,500



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, help desk, 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 22.5 budgeted positions, 22 full-time and one (.5 FTE) part-time employees. The six programs provided are:

1. Administration
2. Data Services
3. Network Services
4. Help Desk
5. Cyber Security
6. Public Safety IT

FY 2020 Accomplishments

- Integration of WebEx Events, Cisco Codec and Facebook to facilitate virtual meetings and other City social media events with live streaming to Facebook.
- Implementation of Mobile Device Management (MDM) to provide the City a way to manage and maintain City owned mobile devices. This allows for the integration of remote access to applications and resources to enhance productivity when employees are away from the office.
- Successfully setup solution to host virtual commission meetings and implemented eComments to allow residents to remotely participate, comment and express support/opposition on agenda items.
- Implementation of a cloud-based backup solution with disaster recovery to the cloud and enhanced ransomware protection to safeguard the City's data and provide redundancy in the event of a disaster.
- Completed the configuration of a new ticketing system for the finance department, which allows Utility Billing staff to manage and track residents' requests and track their progress.
- Prepared and deployed laptops so employees can work remotely.
- Implemented Citywide digital signature solution.
- Streamlined property import of Broward County Property Appraisals.
- Citywide Microsoft Teams rollout and adoption of user/team collaboration tool.
- Citywide intranet rollout. Migrated intranet data from old environment and created an HR site in addition to the main Intranet page.
- Remote application deployment for users to connect from home and work from any device with internet connectivity.
- Migrated the Police Department (PD) to Office 365.
- Upgraded all 2008 Servers to the latest operating system.

Program Revenues, Expenditures and Position Summary

Dedicated Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	585,180	591,212	700,470	677,412	684,700
Data Services	987,250	1,048,574	1,578,100	1,642,600	1,886,700
Network Services	1,857,096	1,699,017	2,288,300	2,180,693	6,637,700
Help Desk	1,033,180	1,005,357	1,216,630	1,214,037	1,188,400
Cyber Security	500,221	659,409	720,700	785,158	840,100
Public Safety IT	-	391,084	515,800	520,100	569,900
Total	\$ 4,962,927	\$ 5,394,653	\$ 7,020,000	\$ 7,020,000	\$ 11,807,500

Information Technology

Expenditures by Program	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Administration	585,180	591,212	700,470	677,412	684,700
Data Services	987,250	1,048,574	1,578,100	1,642,600	1,886,700
Network Services	1,857,096	1,699,017	2,288,300	2,180,693	6,637,700
Help Desk	1,033,180	1,005,357	1,216,630	1,214,037	1,188,400
Cyber Security	500,221	659,409	720,700	785,158	840,100
Public Safety IT	-	391,084	515,800	520,100	569,900
Total	\$ 4,962,927	\$ 5,394,653	\$ 7,020,000	\$ 7,020,000	\$ 11,807,500





Expenditures by Category	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Personnel Services	2,043,572	2,463,831	2,689,300	2,689,300	2,828,400
Operating Expense	2,591,699	2,913,383	3,956,530	3,956,530	4,074,100
Capital Outlay	318,524	6,900	6,970	6,970	3,806,200
Debt Service	9,132	10,539	367,200	367,200	1,098,800
Total Operating	\$ 4,962,927	\$ 5,394,653	\$ 7,020,000	\$ 7,020,000	\$ 11,807,500

Positions by Program					
Administration	3.00	3.00	3.00	3.00	3.00
Data Services	4.00	4.00	4.00	4.00	4.00
Network Services	3.00	3.00	3.00	3.00	3.00
Help Desk	4.00	4.00	5.00	5.00	5.50
Cyber Security	3.00	3.00	3.00	3.00	3.00
Public Safety IT	-	4.00	4.00	4.00	4.00
Total	17.00	21.00	22.00	22.00	22.50





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	3.00	2.00	2.00	2.00	2.00
Help Desk Manager	1.00	1.00	1.00	1.00	1.00
Information Security Manager	1.00	1.00	1.00	1.00	1.00
Information Systems Manager	1.00	1.00	1.00	1.00	1.00
Information Technology Intern - Part-time	-	-	1.00	1.00	0.50
Junior Help Desk Analyst	-	1.00	1.00	1.00	2.00
Network Analyst II	2.00	2.00	2.00	2.00	2.00
Network Manager	1.00	1.00	1.00	1.00	1.00
Public Safety Information Technology Manager	-	1.00	1.00	1.00	1.00
Public Safety Systems Analyst II	-	3.00	3.00	3.00	3.00
Security Analyst I	2.00	1.00	1.00	1.00	1.00
Security Analyst II	-	1.00	1.00	1.00	1.00
Systems Analyst II	2.00	2.00	3.00	2.00	2.00
Total FTE's	17.00	21.00	22.00	22.00	22.50






Information Technology Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Percentage of work requests resolved within 10 hours	Provide efficient technical services in a timely manner	Q4 Actual	64.40%	62.00%	
		YTD Actual	69.28%	62.18%	
		EOY Target	75.00%	70.00%	70.00%
	Service Desk requests are completed in a timely manner	% Target	92.37%	88.82%	
		% Goal	100.00%	100.00%	
 Percentage of service requests completed within Service Level Agreement	Provide efficient technical services in a timely manner	Q4 Actual	98.60%	97.80%	
		YTD Actual	98.68%	97.58%	
		EOY Target	95.00%	95.00%	95.00%
	Service Desk requests are completed in a timely manner	% Target	103.87%	102.71%	
		% Goal	100.00%	100.00%	
 Systems Availability	Provide access to infrastructure services on demand; any time, any location, and any device	Q4 Actual	99.92%	99.90%	
		YTD Actual	99.92%	99.35%	
		EOY Target	99.70%	99.70%	99.70%
	IT systems are available for all users	% Target	100.22%	99.65%	
		% Goal	100.00%	100.00%	
 Network Availability	Provide access to infrastructure services on demand; any time, any location, and any device	Q4 Actual	99.96%	99.60%	
		YTD Actual	99.84%	99.71%	
		EOY Target	99.92%	99.92%	99.92%
	IT systems are available for all users	% Target	99.92%	99.79%	
		% Goal	100.00%	100.00%	

Information Technology Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 Meets budget target - Expenses	Finances	Q4 Actual	\$ 1,454,360.52	\$ 1,489,150.72	
		YTD Actual	\$ 5,664,867.00	\$ 6,222,371.30	
		EOY Target	\$ 6,068,600.00	\$ 7,020,000.00	\$ 11,807,500.00
		% Target	93.35%	88.64%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	Finances	Q4 Actual	\$ 1,454,360.52	\$ 1,489,150.72	
		YTD Actual	\$ 5,664,867.00	\$ 6,222,371.30	
		EOY Projection	\$ 6,017,949.00	\$ 6,493,168.00	\$ 11,807,500.00
		% Target	94.13%	95.83%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	Finances	Q4 Actual	\$ 1,521,710.30	\$ 1,765,445.27	
		YTD Actual	\$ 6,080,093.51	\$ 7,021,967.70	
		EOY Target	\$ 6,068,600.00	\$ 7,020,000.00	\$ 11,807,500.00
		% Target	100.19%	100.03%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	Finances	Q4 Actual	\$ 1,521,710.30	\$ 1,765,445.27	
		YTD Actual	\$ 6,080,093.51	\$ 7,021,967.70	
		EOY Projection	\$ 6,076,100.00	\$ 7,028,900.00	\$ 11,807,500.00
		% Target	100.07%	99.90%	
		% Goal	100.00%	100.00%	

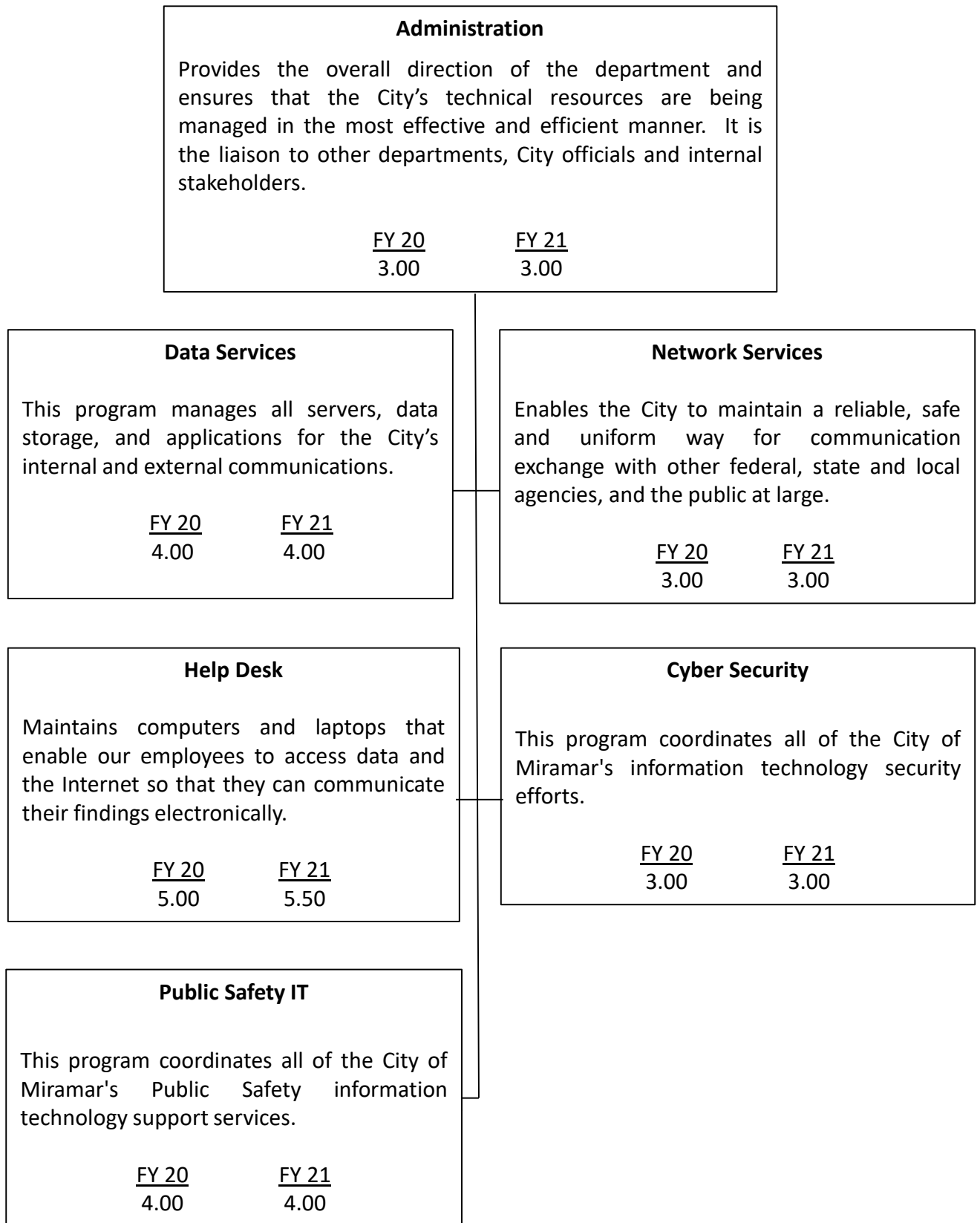
Information Technology Balanced Scorecard

