

City of Miramar

Fiscal Year 2020 Adopted Annual Budget

Elected City Commission



Mayor
Wayne M. Messam



Vice Mayor
Alexandra P. Davis



Commissioner
Winston F. Barnes



Commissioner
Maxwell B. Chambers



Commissioner
Yvette Colbourne

Appointed City Officials

Vernon E. Hargray, City Manager
Whittingham Gordon, Deputy City Manager
Kelvin L. Baker, Assistant City Manager
Shaun Gayle, Assistant City Manager
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
Norman Mason, Director of Management & Budget
Robert Palmer, Fire-Rescue Chief
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

Alexandra P. Davis

City Commission

Winston F. Barnes

Maxwell B. Chambers

Yvette Colbourne

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

Honorable Mayor, Vice Mayor and City Commissioners:

I am pleased to present a balanced **Fiscal Year 2020 Adopted Budget**, which demonstrates our commitment to the Vision of the City of Beauty and Progress. On Thursday, May 9, 2019 the City hosted a Visioning Session where staff presented a plan for the future of Miramar to our City Commission, City staff, residents and businesses. We are excited to keep the City moving forward and provide the best quality of life for our residents and greater opportunities to ensure sustainable growth, development and redevelopment for current and prospective businesses.

Miramar has the unique distinction of being one of the fastest growing and most diverse communities in the nation. Over the years, it has dealt with many challenges, but overcame them through collaboration, finding common ground amongst various stakeholders and seeking inclusiveness for all parties. As a City, we are on the cusp of even greater opportunities and results, with major projects and initiatives including but not limited to: Historic Miramar Master Plan; Smart City Enhancements; Billboards; Development of Block 2 at Miramar Town Center; an Arts Workforce and Entertainment (AWE) District Master Plan; Infrastructure Enhancements; a robust Capital Improvement Plan (CIP); and Senior, Affordable and Workforce Housing opportunities.

Through the efforts and dedication of staff, the proposed budget reflects our ongoing commitment to stabilize the City's finances while meeting our obligations for debt service, pensions, public safety and infrastructure improvements. These strategies are designed to better align the City's resources with service categories, position programs to enhance community benefit, and to arrange staffing levels in a manner that optimizes performance and the delivery of service to the community.

As we move forward, we must keep focus on the City's Vision – one that will continue to propel Miramar to future sustainability and development. We will continue to leverage available resources and engage the City Commission and community on utilization and the need for additional funding through the avenue of strategic planning. This effort will include key City and community stakeholders, who will chart the course together for future generations that will live, work, play and prosper RIGHT HERE in Miramar!

Best regards,

Vernon E. Hargray | City Manager





GOVERNMENT FINANCE OFFICERS ASSOCIATION

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Award*

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Florida**

For the Fiscal Year Beginning

October 1, 2018

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, 2018**. 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 2019	Adopted FY 2020	
Save Our Homes Value	219,047	224,160	2.3%*
Homestead Exemption	(50,000)	(50,000)	
Taxable Value	169,047	174,160	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 1,203.14	\$ 1,239.53	\$ 36.39
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 36.39

	<u>Non-Homesteaded</u>		
	Levied FY 2019	Adopted FY 2020	
Save Our Homes Value	263,962	287,888	9.1%
Homestead Exemption	-	-	
Taxable Value	263,962	287,888	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 1,878.67	\$ 2,048.96	\$ 170.29
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 170.29

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

	<u>Homesteaded</u>		
	Levied FY 2019	Adopted FY 2020	
Save Our Homes Value	219,314	224,430	2.3%*
Homestead Exemption	(50,000)	(50,000)	
Taxable Value	169,314	174,430	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 1,205.04	\$ 1,241.45	\$ 36.41
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 36.41

	<u>Non-Homesteaded</u>		
	Levied FY 2019	Adopted FY 2020	
Save Our Homes Value	267,205	291,400	9.1%
Homestead Exemption	-	-	
Taxable Value	267,205	291,400	
Millage Rate	7.1172	7.1172	
City Tax Bill	\$ 1,901.75	\$ 2,073.95	\$ 172.20
Fire Assessment	\$ 398.23	\$ 398.23	\$ -
Total Change			\$ 172.20

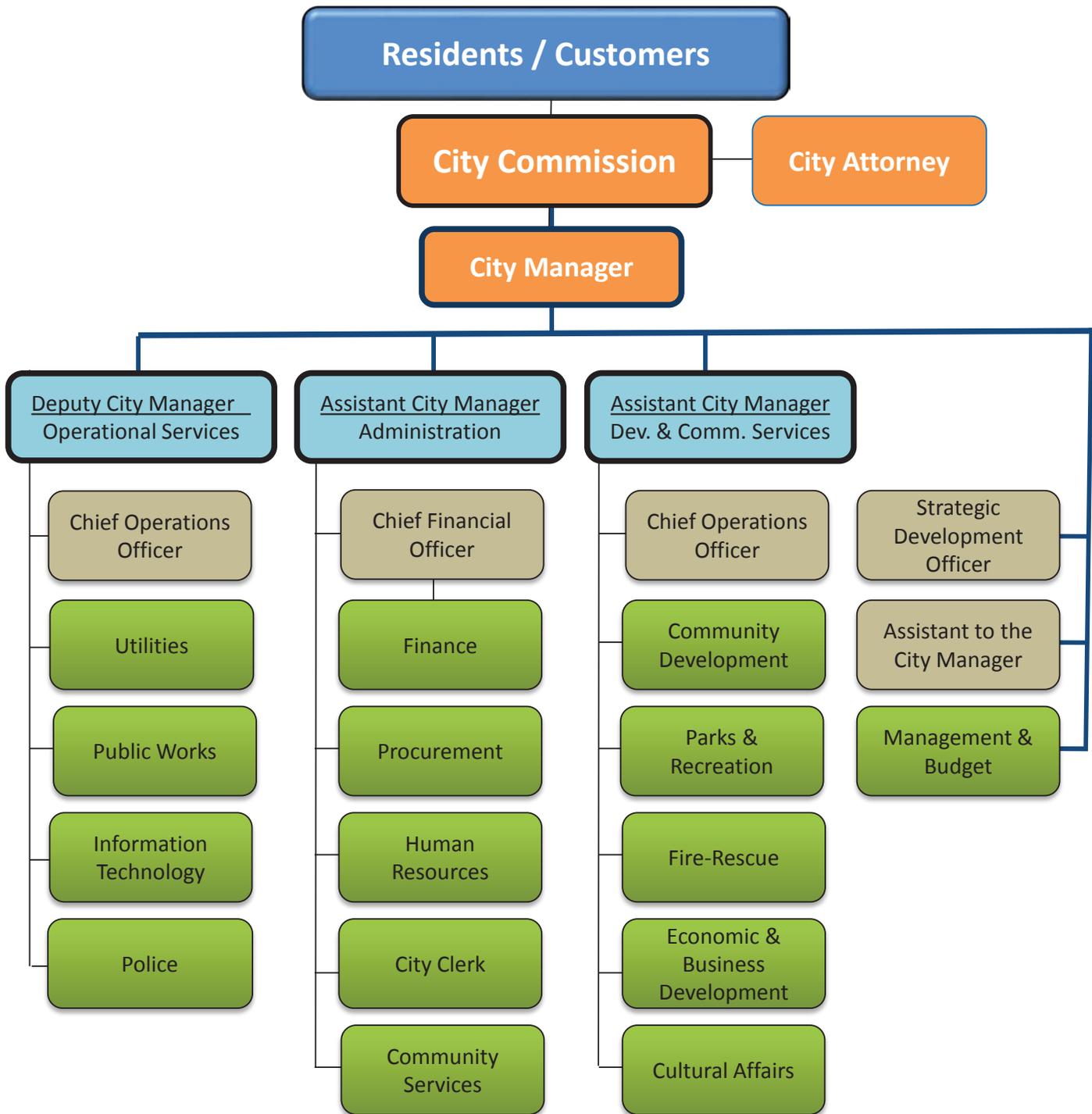
Using the Commercial Amount from the Property Appraiser (Commercial)

	Levied FY 2019	Adopted FY 2020	
Taxable Value	603,224	637,439	5.7%
Avg Size (Sq Ft)	15,126	15,126	0.0%
Millage Rate	7.1172	7.1172	
Fire Assessment	11,279.46	11,279.46	-
City Tax Bill	\$ 4,293.27	\$ 4,536.78	\$ 243.51
Total Change			\$ 243.51

* Save Our Homes (SOH) Cap



Citywide Organizational Structure



Miramar Location

Location of Miramar on the State of Florida Map

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



Miramar At A Glance

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

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

Demographics

Population Estimates

Source: Bureau of Economic and Business Research (BEBR)

Calendar Year	Population
2010	122,041
2011	122,982
2012	123,478
2013	126,619
2014	128,432
2015	132,096
2016	134,037
2017	136,246
2018	137,107
2019	138,837
Median Age	36.4
Median Household Income	\$66,560
Number of Households	43,752
Single Family/Duplex	34,163
Multi-Family	8,154
Mobile Homes	1,435
Race Composition (%)	
Black/African American	46.6%
White	41.4%
Asian	5.6%
Other Race / Two or More Race	6.4%
Total	100.0%
Hispanic/Latino (of any race)	36.3%

Source: U.S. Census Bureau, 2018 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	57.9%
Commercial	4.1%
Industrial	5.6%
Recreational	3.3%
Schools	1.4%
Conservation/Public Facility/ROW	25.2%
Mixed Use	0.5%
Undeveloped	2.0%
Total Land Use	100.0%

Source: Community & Economic Development Land Data

Economics

Office Space	3.5 million sq.ft.
Commercial Space	3.2 million sq.ft.
Industrial Space	9.3 million sq.ft.
Taxable Assessed Value 2019 tax year	10,320,547,001
Real Property	9,873,870,150
Personal Property	446,676,851
Adjusted Taxable Value	10,250,219,671
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 2020 Budget

Adopted Budget	\$324,317,086
Adopted Net Budget	\$259,929,566
Adopted Capital Improvement Budget	\$31,141,662
General Fund Budget	\$180,017,076

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	309
Sworn Police Officers	229
Service Calls (FY 2019)	82,362
Average emergency response time	4.01 mins

Fire-Rescue/EMS

Fire Stations	5
Full Time Employees	165
Certified Firefighters	151
EMS Calls (FY 2019)	8,253
Fire Calls (FY 2019)	3,591
Average Fire Response Time	5.04 mins
Average EMS Response Time	6.54 mins

Parks & Recreation

Number of Parks	40
Number of Acres	458
Facility Pavilion Shelter Rentals	1,502
Number of Rec. Programs Patrons	42 57,860
Number of Athletic Programs Patrons	39 111,940
Number of Aquatic Complexes Patrons	2 123,548
Number of Special Events	26
Number of Special Events Participants	37,995

Community Services

Senior Centers	2
Senior Participants (FY 2019)	1,100
Senior Transportation (FY 2019)	65,000
Counseling Hours (FY 2019)	1,000
Activities Offered at Centers	60

Childcare Facilities	3
Number of Preschool Children	187
Number of Elementary After School Children	86

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	77,136
Theater	45,903
Banquet Hall	19,705
Ansin Family Art Gallery	11,528

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	5,656
City vehicles and equipment maintained	720

Utilities

Estimated Population for water service	140,000
Customer accounts	34,092
Miles of Water Lines	441.1
Fire Hydrants	4,544
Number of wells	10
Average Daily Water Consumption	13.6 mgd
Daily water treatment capacity	18.25 mgd
Sewer lines / force mains	344.5 miles
Average daily sewer treatment	9.8 mgd
Number of Lift Stations	140

Total City Employees/Full-Time Equivalent (FY 2020 FTEs)

Full-time employees	1,046
Part-time employees-156	78
Seasonal part-time-30	15
Temporary full time	1
Temporary part-time-10	5
Total Net FTE's	1,145



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

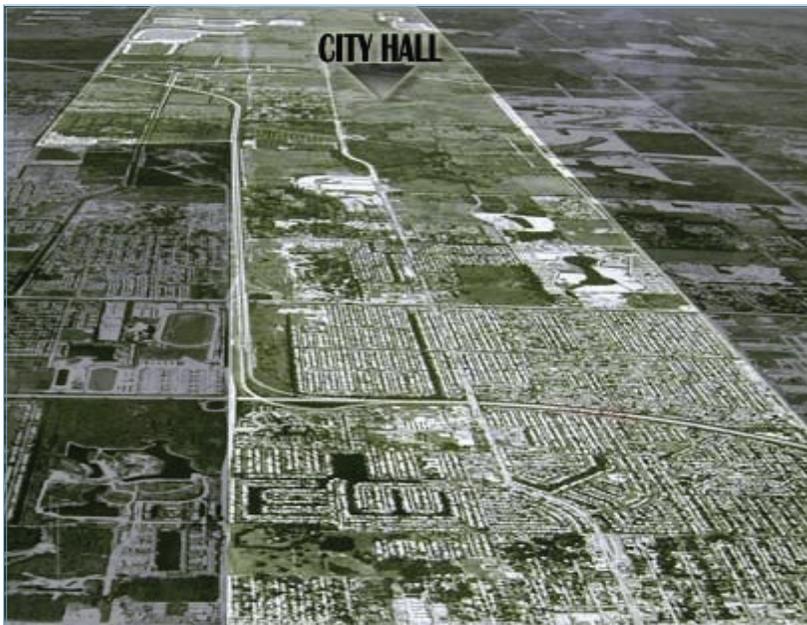


City of Miramar: Past, Present, and Future

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 S.T.A.R. (Supervised Time Afternoon Recreation) Program, and a variety of programs for Teachers' Planning Days, other out-of-school days and for the summer.

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

City of Miramar: Past, Present, and Future

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.

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

Miramar continues to work in association with Broward County, the State of Florida, Federal Agencies and various private sector sources to provide an array of resources that promote and encourage business opportunity and growth ranging from major corporate developments to small businesses. In addition to other state-of-the-art services, Miramar is located near two of Florida's first-class seaports: Port Everglades to the north and the Port of Miami to the south, both 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".

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City of Miramar: Past, Present, and Future

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

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

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



In the past 10 years the City has experienced significant development activity resulting in a population growth and expansion of its economic base.

Miramar's estimated population of 138,837 is the fourth largest among Broward County cities and its 12 million square feet of office and industrial space contain companies representing a variety of industry sectors including aviation (Spirit Airlines), healthcare (Humana), media/communications (Clear Channel) and manufacturing (JL Audio).

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

Awards and Recognitions:

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

The present Administration is dedicated to preserving the character of Miramar while enhancing the quality of life of its residents. To accomplish this 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

Strategic Plan

Mission

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

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

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

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

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

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

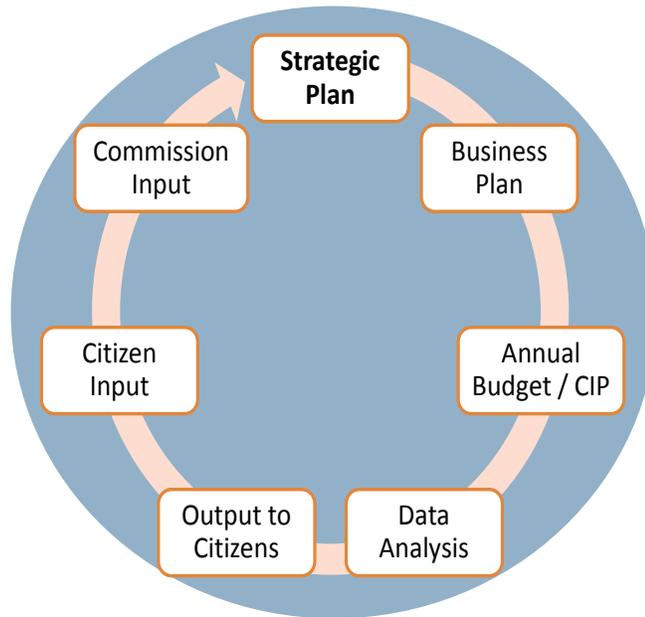
- First and foremost, the effort needs to be driven by the top executives of the City of Miramar.
- Buy in and commitment from department directors and upper management is key to success.
- Feedback from a broad spectrum of stakeholders will help to ensure buy in.
- The City needs to have a clear updated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

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

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

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

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



Business Plan

Business Plan Purpose and Process

The City's Business Plan, initiated in Fiscal Year 2003, includes revenue and expenditure projections as well as intended outcomes and the initiatives engaged to meet those outcomes in order to accomplish long-term financial stability for Miramar. The Plan serves as a guide to the financial and growth management strategies that will lead Miramar to maturity. Starting in FY 2019, the City has implemented the Comprehensive Assessment of Revenues and Expenses (C.A.R.E.) program in order to involve every employee in the formulation of ideas to improve 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

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.

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 2020. 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



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.

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.

Following are the major departmental initiatives that are approved and included in the Fiscal Year 2020 budget:

City Manager's Office

In FY 2020, the Office of Marketing and Communications moves back into the City Manager's Department. Moving out of the department is the Office of Business Inclusion and Diversity (BID) which will be housed in the new Economic and Business Development Department.

Human Resources

A new program will be implemented for the training and development pillar in the department that will allow the City to identify and enable efficient tracking of costs directly associated with training and development. Additionally, The department will receive a new Compensation & Classification Facilitator/Special Projects position that will work to conduct a comprehensive review of all job classifications, descriptions and compensations. Lastly, a new benefits administration system that seamlessly integrates with the City's Enterprise Resource Planning (ERP) System will be implemented.

Financial Services

Funding is included to purchase a software to produce the Comprehensive Annual Financial Report (CAFR). This application allows for enhanced reporting and helps staff to perform more detailed analysis and reports. Additionally, a new Accounting System Analyst position is included to assist with payroll operations.

Procurement

A new Procurement Specialist II position is included in the budget to support overall operations. This position will serve as a backup to the mailroom program.

Police

Two new police officers are added to the Police budget to perform general law enforcement duties. This addition is expected to provide a reduction in the workload of the department as well as a decrease in overtime costs. In addition, three new F.T.E's are funded in the Law Enforcement Trust Fund to support the Body Worn Camera Program. The City plans to continue covering the full cost of these three positions and the associated equipment using Law Enforcement Trust funds for the next two years.



Fire Rescue

Upgraded garage bay exhaust management system is included in this year's budget to reduce human exposure to toxic fumes from fire-rescue vehicles.

Economic & Business Development

This is a new department for FY 2020 that will be responsible for the economic development and re-development activities in historic Miramar. The new department will be responsible for the recruitment, retention and expansion of target industry jobs and for increasing foreign direct investment in the City.

Public Works

A Facilities Maintenance Coordinator position is added to the budget including funds to manage repairs and maintenance for the City's aging infrastructure. Increased funding for sidewalk repair and maintenance is included as well as for traffic calming devices. Lastly, funding is included to expand the in-house landscaping program, adding 7.5 FTEs and reducing the cost of landscaping contracts.

Cultural Affairs

An exciting new season is scheduled that includes headline acts from Drumline Live!, Grammy award winner Kenny "Babyface" Edmonds, Dance Theater of Harlem, Grammy award winner Lalah Hathaway, Tasha Cobbs and Luis Enrique & C4 Trio. Other performances include the South Florida Chamber Ensemble, Ballet Etudes of South Florida, Monty Alexander, Africa Umoja and the Palm Beach symphony performing Heavenly Mischief.

Parks & Recreation

Funding is included in this year's budget to submit bids to host major national track and field events. This will allow the City to leverage its considerable assets to host events that leave a positive economic impact on the local economy and give Miramar national exposure. In addition, to assist with the launch of an Internship Program within the department, a new part-time intern position was provided in the budget.



Community Services

Formerly named Social Services, the department includes in its budget one additional vehicle to support the Childcare program and its various locations.

Other Funds

Utilities

An additional \$2.8M in funding and 4.5 FTEs are included in the budget to fund Utility operations in FY 2020: one Electrician II to support repair and maintenance of plants and lift stations; one Quality Control Officer to comply with National Environmental Lab Commission guidelines; one Administrative Secretary I to provide administrative support to the department, one part-time apprentice position to expose youth to various facets of careers in the engineering/data development professions, and one Utility Billing Specialist II to assist customers with utility billing and processing. Funds are also included for routine repair and maintenance of equipment and facilities, new equipment, contractual services, overtime, and a rate study/forecast.