Measures	Objectives	Series Status	FY 2019 Actual	FY 2020 Actual	FY 2021 Goal
 IT customer satisfaction rate	IT systems are available for all users	Q4 Actual	97.43%	98.70%	
		YTD Actual	97.80%	97.92%	
		EOY Target	94.00%	94.00%	94.00%
	Maintain high customer satisfaction on completed work requests	% Target	104.04%	104.17%	
		% Goal	100.00%	100.00%	
 Number of job specific training courses/conferences attended by staff annually	Provide efficient technical services in a timely manner	Q4 Actual	17.00	15.00	
		YTD Actual	42.00	23.00	
		EOY Target	20.00	20.00	20.00
	Develop and increase skill levels of staff	% Target	210.00%	115.00%	
		% Goal	100.00%	100.00%	
 Backup Success Rate	Provide efficient technical services in a timely manner	Q4 Actual	100.00%	99.40%	
		YTD Actual	99.87%	99.65%	
		EOY Target	98.00%	98.00%	98.00%
		% Target	101.91%	101.68%	
		% Goal	100.00%	100.00%	

FY 2020 actuals (revenues and expenses) are as of 11-18-20.

End of year targets exclude year-end budget amendments.

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 (Data, Network, Help Desk, 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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 585,180	\$ 591,212	\$ 700,470	\$ 677,412	\$ 684,700

Expenditures by Category

Personnel Services	456,840	517,970	569,300	569,300	570,200
Operating Expense	87,340	66,342	124,200	101,142	114,500
Capital Outlay	41,000	6,900	6,970	6,970	-
Total	\$ 585,180	\$ 591,212	\$ 700,470	\$ 677,412	\$ 684,700

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 987,250	\$ 1,048,574	\$ 1,578,100	\$ 1,642,600	\$ 1,886,700

Expenditures by Category

Personnel Services	509,314	527,476	501,700	501,700	638,200
Operating Expense	773,467	847,940	1,046,700	1,111,200	1,248,500
Capital Outlay	-	-	-	-	-
Debt Service	(295,531)	(326,842)	29,700	29,700	-
Total	\$ 987,250	\$ 1,048,574	\$ 1,578,100	\$ 1,642,600	\$ 1,886,700

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
Systems Analyst II	2.00	2.00	3.00	2.00	2.00
Total	4.00	4.00	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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 1,857,096	\$ 1,699,017	\$ 2,288,300	\$ 2,180,693	\$ 6,637,700
Expenditures by Category						
Personnel Services		346,772	361,955	383,900	383,900	410,300
Operating Expense		928,137	999,682	1,566,900	1,459,293	1,322,400
Capital Outlay		277,524	-	-	-	3,806,200
Debt Service		304,663	337,380	337,500	337,500	1,098,800
Total		\$ 1,857,096	\$ 1,699,017	\$ 2,288,300	\$ 2,180,693	\$ 6,637,700
Percent of Time by Position						
Network Analyst II		2.00	2.00	2.00	2.00	2.00
Network Manager		1.00	1.00	1.00	1.00	1.00
Total		3.00	3.00	3.00	3.00	3.00

Help Desk—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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 1,033,180	\$ 1,005,357	\$ 1,216,630	\$ 1,214,037	\$ 1,188,400
Expenditures by Category						
Personnel Services		504,084	455,087	433,500	433,500	349,100
Operating Expense		529,097	550,270	783,130	780,537	839,300
Capital Outlay		-	-	-	-	-
Debt Service		-	-	-	-	-
Total		\$ 1,033,180	\$ 1,005,357	\$ 1,216,630	\$ 1,214,037	\$ 1,188,400
Percent of Time by Position						
Help Desk Analyst I		3.00	2.00	2.00	2.00	2.00
Help Desk Manager		1.00	1.00	1.00	1.00	1.00
Information Technology Intern PT		-	-	1.00	1.00	0.50
Junior Help Desk Analyst		-	1.00	1.00	1.00	2.00
Total		4.00	4.00	5.00	5.00	5.50



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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ 500,221	\$ 659,409	\$ 720,700	\$ 785,158	\$ 840,100

Expenditures by Category

Personnel Services	226,562	221,566	320,000	320,000	367,800
Operating Expense	273,659	437,842	400,700	465,158	472,300
Capital Outlay	-	-	-	-	-
Total	\$ 500,221	\$ 659,409	\$ 720,700	\$ 785,158	\$ 840,100

Percent of Time by Position

Information Security Manager	1.00	1.00	1.00	1.00	1.00
Security Analyst I	2.00	1.00	1.00	1.00	1.00
Security Analyst II	-	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00

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 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
Internal Services Charge	341200	\$ -	\$ 391,084	\$ 515,800	\$ 520,100	\$ 569,900

Expenditures by Category

Personnel Services	-	379,777	480,900	480,900	492,800
Operating Expense	-	11,307	34,900	39,200	77,100
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Total	\$ -	\$ 391,084	\$ 515,800	\$ 520,100	\$ 569,900

Percent of Time by Position

Public Safety Information Technology Manager	-	1.00	1.00	1.00	1.00
Public Safety Systems Analyst II	-	3.00	3.00	3.00	3.00
Total	-	4.00	4.00	4.00	4.00

Information Technology Expenditures by Object Code

Administration—504-58-100-516-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	286,183	336,540	346,900	346,900	353,800
601205	Lump Sum Payout - Accrued Time	24,882	27,021	37,200	37,200	19,300
601210	Non-Pensionable Earnings	-	4,646	8,700	8,700	-
601215	Communication Stipend	-	-	3,900	3,900	3,900
601220	Longevity Pay	920	1,501	1,600	1,600	1,600
601400	Overtime-General	1,177	1,892	1,200	1,200	1,200
602100	FICA & MICA	22,765	26,689	25,900	25,900	25,800
602210	Pension-General	7,669	5,219	13,000	13,000	14,200
602235	Pension-Senior Mgmt	51,091	52,341	61,200	61,200	68,100
602265	Pension-457	20,510	17,297	17,700	17,700	17,700
602305	Health Insurance-HMO	30,334	28,691	37,600	37,600	35,500
602306	Dental Insurance-PPO	2,049	1,841	1,800	1,800	1,900
602309	Basic Life Insurance	542	792	800	800	1,000
602311	Long-Term Disability Ins	255	255	500	500	500
602312	HDHP Aetna	-	5,277	8,200	8,200	6,800
602313	HSA Payflex	-	1,350	1,400	1,400	1,400
602400	Workers' Compensation	1,100	1,300	1,700	1,700	17,500
602600	OPEB	7,362	5,319	-	-	-
	Sub-Total	456,840	517,970	569,300	569,300	570,200
<u>Operating Expense</u>						
604001	Travel & Training	6,454	18,660	10,000	3,913	19,900
604200	Postage	19	36	200	200	200
604301	Electricity Svcs	8,447	7,942	9,900	9,900	8,900
604402	Leased Vehicles	3,966	-	-	-	-
604500	Risk Internal Svcs Charge	-	24,300	18,300	18,300	800
604550	Health Ins Internal Serv Chg	-	-	8,000	8,000	10,800
604610	Fleet Internal Svcs Charge	5,900	8,800	6,100	6,100	5,600
604905	Bank Svcs Charges	765	646	800	800	100
604950	Employee Awards	2,488	2,464	3,000	3,000	3,300
605100	Office Supplies	2,140	2,138	2,500	2,500	2,500
605220	Vehicle Fuel-On-Site	251	76	3,200	3,200	3,100
605410	Subscriptions & Memberships	42,197	215	42,200	42,200	49,100
605500	Training-General	14,714	1,065	20,000	3,029	10,200
	Sub-Total	87,340	66,342	124,200	101,142	114,500
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	41,000	6,900	6,970	6,970	-
	Sub-Total	41,000	6,900	6,970	6,970	-
Total		\$ 585,180	\$ 591,212	\$ 700,470	\$ 677,412	\$ 684,700



Information Technology Expenditures by Object Code

Data Services—504-58-580-516-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	290,237	281,077	294,900	294,900	404,500
601205	Lump Sum Payout - Accrued Time	15,139	15,444	15,500	15,500	16,500
601210	Non-Pensionable Earnings	-	5,600	8,400	8,400	-
601215	Communication Stipend	5,758	10,463	7,800	7,800	9,800
601600	Compensated Absences	21,582	51,791	-	-	-
602100	FICA & MICA	23,922	23,971	26,100	26,100	34,700
602210	Pension-General	11,296	-	-	-	-
602235	Pension-Senior Mgmt	60,957	46,701	44,800	44,800	74,000
602260	Pension-401	9,021	9,055	9,000	9,000	9,300
602265	Pension-457	4,468	4,322	9,100	9,100	5,000
602300	Pmt In Lieu Of Insurance	496	-	-	-	-
602305	Health Insurance-HMO	38,085	31,374	31,800	31,800	41,800
602306	Dental Insurance-PPO	1,468	1,169	1,000	1,000	1,100
602307	Dental Insurance-HMO	-	356	500	500	800
602309	Basic Life Insurance	1,088	1,318	600	600	1,200
602311	Long-Term Disability Ins	382	386	400	400	600
602312	HDHP Aetna	-	15,307	23,400	23,400	23,100
602313	HSA Payflex	-	4,050	4,100	4,100	4,100
602400	Workers' Compensation	15,600	18,000	24,300	24,300	11,700
602600	OPEB	9,815	7,093	-	-	-
	Sub-Total	509,314	527,476	501,700	501,700	638,200
<u>Operating Expense</u>						
603190	Prof Svcs-Other	13,752	11,996	2,500	23,103	20,000
603425	Software License & Maint	688,662	802,440	991,500	1,031,000	1,171,000
604001	Travel & Training	10,240	18,345	10,000	14,397	13,300
604500	Risk Internal Svcs Charge	37,400	-	-	-	600
604550	Health Ins Internal Serv Chg	-	-	9,900	9,900	12,600
604660	R&M Computers	9,960	7,284	10,000	10,000	10,000
604998	Contingency	836	2,162	2,500	1,000	2,500
605220	Vehicle Fuel-On-Site	742	798	-	-	-
605252	Small Tools	382	424	400	400	400
605290	Other Operating Supplies	899	793	900	900	900
605410	Subscriptions & Memberships	-	-	2,000	-	-
605500	Training-General	10,593	3,699	10,000	13,500	11,700
605510	Tuition Reimbursement	-	-	7,000	7,000	5,500
	Sub-Total	773,467	847,940	1,046,700	1,111,200	1,248,500
<u>Debt Service</u>						
607100	Prin-Dell Lease 2017 (storage)	86,199	79,830	29,000	29,000	-
607200	Int-Dell Lease 2017(Storage)	7,011	3,019	700	700	-
607999	Debt Svcs Clearing	(388,741)	(409,690)	-	-	-
	Sub-Total	(295,531)	(326,842)	29,700	29,700	-
	Total	\$ 987,250	\$ 1,048,574	\$ 1,578,100	\$ 1,642,600	\$ 1,886,700

Information Technology Expenditures by Object Code

Network Services—504-58-581-516-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	215,983	216,848	225,000	225,000	247,600
601205	Lump Sum Payout - Accrued Time	17,395	17,918	19,500	19,500	15,800
601210	Non-Pensionable Earnings	-	5,243	6,500	6,500	-
601215	Communication Stipend	5,475	5,100	5,900	5,900	5,900
601220	Longevity Pay	-	731	1,000	1,000	1,000
602100	FICA & MICA	17,941	18,258	20,400	20,400	21,500
602235	Pension-Senior Mgmt	34,940	35,850	33,400	33,400	41,500
602260	Pension-401	6,765	6,791	7,300	7,300	7,500
602265	Pension-457	1,845	1,852	6,900	6,900	2,000
602300	Pmt In Lieu Of Insurance	5,611	5,632	6,200	6,200	6,200
602305	Health Insurance-HMO	23,166	20,396	22,500	22,500	25,600
602306	Dental Insurance-PPO	870	886	900	900	1,000
602307	Dental Insurance-HMO	616	613	700	700	700
602309	Basic Life Insurance	603	678	500	500	700
602311	Long-Term Disability Ins	298	300	300	300	400
602312	HDHP Aetna	-	7,738	11,900	11,900	21,500
602313	HSA Payflex	-	2,700	2,700	2,700	2,700
602400	Workers' Compensation	7,900	9,100	12,300	12,300	8,700
602600	OPEB	7,362	5,319	-	-	-
	Sub-Total	346,772	361,955	383,900	383,900	410,300
<u>Operating Expense</u>						
603190	Prof Svcs-Other	8,753	45,294	19,700	19,700	25,200
603425	Software License & Maint	84,474	35,819	83,400	83,400	174,500
604001	Travel & Training	4,556	7,008	5,000	13,000	5,600
604100	Communication Svcs	807,917	888,553	966,100	966,100	840,000
604105	Internet-Computer Lab	1,299	1,299	-	-	-
604106	Cellular Services	-	-	460,000	349,800	230,000
604500	Risk Internal Svcs Charge	-	-	-	-	400
604550	Health Ins Internal Serv Chg	-	-	6,300	6,300	7,900
604646	R&M Telecomm Equip	11,908	10,100	10,000	12,593	15,000
604998	Contingency	960	2,566	3,000	3,000	3,000
605251	Noncap Equip (Item less 5000)	-	-	2,000	2,000	-
605252	Small Tools	400	512	500	500	500
605290	Other Operating Supplies	1,030	900	900	900	900
605500	Training-General	6,840	7,632	10,000	2,000	9,400
605510	Tuition Reimbursement	-	-	-	-	10,000
	Sub-Total	928,137	999,682	1,566,900	1,459,293	1,322,400
<u>Dept Capital Outlay</u>						
606402	Communication Equipment	277,524	-	-	-	3,806,200
	Sub-Total	277,524	-	-	-	3,806,200
<u>Debt Service</u>						
607185	Prin-Key Bank Phone Sys Lease	293,758	293,758	293,800	293,800	293,800
607186	Prin-Cisco Network Switches	-	-	-	-	761,300
607188	De Lage WiFi Lse 2018-DS Prin	8,784	36,103	37,700	37,700	39,400
607288	De Lage WiFi Lse 2018-DS Int	2,121	7,520	6,000	6,000	4,300
	Sub-Total	304,663	337,380	337,500	337,500	1,098,800
Total		\$ 1,857,096	\$ 1,699,017	\$ 2,288,300	\$ 2,180,693	\$ 6,637,700



Information Technology Expenditures by Object Code

Help Desk—504-58-582-516-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	310,302	289,443	278,700	278,700	220,600
601205	Lump Sum Payout - Accrued Time	28,154	15,778	7,200	7,200	4,300
601210	Non-Pensionable Earnings	-	5,546	6,600	6,600	-
601215	Communication Stipend	5,753	7,208	3,900	3,900	5,900
601220	Longevity Pay	697	437	-	-	-
602100	FICA & MICA	26,439	24,411	23,500	23,500	18,100
602210	Pension-General	-	-	-	-	8,600
602235	Pension-Senior Mgmt	53,443	42,127	48,200	48,200	38,300
602260	Pension-401	9,021	6,002	-	-	-
602265	Pension-457	3,808	3,013	7,000	7,000	800
602304	Health Insurance-PPO	13,299	3,294	-	-	14,100
602305	Health Insurance-HMO	27,681	29,447	37,100	37,100	16,200
602306	Dental Insurance-PPO	1,163	878	400	400	1,300
602307	Dental Insurance-HMO	342	363	600	600	200
602309	Basic Life Insurance	1,293	1,283	600	600	600
602311	Long-Term Disability Ins	472	423	400	400	300
602312	HDHP Aetna	-	2,690	-	-	6,800
602313	HSA Payflex	-	1,350	-	-	1,400
602400	Workers' Compensation	12,400	14,300	19,300	19,300	11,600
602600	OPEB	9,815	7,093	-	-	-
	Sub-Total	504,084	455,087	433,500	433,500	349,100
<u>Operating Expense</u>						
603190	Prof Svcs-Other	16,346	11,283	9,000	41,265	67,800
603425	Software License & Maint	79,466	83,341	97,000	97,000	68,500
604001	Travel & Training	2,106	7,344	5,000	5,000	6,500
604404	Leased Computer	410,712	412,189	390,700	390,700	443,300
604440	Leased Copiers	-	3,507	230,000	168,666	150,000
604500	Risk Internal Svcs Charge	-	-	-	-	500
604550	Health Ins Internal Serv Chg	-	-	6,300	6,300	9,200
604660	R&M Computers	1,675	15,220	10,000	40,941	25,200
604998	Contingency	2,123	30	6,000	1,535	40,000
605100	Office Supplies	-	25	-	-	-
605120	Computer Operating Expenses	1,009	-	-	-	-
605250	Noncap Furn (Item less 5000)	-	798	-	-	500
605252	Small Tools	388	382	430	430	400
605290	Other Operating Supplies	1,494	1,695	900	900	900
605410	Subscriptions & Memberships	1,622	6,308	800	800	1,000
605500	Training-General	12,155	6,350	15,000	15,000	8,500
605510	Tuition Reimbursement	-	1,799	12,000	12,000	17,000
	Sub-Total	529,097	550,270	783,130	780,537	839,300
	Total	\$ 1,033,180	\$ 1,005,357	\$ 1,216,630	\$ 1,214,037	\$ 1,188,400