Health Fund

In order to decrease healthcare costs, the City is implementing two major initiatives in FY 2020. 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 will partner 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.

Information Technology

Funds are included to bring the City's server infrastructure into compliance with the Payment Card Industry (PCI) standard for merchants, and to migrate the redundant core switch to the Police Headquarters building. In addition, two new part-time intern positions are budgeted in this department which offers internship opportunities to students and others to get hands-on experience within the IT field.

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 and incorporating key elements of the City Commission's established vision for the City of Miramar, this budget includes: No ad valorem millage increase.

The current rate is 7.1172 mills, which is 4.91% greater than the rolled-back rate. Taking this into account, the amount of Ad Valorem Taxes proposed to be collected is approximately \$3,547,000 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. \$174,160, the average Miramar dwelling unit will be assessed \$1,240 on the Ad Valorem City portion of their tax bill. This represents a 2.3% increase from last fiscal year.

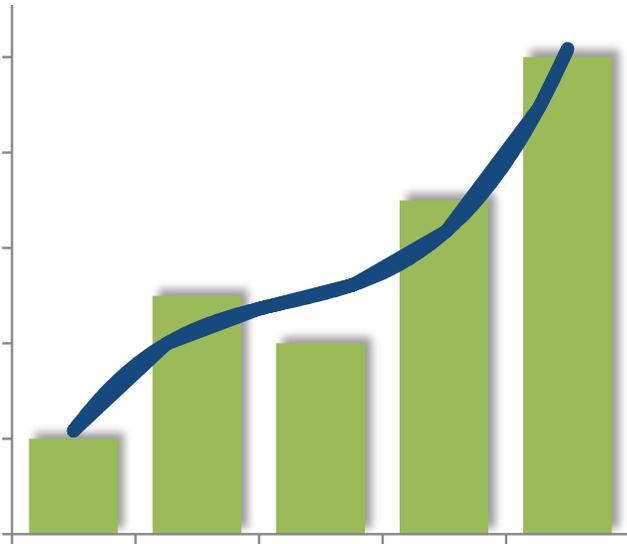
Outcome Program Performance Budget (OPPB): This year marks the sixth year of the transition to a Program Based Budget. Program Based budgeting enables the public to better understand government functions and fosters budgetary transparency. There are 88 different programs contained within the budget. In addition, many personnel are shared between programs, the number of which is indicated in each program. Statistics will continue to be developed which will demonstrate how each program is achieving its mission-driven outcomes.

Financial Policies

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

Budgetary Controls

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



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

Operating Budget Policies

Basis of Budgeting

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

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

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

Annual operating budgets are adopted for all Governmental Funds except for the Capital Projects Fund in which effective budgetary control is achieved on a project-by-project basis when funding sources become available.

All appropriations lapse at the end of the year and encumbrances related to the Capital Improvement Program (CIP) are generally re-appropriated into the following year's budget.

Basis of Accounting

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

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

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

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

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

Financial Policies

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 higher. Projects are proposed for inclusion in the CIP Budget following the same approval process as the Annual Operating Budget. Expenditures that are approved in the first year of the 5-Year CIP will impact the Annual Operating Budget.



Budget Process Overview

Budget Format

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

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

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



Balanced Budget

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

Budget Adoption

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

Budget Monitoring

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

Budget Amendment

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

Year End Appropriations

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

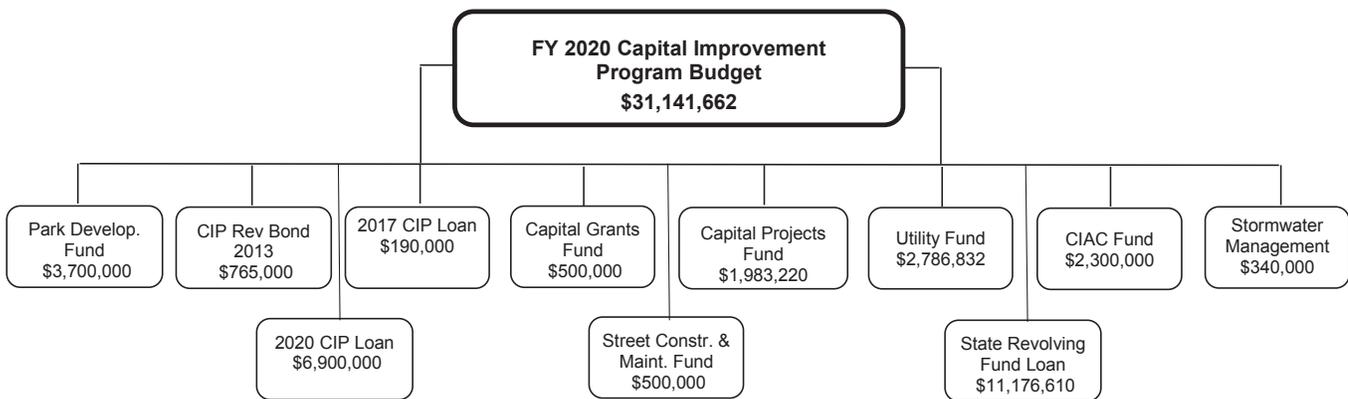
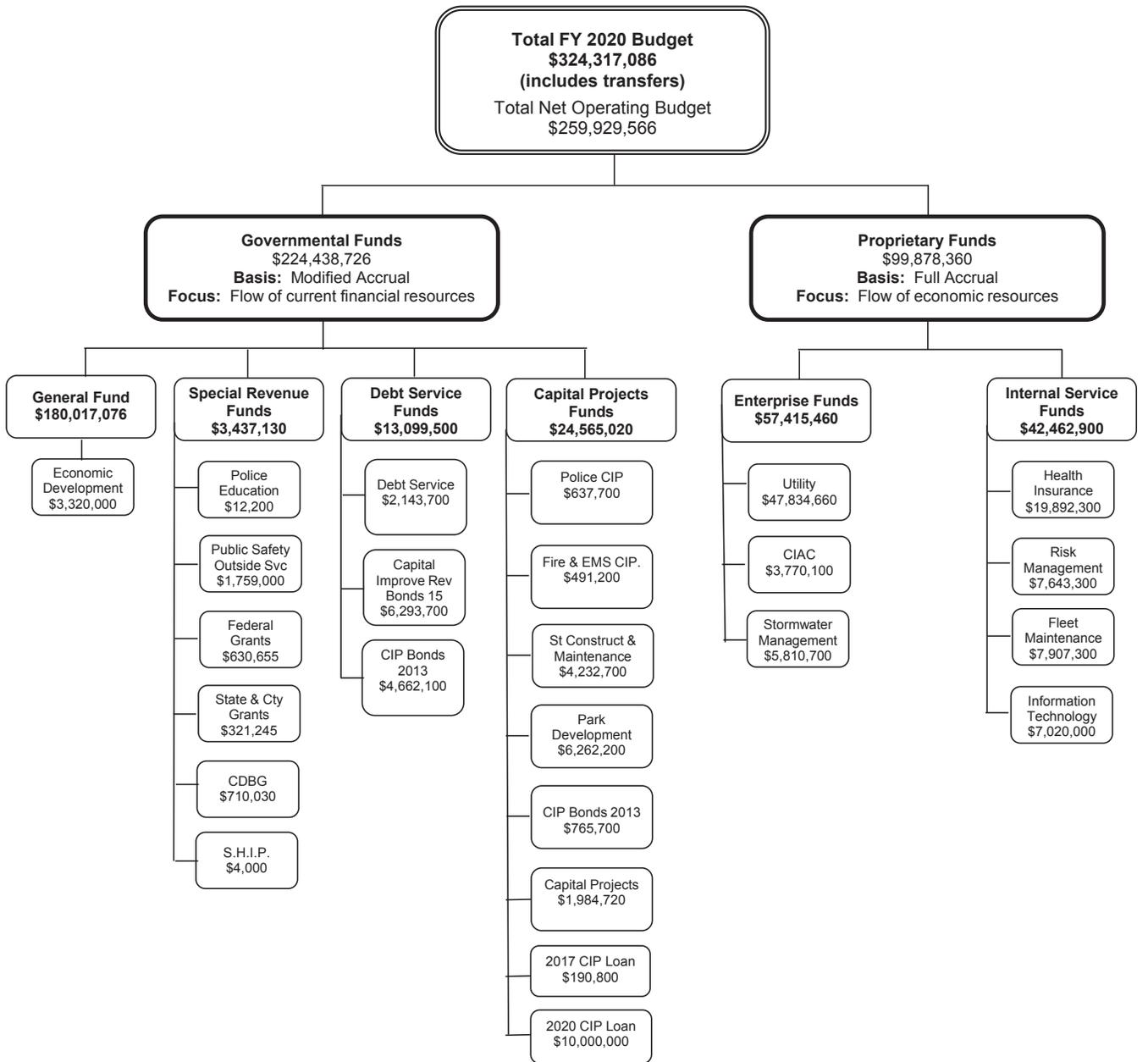
- Grants, encumbrances and available balances for active grant programs
- Departmental capital outlay encumbrances
- Capital improvement encumbrances
- Available balances for active capital projects

FY 2020 Budget Calendar

DATES	REQUIRED ACTIVITY	RESPONSIBILITY
January 22, 2019	FY20 Allocated Costs Methodology meeting (initial)	Allocating Depts
January 31, 2019	Budget Kickoff - budget packages distributed to departments which includes FY 2020 Guidelines and Procedures and the Budget Manual	Management & Budget Dept. (MBD)
February 4-5, 2019	Budget Training (Ongoing training as needed)	MBD
February 6, 2019	FY20 Allocated Costs Methodology meeting (final for Feb Proc)	Allocating Depts
February 28, 2019	February Process Ends - all forms due, budget entry access ends	All Departments
March 4 - 28, 2019	MBD Budget review and analysis of budget submittals (February Proc)	MBD & All Depts
April 1 - 25, 2019	Executive Management Team (EMT) review of budget submittals (February Process)	EMT, MBD & All Departments
April 29, 2019 - May 2, 2019	May Process budget update - Munis and Budget Central re-opened to permit necessary updates by departments	All Departments
May 6-23, 2019	EMT Budget Meetings (May Process). Final budget adjustments. Balance Funds	EMT & MBD
By June 1, 2019	City receives Estimate of Taxable Property Values from Broward County Property Appraiser's Office	Property Appraiser's Office (BCPA)
May 27, 2019 - June 6, 2019	Proposed Budget Preparation (Distribute to Commission by June 17, 2019)	MBD
By July 1, 2019	City receives final Certification of Taxable Property Values from Broward County Property Appraiser's Office	Property Appraiser's Office (BCPA)
July 10, 2019	City Commission sets proposed Property Tax Millage Rate, Fire Protection and Stormwater Assessment Rates, and public hearing dates	City Commission
By August 4, 2019	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 18, 2019	Advertise Fire Protection and Stormwater Assessment notices in newspaper	MBD & Office of the City Clerk
By August 24, 2019	Property Appraiser sends out TRIM Notices to property owners	BCPA
August 28, 2019	FY 2020 City Commission Budget Planning Workshop	City Commission
September 12, 2019	Public hearing on FY 2020 Tentative Budget and Millage Rate Adoption hearing on FY 2020 Fire Protection & Stormwater Assessments	City Commission
September 22, 2019	Budget Advertisement per TRIM requirements in the newspaper	MBD & City Clerk
September 25, 2019	Second and final public hearing on Millage Rate and Operating and Capital Improvement Program (CIP) Budgets	City Commission
Within 30 days of Adoption	Certify adopted Millage Rate and statute compliance Send TRIM package to the State	MBD
October 1, 2019	FY 2020 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. The Economic Development Fund is a sub-fund of the General Fund. It accounts for the City's economic development activities.

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

Capital Projects Funds

These funds are designated to track resources used for the acquisition of major items and/or construction of facilities that cost over \$100,000. Currently, the City has the following nine 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
8. CIP Grants
9. 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 increase to \$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.

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.

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.

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. The lease is collateralized by equipment, vehicles and annual covenant to budget appropriations.

Dell Lease 2017: This is a 3-year lease purchase for \$123,946 payable in quarterly installments of \$10,978 for Dell Pure Storage equipment. The lease is collateralized by the Pure Storage equipment and annual covenant to budget appropriations.

Motorola Lease 2017: This is a 7-year lease purchase for \$225,504 payable in annual installments of \$37,905 for Motorola Backup Radio System Equipment. The 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. The 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. The lease is collateralized by the Mobile and Portable Radio equipment and annual covenant to budget appropriations.

Dell Lease 2017: This is a 3-year lease purchase for \$111,463 payable in quarterly installments of \$9,872 for Dell Pure Storage equipment. The lease is collateralized by the Pure Storage 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.

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, 2018, the City has an outstanding debt of \$378,722. 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, 2018, 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 \$278,682 as of September 30, 2018. 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, 2018 no loan proceeds have been drawn down on this project.

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, 2018, the amount disbursed is \$10,776,355. The amount outstanding on the loan is \$11,109,321 which includes loan service fees of \$310,800 and capitalized interest of \$22,166. The financing rate on the unpaid principal of the loan amount is 1.08% per annum. The loan is payable in semiannual payments upon completion of the project. Subsequent to fiscal year end this agreement was amended to include an additional \$15,500,000 in financing for this project. The loan fees and related capitalized interest has also been reversed by DEP subsequent to FY 2018 year end.

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, 2018, the amount disbursed is \$2,479,898.

Source: City of Miramar CAFR and Financial Services Department.



Long-Term Debt Obligations

As of June 30, 2019

Governmental Activities	Purpose of Issue	Issued Date	Issued Amount	Maturity Date	Amount Outstanding
Governmental Activities					
Revenue Bonds:					
CIP Special Obligation Rev Bond 2013	Various Capital Projects	9/25/2013	59,815,000	Oct. 1, 2038	\$55,950,000
CIP Revenue Bonds 2015	Various Capital Projects	3/12/2015	79,595,000	Oct. 1, 2035	70,110,000
Sub-total					126,060,000
Revenue Notes Payable:					
Transp. Improvement Series 2012	Transportation Projects	1/1/2012	7,084,000	Oct. 1, 2021	1,962,700
Special Obligation Revenue Note 2017	Various Capital Projects	2/1/2017	10,000,000	Jan. 15, 2027	8,025,000
Sub-total					9,987,700
Capital Lease:					
7 Yr. Lease US Bancorp	Firefighter Equipment 2016	3/30/2016	2,231,963	March 30, 2023	1,226,652
Dell Pure Storage Lease 2017 #541	Computer Equipment	11/1/16	123,946	Aug. 1, 2019	10,855
Motorola Radio Lease	Backup Radio System Equip.	3/1/2017	225,504	March 1, 2024	167,615
M&P Radio Lease	Mobile & Portable Radios	8/10/2017	1,773,845	Aug. 10, 2024	1,351,547
Keybank Lease 2017	Cisco Phone System & Equip.	6/1/17	1,468,788	Oct. 30, 2021	881,273
Dell Pure Storage Lease 2017 #542	Computer Equipment	9/1/17	111,463	June 1, 2020	38,400
2018 Wi-Fi Replacement Lease	Wi-Fi Replacement Lease	9/30/18	195,077	May 16, 2023	159,363
Lease US Bancorp	Firefighter Equipment 2019	4/1/2019	773,653	March 1, 2024	737,483
Sub-total					4,573,188
Total Governmental Activities					140,620,888
Business-Type Activities					
Revenue Notes/Bonds Payable:					
Utility System Revenue Bond 2015	Various infrastructure projects	3/13/2015	11,485,000	Oct. 1, 2034	9,550,000
Utility System Revenue Bond 2017	Various infrastructure projects	11/9/2017	32,315,000	Oct. 1, 2037	31,365,000
Sub-total					40,915,000
State Revolving Loans:					
Eastern Miramar Infrastructure	Infrastructure Rehabilitation	7/15/2007	18,024,237	Jan. 15, 2027	7,987,196
2014 Historic Miramar Improvement III	Wastewater Pollution Control	8/22/2014	402,314	Jan. 15, 2037	370,654
2015 Drainage Improvement	Stormwater Management	11/15/2016	297,883	Nov. 15, 2036	266,050
2018 Drinking Water	Drinking Water	3/9/2017	17,892,191	N/A	17,892,191
2018 Wastewater and Stormwater	Wastewater and Stormwater	5/15/2017	6,626,579	N/A	6,626,579
2018 Historic Miramar Drainage	Historic Miramar Drainage	1/11/2017	171,958	N/A	171,958
Sub-total					33,314,628
Total Business Activities					74,229,628
Total Long-Term Debt					\$214,850,516

Summary of Annual Debt Service Requirements

Governmental Activities	Revenue Bonds		Revenue Notes Payable		Total
	Principal	Interest	Principal	Interest	
Year ended September 30:					
2019	4,890,000	5,671,713	1,669,400	304,118	12,535,231
2020	5,165,000	5,451,350	1,721,300	256,616	12,594,266
2021	5,220,000	5,217,913	1,768,800	207,743	12,414,456
2022	5,330,000	4,974,237	1,196,200	161,650	11,662,087
2023	5,540,000	4,722,538	1,035,000	130,917	11,428,455
2024-2028	30,550,000	19,527,746	3,845,000	213,450	54,136,196
2029-2033	36,645,000	12,552,248	-	-	49,197,248
2034-2038	33,455,000	4,428,800	-	-	37,883,800
2039-2043	4,155,000	103,875	-	-	4,258,875
Total	\$ 130,950,000	\$ 62,650,420	\$ 11,235,700	\$ 1,274,494	\$ 206,110,614
Business-Type Activities					
Business-Type Activities	Revenue Bonds		Loans Payable		Total
	Principal	Interest	Principal	Interest	
Year ended September 30:					
2019	1,430,000	1,844,122	946,552	186,696	4,407,370
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
2024-2028	9,890,000	6,688,381	3,827,839	204,318	20,610,538
2029-2033	12,205,000	4,316,024	190,080	29,226	16,740,330
2034-2038	12,160,000	1,478,782	146,655	6,858	13,792,295
2039-2043	-	-	-	-	-
Total	\$ 42,225,000	\$ 21,063,167	\$ 9,101,056	\$ 970,156	\$ 73,359,379

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				
	001			
Motorola Back-Up Radio System Equip. Lease 2017		30,798	7,107	37,905
Portable & Mobile Radios Lease 2017		248,623	22,058	270,681
Firefighter Equipment Lease 2019		148,266	18,102	166,368
Total General Fund 001		427,687	47,267	474,954
Debt Service Fund				
	201			
Transportation Improve Revenue Note 2012		776,300	39,853	816,153
Special Obligation Revenue Note 2017		945,000	216,763	1,161,763
Total Debt Service Fund		1,721,300	256,616	1,977,916
Debt Service Fund				
	203			
CIP Revenue Bond Refunding 2015		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				
	204			
CIP Revenue Bond 2013		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				
	504			
Dell Pure Storage Lease 2017 #542		28,961	656	29,617
Cisco Phone System Lease 2017		293,758	-	293,758
Wi-Fi Replacement Lease		37,699	5,923	43,622
Total Information Technology Fund		360,418	6,579	366,997
Total Governmental Activities		7,995,647	5,778,235	13,773,882
Business-Type Activities				
Utility Fund				
	410			
Utility System Refunding Revenue Bond 2017		1,030,000	1,542,500	2,572,500
Utility System Refunding Revenue Bond 2015		515,000	243,705	758,705
Total Utility Fund		1,545,000	1,786,205	3,331,205
CIAC Fund				
	414			
State Revolving Loan - Historic Miramar Improv - Phase III - WW		16,655	9,174	25,829
State Revolving Loan - East Miramar Infrastructure		430,628	70,053	500,681
2018 Drinking Water - DW 060820		883,115	-	883,115
Total CIAC Fund		1,330,398	79,227	1,409,625
Stormwater Management Fund				
	415			
State Revolving Loan - Historic Miramar Improv - Phase III - SW		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
Total Stormwater Fund		558,598	87,521	646,119
Total Business-Type Activities		3,433,996	1,952,953	5,386,949
Total All Funds		11,429,643	7,731,188	19,160,831

Note: This schedule is from October 1, 2019 to September 30, 2020.



Consolidated Budget Summary

REVENUES	GENERAL FUND	ECONOMIC DEVELOPMENT	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	UTILITY		INTERNAL SERVICE	TOTAL ALL FUNDS
						ENTERPRISE FUNDS	STORMWATER FUND		
Taxes: Millage per \$1,000									
Ad Valorem Taxes 7.1172	72,472,800	-	-	-	-	-	-	-	72,472,800
Utility Taxes	11,480,000	-	-	-	-	-	-	-	11,480,000
Communications Service Tax	4,332,000	-	-	-	-	-	-	-	4,332,000
Local Business Tax	2,295,000	-	-	-	-	-	-	-	2,295,000
Insurance Premium Tax	2,100,000	-	-	-	-	-	-	-	2,100,000
Franchise Fees	9,292,400	-	-	-	-	-	-	-	9,292,400
Licenses and Permits	6,185,500	-	-	-	4,497,600	4,624,960	5,497,147	-	20,805,207
Special Assessment	22,250,000	-	-	-	-	-	-	-	22,250,000
Intergovernmental	15,809,320	-	1,661,930	-	3,720,700	-	-	70,000	21,261,950
Charges for Services	18,926,023	20,000	1,759,000	-	-	45,091,500	163,553	-	65,960,076
Fines and Forfeitures	704,000	-	12,000	-	-	-	-	-	716,000
Miscellaneous Revenue	7,283,433	-	4,200	1,200	10,202,500	1,357,800	150,000	-	18,999,133
Internal Service Charges	-	-	-	-	-	-	-	42,392,900	42,392,900
TOTAL SOURCES	\$173,130,476	\$20,000	\$3,437,130	\$1,200	\$18,420,800	\$51,074,260	\$5,810,700	\$42,462,900	\$294,357,466
Transfers in	3,386,600	3,300,000	-	12,747,800	1,959,720	530,500	-	-	21,924,620
Fund Bal./Reserves/Net Assets	3,500,000	-	-	350,500	4,184,500	-	-	-	8,035,000
TOTAL REVENUES, TRANSFERS & BALANCES	\$180,017,076	\$3,320,000	\$3,437,130	\$13,099,500	\$24,565,020	\$51,604,760	\$5,810,700	\$42,462,900	\$324,317,086
EXPENDITURES									
City Commission	1,691,400	-	-	-	-	-	-	-	1,691,400
Office of the City Manager	4,917,700	-	-	-	-	-	-	-	4,917,700
Human Resources	2,929,000	-	-	-	-	-	-	-	2,929,000
Legal	1,454,600	-	-	-	-	-	-	-	1,454,600
Office of the City Clerk	862,622	-	-	-	-	-	-	-	862,622
Financial Services	4,989,200	-	-	-	-	1,783,950	-	-	6,773,150
Procurement	1,381,211	-	-	-	-	-	-	-	1,381,211
Management & Budget	1,792,450	-	-	-	-	-	-	-	1,792,450
Police	54,401,593	-	1,567,700	-	-	-	-	-	55,969,293
Fire-Rescue	38,692,448	-	3,500	-	-	-	-	-	38,695,948
Community Development	6,165,728	-	714,030	-	-	-	-	-	6,879,758
Economic & Business Development	1,629,800	3,320,000	-	-	-	-	-	-	4,949,800
Public Works	12,447,009	-	-	-	-	-	-	-	12,447,009
Parks & Recreation	14,482,154	-	-	-	-	-	-	-	14,482,154
Community Services	7,007,208	-	-	-	-	-	-	-	7,007,208
Cultural Affairs	3,820,033	-	-	-	-	-	-	-	3,820,033
Utilities	-	-	-	-	-	30,984,703	-	-	30,984,703
Stormwater	-	-	-	-	-	-	2,771,160	-	2,771,160
Capital Improvement Program	-	-	-	-	14,038,220	5,086,832	340,000	-	19,465,052
Debt Service	475,200	-	-	13,097,200	-	3,870,000	606,900	367,200	18,416,500
Non-Departmental	4,151,600	-	-	2,300	3,105,300	8,409,375	2,092,640	26,694,200	44,455,415
Internal Services	-	-	-	-	-	-	-	15,321,500	15,321,500
TOTAL EXPENDITURES	\$163,290,956	\$3,320,000	\$2,285,230	\$13,099,500	\$17,143,520	\$50,134,860	\$5,810,700	\$42,382,900	\$297,467,666
Transfers Out	12,820,720	-	1,151,900	-	7,421,500	530,500	-	-	21,924,620
Fund Bal./Reserves/Net Assets	3,905,400	-	-	-	-	939,400	-	80,000	4,924,800
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES	\$180,017,076	\$3,320,000	\$3,437,130	\$13,099,500	\$24,565,020	\$51,604,760	\$5,810,700	\$42,462,900	\$324,317,086



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 30 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	<i>General Fund</i>
006	Economic Development (Sub-Fund)
	<i>Special Revenue Funds (8):</i>
110	Police Education
145	Public Safety Outside Service
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)
	<i>Debt Service Funds (3):</i>
201	Debt Service
203	Capital Improvement Revenue Bonds-2015
204	CIP Bonds-2013
	<i>Capital Projects Funds (9):</i>
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
393	CIP Grants
395	Capital Projects
	<i>Enterprise Funds (4):</i>
410	Utility Fund
413	Utility Construction Revenue Bonds
414	Contribution in Aid of Construction (CIAC)
415	Stormwater Management
	<i>Internal Service Funds (4):</i>
501	Health Insurance
502	Risk Management
503	Fleet Maintenance
504	Information Technology

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



Budget Summary

The FY20 total combined adopted budget for all funds is \$324,317,086. This represents an increase of \$38,957,488 or 13.7% compared to last year's adopted budget.

Summary of All Funds

Fund	FY 2019 Budget	FY 2020 Budget	\$ Amt. Increase/ (Decrease)	% Change
General Fund	\$ 168,783,609	\$ 180,017,076	\$ 11,233,467	6.7%
Economic Development (Sub-Fund)	-	3,320,000	3,320,000	100.0%
Special Revenue Funds	3,310,412	3,437,130	126,718	3.8%
Debt Service Funds	12,881,900	13,099,500	217,600	1.7%
Capital Projects Funds	13,417,969	24,565,020	11,147,051	83.1%
Utility Funds	46,048,048	51,604,760	5,556,712	12.1%
Other Enterprise Funds	4,676,800	5,810,700	1,133,900	24.2%
Internal Service Funds	36,240,860	42,462,900	6,222,040	17.2%
Sub-total	\$ 285,359,598	\$ 324,317,086	\$ 38,957,488	13.7%
Less Internal Svcs Funds & Transfers	(53,187,311)	(64,387,520)	(11,200,209)	21.1%
Total All Funds	\$ 232,172,287	\$ 259,929,566	\$ 27,757,279	12.0%

Summary of Changes to All Budgetary Funds

The following summary indicates the increase/decrease for each fund expenditure compared to FY19 adopted budget.

Fund	Total	Operating	Capital Improvement	Transfer/ Reserve	Debt Service
General Fund	\$ 11,233,467	\$ 9,712,655	\$ -	\$ 1,354,312	\$ 166,500
Economic Development	3,320,000	3,320,000	-	-	-
Police Education	(700)	(700)	-	-	-
Public Safety Outside Svcs	149,700	149,700	-	-	-
Law Enforcement Trust	(13,700)	(600)	-	(13,100)	-
State & County Grants	(12,082)	-	-	(12,082)	-
S.H.I.P. Program	3,500	3,500	-	-	-
Debt Service	167,600	200	-	-	167,400
Capital Improvement Rev Bonds	(11,000)	(600)	-	-	(10,400)
CIP Bonds 2013	61,000	(100)	-	-	61,100
Police CIP	11,800	(300)	-	12,100	-
Fire & EMS CIP	(180,300)	(200)	-	(180,100)	-
Street Construction & Maint	612,041	(600)	500,000	112,641	-
Park Development	637,800	(600)	1,650,000	(1,011,600)	-
CIP Bonds 2013	162,084	200	161,884	-	-
2017 CIP Loan	(822)	(200)	(622)	-	-
2020 CIP Loan	10,000,000	-	6,900,000	3,100,000	-
Capital Projects	(95,552)	(1,500)	(94,052)	-	-
Utility	3,189,212	3,763,152	1,086,832	(1,727,872)	67,100
Utility Construction Revenue Bond	-	-	-	-	-
Contribution in Aid of Construction	2,367,500	(1,000)	1,600,000	768,500	-
Stormwater Management	1,133,900	(200,700)	-	1,334,600	-
Health Insurance	3,138,100	3,138,100	-	-	-
Risk Management	(358,900)	(358,900)	-	-	-
Fleet Maintenance	2,491,440	2,491,440	-	-	-
Information Technology	951,400	1,005,200	-	-	(53,800)
Totals Including Transfers	\$ 38,957,488	\$ 23,018,147	\$ 11,804,042	\$ 3,737,399	\$ 397,900
Less Transfers & Internal Svc Funds:					
General Fund	(4,740,251)	-	-	(4,740,251)	-
Capital Projects Funds	(249,900)	-	-	(249,900)	-
Utility Funds	(100)	-	-	(100)	-
Internal Service Funds	(6,222,040)	(6,275,840)	-	-	53,800
Total	\$ 27,757,279	\$ 16,742,307	\$ 11,804,042	\$ (1,240,770)	\$ 451,700

Budget Summary

All Funds Revenues & Expenditures Comparison by Category

Sources	FY 2019 Budget	FY 2020 Budget	\$ Amt.		
			Increase/ (Decrease)	% Change	% of Budget
General Gov't Taxes	\$ 88,392,090	\$ 92,679,800	\$ 4,287,710	4.9%	35.7%
Permits/Fees/Special Assess	48,722,150	52,347,607	3,625,457	7.4%	20.1%
Intergovernmental Revenues	20,225,371	21,191,950	966,579	4.8%	8.2%
Charges for Services	63,020,189	65,960,076	2,939,887	4.7%	25.4%
Fines & Forfeitures	1,066,000	716,000	(350,000)	-32.8%	0.3%
Miscellaneous	7,014,246	18,999,133	11,984,887	170.9%	7.3%
Appropriation of Fund Balance	3,732,241	8,035,000	4,302,759	115.3%	3.1%
Total	\$ 232,172,287	\$ 259,929,566	\$ 27,757,279	12.0%	100.0%

Uses	FY 2019 Budget	FY 2020 Budget	\$ Amt.		
			Increase/ (Decrease)	% Change	% of Budget
Personnel Services	\$ 129,838,100	\$ 142,638,720	\$ 12,800,620	9.9%	54.9%
Operating Expenses	54,052,476	58,375,080	4,322,604	8.0%	22.5%
Departmental Capital Outlay	7,551,916	9,011,799	1,459,883	19.3%	3.5%
Grants & Aids	2,940,500	1,099,700	(1,840,800)	-62.6%	0.4%
Capital Improvement Program	7,661,010	19,465,052	11,804,042	154.1%	7.5%
Debt Service	17,597,600	18,049,300	451,700	2.6%	6.9%
Reserves	12,530,685	11,289,915	(1,240,770)	-9.9%	4.3%
Total	\$ 232,172,287	\$ 259,929,566	\$ 27,757,279	12.0%	100.0%

Department Expenditure Budget Variance

The following is a comparison of all department's expenditure budget for the adopted FY20 to the adopted FY19 which includes salaries and benefits, departmental operating expenses and departmental capital outlay. This does not include Capital Improvement projects or non-departmental projects.

Department	FY 2019 Budget	FY 2020 Budget	\$ Amt.		
			Increase/ (Decrease)	% Change	% of Budget
City Commission	\$ 1,411,100	\$ 1,691,400	\$ 280,300	19.9%	0.8%
Office of the City Manager	3,303,267	4,917,700	1,614,433	48.9%	2.3%
Human Resources	2,025,800	2,929,000	903,200	44.6%	1.4%
Legal	1,454,600	1,454,600	-	0.0%	0.7%
Office of the City Clerk	892,200	862,622	(29,578)	-3.3%	0.4%
Financial Services	4,483,100	4,989,200	506,100	11.3%	2.4%
Procurement	1,301,100	1,381,211	80,111	6.2%	0.7%
Management & Budget	1,936,850	1,792,450	(144,400)	-7.5%	0.9%
Police	50,396,263	54,401,593	4,005,330	7.9%	26.0%
Fire-Rescue	35,363,280	38,692,448	3,329,168	9.4%	18.5%
Community Development	6,277,700	6,165,728	(111,972)	-1.8%	2.9%
Economic & Business Development	-	1,629,800	1,629,800	100.0%	0.8%
Public Works	10,306,680	12,447,009	2,140,329	20.8%	5.9%
Parks & Recreation	15,479,408	14,482,154	(997,254)	-6.4%	6.9%
Community Services	6,950,500	7,007,208	56,708	0.8%	3.3%
Cultural Affairs	3,734,133	3,820,033	85,900	2.3%	1.8%
Fin Svcs-Utility Billing	1,634,300	1,783,950	149,650	9.2%	0.9%
Utilities	25,353,500	30,984,703	5,631,203	22.2%	14.8%
PW-Stormwater Management	2,971,860	2,771,160	(200,700)	-6.8%	1.3%
HR-Health Insurance	-	2,328,000	2,328,000	100.0%	1.1%
HR-Risk Management	998,800	570,500	(428,300)	-42.9%	0.3%
PW-Fleet Maintenance	3,634,602	5,770,200	2,135,598	58.8%	2.8%
Information Technology	5,647,600	6,652,800	1,005,200	17.8%	3.2%
Total	\$ 185,556,643	\$ 209,525,469	\$ 23,968,826	12.9%	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 \$180 million. This represents an increase of \$11.2 million, or 6.7%. This increase is primarily due to taxable value increase effect on Ad Valorem Property Tax, and various other revenue estimate increases.

Intergovernmental Revenues

This category represents funds received from other governmental sources, State Revenue Sharing, and Half-cent Sales Tax. These are projected to increase by \$870,220.

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.

Revenue Comparison by Category

Sources	FY 2019 Budget	FY 2020 Budget	Increase/ (Decrease)	% Change	% of General Fund Budget
General Government Taxes	\$ 88,392,090	\$ 92,679,800	\$ 4,287,710	4.9%	51.5%
Permits, Fees, Spec. Assessment	36,552,800	37,727,900	1,175,100	3.2%	21.0%
Intergovernmental Revenue	14,939,100	15,809,320	870,220	5.8%	8.8%
Charges for Services	17,917,491	18,926,023	1,008,532	5.6%	10.5%
Fines & Forfeitures	1,054,000	704,000	(350,000)	-33.2%	0.4%
Miscellaneous Revenues	6,418,646	7,283,433	864,787	13.5%	4.0%
Transfers	3,509,482	3,386,600	(122,882)	-3.5%	1.9%
Appropriation of Fund Balance	0	3,500,000	3,500,000	100.0%	1.9%
Total	\$ 168,783,609	\$ 180,017,076	\$ 11,233,467	6.7%	100.0%

General Government Taxes

Ad Valorem taxes represents a levy on the assessed value of real and personal property and is the largest component of General Government Taxes. The amount budgeted for Ad Valorem taxes is based on the July 1, 2019 Certificate of Taxable Value received from the Broward County Property Tax Appraiser. Property tax values increased from \$9.770 billion to \$10.321 billion, an increase of \$550 million or 5.6%. The Ad Valorem tax rate is 7.1172. The Ad Valorem tax levy for FY20 is estimated to be \$71.3 million, or a \$3.5 million increase from FY19.

Permits, Fees, & Special Assessments

This category includes charges for development related permits, assessments, and franchise fees. The \$1.2 million increase in this category is due to projected increases in Building Permit 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.

Charges for Services

This category represents charges for services rendered by General Fund operations. This category increased by \$1,008,532 due to various adjustments to our Cultural Center revenues and inspection fees.

Miscellaneous Revenues

This category represents revenues not categorized in other areas. Interest earnings and cost avoidance revenues are projected to increase in FY20.

Transfers

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

Appropriation of Fund Balance/Reserves

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

Budget Summary

Expenditures

The FY20 General Fund expenditures total approximately \$180 million. This represents an increase of \$11.2 million or 6.7% compared to the FY19 adopted budget. This increase is primarily attributed to increases in salary and benefits due to health care premium increases, and rising pension costs. Other increases include additional transfers out to CIP funds.

Departmental Capital Outlay

The budget for FY20 is \$5,470,599, a decrease of \$1,173,517. This category is for various capital outlay items including equipment replacement, maintenance and improvement projects, and the Vehicle Replacement Program.

Grants and Aids

Grants and Aids have decreased by \$760,800.

Expenditure Comparison by Category

Expenditures	FY 2019 Budget	FY 2020 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of General Fund Budget
Personnel Services	\$ 111,205,100	\$ 120,679,300	\$ 9,474,200	8.5%	67.0%
Operating Expenses	34,323,385	36,496,157	2,172,772	6.3%	20.3%
Dept. Capital Outlay	6,644,116	5,470,599	(1,173,517)	-17.7%	3.0%
Grants & Aids	930,500	169,700	(760,800)	-81.8%	0.1%
Total Operating Expense	\$ 153,103,101	\$ 162,815,756	\$ 9,712,655	6.3%	90.4%
Capital Improvement	-	-	-	0.0%	0.0%
Debt Service	308,700	475,200	166,500	53.9%	0.3%
Transfers	8,080,469	12,820,720	4,740,251	58.7%	7.1%
Appropriated Fund Balance	7,291,339	3,905,400	(3,385,939)	-46.4%	2.2%
Total	\$ 168,783,609	\$ 180,017,076	\$ 11,233,467	6.7%	100.0%

Personnel Services

The General Fund includes a total of 908.5 FTEs. As reflected above, this category increased by \$9,474,200 over last year. The primary components of salary and benefit increases are the anticipated increases in salaries for collective bargaining agreements and increased health insurance and pension costs.

Operating Expenses

This expenditure category increased by \$2,172,772. These expenses include operating supplies, professional/contractual services, Internal Service Fund allocated charges, marketing and promotions, repairs and maintenance.

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 and the firefighter self contained breathing apparatus.

Transfers

Transfers out to other funds increased by \$4,740,251. 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 Capital Improvement Program (CIP) Funds in order to fund CIP projects.



Budget Summary

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. The FY20 budget of \$3,320,000 includes land acquisition and economic incentives.

Special Revenue Funds

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

Police Education

This fund is used to account for revenues and expenditures associated with the two dollars the City receives from each paid traffic citation, which by State Statute, must be used to further City's Police Officers' education. The amount budgeted has decreased by \$700 to \$12,200. This will be used for various state approved training programs throughout the year.



Public Safety Outside Services

This fund was established to account for revenues and expenditures associated with services provided by off duty Police Officers and Firefighters for private customer details to various businesses and homeowner associations. The amount budgeted increased from FY19 to \$1,759,000.

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 FY20. 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 \$630,655 from the Area Agency on Aging for senior programs and transportation.

State & County Grants

This fund was established to account for funds the City receives from the State or County for grant related projects. \$321,245 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 FY20.

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. Other than the \$4,000 budgeted in administrative costs, amounts are only budgeted when the agreements are executed and approved by the City Commission.

Budget Summary

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 FY20 budget is at \$710,030.

Debt Service Funds

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

Debt Service

This fund contains the Transportation Improvement Revenue Note, 2012. The Transportation Improvement Revenue Note, 2012 is for \$7.1 million and was issued to fund various transportation improvements including the Pembroke Road Overpass. This fund also includes the \$10 million FY 2017 CIP Loan that was used to fund various CIP projects. The total debt service for FY 2020 is approximately \$2.1 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 FY20. The debt service for the five Fire-Rescue Vehicles Lease-purchase (7 year lease beginning June 2016) is budgeted at \$337,700 in FY20.

CIP Revenue Bonds 2013

This fund was established to account for the debt service for the Capital Improvement Revenue Bonds, Series 2013. The interest was capitalized for the first years of this bond issue, therefore, the debt service will be paid out of bond proceeds during this period. The FY20 debt service amount is \$4,662,100.