Information Technology Expenditures by Object Code

Cyber Security—504-58-584-516-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	141,240	122,942	202,600	202,600	234,000
601205	Lump Sum Payout - Accrued Time	13,188	11,948	11,600	11,600	14,100
601210	Non-Pensionable Earnings	-	2,761	5,800	5,800	-
601215	Communication Stipend	3,998	2,880	3,900	3,900	5,900
602100	FICA & MICA	12,349	10,926	17,800	17,800	20,200
602235	Pension-Senior Mgmt	28,462	47,020	42,700	42,700	54,100
602265	Pension-457	4,160	3,241	6,200	6,200	4,500
602304	Health Insurance-PPO	-	3,251	-	-	-
602305	Health Insurance-HMO	14,329	10,064	27,900	27,900	24,300
602306	Dental Insurance-PPO	388	184	400	400	400
602307	Dental Insurance-HMO	184	188	400	400	600
602309	Basic Life Insurance	703	677	400	400	700
602311	Long-Term Disability Ins	201	166	300	300	300
602400	Workers' Compensation	-	-	-	-	8,700
602600	OPEB	7,362	5,319	-	-	-
	Sub-Total	226,562	221,566	320,000	320,000	367,800
<u>Operating Expense</u>						
603190	Prof Svcs-Other	2,152	11,139	2,500	2,500	30,000
603425	Software License & Maint	244,831	401,987	360,100	375,505	335,700
604001	Travel & Training	5,681	1,991	5,000	5,000	7,500
604500	Risk Internal Svcs Charge	-	-	-	-	400
604550	Health Ins Internal Serv Chg	-	-	4,700	4,700	7,300
604660	R&M Computers	6,387	1,672	10,000	60,982	80,000
604998	Contingency	1,634	1,787	2,500	2,500	2,500
605252	Small Tools	369	486	500	500	500
605290	Other Operating Supplies	788	825	900	900	900
605410	Subscriptions & Memberships	2,723	6,435	4,500	2,571	-
605500	Training-General	9,095	11,520	10,000	10,000	7,500
	Sub-Total	273,659	437,842	400,700	465,158	472,300
	Total	\$ 500,221	\$ 659,409	\$ 720,700	\$ 785,158	\$ 840,100



Information Technology Expenditures by Object Code

Public Safety IT—504-58-585-516-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	234,167	298,700	298,700	300,700
601205	Lump Sum Payout - Accrued Time	-	17,687	16,000	16,000	19,800
601210	Non-Pensionable Earnings	-	2,439	8,500	8,500	-
601215	Communication Stipend	-	435	5,900	5,900	5,900
602100	FICA & MICA	-	18,901	26,300	26,300	26,100
602235	Pension-Senior Mgmt	-	50,212	45,500	45,500	50,400
602260	Pension-401	-	8,489	9,100	9,100	9,100
602265	Pension-457	-	3,678	9,100	9,100	4,500
602300	Pmt In Lieu Of Insurance	-	1,791	-	-	-
602305	Health Insurance-HMO	-	32,536	59,200	59,200	61,100
602306	Dental Insurance-PPO	-	766	900	900	2,000
602307	Dental Insurance-HMO	-	461	700	700	200
602309	Basic Life Insurance	-	821	600	600	900
602311	Long-Term Disability Ins	-	303	400	400	400
602400	Workers' Compensation	-	-	-	-	11,700
602600	OPEB	-	7,092	-	-	-
	Sub-Total	-	379,777	480,900	480,900	492,800
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	9,300	20,000
603425	Software License & Maint	-	-	-	-	14,300
604001	Travel & Training	-	4,151	6,300	6,300	11,600
604500	Risk Internal Svcs Charge	-	-	-	-	600
604550	Health Ins Internal Serv Chg	-	-	9,900	9,900	18,300
604998	Contingency	-	-	-	-	2,500
605252	Small Tools	-	-	-	-	500
605290	Other Operating Supplies	-	-	-	-	900
605500	Training-General	-	7,155	18,700	13,700	8,400
	Sub-Total	-	11,307	34,900	39,200	77,100
	Total	\$ -	\$ 391,084	\$ 515,800	\$ 520,100	\$ 569,900

Unassigned—504-000-000-000-

Object #	Account Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2020 Revised	FY 2021 Budget
<u>Capital Asset Clearing</u>						
606900	Capital Asset Clearing Account	(277,524)	-	-	-	-
	Sub-Total	(277,524)	-	-	-	-
<u>Depreciation</u>						
605910	Depreciation-Gen Gov't	237,824	270,214	-	-	-
	Sub-Total	237,824	270,214	-	-	-
	Total	\$ (39,700)	\$ 270,214	\$ -	\$ -	\$ -

Information Technology Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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 the cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
361200	Dividend Income	This represents the return earned on the Wells Fargo Government Money Market Fund Sweep account.
383100	Capital Lease Proceeds	Network Switch Replacement - 5 Year Lease - Capital Lease Proceeds
<u>Expense</u>		
601400	Overtime-General	The cost for coverage for emergencies and unanticipated personnel shortages for GAME employees.
603190	Prof Svcs-Other	This account is for professional support of 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. DATA Program budgeted \$20,000 Network Program budgeted \$25,200 Help Desk Program budgeted \$67,800 for the FY 21 Lease deployment expenses and as needed AV services of City special events Security Program budgeted \$30,000 and Public Safety Program budgeted 20,000.
603425	Software License & Maint	This account represents the cost for contracted software licenses and maintenance. FY 21 Includes the following: DATA: ERP \$318,000 Timekeeper \$77,000 VMWare \$28,000 Microsoft \$480,000 Storage \$105,000 Domains \$3,400 POS System \$8,000 Alerts \$18,000 Email Protection \$34,500 Remote Access \$25,500 Intranet \$42,000 Work Order System \$31,590 NETWORK: Network Monitoring \$26,000 Right Fax \$3,900 Recording \$7,600 Mobile Device Manager \$37,000 Smart Net \$23,000 Network Reporting \$12,000 Local Measure \$64,000 Telephonetics \$1,038 HELPDESK: Manage Engine \$41,440 Website \$19,990 AV solution \$1,970 Anti-Theft \$5,060 SECURITY: Security Monitoring \$41,760 Web Security Training \$14,727 Q-radar \$15,983 Web Filter \$36,060 Fire Wall \$18,745 2Factor Authentication \$7,750 Gigavue \$2,526 Pen Test \$70,000 PCI Compliance \$3,710 Tenable \$6,645 Forescout \$23,600 Antivirus \$74,074 DNA Fusion \$12,225 Beyond Trust \$2,280 Fast Pass \$1,440 CCTV \$4,137 PUBLIC SAFETY: Radio Software \$600 Data Protection Security \$13,750
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. AT&T \$287,000 U-verse \$900 Comcast \$473,100 Windstream/Paetec \$60,000 and Crown Castle \$19,000
604106	Cellular Services	This account is for monthly fees for cell phone, tablets, and other mobile devices citywide.
604200	Postage	Postage expense for the department.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604404	Leased Computer	This account is for the lease of computers, servers, and storage arrays city-wide. All city departments computer lease costs included for FY 21 are \$50,295 for Lease 544, \$115,025 for Lease 545 and \$159,325 for Lease 546, \$53,135 for Lease 547 and \$65,520 for Lease 548
604440	Leased Copiers	This account represents citywide costs of copiers and printers.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as per HR-Risk Management.
604550	Health Ins Internal Serv Chg	Funds the City's wellness program that encourage employees to adopt healthy habits through education, incentives and an on-site clinic.
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.



Information Technology Budget Justification

Object #	Account Description	Justification
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)	Desk, chairs and other small furnishings for the department.
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 to knowledge based sites for staff to retain professional and technical certifications, such as CJIS, FLGISA, CBT Nuggets, PMI, and Gartner.
605500	Training-General	This account funds training and educational costs associated with ongoing education of IT personnel, installed software/hardware, communication systems, security and public safety initiatives and certifications necessary to stay current in the latest technology and updates to all current systems. Training is specialized and technical in nature and focus is on core services leveraged in the City and would not apply to the general City training being offered; with funding equally dispersed among all 6 IT programs and integrally tied to current systems such as VMWare, Tyler, Lucity, Vermont Systems, Microsoft, Windows, Forescout, Cisco, wireless AP's, Fred Pryor Seminars, Project Management, APC Certifications, Dell Technologies, Gartner, Enterprise Connect, Cyber Security and Public Safety Certifications.
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.
606402	Communication Equipment	Network Switch Replacement - 5 Year Lease -Communication Equipment
607185	Prin-Key Bank Phone Sys Lease	This is the Principal for the Cisco Phone System 5-Year Lease (\$293,800 Annual Principal Payment). Cisco Systems Hardware \$744,289; Cisco Smartnet/WebEx \$724,499. Total cost \$1,468,788.
607186	Prin-Cisco Network Switches	This is the Principal portion for the Cisco 5 Year Lease for the Network Switch Replacement.
607188	De Lage WiFi Lse 2018-DS Prin	This is the Principal portion for the De Lage WiFi Replacement 5-Year Lease. Quarterly payments due on August 15, November 15, February 15 and May 15. Final Payment on May 15, 2023.
607288	De Lage WiFi Lse 2018-DS Int	This is the Interest portion due for the De Lage WiFi Replacement 5-Year Lease. Quarterly payments due on August 15, November 15, February 15 and May 15. Final Payment on May 15, 2023.

Statistical Information

This section of the annual budget presents detailed statistical information to communicate the City's overall financial status. It is broken down in five 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: City of Miramar 2019 Comprehensive Annual Financial Report (CAFR).