Capital Projects Funds

These nine 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.



The Fire Department participated in the 2019 Martin Luther King parade.

Budget Summary

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, \$1,104,800 will be transferred to the Debt Service Fund, \$304,400 will be transferred to the Capital Improvement Revenue Bonds 2015 Fund, \$87,900 will be transferred to the CIP Revenue Bonds 2013 fund, and \$2,234,700 will be transferred to the General Fund; the remainder will be used for street related capital projects.

Park Development

This fund was established to account for park and recreation impact fees which will be used for the acquisition and development of park and recreational facilities and sites. \$1,855,100 is budgeted for transfer to the CIP Revenue Bonds 2013 Fund, \$55,300 to the Debt Service Fund, and \$650,900 to the Capital Improvement Revenue Bonds 2015 Fund.

CIP Revenue Bonds 2013

This fund was established to account for the proceeds of the Special Obligation Refunding and Improvement Revenue Bonds, Series 2013 which are limited in use for construction of various capital projects within the City.

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.

2020 CIP Loan

This fund was 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.

Capital Grants

This fund was established to account for capital improvements funded through grant proceeds.

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.

Note: Various capital improvement projects are budgeted within these funds in FY20. Please see Capital Projects Funds section for details.

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 FY20 is \$47,834,660, which is a \$3.2 million increase from last year.

Revenues

Charges for services is the primary source of revenue for the Utility Fund. These charges are projected to increase by \$1.7 million or 4.0% due to a rate adjustment.

Operating Expense

Operating Expenses constitutes 41.6% of the Utility Fund, which is the largest component. Operating Expenses increased by \$2,155,932 over last year primarily due to allocated or non-discretionary expense cost increases.

Departmental Capital Outlay

The total for this category is \$1,114,000, an increase of \$513,400 from last year, necessary for capital equipment replacement.

Capital Improvement Program (CIP)

Capital expenditures total \$2,786,832 which is \$1,086,832, or 63.9%, greater than last year. See Utility Fund Capital Improvement section for a list of the various projects.

Revenues & Expenditures Comparison by Category

Sources	FY 2019 Budget	FY 2020 Budget	\$ Amt. Increase/ (Decrease)	% Change	% of Utility Fund Budget
Permits, Fees, Special Assessment	\$ 821,750	\$ 1,391,360	\$ 569,610	69.3%	2.9%
Charges for Services	43,358,698	45,091,500	1,732,802	4.0%	94.3%
Miscellaneous Revenues	465,000	1,351,800	886,800	190.7%	2.8%
Appropriation of Fund Balance	-	-	0	0.0%	0.0%
Total	\$ 44,645,448	\$ 47,834,660	\$ 3,189,212	7.1%	100.0%

Expenditures

Uses	FY 2019 Budget	FY 2020 Budget	Increase/ (Decrease)	% Change	% of Utility Fund Budget
Personnel Services	\$ 15,807,200	\$ 18,901,020	\$ 3,093,820	19.6%	39.5%
Operating Expense	17,750,601	20,356,533	2,605,932	14.7%	42.6%
Department Capital Outlay	600,600	1,114,000	513,400	85.5%	2.3%
Grants & Aids	2,000,000	-	(2,000,000)	0.0%	-
Subtotal	\$ 36,158,401	\$ 40,371,553	\$ 4,213,152	11.7%	84.4%
Capital Improvement	1,700,000	2,786,832	1,086,832	63.9%	5.8%
Debt Service	3,276,200	3,343,300	67,100	2.0%	7.0%
Transfer Out	530,400	530,500	100	0.0%	1.1%
Other Uses/Reserves	2,980,447	802,475	(2,177,972)	-73.1%	1.7%
Total	\$ 44,645,448	\$ 47,834,660	\$ 3,189,212	7.1%	100.0%

Personnel Services

FY20 Utility Fund budget includes a total of 172.0 FTEs (Full-time equivalent) authorized positions. This reflects an increase of 16.0 FTEs from the FY19 Budget. This total is comprised of 167 full-time, 5 (2.5 FTEs) part-time and 5 (2.5 FTEs) temporary part-time budgeted positions. Expenditures for FY20 budget totals \$18.9 million or 39.5% of the total Utility Fund budget.

Debt Service

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

Transfers

This represents Utility Fund transfer of \$530,500 to the Contribution in Aid of Construction (CIAC) Fund 414 for capital projects.



Budget Summary

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 FY20.

Contribution in Aid of Construction (CIAC)

This fund was established to account for impact fees received from new development and restricted by Ordinance to be used for Capital Improvements for the City's water and wastewater infrastructure needs. The budgeted amount is \$3,770,100 compared to \$1,402,600 last year.

Stormwater Management

This fund was established to account for Stormwater revenues and related activities. \$5,810,700 has been budgeted which is an increase from last year's budget of \$4,676,800.

Internal Service Funds

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

Health Insurance

This fund was established to account for the City's health and dental plans and self-funded insurance program. The Health Insurance Fund includes the City's benefits administration and wellness programs. These programs mainly focus on encouraging 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.

Risk Management

This fund was established to account for the City's self-insured general liability, property and workers' compensation insurance coverage. All funds are billed for actual premium costs and estimated claims to maintain adequate reserves. The total budget for FY20 is \$7,643,300, which is a \$358,900 decrease from last year.

Fleet Maintenance

This fund was established to account for revenues and expenses of the City's maintenance garage facility used to maintain the City's various vehicle fleets. Fleet maintenance provides services to other departments of the City on a cost-reimbursement basis. The total budget for FY20 is \$7,907,300 which is a \$2,491,440 increase from last year.

Information Technology

This fund was established to account for the City's information resources and related information technology services which includes leased computers, land lines, Internet, computer support, telephone and data needs for all departments. FY20 budget is \$7,020,000, which represents an increase of \$951,400, or 15.7% from last year.



The Information Technology Team provides efficient technical support to all users.

All Funds Revenue Summary

Fund #	Fund Name	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
001	<i>General Fund</i>	\$ 147,966,643	\$ 154,908,938	\$ 168,783,609	\$ 169,865,493	\$ 180,017,076	6.7%
002	<i>General Donations Fund</i>	165,413	172,563	-	-	-	0.0%
003	<i>Amphitheater Fund</i>	23,503	(23,503)	-	-	-	0.0%
006	<i>Economic Development Fund</i>	-	-	-	94,714	3,320,000	0.0%
	<i>Special Revenue Funds</i>						
110	Police Education	12,383	13,693	12,900	12,900	12,200	-5.4%
145	Public Safety Outside Svcs	1,445,672	1,650,140	1,609,300	1,713,300	1,759,000	9.3%
160	Law Enforcement Trust	318,706	456,100	13,700	2,320,461	-	-100.0%
162	Federal Grants	949,813	1,046,071	630,655	1,494,743	630,655	0.0%
163	State & County Grants	2,570,832	5,011,688	333,327	7,040,532	321,245	-3.6%
164	Neighborhood Stabilization Prog.	164,887	9,019	-	866,414	-	0.0%
166	S.H.I.P. Program	440,691	508,938	500	1,219,835	4,000	700.0%
167	CDBG/Outreach Program	553,346	944,755	710,030	1,636,109	710,030	0.0%
	<i>Debt Service Funds</i>						
201	Debt Service	1,753,599	1,023,454	1,976,100	1,976,100	2,143,700	8.5%
203	Capital Improvement Rev Bonds 15	6,352,763	4,279,987	6,304,700	6,304,700	6,293,700	-0.2%
204	CIP Bonds 2013	1,342,176	4,526,956	4,601,100	4,601,100	4,662,100	1.3%
	<i>Capital Improvements (CIP) Funds</i>						
380	Police CIP	193,196	201,312	625,900	895,509	637,700	1.9%
381	Fire & EMS CIP	232,348	353,200	671,500	671,500	491,200	-26.9%
385	Street Construction & Maintenance	3,516,639	3,556,981	3,620,659	6,893,320	4,232,700	16.9%
387	Park Development	1,829,047	325,657	5,624,400	6,009,403	6,262,200	11.3%
388	CIP Bonds 2013	148,440	778,117	603,616	6,292,141	765,700	26.9%
389	2017 CIP Loan	10,063,003	146,362	191,622	6,978,710	190,800	-0.4%
391	2020 CIP Loan	-	-	-	-	10,000,000	0.0%
393	CIP Grants	-	-	-	1,076,650	-	0.0%
395	Capital Projects	62,436	451,406	2,080,272	4,644,686	1,984,720	-5%
	<i>Enterprise Funds</i>						
410	Utility	43,461,700	55,492,019	44,645,448	87,238,166	47,834,660	7.1%
413	Utility Construction Revenue Bonds	296,827	13,948	-	-	-	0.0%
414	Contribution in Aid of Construction	2,878,929	519,341	1,402,600	4,573,977	3,770,100	168.8%
415	Stormwater Management	4,714,408	4,686,401	4,676,800	12,320,336	5,810,700	24.2%
	<i>Internal Service Funds</i>						
501	Health Insurance	12,740,727	14,494,870	16,754,200	16,754,200	19,892,300	18.7%
502	Risk Management	8,772,302	9,132,897	8,002,200	8,002,200	7,643,300	-4.5%
503	Fleet Maintenance	6,840,998	5,695,304	5,415,860	9,135,770	7,907,300	46.0%
504	Information Technology	4,409,338	5,117,676	6,068,600	6,068,600	7,020,000	15.7%
	Total Operating & Capital Budget	\$ 264,220,763	\$ 275,494,290	\$ 285,359,598	\$ 376,701,567	\$ 324,317,086	13.7%
	Less: Transfers between funds	(14,017,130)	(26,989,859)	(16,946,451)	(17,351,550)	(21,924,620)	29.4%
	Less: Internal Service Funds	(32,763,365)	(34,440,747)	(36,240,860)	(39,960,770)	(42,462,900)	17.2%
	Net Operating & Capital Budget	\$ 217,440,268	\$ 214,063,684	\$ 232,172,287	\$ 319,389,248	\$ 259,929,566	12.0%



All Funds Expenditure Summary

Fund #	Fund Name	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
001	<i>General Fund</i>	\$ 150,004,349	\$ 155,590,328	\$ 168,783,609	\$ 169,865,493	\$ 180,017,076	6.7%
002	<i>General Donations Fund</i>	134,712	150,348	-	-	-	0.0%
003	<i>Amphitheater Fund</i>	(37,676)	37,676	-	-	-	0.0%
006	<i>Economic Development Fund</i>	-	-	-	94,714	3,320,000	0.0%
<i>Special Revenue Funds:</i>							
110	Police Education	5,642	82	12,900	12,900	12,200	-5.4%
145	Public Safety Outside Svcs	1,505,652	1,469,727	1,609,300	1,713,300	1,759,000	9.3%
160	Law Enforcement Trust	134,884	112,356	13,700	2,320,461	-	-100.0%
162	Federal Grants	949,813	1,046,071	630,655	1,494,743	630,655	0.0%
163	State & County Grants	2,570,832	5,011,688	333,327	7,040,532	321,245	-3.6%
164	Neighborhood Stabilization Prog	164,887	9,019	-	866,414	-	0.0%
166	S.H.I.P. Program	439,264	505,737	500	1,219,835	4,000	700.0%
167	CDBG/Outreach Program	553,346	944,755	710,030	1,636,109	710,030	0.0%
<i>Debt Service Funds:</i>							
201	Debt Service	1,394,988	1,970,949	1,976,100	1,976,100	2,143,700	8.5%
203	Capital Improvement Rev Bonds 15	6,335,149	6,319,410	6,304,700	6,304,700	6,293,700	-0.2%
204	CIP Bonds 2013	2,695,193	4,529,714	4,601,100	4,601,100	4,662,100	1.3%
<i>Capital Improvements (CIP) Funds</i>							
380	Police CIP	219,493	691,131	625,900	895,509	637,700	1.9%
381	Fire & EMS CIP	1,453,907	411,760	671,500	671,500	491,200	-26.9%
385	Street Construction & Maintenance	4,052,857	4,023,219	3,620,659	6,893,320	4,232,700	16.9%
387	Park Development	2,094,422	750,286	5,624,400	6,009,403	6,262,200	11.3%
388	CIP Bonds 2013	6,188,233	4,343,338	603,616	6,292,141	765,700	26.9%
389	2017 CIP Loan	986,646	2,067,942	191,622	6,978,710	190,800	-0.4%
391	2020 CIP Loan	-	-	-	-	10,000,000	0.0%
393	CIP Grants	-	-	-	1,076,650	-	0.0%
395	Capital Projects	4,367,626	521,461	2,080,272	4,644,686	1,984,720	-4.6%
<i>Enterprise Funds:</i>							
410	Utility	38,847,281	41,346,824	44,645,448	87,238,166	47,834,660	7.1%
413	Utility Construction Revenue Bonds	311,280	12,205,243	-	-	-	0.0%
414	Contribution in Aid of Construction	365,684	(56,221)	1,402,600	4,573,977	3,770,100	168.8%
415	Stormwater Management	2,367,551	2,732,269	4,676,800	12,320,336	5,810,700	24.2%
<i>Internal Service Funds:</i>							
501	Health Insurance	12,737,075	14,406,636	16,754,200	16,754,200	19,892,300	18.7%
502	Risk Management	7,485,816	5,700,932	8,002,200	8,002,200	7,643,300	-4.5%
503	Fleet Maintenance	3,278,330	3,610,057	5,415,860	9,135,770	7,907,300	46.0%
504	Information Technology	4,458,160	4,923,228	6,068,600	6,068,600	7,020,000	15.7%
Total Operating & Capital Budget		\$ 256,065,394	\$ 275,375,965	\$ 285,359,598	\$ 376,701,567	\$ 324,317,086	13.7%
Less: Transfers between funds		(14,724,130)	(26,989,859)	(16,946,451)	(17,351,550)	(21,924,620)	29.4%
Less: Internal Service Funds		(27,959,381)	(28,640,853)	(36,240,860)	(39,960,770)	(42,462,900)	17.2%
Net Operating & Capital Budget		\$ 213,381,883	\$ 219,745,254	\$ 232,172,287	\$ 319,389,248	\$ 259,929,566	12.0%

Consolidated Expenditure Summary

Fund	Expenditure	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
Departmental (Operating)							
001	City Commission	\$ 1,264,338	\$ 1,302,294	\$ 1,411,100	\$ 1,483,600	\$ 1,691,400	19.9%
001	Office of the City Manager	3,956,922	4,294,193	3,303,267	3,398,267	4,917,700	48.9%
001	Human Resources	1,503,475	1,791,544	2,025,800	2,075,800	2,929,000	44.6%
001	Legal	1,565,261	1,177,941	1,454,600	1,454,600	1,454,600	0.0%
001	Office of the City Clerk	725,221	722,552	892,200	967,200	862,622	-3.3%
001	Financial Services	3,814,363	4,339,201	4,483,100	4,483,100	4,989,200	11.3%
001	Procurement	1,286,512	1,380,129	1,301,100	1,230,100	1,381,211	6.2%
001	Management & Budget	1,323,150	1,440,178	1,936,850	1,654,935	1,792,450	-7.5%
001	Police	48,941,163	50,376,389	50,396,263	51,006,063	54,401,593	7.9%
001	Fire-Rescue	32,862,386	34,482,666	35,363,280	36,710,540	38,692,448	9.4%
001	Community Development	4,786,494	5,384,685	6,277,700	6,405,400	6,165,728	-1.8%
001	Economic & Business Development	-	-	-	-	1,629,800	100.0%
001	Public Works	9,785,795	9,467,874	10,306,680	10,311,950	12,447,009	20.8%
001	Construction & Facilities Mgmt.	2,198,029	2,322,923	-	-	-	0.0%
001	Parks & Recreation	13,453,831	13,871,553	15,479,408	15,310,578	14,482,154	-6.4%
001	Community Services	5,695,835	6,076,020	6,950,500	6,546,400	7,007,208	0.8%
001	Cultural Affairs	3,171,953	3,379,532	3,734,133	3,844,133	3,820,033	2.3%
002	General Donations	134,712	150,348	-	-	-	0.0%
003	Amphitheater	(37,676)	37,676	-	-	-	0.0%
006	Economic Development (sub-fund)	-	-	-	-	3,320,000	100.0%
110	Police Education	5,636	82	12,750	12,750	12,200	-4.3%
145	Public Safety Outside Services	1,505,652	1,469,727	1,409,300	1,513,300	1,559,000	10.6%
160	Law Enforcement Trust	134,884	112,356	600	1,318,751	-	-100.0%
162	Federal Grants	286,869	312,716	-	694,948	-	0.0%
163	State & County Grants	39,079	45,161	-	23,879	-	0.0%
164	NSP	164,405	7,865	-	813,300	-	0.0%
166	S.H.I.P. Program	439,264	505,737	500	1,219,835	4,000	700.0%
167	CDBG/Outreach Program	508,346	944,755	710,030	1,636,109	710,030	0.0%
410	Financial Svcs-Utility Billing	1,400,735	1,405,626	1,634,300	1,634,300	1,783,950	9.2%
410	Utilities	19,990,228	20,916,248	25,353,500	25,801,150	30,984,703	22.2%
415	Stormwater Management	2,051,733	2,320,479	2,971,860	3,196,359	2,771,160	-6.8%
501	Health Fund	-	-	-	52,000	2,328,000	100.0%
502	Risk Management	633,213	722,065	998,800	1,007,800	570,500	-42.9%
503	Fleet Maintenance	5,187,998	3,538,707	3,634,602	4,714,045	5,770,200	58.8%
504	Information Technology	6,024,997	4,953,795	5,647,600	5,647,600	6,652,800	17.8%
	Sub-Total	\$ 174,804,802	\$ 179,253,017	\$ 187,689,823	\$ 196,168,791	\$ 215,130,699	14.6%



Consolidated Expenditure Summary

Fund	Expenditure	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
Non-Departmental							
001	Non-Departmental	\$ 6,208,054	\$ 6,014,307	\$ 7,057,120	\$ 7,338,820	\$ 4,134,600	-41.4%
110	Police Education	7	-	150	150	-	-100.0%
162	Federal Grants Fund	-	-	-	-	-	0.0%
201	Debt Service	363	204	500	500	700	40.0%
203	Capital Imprvmt Rev Bonds 05	1,058	1,419	2,000	2,000	1,400	-30.0%
204	CIP Bonds 2013	343	170	300	300	200	-33.3%
380	Police CIP	453	241	500	500	200	-60.0%
381	Fire & EMS CIP	402	260	500	500	300	-40.0%
385	Street Construction & Maintenance	924	868	1,500	1,500	900	-40.0%
387	Park Development	600	808	1,500	1,500	900	-40.0%
388	CIP Bonds 2013	1,011	748	500	500	700	40.0%
389	2017 CIP Loan	954	845	1,000	1,000	800	-20.0%
395	Capital Projects	1,090	1,495	3,000	3,000	1,500	-50.0%
410	Utility Fund	1,265,853	(17,403,301)	7,170,601	7,170,601	7,602,900	6.0%
413	Utility Construction Rev Bond	254	79	-	-	-	0.0%
414	Contribution in Aid of Construction	(1,749,573)	(628,442)	5,000	69,000	4,000	-20.0%
415	Stormwater Management	(619,371)	(2,592,014)	-	-	-	0.0%
501	Health Insurance	12,737,075	14,406,636	16,754,200	16,702,200	17,564,300	4.8%
502	Risk Management	6,852,603	4,978,867	7,003,400	6,994,400	7,072,800	1.0%
503	Fleet Maintenance	(2,771,414)	(1,059,422)	1,701,258	4,341,725	2,057,100	20.9%
504	Information Technology	(1,714,110)	(277,524)	-	-	-	0.0%
	Sub-Total	\$ 20,216,575	\$ 3,446,246	\$ 39,703,029	\$ 42,628,196	\$ 38,443,300	-3.2%
Debt Service							
001	General Fund	\$ 124,417	\$ 308,586	\$ 308,700	\$ 391,900	\$ 475,200	53.9%
201-203	Debt Service Funds	10,423,565	12,818,279	12,879,100	12,879,100	13,097,200	1.7%
410	Utility Fund-Non Departmental	1,809,660	2,470,968	3,276,200	3,276,200	3,343,300	2.0%
414	CIAC	109,433	95,686	526,700	526,700	526,700	0.0%
415	Stormwater Management	148,595	122,555	606,900	606,900	606,900	0.0%
504	Information Technology	4,108	9,132	421,000	421,000	367,200	-12.8%
	Sub-Total	\$ 12,619,778	\$ 15,825,206	\$ 18,018,600	\$ 18,101,800	\$ 18,416,500	2.2%
Capital Improvement							
001	General Fund	\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -	0.0%
160	Law Enforcement Trust	-	-	-	-	-	0.0%
163	State & County Grants	2,078,105	3,716,864	-	6,590,195	-	0.0%
167	CDBG/Outreach Program	45,000	-	-	-	-	0.0%
380	Police CIP	119,041	290,491	-	269,609	-	0.0%
381	Fire and EMS CIP	1,320,005	-	-	-	-	0.0%
385	Street Construction & Maintenance	762,912	493,488	-	3,272,661	500,000	100.0%
387	Park Development	1,779,522	46,477	2,050,000	2,435,003	3,700,000	80.5%
388	CIP Bonds 2013	6,187,222	4,342,590	603,116	6,291,641	765,000	26.8%
389	2017 CIP Loan	985,692	2,067,097	190,622	6,977,710	190,000	-0.3%
391	2020 CIP Loan	-	-	-	-	6,900,000	100.0%
393	CIP Grants	-	-	-	1,076,650	-	0.0%
395	Capital Projects	2,909,536	369,966	2,077,272	4,641,686	1,983,220	-4.5%
410	Utility Fund	5,001,359	24,731,612	1,700,000	43,845,068	2,786,832	63.9%
414	CIAC	1,752,782	482,189	700,000	3,807,377	2,300,000	228.6%
415	Stormwater Management	475,987	2,549,109	340,000	7,759,037	340,000	0.0%
503	Fleet Maintenance	42,065	-	-	-	-	0.0%
504	Information Technology	9,913	-	-	-	-	0.0%
	Sub-Total	\$ 23,504,390	\$ 39,089,936	\$ 7,661,010	\$ 87,006,637	\$ 19,465,052	154.1%