Fund Balance Overview

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

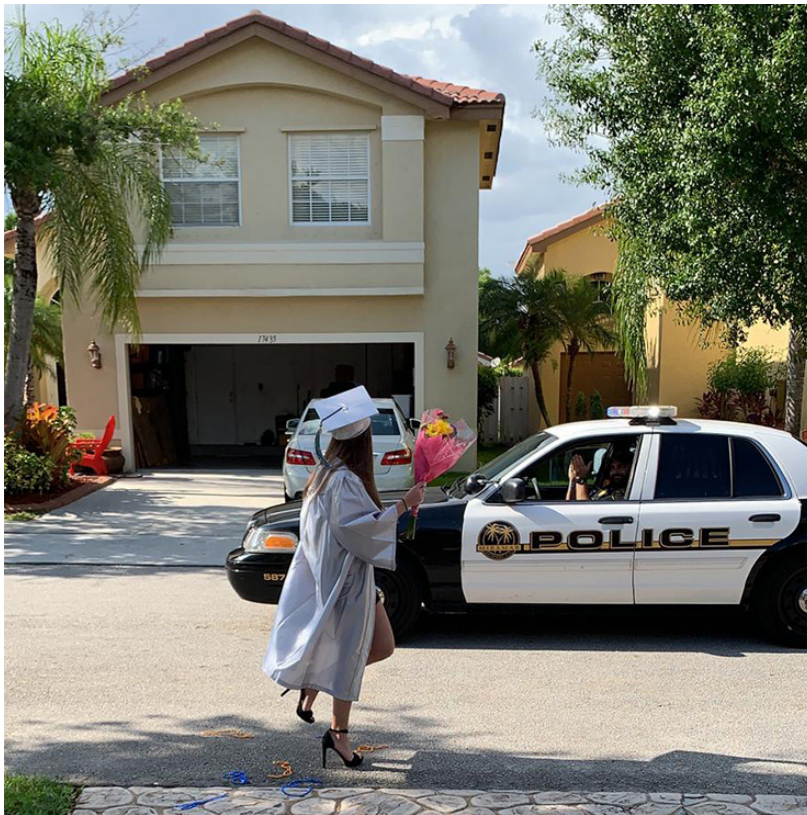
Amounts that can only be used for a specific purpose, pursuant to constraints imposed by formal action of the government's highest decision-making authority; meaning that the City Commission will have to take action to commit or de-commit any fund balance.

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 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Taxes	\$ 71,586	\$ 63,465	\$ 62,889	\$ 62,920	\$ 66,325	\$ 71,479	\$ 74,942	\$ 79,924	\$ 83,779	\$ 91,021
Special Assessments	10,317	10,585	10,604	15,955	15,714	16,321	19,150	20,577	20,764	21,169
Licenses & Permits	3,907	4,118	3,994	6,261	4,161	5,090	5,062	6,934	8,623	8,589
Inter-Governmental	27,279	25,598	24,422	29,935	19,711	20,545	22,174	23,468	27,460	29,739
Charges for Services	8,714	8,856	8,489	9,773	10,328	10,877	15,497	17,120	18,866	18,203
Fines & Forfeitures	736	930	973	1,301	952	1,017	1,058	1,080	1,199	1,033
Impact Fees	249	1,753	1,390	1,959	1,769	910	737	2,210	689	2,462
Interest Income	1,700	908	341	198	388	674	535	939	1,500	2,380
Developer Contributions	-	-	-	-	-	-	-	35	232	-
Miscellaneous	2,508	2,456	3,052	3,472	2,937	5,112	2,943	2,628	2,605	3,165
Total Revenues	\$ 126,996	\$ 118,668	\$ 116,154	\$ 131,774	\$ 122,285	\$ 132,025	\$ 142,098	\$ 154,915	\$ 165,717	\$ 177,761
Expenditures										
General Government	\$ 10,112	\$ 11,361	\$ 11,103	\$ 19,107	\$ 20,063	\$ 20,218	\$ 21,641	\$ 26,555	\$ 28,042	\$ 28,268
Public Safety (1)	59,097	63,395	65,389	68,500	71,272	71,211	73,336	81,083	86,677	90,213
Physical Environment (2)	7,566	7,653	7,982	2,111	1,198	1,321	1,391	3,581	6,206	4,899
Transportation (2)	-	-	-	3,355	4,159	3,285	3,205	3,568	3,426	3,671
Economic Environment (1)	-	-	-	1,944	2,673	2,914	3,267	2,043	2,594	3,126
Community Services (1)	11,305	12,308	12,698	-	-	-	-	-	-	-
Social Services (4)	1,343	1,520	1,757	1,540	2,057	2,414	5,196	5,794	6,187	6,490
Cultural Arts (4)	-	-	-	-	-	-	3,133	3,173	3,356	3,821
Parks and Recreation (1)	-	-	-	8,022	8,516	10,326	11,086	13,126	13,461	13,775
Non-Departmental	5,369	2,496	2,757	-	-	-	-	-	-	-
Grants and Aid	11,909	9,852	8,490	11,129	123	230	105	119	169	356
Capital Outlay	5,628	4,479	8,845	7,992	8,716	14,733	28,207	22,910	12,635	15,211
Debt Service	6,753	6,347	8,737	19,418	9,449	98,605	8,488	10,549	13,129	13,268
Total Expenditures	\$ 119,082	\$ 119,411	\$ 127,758	\$ 143,118	\$ 128,226	\$ 225,257	\$ 159,055	\$ 172,501	\$ 175,882	\$ 183,098
Excess/Deficiency	\$ 7,914	\$ (743)	\$ (11,604)	\$ (11,344)	\$ (5,941)	\$ (93,232)	\$ (16,957)	\$ (17,586)	\$ (10,165)	\$ (5,337)
Other Financing Sources:										
Transfer In	\$ 8,156	\$ 14,010	\$ 26,247	\$ 27,987	\$ 12,686	\$ 11,276	\$ 15,511	\$ 13,006	\$ 14,625	\$ 16,326
Transfer Out	(10,290)	(15,820)	(24,476)	(30,398)	(16,402)	(14,673)	(13,617)	(13,713)	(14,625)	(16,326)
Lease Issuance	-	-	-	-	-	-	-	-	-	-
Issuance of Debt	-	-	7,879	59,815	-	79,595	2,232	11,999	-	773
Premium on Issuance of Debt	-	-	-	190	-	7,209	-	-	-	-
Sale of capital assets	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	(2,134)	(1,810)	9,650	57,594	(3,716)	83,407	4,126	11,477	-	773
Net Change in Fund Balance	\$ 5,780	\$ (2,553)	\$ (1,954)	\$ 46,250	\$ (9,657)	\$ (9,825)	\$ (12,831)	\$ (6,109)	\$ (10,165)	\$ (4,564)
Debt Service as a % of Non Capital Expenditures	5.95%	5.52%	7.35%	13.19%	7.72%	45.80%	6.32%	6.82%	7.85%	7.62%

(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 FY2019 CAFR; p.158

Fund Balances of Governmental Funds

Last Ten Fiscal Years

(Modified Accrual Basis of Accounting - Amounts Expressed in Thousands)

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
General Fund:										
Non-spendable	2,982	1,149	970	109	99	210	153	123	1,824	1,713
Committed	-	-	-	-	14,620	15,115	16,309	18,340	19,070	20,383
Assigned	29,961	34,991	20,045	18,275	5,092	4,993	9,527	6,922	6,479	9,567
Unassigned	18,012	7,090	5,937	9,437	5,075	8,923	12,026	10,684	7,976	8,585
Total General Fund	\$ 50,955	\$ 43,230	\$ 26,952	\$ 27,821	\$ 24,886	\$ 29,241	\$ 38,015	\$ 36,069	\$ 35,349	\$ 40,248
All other Governmental Funds:										
Non-spendable	2,607	1,541	39	207	4	1	-	3,895	3,312	-
Restricted	21,438	25,877	31,318	86,523	79,999	65,819	44,214	38,009	28,967	22,091
Assigned	-	-	9,986	-	-	-	-	-	-	-
Unassigned, reported in:										
Special Revenue Funds	(358)	(26)	(2)	(9)	(4)	(1)	-	(1,853)	(1,673)	(948)
Capital Projects Funds	(1,843)	(375)	-	-	-	-	-	-	-	-
Total All Other Governmental Funds	\$ 21,844	\$ 27,017	\$ 41,341	\$ 86,721	\$ 79,999	\$ 65,819	\$ 44,214	\$ 40,051	\$ 30,606	\$ 21,143
Total Governmental Funds	\$ 72,799	\$ 70,247	\$ 68,293	\$ 114,542	\$ 104,885	\$ 95,060	\$ 82,229	\$ 76,120	\$ 65,955	\$ 61,391

Note: The City implemented GASB Statement No.54 beginning fiscal year ending September 30, 2010.
Source: City of Miramar FY2019 CAFR; p.157



Assessed Values of Taxable Property

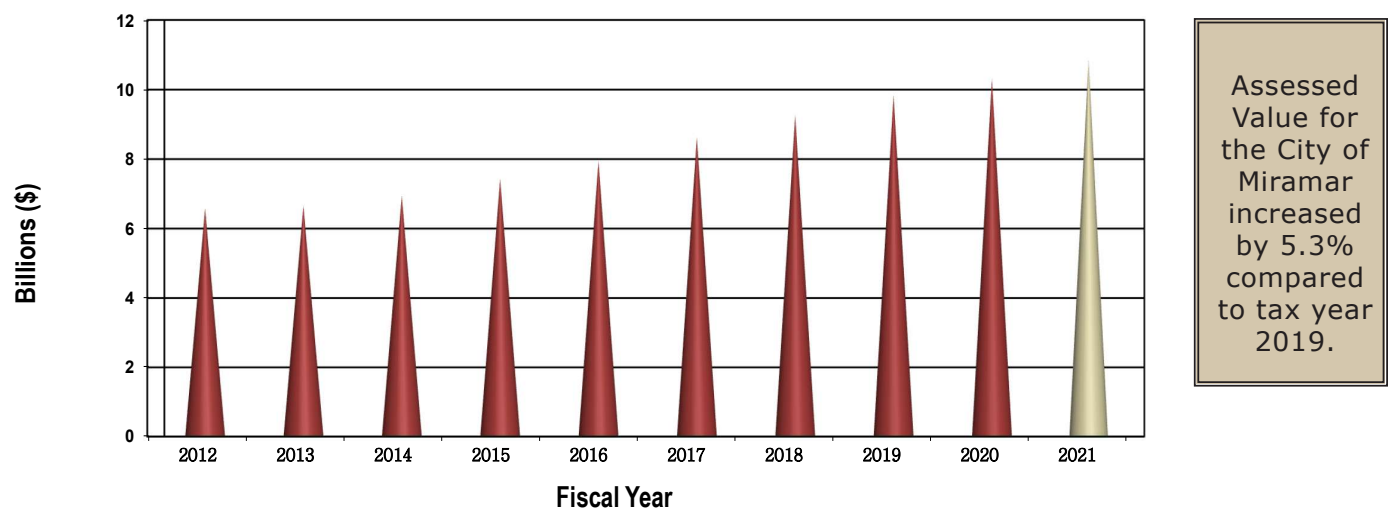
Fiscal Year	Real Property	Personal Property	Total Assessed Value	Total Change	% Change from Prior Year
2012	6,259,674,220	333,628,878	6,593,303,098	(171,310,536)	-2.5%
2013	6,308,487,020	352,314,995	6,660,802,015	67,498,917	1.0%
2014	6,578,377,660	376,425,619	6,954,803,279	294,001,264	4.4%
2015	7,054,091,620	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%
2020	9,873,870,150	446,676,851	10,320,547,001	472,679,866	4.8%
2021	\$ 10,426,972,350	\$ 445,681,075	\$ 10,872,653,425	552,106,424	5.3%

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: <https://bcpa.net/Includes/Downloads/2020/CompletedDR420s/Miramar.pdf>

Total Assessed Value



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 Years	Total Tax Collections (1)	Percentage of Levy
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%
2018	62,689,618	59,967,326	95.66%	-	59,967,326	95.66%
2019	70,019,480	67,034,330	95.74%	-	67,034,330	95.74%

(1) Collections do not include discount amounts.

Source: Broward County Property Appraiser (BCPA) DR420; City of Miramar FY2019 CAFR; p.162 (Schedule 8 - Property Tax Levies and Collections)

Principal Taxpayers

Taxpayer	2019 Taxable Assessed Value	% of Total Taxable Assessed Value	Rank
Sunbeam Properties Inc	\$ 155,555,410	1.58%	1
Sunbeam Development Corp	117,666,160	1.20%	2
MTC Property Corp	110,462,228	1.12%	3
CH Realty VII-PSREG FT Lauderdale	100,548,311	1.02%	4
Florida Power & Light CO	96,576,676	0.98%	5
Sunbeam Development Corp	81,279,040	0.83%	6
Bel Miramar LLC	74,843,237	0.76%	7
Sunbeam Properties	71,434,900	0.73%	8
FC Miramar Phase I LLC	70,857,323	0.72%	9
BPP Alphabet MF Miramar LLC	70,854,119	0.72%	10
Total	\$ 950,077,404	9.66%	

Source: City of Miramar FY2019 CAFR; p.161 (Schedule 7 - Principal Property Taxpayers)

Direct and Overlapping Property Tax Rates

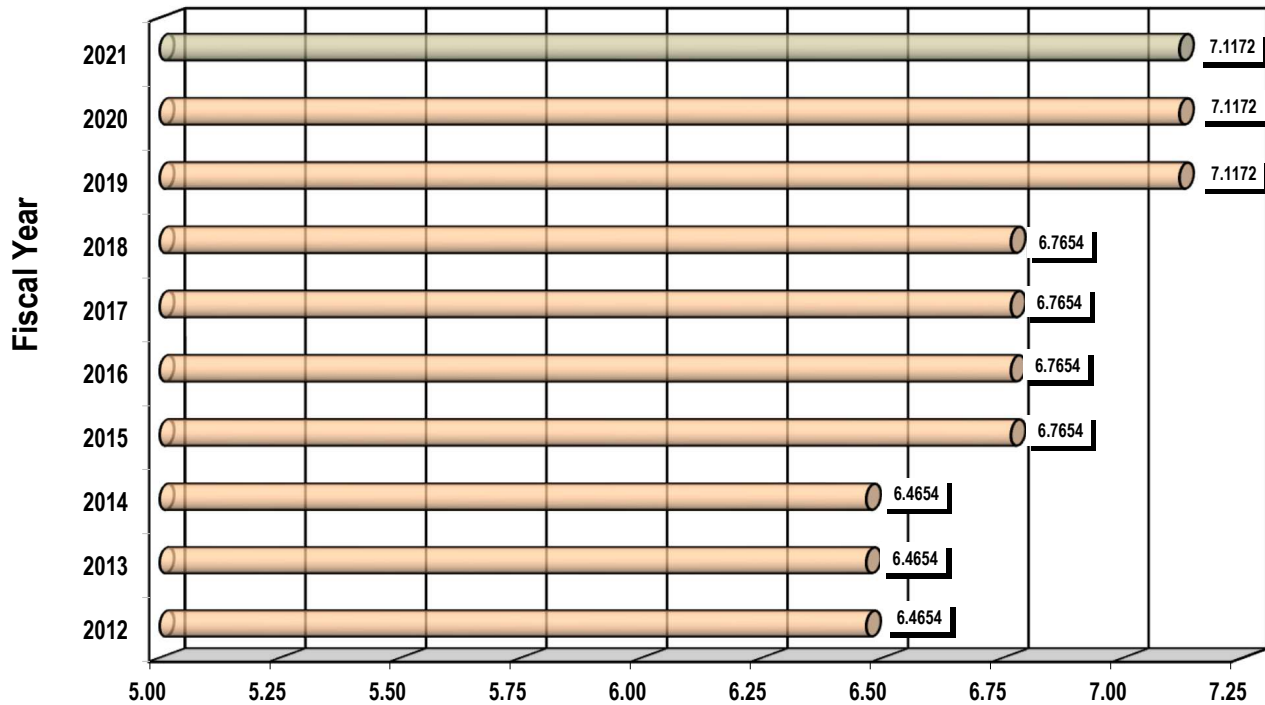
Last Ten Fiscal Years

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	
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
2019	7.1172	6.4029	5.4792	0.1898	0.2936	0.1414	0.5202	20.1443
2020	7.1172	6.7393	5.4878	0.1812	0.2795	0.1260	0.5202	20.4512
2021	7.1172	6.5052	5.4999	0.1691	0.2675	0.1199	0.5202	20.1990

Note: Millage is the property tax rate based on each \$1,000 of net assessed value.
 Source: BCPA Final Adopted Millage Rates

Hyperlink: <https://bcpa.net/Includes/Downloads/2020/2020%20Final%20Millage%20Rate%20Table.pdf>

City of Miramar Millage Rate



Ratios of Outstanding Debt by Type

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			
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
2018	137,081	-	11,235	4,665	48,618	-	-	22,693	-	224,292	5.71%	1,636
2019	126,060	-	9,566	4,366	40,795	-	-	35,387	-	216,174	5.71%	1,557

Source: City of Miramar FY2019 CAFR; p.164 (Schedule 10 - Ratios of Outstanding Debt by Type)

Direct and Overlapping Governmental Debt

Governmental Unit	Net Debt Outstanding 9/30/2019	Percentage Applicable to City of Miramar	Amount Applicable to City of Miramar
Debt repaid with property taxes:			
Broward County, Florida	\$ 155,245,000 (1)	5.20%	\$ 8,071,812
Broward County School Board	346,821 (2)	4.80%	16,639
Other debt:			
Broward County Special Obligation Bonds	215,580,000	5.20%	11,208,871
Broward County Capital Leases	-	5.20%	0
Broward County Loans Payable and Other Obligations	108,535,000	5.20%	5,643,171
Broward County School Board Capital Outlay Bonds	10,533	4.80%	505
Broward County School Board Certificates of Participation	1,398,298	4.80%	67,084
Broward County School Board Capital Leases	68,850	4.80%	3,303
Subtotal, overlapping debt			25,011,384
Other direct debt:			
City of Miramar, Florida	\$ 145,772,663	100.00%	145,772,663
Total Direct and overlapping Debt			<u>\$170,784,047</u>

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 FY2019 CAFR; p.165 (Schedule 11 - Direct and Overlapping Governmental Activities Debt)