Consolidated Expenditure Summary

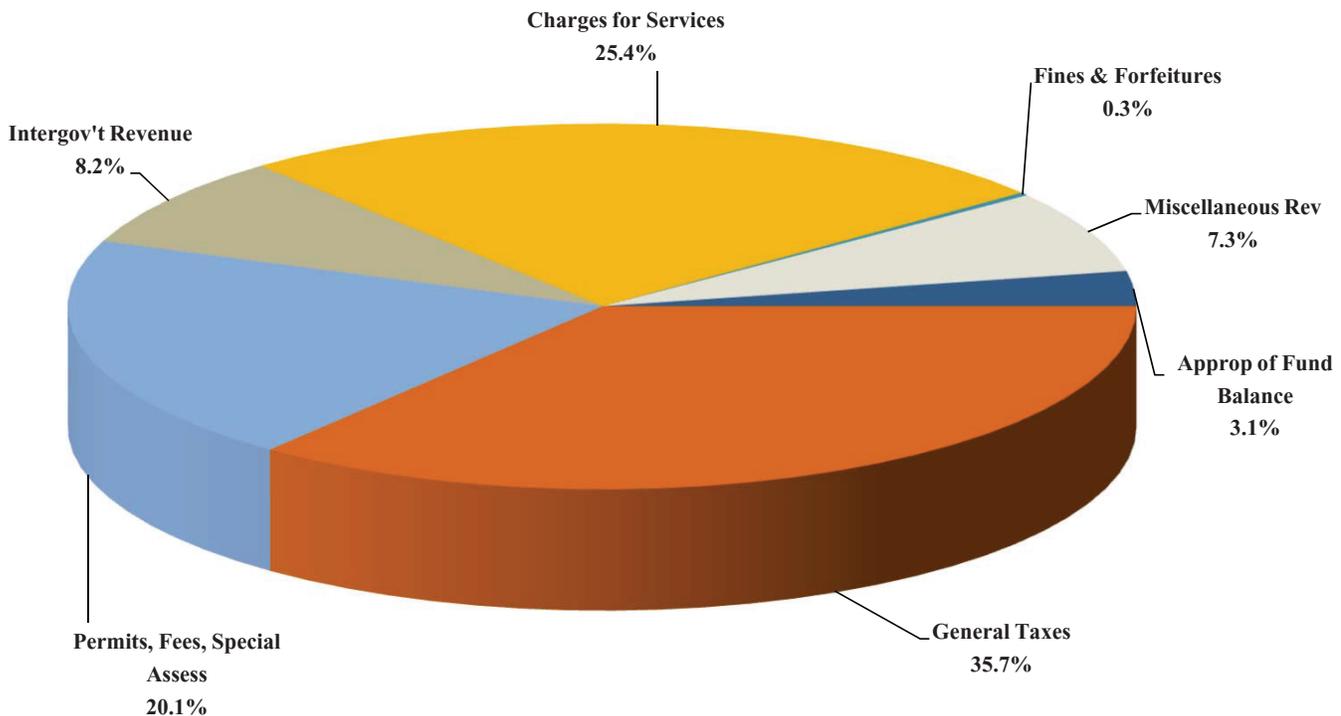
Fund	Expenditure	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
<u>Interfund Transfers</u>							
001	General Fund	\$ 7,301,900	\$ 7,446,900	\$ 8,080,469	\$ 8,175,183	\$ 12,820,720	58.7%
145	Public Safety Outside Svcs Fund	-	-	200,000	200,000	200,000	0.0%
162	Federal Grant	662,944	733,355	630,655	799,795	630,655	0.0%
163	State & County Grant	453,648	1,249,663	333,327	421,458	321,245	-3.6%
164	Neighborhood Stabilization Program	482	1,154	-	53,114	-	0.0%
380	Police CIP	100,000	400,400	625,400	625,400	637,500	1.9%
381	Fire and EMS CIP	133,500	411,500	671,000	671,000	490,900	-26.8%
385	Street Construction & Maintenance	3,289,020	3,528,863	3,600,100	3,600,100	3,731,800	3.7%
387	Park Development	314,300	703,000	2,275,100	2,275,100	2,561,300	12.6%
395	Capital Projects	1,457,000	150,000	-	-	-	0.0%
410	Utility Fund	808,430	526,600	530,400	530,400	530,500	0.0%
413	Utility Revenue Bond	-	11,899,114	-	-	-	0.0%
414	CIAC	202,905	(60,690)	-	-	-	0.0%
	Sub-Total	\$ 14,724,130	\$ 26,989,859	\$ 16,946,451	\$ 17,351,550	\$ 21,924,620	29.4%
<u>Other Uses</u>							
001	General Fund	\$ -	\$ 10,808	\$ 8,021,339	\$ 7,036,924	\$ 3,922,400	-51.1%
006	Economic Development (sub-fund)	-	-	-	94,714	-	0.0%
160	Law Enforcement Trust	-	-	13,100	1,001,710	-	-100.0%
163	State & County Grant	-	-	-	5,000	-	0.0%
387	Park Development	-	-	1,297,800	1,297,800	-	-100.0%
385	Street Construction & Maintenance	-	-	19,059	19,059	-	-100.0%
391	2020 CIP Loan	-	-	-	-	3,100,000	100.0%
410	Utility Fund	-	-	4,980,447	4,980,447	802,475	-83.9%
414	CIAC	-	-	170,900	170,900	939,400	449.7%
415	Stormwater Management	-	-	758,040	758,040	2,092,640	176.1%
503	Fleet Maintenance	-	-	80,000	80,000	80,000	0.0%
	Sub-Total	\$ -	\$ 10,808	\$ 15,340,685	\$ 15,444,594	\$ 10,936,915	-28.7%
<u>Depreciation</u>							
410	Utility Fund	\$ 8,571,017	\$ 8,699,072	\$ -	\$ -	\$ -	0.0%
413	Utility Construction Revenue	311,026	306,050	-	-	-	0.0%
414	CIAC	50,136	55,035	-	-	-	0.0%
415	Stormwater Management	310,607	332,141	-	-	-	0.0%
503	Fleet Maintenance	819,681	1,130,772	-	-	-	0.0%
504	Information Technology	133,252	237,824	-	-	-	0.0%
	Sub-Total	\$ 10,195,719	\$ 10,760,894	\$ -	\$ -	\$ -	0.0%
Total		\$ 256,065,394	\$ 275,375,966	\$ 285,359,598	\$ 376,701,567	\$ 324,317,086	13.7%



All Funds Revenues

Summary by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
General Taxes	\$ 75,086,385	\$ 79,271,870	\$ 88,392,090	\$ 88,396,842	\$ 92,679,800	4.9%
Permits, Fees, Special Assessment	42,878,335	41,062,007	48,722,150	48,729,612	52,347,607	7.4%
Intergovernmental Revenues	22,058,475	25,599,006	20,225,371	32,274,511	21,191,950	4.8%
Charges for Services	58,391,356	60,979,590	63,020,189	63,096,389	65,960,076	4.7%
Fines & Forfeitures	1,080,338	1,199,247	1,066,000	1,428,555	716,000	-32.8%
Miscellaneous / Loan Proceeds	17,945,379	5,951,963	7,014,246	35,712,131	18,999,133	170.9%
Appropriation of Fund Balance	-	-	3,732,241	49,751,208	8,035,000	115.3%
Total Revenues	\$ 217,440,268	\$ 214,063,684	\$ 232,172,287	\$ 319,389,248	\$ 259,929,566	12.0%

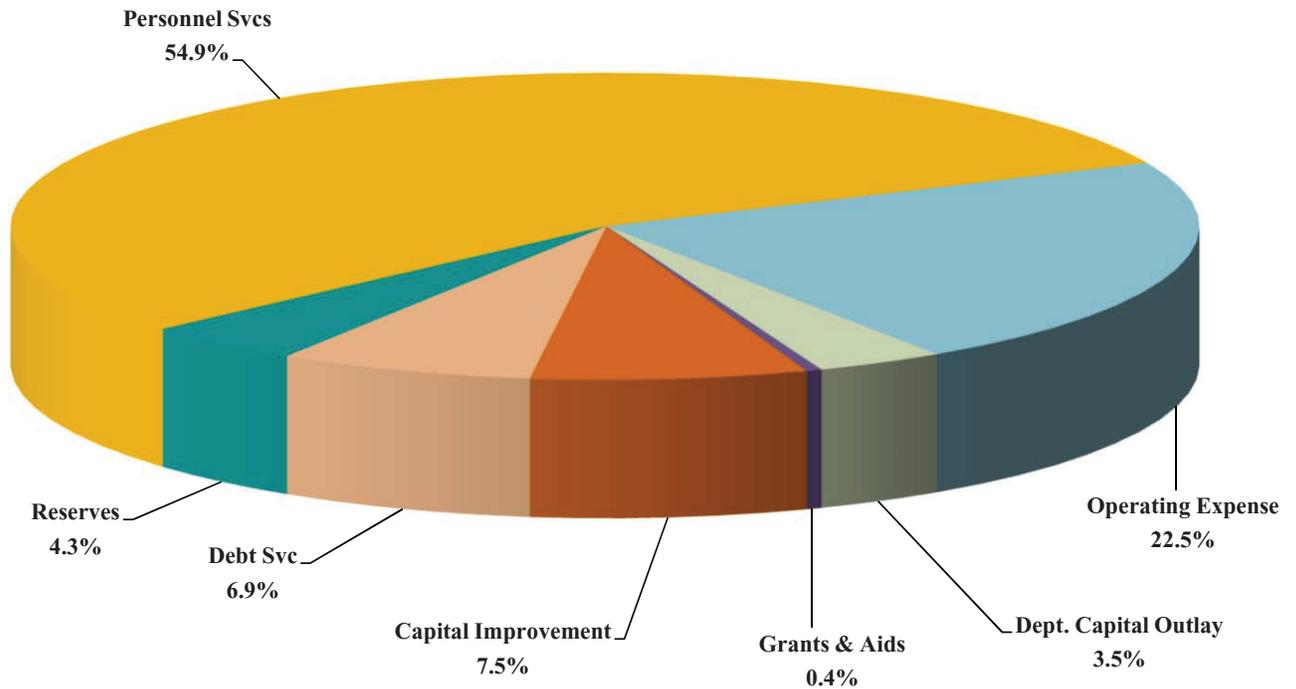
FY20 All Funds Revenue Source and Percent of Total Revenues



All Funds Expenditures

Summary by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change
Personnel Services	\$ 118,523,086	\$ 128,507,042	\$ 129,838,100	\$ 130,611,314	\$ 142,638,720	9.9%
Operating Expense	49,474,358	50,387,054	54,052,476	58,179,001	58,825,080	8.8%
Capital Outlay	7,743,870	4,213,506	7,551,916	10,260,983	9,011,799	19.3%
Grants & Aids	119,065	168,650	2,940,500	3,032,920	1,099,700	-62.6%
Total Operating Expenditure	\$ 175,860,380	\$ 183,276,252	\$ 194,382,992	\$ 202,084,217	\$ 211,575,299	8.8%
Capital Improvement Program	15,663,046	11,260,630	7,661,010	87,006,637	19,465,052	154.1%
Depreciation	9,242,787	9,392,298	-	-	-	0.0%
Debt Service	12,615,670	15,816,074	17,597,600	17,680,800	18,049,300	2.6%
Reserves	-	-	12,530,685	12,617,594	10,839,915	-13.5%
Other uses	-	-	-	-	-	0.0%
Total	\$ 213,381,883	\$ 219,745,254	\$ 232,172,287	\$ 319,389,248	\$ 259,929,566	12.0%

FY20 All Funds Expenditure Source and Percent of Total Expenditures



All Funds Position Comparison Summary

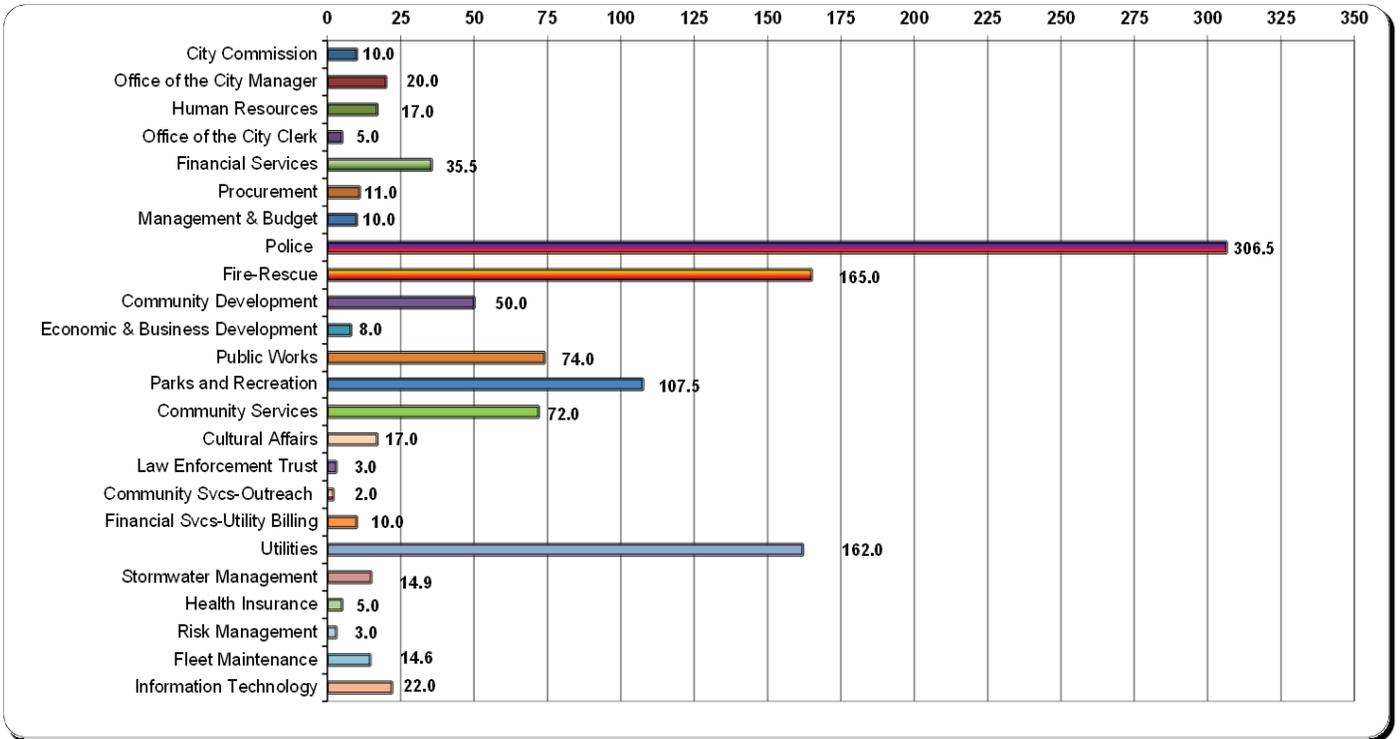
As indicated below, the budget includes a total of 1,145 FTE's (Full-time equivalent) authorized positions. This reflects an increase of 45.5 FTE's compared to the FY19 budget. The total of 1,145 is comprised of 1,046 full-time, 156 (78 FTE's) part-time, 30 (15 FTE's) seasonal part-time, 1 temporary full-time and 10 (5 FTE's) temporary part-time budgeted positions.

Fund/ Dept. #	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 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	20.00	16.00	16.00	20.00	4.00
001-06	Human Resources (HR)	14.00	14.00	14.00	14.00	17.00	3.00
001-08	Office of the City Clerk	4.00	4.00	4.00	4.00	5.00	1.00
001-10	Financial Services	36.00	35.50	34.50	36.50	35.50	1.00
001-11	Procurement	10.00	10.00	10.00	10.00	11.00	1.00
001-15	Management & Budget	9.00	9.00	10.00	10.00	10.00	-
001-20	Police	296.50	297.50	304.50	304.50	306.50	2.00
001-30	Fire-Rescue	166.00	166.00	165.00	166.00	165.00	-
001-41	Community Development*	43.50	43.50	51.50	54.50	50.00	(1.50)
001-43	Economic & Business Development	-	-	-	-	8.00	8.00
001-50	Public Works (PW)	66.60	65.10	61.50	61.50	74.00	12.50
001-53	Construction & Facilities Management	18.50	17.50	-	-	-	-
001-60	Parks and Recreation	121.00	121.50	120.00	121.00	107.50	(12.50)
001-63	Community Services**	69.00	68.50	69.50	70.00	72.00	2.50
001-68	Cultural Affairs	15.00	15.00	15.50	18.00	17.00	1.50
160-20	Police-Law Enforcement Trust	-	-	-	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	8.50	9.00	9.00	9.00	10.00	1.00
410-55	Utilities	126.00	127.00	147.00	157.50	162.00	15.00
415-50	PW - Stormwater Management	13.40	13.90	14.90	14.90	14.90	-
501-06	HR - Health Insurance	-	-	-	-	5.00	5.00
502-06	HR - Risk Management	5.00	5.00	5.00	5.00	3.00	(2.00)
503-50	PW - Fleet Maintenance	13.50	13.50	14.60	14.60	14.60	-
504-58	Information Technology	18.00	17.00	21.00	21.00	22.00	1.00
Total Full & Part-time Employees		1,085.50	1,084.50	1,099.50	1,123.00	1,145.00	45.50

* Formerly Community & Economic Development

** Formerly Social Services

FY20 Budgeted Positions by Department



Adopted Authorized Position Summary

Fund/Department	Fiscal Year 2019 Adopted					Fiscal Year 2020 Adopted						
	Regular Full-Time	Regular Part-Time	Seasonal Part-Time	Temporary Positions	Total FTE	Regular Full-Time	Regular Part-Time	Seasonal Part-Time	Temporary Positions	Total FTE	New Position	Total Net FTE
City Commission	10.00	-	-	-	10.00	10.00	-	-	-	10.00	-	-
Office of the City Manager	16.00	-	-	-	16.00	20.00	-	-	-	20.00	-	4.00
Human Resources	13.00	1.00	-	-	14.00	16.00	1.00	-	-	17.00	1.00	3.00
Office of the City Clerk	4.00	-	-	-	4.00	5.00	-	-	-	5.00	-	1.00
Financial Services	34.00	-	-	0.50	34.50	35.00	-	-	0.50	35.50	1.00	1.00
Procurement	10.00	-	-	-	10.00	11.00	-	-	-	11.00	1.00	1.00
Management and Budget	9.00	-	-	1.00	10.00	9.00	-	-	1.00	10.00	-	-
Police	304.00	0.50	-	-	304.50	306.00	0.50	-	-	306.50	2.00	2.00
Fire-Rescue	165.00	-	-	-	165.00	165.00	-	-	-	165.00	-	-
Community Development	48.00	3.50	-	-	51.50	47.00	3.00	-	-	50.00	-	(1.50)
Economic & Business Development	-	-	-	-	-	8.00	-	-	-	8.00	0.50	8.00
Public Works	49.50	8.00	-	4.00	61.50	64.50	9.00	-	0.50	74.00	8.50	12.50
Parks & Recreation	73.00	32.00	13.50	1.50	120.00	61.00	31.50	13.50	1.50	107.50	0.50	(12.50)
Community Services	39.00	30.50	-	-	69.50	44.00	28.00	-	-	72.00	2.00	2.50
Cultural Affairs	12.00	2.00	1.50	-	15.50	15.00	0.50	1.50	-	17.00	-	1.50
General Fund Total	786.50	77.50	15.00	7.00	886.00	816.50	73.50	15.00	3.50	908.50	16.50	22.50
Law Enforcement Trust-Police	-	-	-	-	-	3.00	-	-	-	3.00	-	3.00
Law Enforcement Trust Fund Total	-	-	-	-	-	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	9.00	-	-	-	9.00	10.00	-	-	-	10.00	1.00	1.00
Utilities	145.00	2.00	-	-	147.00	157.00	2.50	-	2.50	162.00	3.50	15.00
Utility Fund Total	154.00	2.00	-	-	156.00	167.00	2.50	-	2.50	172.00	4.50	16.00
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	2.00	5.00
Health Insurance Fund Total	-	-	-	-	-	5.00	-	-	-	5.00	2.00	5.00
Risk Management	5.00	-	-	-	5.00	3.00	-	-	-	3.00	-	(2.00)
Risk Management Fund Total	5.00	-	-	-	5.00	3.00	-	-	-	3.00	-	(2.00)
Fleet Maintenance	13.60	1.00	-	-	14.60	13.60	1.00	-	-	14.60	-	-
Fleet Maintenance Fund Total	13.60	1.00	-	-	14.60	13.60	1.00	-	-	14.60	-	-
Information Technology	21.00	-	-	-	21.00	21.00	1.00	-	-	22.00	1.00	1.00
Information Technology Fund Total	21.00	-	-	-	21.00	21.00	1.00	-	-	22.00	1.00	1.00
ALL FUNDS TOTALS	997.00	80.50	15.00	7.00	1,099.50	1,046.00	78.00	15.00	6.00	1,145.00	24.00	45.50

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 88 programs in this budget of which 63 are in the General Fund, 1 in the Special Revenue Fund, 14 in the Enterprise Funds and 10 in the Internal Service Funds. The following is a summary of all funds FY20 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	-	1,691,400	1,691,400	10.00
	Office of the City Manager	City Management	-	2,978,000	2,978,000	10.00
		Marketing & Public Relations	-	1,939,700	1,939,700	10.00
		Sub-Total	-	4,917,700	4,917,700	20.00
	Human Resources	Administration	-	1,150,800	1,150,800	5.00
		Human Resources Operations	-	1,305,300	1,305,300	10.00
		Training and Development	-	472,900	472,900	2.00
		Sub-Total	-	2,929,000	2,929,000	17.00
	Legal	Legal	-	1,454,600	1,454,600	-
	Office of the City Clerk	Administration	-	614,972	614,972	3.75
		Passport Services	100,000	140,450	40,450	0.75
		Municipal Election	-	107,200	107,200	0.50
		Sub-Total	100,000	862,622	762,622	5.00
	Financial Services	Administration	-	573,600	573,600	3.00
		Accounting & Revenue Enhancement	2,535,000	3,969,800	1,434,800	29.00
		Reporting and Training	-	111,000	111,000	1.00
		Grants Administration	-	334,800	334,800	2.50
		Sub-Total	2,535,000	4,989,200	2,454,200	35.50
	Procurement	Procurement Operations	368,000	1,127,061	759,061	8.50
		Mailroom Operations	-	254,150	254,150	2.50
		Sub-Total	368,000	1,381,211	1,013,211	11.00
	Management & Budget	Budget & Capital Project Mgmt.	-	1,021,350	1,021,350	5.65
		Strategic Planning & Performance Mgmt	-	369,900	369,900	1.55
		Fiscal & Structural Innovation	-	401,200	401,200	2.80
		Sub-Total	-	1,792,450	1,792,450	10.00
	Police	Office of the Chief	-	3,385,400	3,385,400	18.50
		Community Oriented Policing	468,500	27,072,780	26,604,280	153.00
		Specialized Support	10,000	8,015,852	8,005,852	39.00
		Code Compliance	665,500	1,888,260	1,222,760	15.00
		Criminal Investigations	-	5,408,485	5,408,485	30.00
		Property & Evidence	-	900,500	900,500	8.00
		Strategic Investigations	-	3,707,763	3,707,763	18.00
		Police Support Services	-	4,022,553	4,022,553	25.00
		Sub-Total	1,144,000	54,401,593	53,257,593	306.50



All Funds Program Summary

Fund	Department	Program	Dedicated Revenues	Direct Program Expenditures	Net Cost	FTE
Fire-Rescue		Administration	200	2,501,310	2,501,110	8.00
		Logistics	-	973,135	973,135	5.00
		Life Safety	2,050,000	2,093,300	43,300	8.00
		Fire Protection *	22,323,320	17,884,630	(4,438,690)	70.50
		Fire-Rescue Training	2,800	1,014,673	1,011,873	4.00
		Emergency Management	-	681,500	681,500	4.00
		Emergency Medical Services	1,925,223	13,543,900	11,618,677	65.50
		Sub-Total	26,301,543	38,692,448	12,390,905	165.00
Community Development		Administration	-	1,224,200	1,224,200	6.00
		Planning & Redevelopment	400,000	1,269,128	869,128	12.00
		Building Permits & Inspections	6,206,500	3,672,400	(2,534,100)	32.00
		Sub-Total	6,606,500	6,165,728	(440,772)	50.00
Economic & Business Development		Business Development	-	871,400	871,400	3.00
		Business Inclusion Diversity	-	758,400	758,400	5.00
		Sub-Total	-	1,629,800	1,629,800	8.00
Public Works		Administration	-	614,720	614,720	1.95
		Building Maintenance	-	3,844,874	3,844,874	19.00
		Streets Maintenance	1,118,000	2,173,246	1,055,246	9.25
		Transit Operations	2,057,694	2,236,655	178,961	18.40
		Solid Waste Management	1,968,711	690,300	(1,278,411)	5.15
		Landscape Maintenance	-	2,887,214	2,887,214	20.25
		Sub-Total	5,144,405	12,447,009	7,302,604	74.00
Parks & Recreation		Administration	-	1,932,458	1,932,458	8.50
		Vernon E. Hargray Youth Enrich. Ctr.	83,792	720,570	636,778	8.00
		Sunset Lakes	228,800	756,819	528,019	9.00
		Miramar Regional Park	142,500	1,948,713	1,806,213	15.00
		Special Events	24,000	1,149,660	1,125,660	3.00
		Aquatics	488,500	2,170,893	1,682,393	27.50
		Ansin Sports Complex	191,100	1,143,963	952,863	11.50
		Park Maintenance	45,500	3,055,002	3,009,502	16.00
		Vizcaya Park	116,500	732,176	615,676	9.00
		Miramar Reg Park Amphitheater	707,950	871,900	163,950	-
	Sub-Total	2,028,642	14,482,154	12,453,512	107.50	
Community Services		Administration		856,800	856,800	6.00
		Senior Services	338,161	2,012,504	1,674,343	19.00
		Adult Daycare Center	237,550	553,900	316,350	6.50
		Childcare	1,382,303	3,584,004	2,201,701	40.50
		Sub-Total	1,958,014	7,007,208	5,049,194	72.00
Cultural Affairs		Administration	-	650,000	650,000	4.00
		Arts & Education	154,850	667,600	512,750	6.00
		Food & Beverage Services	826,350	686,203	(140,147)	2.50
		Theater Production	531,250	1,816,230	1,284,980	4.50
		Sub-Total	1,512,450	3,820,033	2,307,583	17.00
Total General Fund			47,698,554	158,664,156	110,965,602	908.50

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	107,600	107,600	-	2.00
Total Special Revenue Fund			107,600	107,600	-	2.00
Enterprise Funds:						
Utility	Financial Services	Utility Billing	1,730,000	1,783,950	53,950	10.00
Sub-Total			1,730,000	1,783,950	53,950	10.00
	Utilities	Administration	-	3,068,627	3,068,627	20.50
		Office of Operational Services	-	2,062,600	2,062,600	14.00
		Electrical Instrument & Contr	-	1,146,400	1,146,400	6.00
		Water Treatment & Supply	-	6,373,991	6,373,991	24.00
		Wastewater Treatment & Disp	-	5,290,861	5,290,861	15.00
		Plant Maintenance	-	1,344,075	1,344,075	11.00
		Water Trans & Dist Maintenance	-	1,601,800	1,601,800	10.00
		Water Accountability	-	1,310,600	1,310,600	8.00
		Wastewater Collection Maint	-	4,582,809	4,582,809	24.00
		Water & Wastewater Qual Ctrl	-	1,387,500	1,387,500	8.00
		Support Services	-	880,400	880,400	6.50
		Engineering & Strategic Development	1,267,000	1,935,040	668,040	15.00
Sub-Total			1,267,000	30,984,703	29,717,703	162.00
Total Utility Fund			2,997,000	32,768,653	29,771,653	172.00
Stormwater Management	Public Works	Stormwater Management	5,660,700	2,771,160	(2,889,540)	14.90
Total Stormwater Management Fund			5,660,700	2,771,160	(2,889,540)	14.90
Internal Service Funds:						
Health Insurance	Human Resources	Benefits Administration	1,970,400	1,970,400	-	4.00
		Wellness	357,600	357,600	-	1.00
Sub-Total			2,328,000	2,328,000	-	5.00
Risk Management	Human Resources	Risk Management	570,500	570,500	-	3.00
Sub-Total			570,500	570,500	-	3.00
Fleet Maintenance	Public Works	Fleet Maintenance	5,770,200	5,770,200	-	14.60
Sub-Total			5,770,200	5,770,200	-	14.60
Information Technology	IT	Administration	700,470	700,470	-	3.00
		Data Services	1,578,100	1,578,100	-	4.00
		Network Services	2,288,300	2,288,300	-	3.00
		Helpdesk	1,216,630	1,216,630	-	5.00
		Cyber Security	720,700	720,700	-	3.00
		Public Safety IT	515,800	515,800	-	4.00
Sub-Total			7,020,000	7,020,000	-	22.00
Total Internal Service Fund			15,688,700	15,688,700	-	44.60
Total		88 Programs	\$ 72,152,554	\$ 210,000,269	\$ 137,847,715	1,142.00

* 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 2020—FY 2024

Overview of Recommended Capital Projects

The Capital Improvement Program (CIP) five year plan expenditure projection for FY 2020 - FY 2024 is \$164,215,013. This includes 75 projects of which 34 will impact the FY 2020 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 2020 - FY 2024, five year estimated cost for each category is as follows:

Park Facilities: The total five year estimated cost for this category is \$31,177,870. This cost is for 24 projects of which 10 are budgeted in FY 2020 for \$3,967,000.

Infrastructure Redevelopment and Improvements: The total five year estimated cost for this category is \$113,482,452. This cost is for 37 projects of which 17 are budgeted in FY 2020 for \$19,703,192.

Public Buildings: The total five year estimated cost for this category is \$12,010,000. This cost is for 5 projects of which 3 are budgeted in FY 2020 for \$6,410,000.

Capital Equipment, Vehicles and Software: The total five year estimated cost for this category is \$7,544,691. This cost is for 9 projects of which 4 are budgeted in FY 2020 for \$1,061,470.

The proposed funding plan involves a commitment to annual appropriations established in the FY 2020 annual budget and long-term financing for these projects.

The total capital expenditure that will impact FY 2020 budget is \$31,141,662. The funding sources are allocated as follows:

<i>Fund/Source</i>	<i>Amount</i>
Street Construction & Maint Fund	\$500,000
Park Development Fund	3,700,000
CIP Revenue Bond 2013 Fund	765,000
2017 CIP Loan Fund	190,000
2020 CIP Loan Fund	6,900,000
Capital Grants Fund	500,000
Capital Projects Fund-General Fund Contribution	1,983,220
Utility Fund	2,786,832
CIAC Fund	2,300,000
Stormwater Management Fund	340,000
State Revolving Fund Loan	11,176,610
Total	\$31,141,662

Capital Improvement Program FY 2020—FY 2024

FY 2020 - FY 2024 by funding source and department are allocated as follows:

<i>Fund/Source</i>	<i>Amount</i>	<i>Department</i>	<i>Amount</i>
General Fund	\$1,956,567	Fire-Rescue	\$1,270,000
Street Construction & Maint Fund	500,000	Community Development	197,940
Park Development Fund	7,580,000	Public Works	30,669,432
CIP Revenue Bond 2013 Fund	765,000	Parks & Recreation	2,945,000
2017 CIP Loan Fund	190,000	Utilities	124,326,870
2020 CIP Loan Fund	10,000,000	Information Technology	4,805,771
Capital Grants Fund	1,796,975		
Capital Projects Fund-General Fund Contribution	2,089,470		
Utility Fund	12,313,864	Total	\$164,215,013
CIAC Fund	7,900,000		
Stormwater Management Fund	1,714,904		
State Revolving Fund Loan	19,637,342		
To Be Determined	97,770,891		
Total	\$164,215,013		



Country Club Ranches Water Main Improvements Phase I.

Capital Improvement Program FY 2020—FY 2024

Section I: List of 5 Year Capital Projects that will have a fiscal impact on the FY20 budget

Project Number	Project Title	5-Year Schedule FY 2020 - FY 2024	Department	FY 2020 Budget	FY 2021 - FY 2024	5-Year Total Cost
Park Facilities						
51001	Vizcaya Park	FY 21	Utilities	\$ -	\$ 470,000	\$ 470,000
51003	Park Improvements-Variou	CIP Rev Bond 2013 Fund 388, GF-Capital Projects Fund 395	Parks & Recreation	400,000	-	400,000
51005	Ansin Sports Complex - Phase II/III	CIP Rev Bond 2013 Fund 388	Utilities	100,000	-	100,000
51006	Amphitheater at Miramar Regional Park	2020 CIP Loan Fund 391	Utilities	700,000	-	700,000
51007	Monarch Lakes Park	Park Development Fund 387, 2017 CIP Loan Fund 389	Utilities	250,000	-	250,000
51018	Amphitheater at Miramar Regional Park - Concessions & Walkways	FY 21	Utilities	-	175,000	175,000
51021	Playground Resurfacing	GF-Capital Projects Fund 395	Parks & Recreation	80,000	320,000	400,000
51022	Skate Park	Park Development Fund 387	Parks & Recreation	250,000	-	250,000
51023	Ansin Sports Complex - Phase IV	Park Development Fund 387	Utilities	2,000,000	1,400,000	3,400,000
51024	City of Miramar 911 Remembrance Monument	CIP Rev Bond 2013 Fund 388	Utilities	15,000	800,000	815,000
51026	Harbour Lakes Park Improvements	2020 CIP Loan Fund 391	Parks & Recreation	100,000	-	100,000
51027	Miramar Regional Park - Wi-Fi Infrastructure	GF-Capital Projects Fund 395	Information Tech	72,000	-	72,000
Future	Miramar Athletic Park Renovations	FY 21 - FY 23	Utilities	-	1,275,000	1,275,000
Future	Country Lakes West Park	FY 21 - FY 23	Utilities	-	3,880,000	3,880,000
Future	Country Lakes East Park	FY 21 - FY 23	Utilities	-	2,725,000	2,725,000
Future	Perry Wellman Field Renovations	FY 21 - FY 22	Utilities	-	1,359,000	1,359,000
Future	Miramar Regional Park Conference Center	FY 21 - FY 22	Utilities	-	7,045,544	7,045,544
Future	Miramar Regional Overflow Parking Improvements	FY 21 - FY 22	Utilities	-	5,355,000	5,355,000
Future	Linear Park Lighting Improvements	FY 21 - FY 22	Utilities	-	366,000	366,000
Future	Miramar Aquatics Equipment Replacement	FY 21	Utilities	-	245,326	245,326
Future	Lakeshore Park Improvements - Phase II	FY 21	Parks & Recreation	-	155,000	155,000
Future	Corporate Pavilion Enclosure at Miramar Regional Park	FY 21 - FY 22	Parks & Recreation	-	435,000	435,000
Future	Miramar Aquatics Complex Pool Liner Replacement	FY 21	Parks & Recreation	-	210,000	210,000
Future	Miramar Regional Park Artificial Turf	FY 22	Parks & Recreation	-	995,000	995,000
Total PF Projects				\$ 3,967,000	\$ 27,210,870	\$ 31,177,870
Infrastructure Redevelopment & Improvements						
52004	Sewer Line Rehabilitation	FY 21 & FY 23	Utilities	\$ -	\$ 1,300,000	\$ 1,300,000
52009	Public Informational Signs	FY 21	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	Street Construction & Maintenance Fund 385, 2020 CIP Loan Fund 391, GF-Capital Projects Fund 395	Public Works	900,000	4,000,000	4,900,000
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	CIP Rev Bond 2013 Fund 388, GF-Capital Projects Fund 395	Utilities	150,000	1,000,000	1,150,000
52038	West WTP Laboratory & Office Space Modification	CIAC Fund 414	Utilities	1,000,000	-	1,000,000
52047	Reclaimed Water System Exp/Piping-I-75 Crossing	FY 21 - FY 23	Utilities	-	2,100,000	2,100,000
52060	Air Conditioning Systems Replacement Program	FY 21 - FY 24	Public Works	-	630,000	630,000
52061	Pembroke Road-SW 184 Ave to US 27/Mir Pkwy Ext.	2020 CIP Loan Fund 391	Utilities	1,500,000	18,300,000	19,800,000
52062	Left Turn Lane from Red Road to Miramar Town Center	FY 21	Utilities	-	365,000	365,000
52063	Repair/Replacement of Existing Sidewalks	Street Construction & Maintenance Fund 385	Public Works	100,000	600,000	700,000
52066	Historic Miramar Drainage Improvements - Phase IV	State Revolving Fund Loan	Public Works	11,176,610	-	11,176,610
52069	LED Streetlight Installation & Upgrade	FY 21 - FY 23	Public Works	-	933,000	933,000
52071	Wastewater Reclamation Facility Digester Cleaning & Refurbishment	Utility Fund 410	Utilities	1,200,000	-	1,200,000
52072	Water Service Line & Main Repair/Replacement	Utility Fund 410	Utilities	250,000	1,000,000	1,250,000
52074	ADA Evaluation and Corrective Action	CIP Rev Bond 2013 Fund 388	Utilities	300,000	1,000,000	1,300,000
52076	Country Club Ranches Water Main Improvements - Phase I	CIAC Fund 414	Utilities	1,000,000	2,000,000	3,000,000
52077	Buffer Wall along Pembroke Road adjacent to University Park Plat	2020 CIP Loan Fund 391, GF-Capital Projects Fund 395	Utilities	600,000	95,000	695,000
52078	SCADA Cybersecurity Improvement	Utility Fund 410	Information Tech	230,582	461,168	691,750
52079	Miramar Cultural Center Breezeway Enclosure	CIP Rev Bond 2013 Fund 388	Utilities	200,000	-	200,000



Capital Improvement Program FY 2020—FY 2024

Section I: List of 5 Year Capital Projects that will have a fiscal impact on the FY20 budget (cont'd)