(1) Broward County, Florida

(2) School Board of Broward County, Florida

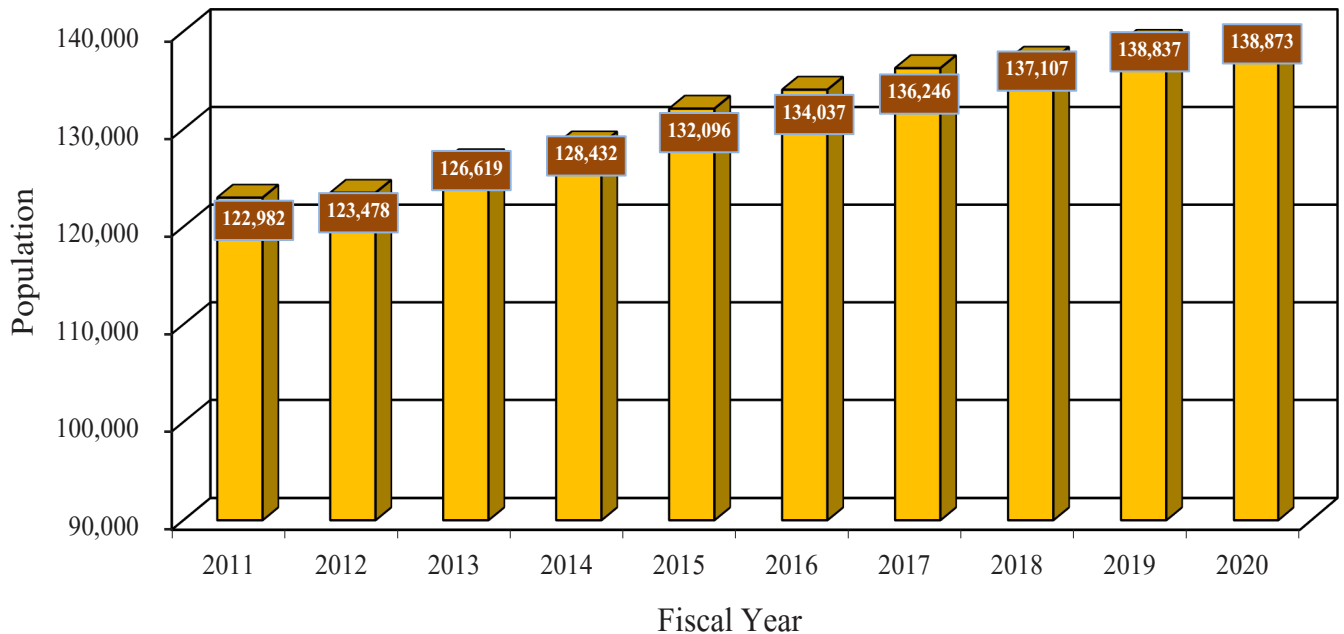
Demographic and Economic Statistics

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)
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	22,781	2.7%	70,381	28,656	36
2019	1,919,644	138,837	21,574	2.8%	68,293	27,275	36
2020	1,942,700	138,873	26,083	7.4%	70,005	30,237	36

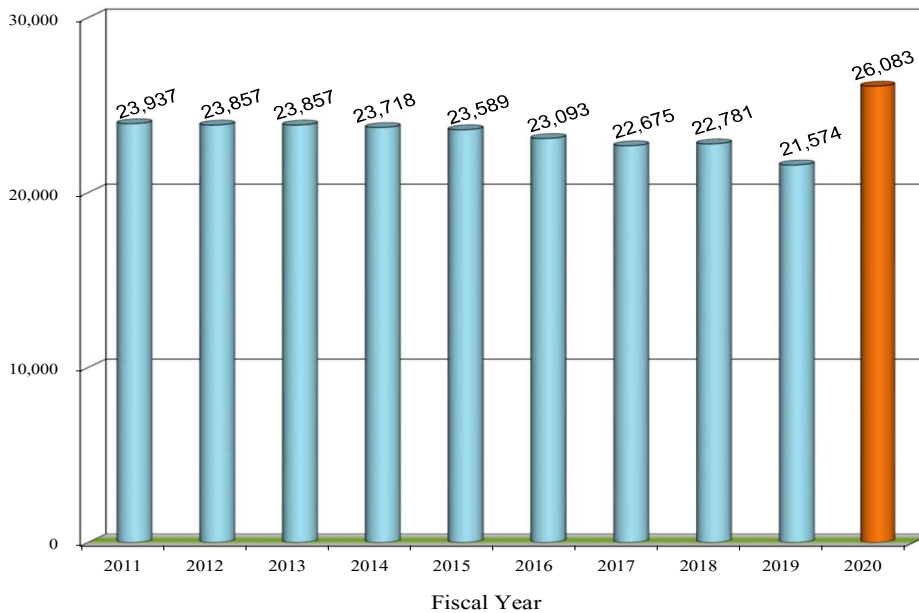
Source: (1) Bureau of Economic & Business Research (BEBR)
 (2) School Board of Broward County
 (3) State of Florida LAUS
 (4) American Fact Finder ACS, U.S. Bureau of Census

City of Miramar Population History



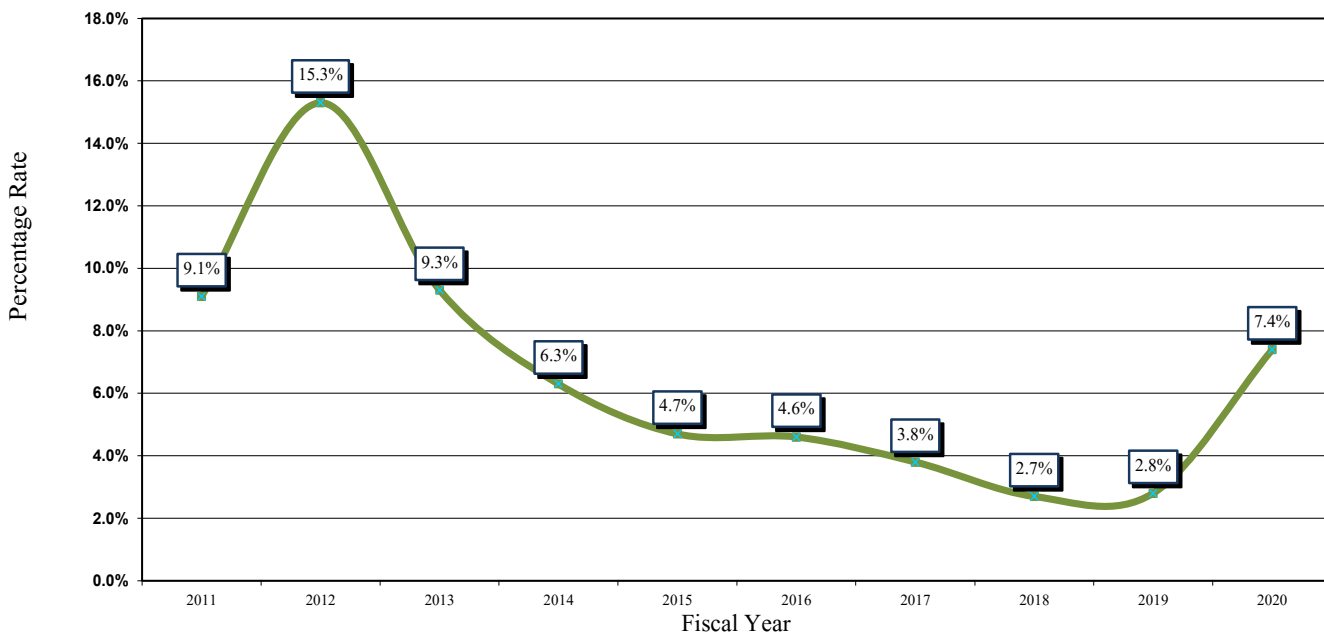
Demographic and Economic Statistics

School Enrollment



The number of students enrolled for 2020 includes: 8,170 (High School), 10,650 (Grades 5-8), 5,428 (Grades 1-4), and 1,835 (Kindergarten).

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
County Line Corporate Center			Miramar Park of Commerce cont'd		
Aldora Aluminum & Glass Products, Inc	105	Manufacturing	Inter-Continental Cigar Corp	22	Wholesale
C. H Robinson, Inc	34	Logistics	J.C. White Office Furniture	94	Office Furniture
Edward Don & Company	40	Culinary Supply	JL Audio, Inc	514	Audio Equip.
Hamilton Sundstrand Wld Repair	191	Appliance	J Pay, Inc	180	Financial
Kellstrom Defense Aerospace	58	Aerospace	Kaba Workforce Solutions, Inc	22	Workforce
Planned Building Services	40	Comm cleaning	Kone Elevators Escalator	30	Elevator Svc.
Huntington Corporate Park			Maritime Tele-communications Net	122	Communication
Arise Virtual Solutions, Inc	259	Call Center	Neiman Marcus	110	Retail
Automated Healthcare Solutions LLC	157	Healthcare	Neoptx, LLC	56	Optical
Carnival Corporation	750	Cruise	Nutrition Formulators, Inc	66	Nutraceutical
Compu Pay, Inc	125	Payroll	Panera LLC DBA Panera Bread #124	53	Retail
Gallagher Bassett Services, Inc	60	Insurance	Premier Beverage Co, LLC	426	Spirits
HP Enterprises Services LLC	252	Info Tech	Quest Diagnostics	570	Lab/Pharmacy
La Carreta Restaurant	100	Restaurant	Spirit Airlines, Inc	843	Airlines
Miramar Property Partners	3	Real Estate	Stanley Black & Decker	160	Tools
NBC Subsidiary (WTVJ-TV) LP	169	TV	Trane US, Inc	140	Air Condition
Telemundo of Florida, Inc	143	TV	Transcore Its, LLC	55	Logistics
Claro Enterprise Solution	162	Communication	United Tranzactions, LLC	146	Financial
US Gas & Electric, Inc	156	Utility	Vitas Healthcare Corp of Fla	195	Healthcare
Miramar Center Business & Corporate Park			Miramar Town Center		
Benihana	103	Restaurant	24 Hour Fitness #629	61	Fitness
Bokampers Sports Bar & Grill	216	Restaurant	Monarch Lakes Industrial Park		
Dynalectric Company	52	Contractor	Comcast of South Florida	950	Cable
Humana	200	Insurance	Hilton Garden Inn Miramar	62	Hotel
Johnson Controls, Inc	150	Building/Automotive	Paychex North America, Inc	124	Payroll
Principal Life Insurance Co	120	Insurance	Publix Super Markets, Inc #0673	207	Retail
Propulsion Technologies International	110	Aviation	Ross University School of Medicine	123	School
Texas Roadhouse	125	Restaurant	Royal Caribbean Cruises Ltd	1000	Cruise
The Home Depot #6353	154	Retail	Southern Wine and Spirits	145	Retail
Miramar Park of Commerce			United Healthcare of FL, Inc	194	Healthcare
ADT, LLC DBA ADT Security Services	146	Security	Employers out of Corporate Parks		
Amercan Purchasing Servicing LLC	154	Consulting	Memorial Healthcare System	1100	Hospital
Aveva Drug Delivery Systems	228	Pharmaceutical	Publix Super Markets, Inc #0368	142	Retail
Beghelli, Inc	50	Manufacturing	Publix Super Markets, Inc #0652	137	Retail
Concorde Career Institute	50	School	Sam's Club	215	Retail
Parallon East Florida Supply Chain	100	Healthcare	Target Store, T-1512	223	Retail
Federal Express Corporation	193	Courier	Trinity Health Care Service	150	Healthcare
Florida Supplement, LLC	103	Nutraceuticals	Walmart Stores East LP #1511	375	Retail