Project Number	Project Title	5-Year Schedule FY 2020 - FY 2024	Department	FY 2020 Budget	FY 2021 - FY 2024	5-Year Total Cost
Infrastructure Redevelopment & Improvements (cont'd)						
52081	Childcare Playgrounds Soft Surface Covering	GF-Capital Projects Fund 395	Utilities	206,000	-	206,000
52085	Sustainable Renewable Energy & Conservation Initiatives	CIAC Fund 414	Utilities	300,000	1,500,000	1,800,000
Future	Fleet Maintenance Vehicle Parking Lot	FY 21 - FY 22	Public Works	-	372,590	372,590
Future	West WTP Nano-Membrane Skid	FY 21 - FY 23	Utilities	-	2,700,000	2,700,000
Future	Historic Miramar Drainage Improvements - Phase V	FY 22 - FY 23	Public Works	-	6,030,241	6,030,241
Future	Historic Miramar Drainage Improvements - Phase VI	FY 24	Public Works	-	2,430,491	2,430,491
Future	SW 148 Ave Widening-Miramar Pkwy to Bass Creek Rd	FY 21 - FY 22	Utilities	-	10,420,000	10,420,000
Future	Miramar Blvd Widening-Palm Ave to Douglas Rd	FY 21 - FY 22	Utilities	-	11,420,000	11,420,000
Future	Honey Hill Road Widening-Red Rd to Flamingo Rd	FY 22 - FY 23	Utilities	-	10,420,000	10,420,000
Future	Installation of Guardrail along Utopia Drive	FY 21	Public Works	-	210,000	210,000
Future	Pembroke Road Expansion-Dykes Rd to SW 184 Ave	FY 21 - FY 22	Utilities	-	4,150,000	4,150,000
Future	Bus Facilities Infrastructure Improvement Program	FY 21	Public Works	-	1,211,000	1,211,000
Future	HR Department Office Renovations	FY 21	Utilities	-	350,000	350,000
Future	Eastbound Turn Lane Extension along Miramar Pkwy from Dykes Rd to Southbound I-75	FY 21	Utilities	-	450,000	450,000
Future	CCTV Security Cameras Infrastructure Improvements	FY 21 - FY 22	Information Tech	-	1,990,770	1,990,770
Total IRI Projects				\$ 19,703,192	\$ 93,779,260	\$ 113,482,452
Public Buildings						
53016	Facilities Capital Improvement	GF-Capital Projects Fund 395	Utilities	\$ 520,000	\$ 1,100,000	\$ 1,620,000
53018	Historic Miramar Public Safety Complex	FY 21 - FY 22	Utilities	-	1,225,000	1,225,000
53024	Cultural Arts Facility Expansion	Park Development Fund 387, Capital Grants Fund 393	Utilities	1,890,000	-	1,890,000
53025	Historic Miramar Innovation & Technology Village	2020 CIP Loan Fund 391	Utilities	4,000,000	3,100,000	7,100,000
Future	City Commission Conference Room Expansion	FY 21	Utilities	-	175,000	175,000
Total PB Projects				\$ 6,410,000	\$ 5,600,000	\$ 12,010,000
Capital Equipment, Vehicles and Software						
54002	Enterprise Resource Planning System-STEAM	GF-Capital Projects Fund 395, Utility Fund 410	Information Tech	\$ 212,500	\$ 212,500	\$ 425,000
54007	WWRF Equipment Replacement & Process Rehab	Utility Fund 410	Utilities	500,000	2,900,000	3,400,000
54011	Building Plans Digital Conversion	GF-Capital Projects Fund 395	Comm Dev	98,970	98,970	197,940
54016	WWRF Switchgear PLC System Upgrade	Utility Fund 410	Utilities	250,000	-	250,000
Future	Air & Light Support Unit	FY 21	Fire-Rescue	-	350,000	350,000
Future	Special Operations Vehicle (SOV)	FY 24	Fire-Rescue	-	920,000	920,000
Future	Buses Improvement Program	FY 21	Public Works	-	375,500	375,500
Future	Text & Chat Archiving with Smarsh Software	FY 21	Information Tech	-	174,600	174,600
Future	Network Switch Replacement	FY 21 - FY 24	Information Tech	-	1,451,651	1,451,651
Total CE Projects				\$ 1,061,470	\$ 6,483,221	\$ 7,544,691
Total FY 2020-FY 2024 CIP 5 Year Projects				\$ 31,141,662	\$ 133,073,351	\$ 164,215,013

Section II: Requested changes to Capital Projects that will have no fiscal impact on the FY20 budget

Funds will be transferred between the following CIP projects:

Project Number	Project Title	5-Year Schedule FY 2020 - FY 2024	Department	FY 2020 Transfer	FY 2020 - FY 2024 Requested Funding	5-Year Total Cost
51006	Amphitheater at Miramar Regional Park	Park Development Fund 387	Utilities	\$ (360,208)	\$ -	\$ (360,208)
51007	Monarch Lakes Park	Park Development Fund 387	Utilities	130,000	250,000	380,000
51019	Bark Park	Park Development Fund 387	Parks & Recreation	60,000	-	60,000
51024	City of Miramar 911 Remembrance Monument	Park Development Fund 387	Utilities	60,000	815,000	875,000
51027	Miramar Regional Park - Wi-Fi Infrastructure	Park Development Fund 387	Information Tech	110,208	72,000	182,208
52034	Historic Miramar Neighborhood Streetlight Upgrade Program	GF-Capital Projects Fund 395	Public Works	(24,146)	-	(24,146)
52068	Installation of Additional Streetlights throughout the City	GF-Capital Projects Fund 395	Public Works	(100,000)	-	(100,000)
52069	LED Streetlight Installation & Upgrade	GF-Capital Projects Fund 395	Public Works	124,146	933,000	1,057,146



Capital Improvement Program FY 2020—FY 2024

Section II: Requested changes to Capital Projects that will have no fiscal impact on the FY20 budget (cont'd)

Funds will be transferred between the following CIP projects:

Project Number	Project Title	5-Year Schedule FY 2020 - FY 2024	Department	FY 2020 Transfer	FY 2020 - FY 2024 Requested Funding	5-Year Total Cost
52059	Miramar Parkway Streetscape-SW 64 Ave to SW 68 Ave	2017 CIP Loan Fund 389	Utilities	(834,530)	-	(834,530)
52067	Additional Southbound Left Turn Lane-SW 145 Ave at Miramar Pkwy	2017 CIP Loan Fund 389	Utilities	144,530	-	144,530
52083	Westbound Right Turn Lane-Miramar Pkwy & Dykes Rd	2017 CIP Loan Fund 389	Utilities	360,000	-	360,000
52084	Miramar Pkwy & Ivy Way Intersection Improvements	2017 CIP Loan Fund 389	Utilities	330,000	-	330,000
52065	Raw Water Main - Huntington Wellfield	CIAC Fund 414	Utilities	(174,119)	-	(174,119)
52085	Sustainable Renewable Energy & Conservation Initiatives	CIAC Fund 414	Utilities	174,119	1,800,000	1,974,119

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

Project Number	Project Title	5-Year Schedule FY 2020 - FY 2024	Department	FY 2020 Budget	FY 2021 - FY 2024	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 & Grass Replace.	Unfunded	Public Works	\$ -	\$ -	\$ 175,000
Future	WWRF Fuel Depot Renovations	Unfunded	Public Works	-	-	230,700
Future	SW 148 Ave Improvements-Miramar Pkwy to SW 27 St	Unfunded	Utilities	-	-	1,020,000
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 2020 projects.
Justifications for FY 2020 capital projects are available within each budgeted fund.

Impact on Operating Budget FY 2020—FY 2024

Project Number	Description	FY 2020 Cost	Funding Source	Impact on FY 2020 Operating Budget
Park Facilities				
51003	<i>Park Improvements - Various</i> This project will include improvements to various parks, courts, restrooms and playgrounds throughout the City.	\$400,000	CIP Rev Bond 2013 Fund 388, GF-Capital Projects Fund 395	No Impact
51005	<i>Ansin Sports Complex - Phase II/III</i> Fiscal Year 2020 scope of work is to perform necessary repairs to the MONDO track surface in order to carry out upcoming competitive track events.	\$100,000	CIP Rev Bond 2013 Fund 388	No Impact
51006	<i>Amphitheater at Miramar Regional Park</i> This proposed project includes enclosing the upper area of the existing Regional Park Amphitheater Stage.	\$700,000	2020 CIP Loan Fund 391	No Impact
51007	<i>Monarch Lakes Park</i> Phase II of this project includes the addition of one pre-engineered pavilion structure, a splash pad and the expansion of the existing parking lot.	\$250,000	Park Development Fund 387, 2017 CIP Loan Fund 389	No Impact
51021	<i>Playground Resurfacing</i> This project entails the replacement of sand with ADA approved surface material at designated playgrounds. This project will be done in various phases.	\$80,000	GF-Capital Projects Fund 395	No Impact
51022	<i>Skate Park</i> This project is for the development of an outdoor skate park of approximately 3,000 sq. ft. which will include ramps, rails, and benches, etc.	\$250,000	Park Development Fund 387	No Impact
51023	<i>Ansin Sports Complex - Phase IV</i> This phase will consist of various improvements, including the construction of a new roadway connection with drainage and lighting along the north side of the park; and a new 400-meter practice track with lighting and other associated improvements. New bleachers with shade will also be installed.	\$2,000,000	Park Development Fund 387	No Impact
51024	<i>City of Miramar 911 Remembrance Monument</i> This project includes the creation of a permanent memorial for the men and women in fire and police forces that assisted in the 911 terrorist attack on the New York City Twin Towers and lost their lives.	\$15,000	CIP Rev Bond 2013 Fund 388	No Impact
51026	<i>Harbour Lakes Park Improvements</i> This project would enhance the park by installing a playground and swings, providing a recreational element for children.	\$100,000	2020 CIP Loan Fund 391	No Impact
51027	<i>Miramar Regional Park - Wi-Fi Infrastructure</i> This project is to implement Wi-Fi throughout Regional Park for use by all visitors.	\$72,000	GF-Capital Projects Fund 395	No Impact
Total Park Facilities		\$3,967,000		
Infrastructure Redevelopment & Improvements				
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 improve the water quality of the City's lakes and canals.	\$340,000	Stormwater Mgmt Fund 415	No Impact



Impact on Operating Budget FY 2020—FY 2024

Project Number	Description	FY 2020 Cost	Funding Source	Impact on FY 2020 Operating Budget
Infrastructure Redevelopment & Improvements (cont'd)				
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.	\$900,000	Street Construction & Maintenance Fund 385, 2020 CIP Loan Fund 391, GF-Capital Projects Fund 395	No Impact
52036	<i>Landscaping & Beautification-Miramar Parkway, Miramar Boulevard, Red Road Gateway & University Drive</i> This project is to improve the landscaping and irrigation within the right-of-way of Miramar Parkway from SW 69 Way to Palm Avenue and beautification along Red Road, Miramar Boulevard and University Drive.	\$150,000	CIP Rev Bond 2013 Fund 388, GF-Capital Projects Fund 395	No Impact
52038	<i>West WTP Laboratory & Office Space Modification</i> This project includes expansion necessary to address space needs for proper water quality laboratory operations and administration.	\$1,000,000	CIAC Fund 414	No Impact
52061	<i>Pembroke Road-SW 184 Avenue to US 27/Miramar Parkway Extension</i> This project includes right-of-way acquisition and offsetting the impact on approximately 8 acres of wetland area by purchasing mitigation credits in a designated professionally managed mitigation bank. It consists of widening Pembroke Road from two lanes to four lanes from SW 184 Avenue to SW 196 Avenue.	\$1,500,000	2020 CIP Loan Fund 391	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.	\$100,000	Street Construction & Maintenance Fund 385	No Impact
52066	<i>Historic Miramar Drainage Improvements - Phase IV</i> This project will provide for drainage related system improvements in part of the Historic Miramar area bounded by Miramar Parkway to the north, Florida Turnpike to the west, SW 64 Avenue to the east, and County Line Road to the south.	\$11,176,610	State Revolving Fund Loan	No Impact
52071	<i>Wastewater Reclamation Facility Digester Cleaning & Refurbishment</i> This project includes the cleaning and refurbishment of the City's Wastewater Reclamation Facility digester system to ensure the required level of service is maintained.	\$1,200,000	Utility Fund 410	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.	\$250,000	Utility Fund 410	No Impact
52074	<i>ADA Evaluation & Corrective Action</i> This project will evaluate and implement corrective actions for all of the City programs, facilities, roadways and parks that were identified in the ADA Transition Plan so that the City is in compliance with the American with Disabilities Act (ADA).	\$300,000	CIP Rev Bond 2013 Fund 388	No Impact
52076	<i>Country Club Ranches Water Main Improvements - Phase I</i> This project will ultimately provide potable water service to properties located in the public right-of-ways within the subdivisions of Country Club Estates, Country Club Ranches Section II, Miramar West and Lago at Miramar.	\$1,000,000	CIAC Fund 414	No Impact

Impact on Operating Budget FY 2020—FY 2024

Project Number	Description	FY 2020 Cost	Funding Source	Impact on FY 2020 Operating Budget
Infrastructure Redevelopment & Improvements (cont'd)				
52077	<i>Buffer Wall-Pembroke Road adjacent to University Park Plat</i> This project includes the construction of a six feet high buffer wall along the south side of Pembroke Road from the east end of Forzano Park to the west end of Walmart site, adjacent to University Park Plat.	\$600,000	2020 CIP Loan Fund 391, GF-Capital Projects Fund 395	No Impact
52078	<i>SCADA Cybersecurity Improvement</i> This project includes the full implementation and configuration of equipment, systems, software, and IT security mechanisms associated with the SCADA system that operates the City's water and wastewater plants.	\$230,582	Utility Fund 410	No Impact
52079	<i>Miramar Cultural Center Breezeway Enclosure</i> This project includes enclosing the existing 2nd floor open air breezeway connector between the Cultural Arts Center and the Main City Hall Building.	\$200,000	CIP Rev Bond 2013 Fund 388	No Impact
52081	<i>Childcare Playgrounds Soft Surface Covering</i> This project eliminates sand on child care facility playgrounds and substitute with a poured in place rubber playground surface at four Childcare Sites.	\$206,000	GF-Capital Projects Fund 395	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.	\$300,000	CIAC Fund 414	No Impact
Total Infrastructure		\$19,703,192		
Public Buildings				
53016	<i>Facilities Capital Improvement</i> This project provides funds for repair and maintenance work on City facilities, including HVAC upgrades to various facilities at the Public Works Department request.	\$520,000	GF-Capital Projects Fund 395	No Impact
53024	<i>Cultural Arts Facility Expansion</i> This project includes a +/- 4,500 sq. ft. 2-story addition of classroom, multi-purpose room, restrooms, miscellaneous storage room, and elevator at the Cultural Arts Facility.	\$1,890,000	Park Development Fund 387, Capital Grants Fund 393	No Impact
53025	<i>Historic Miramar Innovation & Technology Village</i> This project is comprised of workforce housing, transit hub, educational facilities, enhanced public recreational amenities, mixed use development and a technology village for new business start ups and smart city innovation.	\$4,000,000	2020 CIP Loan Fund 391	No Impact
Total Public Buildings		\$6,410,000		



Impact on Operating Budget FY 2020—FY 2024

Project Number	Description	FY 2020 Cost	Funding Source	Impact on FY 2020 Operating Budget
Capital Equipment, Vehicles & Software				
54002	<i>Enterprise Resource Planning System-STEAM</i> This additional phase will include a complete Munis assessment and Business Process Review of all modules, followed by remediation of all findings and recommendations.	\$212,500	GF-Capital Projects Fund 395, Utility Fund 410	No Impact
54007	<i>WWRF Equipment Replacement & Process Rehabilitation</i> This project is for the replacement, refurbishment or rehabilitation of aging equipment at the City's Wastewater Reclamation Facility in efforts to avoid equipment failures and operational problems.	\$500,000	Utility Fund 410	No Impact
54011	<i>Building Plans Digital Conversion</i> This project is to convert all property data such as plans, construction documentation, permit applications, contractor's information, inspection information, and Certificates of Occupancy, etc. into digital format.	\$98,970	GF-Capital Projects Fund 395	No Impact
54016	<i>WWRF Switchgear PLC System Upgrade</i> This project is to replace the Wastewater Reclamation Facility (WWRF) electrical switchgear Programmable Logic Controller (PLC) system, which provides emergency power from four stationary generators to the wastewater treatment processes and office buildings when Florida Power & Light (FP&L) power is unavailable or unstable.	\$250,000	Utility Fund 410	No Impact
Total Capital Equipment, Vehicles & Software		\$1,061,470		
TOTAL FY 2020 CIP		\$31,141,662		

General Fund Revenues and Expenditures Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change from 2019
Beginning Fund Balance	\$ 38,014,683	\$ 36,068,857	\$ 35,348,503	\$ 35,348,503	\$ 40,999,838	-
Revenues:						
Current Revenues	\$144,368,848	\$150,991,003	\$165,274,127	\$165,411,341	\$173,130,476	4.8%
Transfer In	3,597,795	3,917,935	3,509,482	3,815,563	3,386,600	-3.5%
Approp. of Fund Balance/Carryover	-	-	-	634,285	3,500,000	100.0%
Total Revenues	\$147,966,643	\$154,908,938	\$168,783,609	\$169,861,189	\$180,017,076	6.7%
Expenditures:						
Departmental:						
City Commission	\$ 1,264,338	\$ 1,302,294	\$ 1,411,100	\$ 1,483,600	\$ 1,691,400	19.9%
Office of the City Manager	3,956,922	4,294,193	3,303,267	3,398,267	4,917,700	48.9%
Human Resources	1,503,475	1,791,544	2,025,800	2,075,800	2,929,000	44.6%
Legal	1,565,261	1,177,941	1,454,600	1,454,600	1,454,600	0.0%
Office of the City Clerk	725,221	722,552	892,200	967,200	862,622	-3.3%
Financial Services	3,814,363	4,339,201	4,483,100	4,483,100	4,989,200	11.3%
Procurement	1,286,512	1,380,129	1,301,100	1,230,100	1,381,211	6.2%
Management & Budget	1,323,150	1,440,178	1,936,850	1,654,935	1,792,450	-7.5%
Police	48,941,163	50,376,389	50,396,263	51,006,063	54,401,593	7.9%
Fire-Rescue	32,862,386	34,482,666	35,363,280	36,710,540	38,692,448	9.4%
Community Development	4,786,494	5,384,685	6,277,700	6,405,400	6,165,728	-1.8%
Economic & Business Development	-	-	-	-	1,629,800	100.0%
Public Works	9,785,795	9,467,874	10,306,680	10,311,950	12,447,009	20.8%
Construction & Facilities Management	2,198,029	2,322,923	-	-	-	0.0%
Parks & Recreation	13,453,831	13,871,553	15,479,408	15,310,578	14,482,154	-6.4%
Community Services	5,695,835	6,076,020	6,950,500	6,546,400	7,007,208	0.8%
Cultural Affairs	3,171,953	3,379,532	3,734,133	3,844,133	3,820,033	2.3%
Sub-Total	\$136,334,728	\$141,809,675	\$145,315,981	\$146,882,666	\$158,664,156	9.2%
Non-Departmental						
Non-Departmental	\$ 6,208,054	\$ 6,025,116	\$ 7,787,120	\$ 8,085,820	\$ 4,151,600	-46.7%
Debt Service	124,417	308,586	308,700	391,900	475,200	53.9%
Transfer Out	7,301,900	7,446,900	8,080,469	8,175,183	12,820,720	58.7%
Appropriated Fund Balance	-	-	7,291,339	6,285,620	3,905,400	-46.4%
Sub-Total	\$ 13,634,371	\$ 13,780,602	\$ 23,467,628	\$ 22,938,523	\$ 21,352,920	-9.0%
Capital Improvement						
Non-Departmental	\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -	0.0%
Sub-Total	\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -	0.0%
Total Expenditures	\$150,004,349	\$155,590,328	\$168,783,609	\$169,861,189	\$180,017,076	6.7%
Excess/Deficiency (actuals)	\$ (2,037,706)	\$ (681,390)	\$ -	\$ -	\$ -	
Appropriated Fund Balance	-	-	7,291,339	6,285,620	3,905,400	
Appropriation of Fund Balance	-	-	-	(634,285)	(3,500,000)	
Fund 002 Adjustments	30,701	22,215	-	-	-	
Fund 003 Adjustments	61,179	(61,179)	-	-	-	
Ending Fund Balance	\$ 36,068,857	\$ 35,348,503	\$ 42,639,842	\$ 40,999,838	\$ 41,405,238	-2.9%
Fund Balance Components						
Non Spendable	\$ 122,785	\$ 1,823,533	\$ 1,823,533	\$ 1,823,533	\$ 1,823,533	
Committed	18,339,940	19,069,814	19,069,814	19,069,814	20,383,343	
Assigned						
Emergency Preparedness	5,878,186	6,112,120	6,112,120	6,112,120	6,533,123	
Pension Trust Fund	-	-	1,589,151	1,589,151	3,287,763	
OPEB Trust Fund	-	-	500,000	500,000	1,000,000	
Subsequent Years Budget	750,000	-	3,000,000	3,000,000	-	
Other	294,275	366,721	366,721	366,721	366,721	
Unassigned	10,683,671	7,976,315	10,178,503	8,538,499	8,010,756	
Ending Fund Balance	\$ 36,068,857	\$ 35,348,503	\$ 42,639,842	\$ 40,999,838	\$ 41,405,238	