Source: City of Miramar, Financial Services Dept-Business Tax; e-mail: businessstax@miramarfl.gov



Comparison to Other Local Municipalities

Municipality	Total All Funds Operating Budget FY 21 Budget (1)	General Fund Budget FY 21 Budget (1)	Number of Employees-FTE's FY 21 Budget (1)	Estimated Population FY 2021 (2)	Millage Rate Operating Debt Service FY 2021 (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	\$213,535,599	\$132,651,937	893.0	129,263	5.8732 0.2412*	234,000 234,000	-	25.07 4.02 per 100 sq ft	49.53 per 100 sq ft	290.00
Hollywood	608,136,263	297,649,677	1,312.0	151,818	7.4665 0.4301*	285.00	-	618 197**	604.00**	504.00
Miramar	312,347,070	176,401,315	1,120.0	138,873	7.1172	398.23	296.26	0.7457 0.1191 per sq ft	0.6194 per sq ft	225.00
Pembroke Pines	420,808,524	212,438,083	790.5	168,326	5.6736 0.4273*	312.32	-	0.5231 0.1073 per sq ft	0.4994 per sq ft	280.20
Plantation	235,187,100	111,539,894	822.0	90,802	5.8000 0.4195*	-	-	-	-	312.24
Sunrise	440,023,395	138,829,395	1,350.0	94,333	6.0543 0.4276*	229.50	-	393.00 65.00**	593.00**	202.20
Town of Davie	253,323,763	138,195,938	823.0	105,044	5.6270 0.2566*	206.00	-	0.4111 0.0688 sq ft	0.4111 0.1169 sq ft	330.49
Weston	\$157,922,425	\$51,124,200	10 303 Contract	67,438	3.3464	549.54 562.75	-	1,245.27 422.53**	-	334.24

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)

(3) Broward County Property Appraiser (BCPA)

Hyperlink: <https://www.bibr.ufl.edu/population>

Comparison of Other Cities Taxable Value

Municipality	FY 2020 Gross Taxable Value	FY 2021 Gross Taxable Value	Amount Change	% Change from Prior Year
Coral Springs	\$ 10,755,584,476	\$ 11,254,828,557	\$ 499,244,081	4.64%
Hollywood	17,432,915,720	18,514,618,295	1,081,702,575	6.20%
Miramar	10,320,547,001	10,872,653,425	552,106,424	5.35%
Pembroke Pines	13,532,176,654	14,300,177,757	768,001,103	5.68%
Plantation	9,775,400,180	10,163,009,933	387,609,753	3.97%
Sunrise	7,789,046,891	8,229,356,890	440,309,999	5.65%
Town of Davie	10,297,374,227	10,825,769,549	528,395,322	5.13%
Weston	\$ 8,921,430,142	\$ 9,231,257,552	\$ 309,827,410	3.47%

Source: BCPA, Form DR-420, Certification of Taxable Value

Hyperlink: <https://bcpa.net/Folder.asp?page=2020CompletedDR420s>



Glossary of Terms

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

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

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 enterprise 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 in 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

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.

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

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. In 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. In 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

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
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 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 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

Millage Rate Ordinance

Temp. Ord. No. 1758
08/13/2020
09/09/2020

CITY OF MIRAMAR
MIRAMAR, FLORIDA

ORDINANCE NO. 20-20

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 29 DAY
OF September, 2020

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 2020 TAX YEAR, WHICH IS 5.13% GREATER THAN THE ROLLED-BACK RATE OF 6.7698 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 2021 Fiscal Year ("FY21") 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 FY21 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 2020 tax year, or \$7.1172 per thousand dollars of taxable assessed property value. This millage rate is 5.13% greater than the rolled-back rate of 6.7698 mills.

Ord. No. 20-20



Millage Rate Ordinance (continued)

Temp. Ord. No. 1758
08/13/2020
09/09/2020

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.

Ord. No. 20-20

2

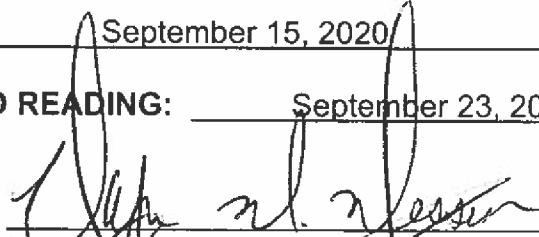
Millage Rate Ordinance (continued)

Temp. Ord. No. 1758
08/13/2020
09/09/2020

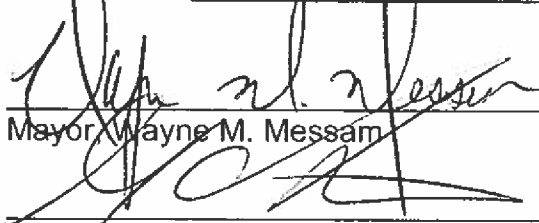
Section 4: This Ordinance shall take effect on October 1, 2020.

PASSED FIRST READING: _____ September 15, 2020 _____

PASSED AND ADOPTED ON SECOND READING: _____ September 23, 2020 _____

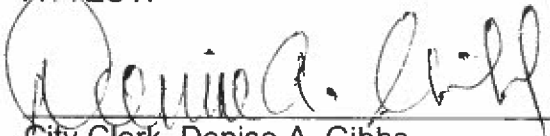


Mayor, Wayne M. Messam



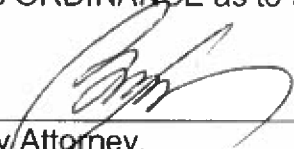
Vice Mayor, Maxwell B. Chambers

ATTEST:



City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this ORDINANCE as to form:



City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Winston F. Barnes	Yes
Vice Mayor Maxwell B. Chambers	Yes
Commissioner Yvette Colbourne	Yes
Commissioner Alexandra P. Davis	Yes
Mayor Wayne M. Messam	Yes



Budget and CIP Ordinance

Temp. Ord. No. O1757
08/13/2020
09/09/2020

CITY OF MIRAMAR
MIRAMAR, FLORIDA

ORDINANCE NO. 20-21

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 7th DAY
OF September, 2020
[Signature]
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 2021, 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, 2020; PROVIDING AUTHORIZATION TO RE-APPROPRIATE LAPSED CAPITAL OUTLAY AND CAPITAL IMPROVEMENT ENCUMBRANCES IN THE 2021 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 2021 ("FY 2021") Operating and Capital Improvement Program Budget, approved by the City Commission on September 15, 2020, is established and adopted as the City of Miramar's final budget for the 2021 Fiscal Year.

Ord. No. 20-21

Budget and CIP Ordinance (continued)

Temp. Ord. No. O1757
08/13/2020
09/09/2020

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, 2020 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 2021 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)

Temp. Ord. No. O1757
08/13/2020
09/09/2020

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. 20-21

3

Budget and CIP Ordinance (continued)

Temp. Ord. No. O1757
08/13/2020
09/09/2020

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 2021 Budget for the City of Miramar, if the 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, 2020, 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 2021 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.



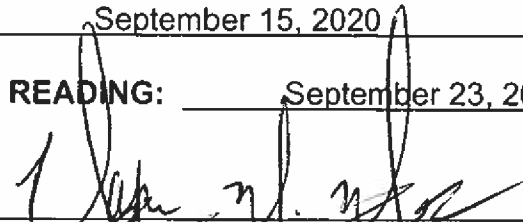
Budget and CIP Ordinance (continued)

Temp. Ord. No. O1757
08/13/2020
09/09/2020


Section 12: This Ordinance shall take effect on October 1, 2020.

PASSED FIRST READING: _____ September 15, 2020 _____

PASSED AND ADOPTED ON SECOND READING: _____ September 23, 2020 _____

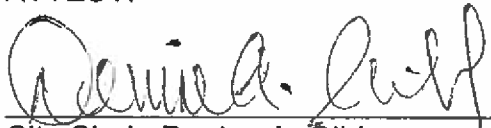


Mayor, Wayne M. Messam




Vice Mayor, Maxwell B. Chambers

ATTEST:



City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this ORDINANCE as to form:



City Attorney,
Austin Parnes Norris Weeks Powell, PLLC

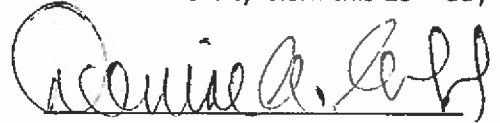
<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Winston F. Barnes	Yes
Vice Mayor Maxwell B. Chambers	Yes
Commissioner Yvette Colbourne	Yes
Commissioner Alexandra P. Davis	Yes
Mayor Wayne M. Messam	Yes

Budget and CIP Ordinance (continued)

Certificate of Filing for an Ordinance

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. 20-21 was filed in the records of the City Clerk this 23RD day of September, 2020.



Print Name: Denise A. Gibbs

Print Title: City Clerk





The City of Miramar honors Dr. Martin Luther King Jr. with a special celebration day.