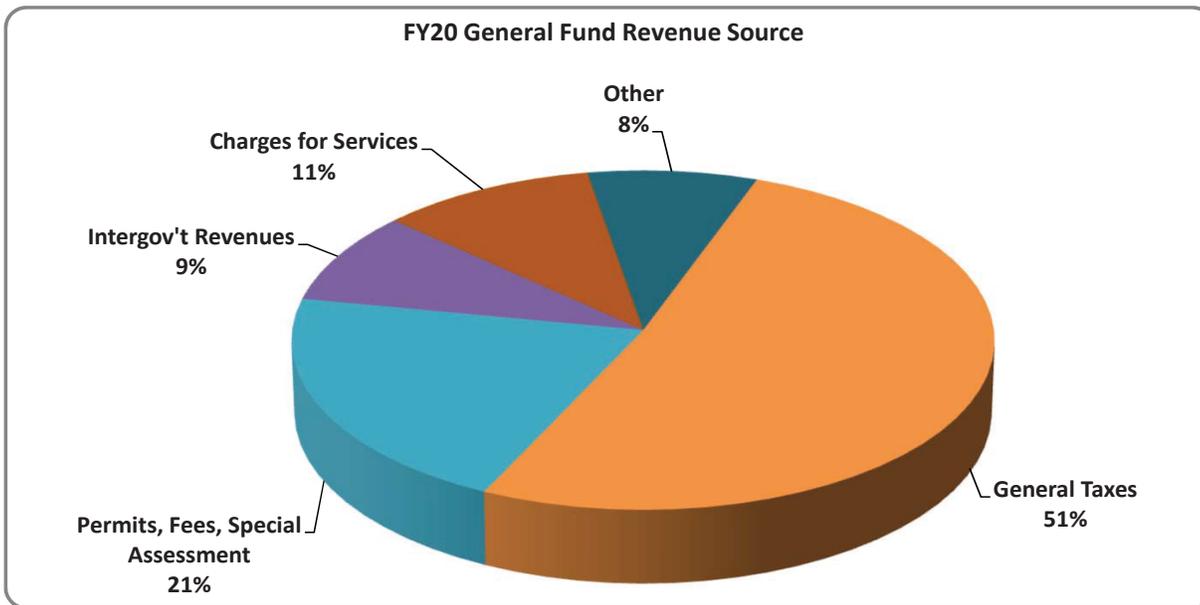
Note: Fund balance components subject to change based on final year-end audited balances



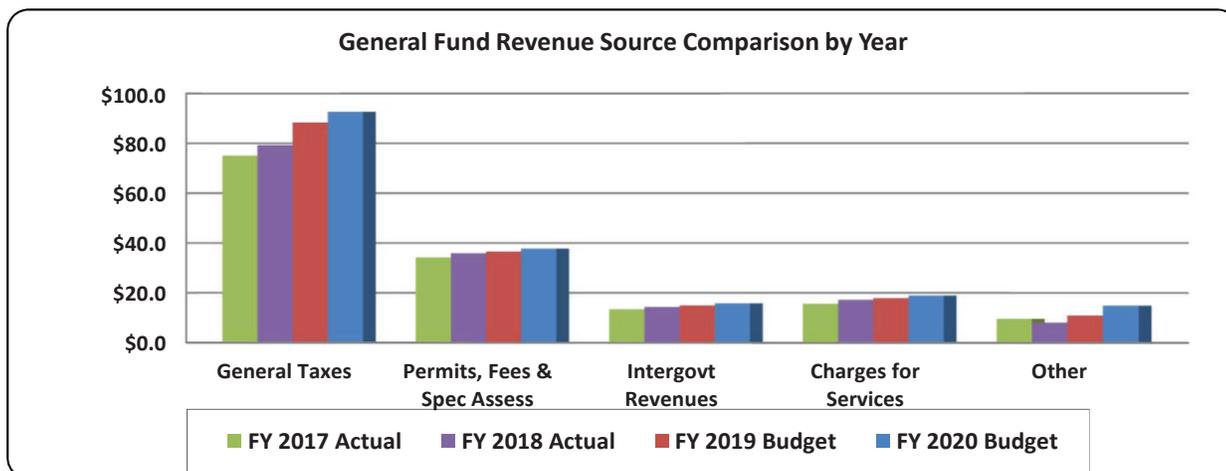
General Fund Revenue Summary by Category

Summary by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change from 2019
General Taxes	\$ 75,086,385	\$ 79,271,870	\$ 88,392,090	\$ 88,396,842	\$ 92,679,800	4.9%
Permits, Fees, Special Assessment	34,218,515	35,904,873	36,552,800	36,560,262	37,727,900	3.2%
Intergovernmental Revenues	13,429,056	14,379,542	14,939,100	14,939,100	15,809,320	5.8%
Charges for Services	15,650,398	17,238,906	17,917,491	17,917,491	18,926,023	5.6%
Fines & Forfeitures	762,249	753,041	1,054,000	1,054,000	704,000	-33.2%
Miscellaneous Revenues	5,222,246	3,442,771	6,418,646	6,543,646	7,283,433	13.5%
Transfers In	3,597,795	3,917,935	3,509,482	3,815,563	3,386,600	-3.5%
Appropriation of Fund Balance	-	-	-	634,285	3,500,000	100.0%
Total	\$147,966,643	\$154,908,938	\$168,783,609	\$169,861,189	\$ 180,017,076	6.7%

This chart is a summary of FY20 General Fund Revenue by Source.



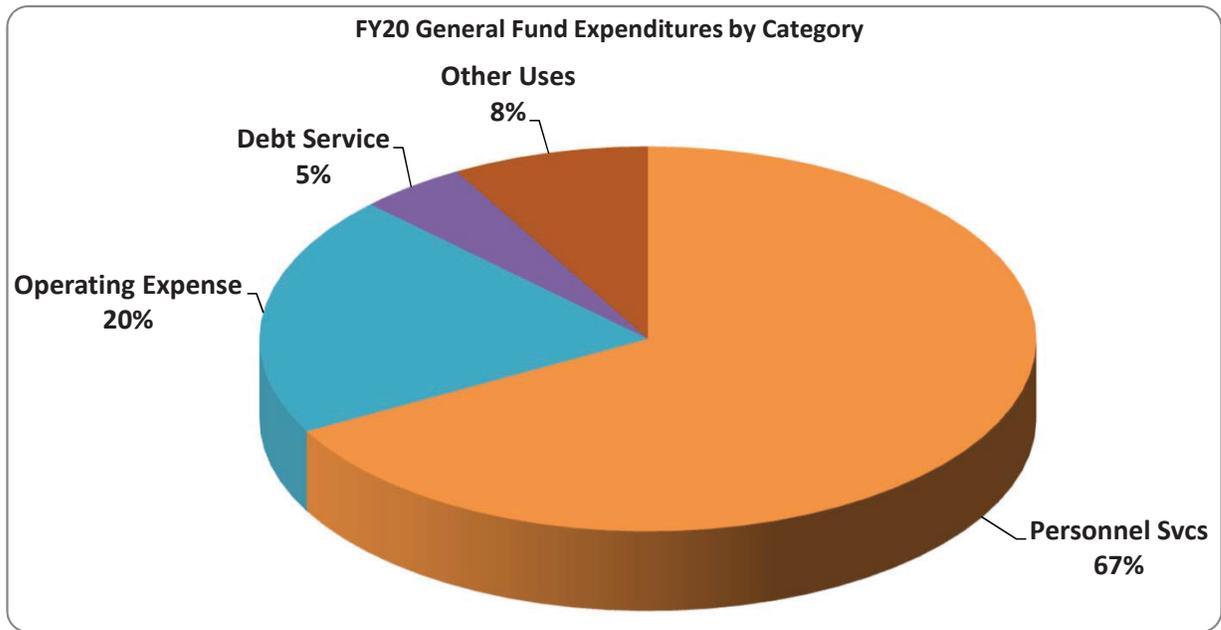
This chart shows the comparison of General Fund Revenues for FY17 to FY20 by Category



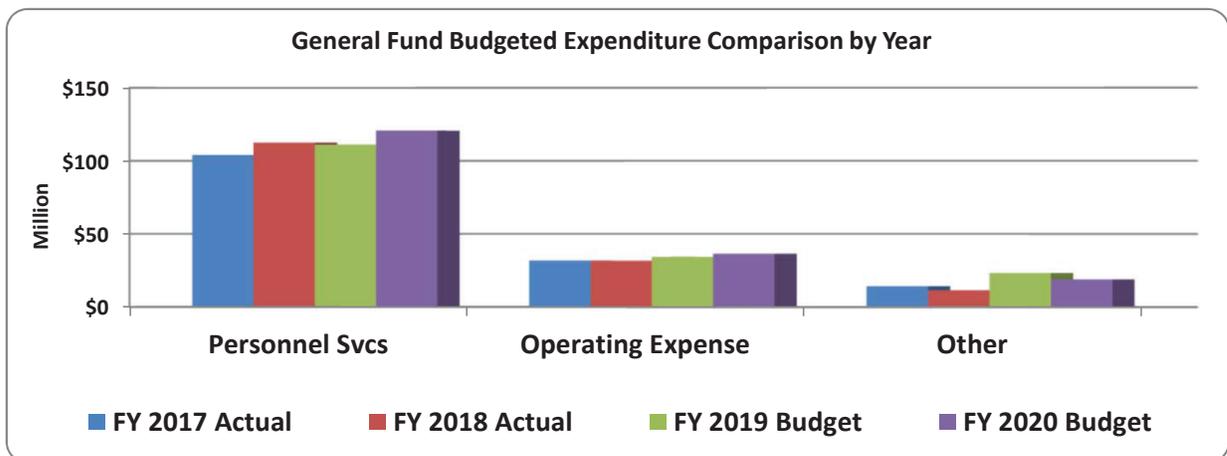
General Fund Expenditure Summary by Category

Summary by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	% Change from 2019
Personnel Services	\$103,998,586	\$112,477,203	\$111,205,100	\$111,886,609	\$120,679,300	8.5%
Operating Expense	31,738,686	31,670,112	34,323,385	33,890,228	36,496,157	6.3%
Capital Outlay	6,738,444	3,584,125	6,644,116	8,264,649	5,470,599	-17.7%
Grants & Aids	67,065	103,350	930,500	927,000	169,700	-81.8%
Total Operating Expenditures	142,542,781	147,834,790	153,103,101	154,968,486	162,815,756	6.3%
Capital Improvement Program	35,250	52	-	40,000	-	0.0%
Debt Service	124,417	308,586	308,700	391,900	475,200	53.9%
Transfer	7,301,900	7,446,900	8,080,469	8,175,183	12,820,720	58.7%
Appropriated Fund Balance	-	-	7,291,339	6,285,620	3,905,400	-46.4%
Total	\$150,004,348	\$155,590,328	\$168,783,609	\$169,861,189	\$180,017,076	6.7%

The following chart is a summary of FY20 General Fund expenditures by category



The following chart shows the comparison of General Fund Expenditures for FY17 to FY20 by Category



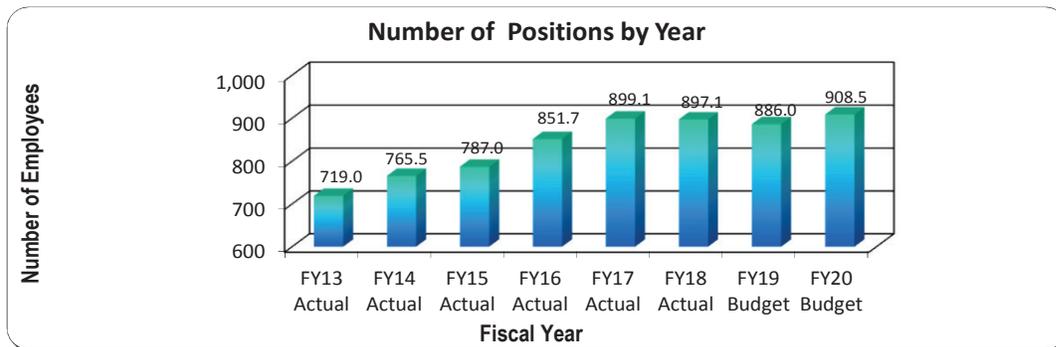
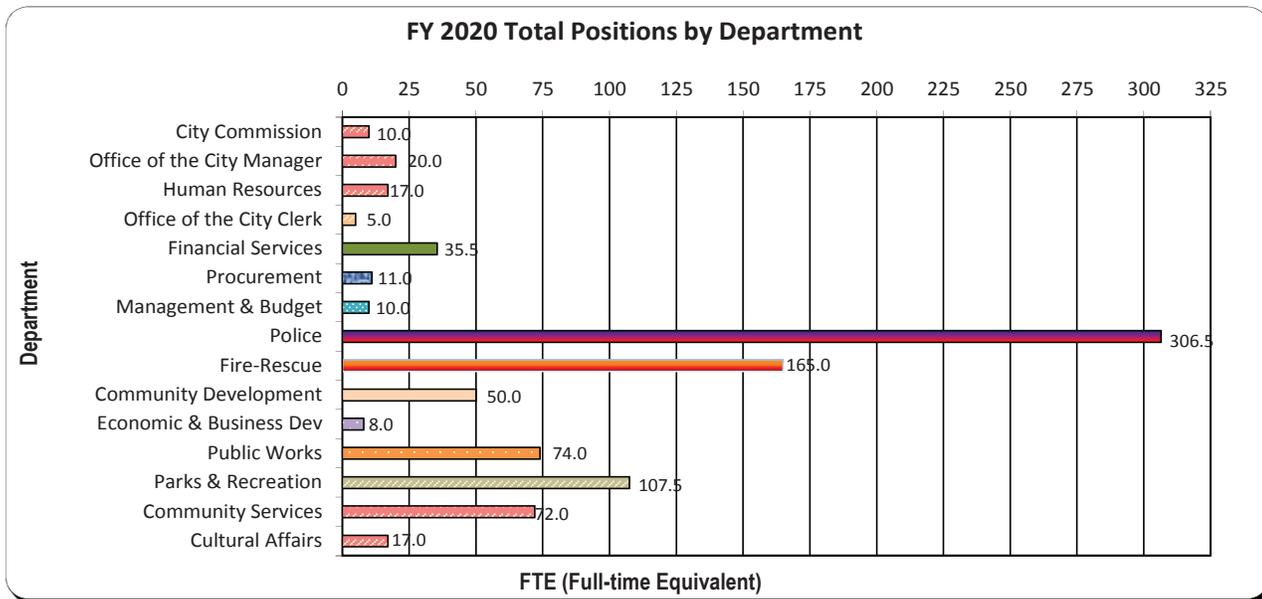
General Fund

Position Comparison Summary

As indicated, the FY 2020 General Fund budget includes a total of 908.5 FTE's (Full-time equivalent) authorized positions. This is an increase of 22.5 FTE's from the FY19 Budget. This total is comprised of 816.5 full-time, 147 (73.5 FTE's) part-time, 30 (15 FTE's) seasonal part-time, 1 temporary full-time and 5 (2.5 FTE's) temporary part-time budgeted positions.

Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	# FTE Change
City Commission	10.00	10.00	10.00	10.00	10.00	-
Office of the City Manager	20.00	20.00	16.00	16.00	20.00	4.00
Human Resources	14.00	14.00	14.00	14.00	17.00	3.00
Office of the City Clerk	4.00	4.00	4.00	4.00	5.00	1.00
Financial Services	36.00	35.50	34.50	36.50	35.50	1.00
Procurement	10.00	10.00	10.00	10.00	11.00	1.00
Management & Budget	9.00	9.00	10.00	10.00	10.00	-
Police	296.50	297.50	304.50	304.50	306.50	2.00
Fire-Rescue	166.00	166.00	165.00	166.00	165.00	-
Community Development	43.50	43.50	51.50	54.50	50.00	(1.50)
Economic & Business Development	-	-	-	-	8.00	8.00
Public Works	66.60	65.10	61.50	61.50	74.00	12.50
Construction & Facilities Management*	18.50	17.50	-	-	-	-
Parks & Recreation	121.00	121.50	120.00	121.00	107.50	(12.50)
Community Services	69.00	68.50	69.50	70.00	72.00	2.50
Cultural Affairs	15.00	15.00	15.50	18.00	17.00	1.50
Total Full & Part-time positions	899.10	897.10	886.00	896.00	908.50	22.50

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



General Fund Revenue Projections

Object/Loc#	Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>General Taxes</u>						
311100	Ad Valorem Taxes-Current	\$ 55,258,000	\$ 58,993,696	\$ 67,776,300	\$ 67,776,300	\$ 71,322,800
311101	Ad Valorem Taxes-Delinquent	978,452	984,007	900,000	900,000	1,150,000
312510	Ins Premium Tax-Fire	966,694	989,693	1,000,000	1,000,000	1,000,000
312520	Ins Premium Tax-Police	1,032,724	1,120,391	1,000,000	1,000,000	1,100,000
314100	Utility Tax-Electricity	8,494,521	8,835,693	9,013,290	9,013,290	9,500,000
314300	Utility Tax-Water	1,743,700	1,776,245	1,837,500	1,837,500	1,800,000
314400	Utility Tax-Gas	158,441	181,732	170,000	170,000	180,000
315100	Communication Svcs Taxes	4,381,159	4,352,859	4,400,000	4,400,000	4,332,000
316000	Local Business Tax	2,072,694	2,037,554	2,295,000	2,299,752	2,295,000
	Sub-Total	\$ 75,086,385	\$ 79,271,870	\$ 88,392,090	\$ 88,396,842	\$ 92,679,800
<u>Permits, Fees, Special Assessment</u>						
322100	Building Permits	\$ 3,515,846	\$ 5,192,673	\$ 3,994,000	\$ 3,994,000	\$ 5,400,000
322101	Open Permit Search	254,650	262,140	398,400	398,400	250,000
322110	Permits Surcharge	280,482	424,087	400,000	400,000	500,000
322111	Expired Permits/Revisions Bldg	12,109	4,933	10,000	10,000	10,000
322112	OT Inspection Fee	15,026	28,849	25,000	25,000	18,000
323100	Fran Fee-Electricity	6,602,283	6,526,073	7,232,000	7,232,000	6,800,000
323400	Fran Fee-Gas	78,036	90,045	70,000	70,000	85,000
323700	Fran Fee Solid Waste-Res	856,348	726,178	854,000	854,000	854,000
323701	Fran Fee Solid Waste-Comm	733,646	731,479	710,000	710,000	840,000
323702	Fran Fee Solid Waste-Roll Off	370,654	348,170	340,000	340,000	360,000
323703	Fran Fee-Solid Waste Res Dmst	164,150	127,516	161,400	161,400	161,400
323705	Textile Recycling Revenue	-	-	-	7,462	50,000
323900	Fran Fee-Towing	105,000	105,000	105,000	105,000	142,000
325200	Fire Protection-Current	20,250,319	20,428,267	22,000,000	22,000,000	22,000,000
325201	Fire Protection-Delinquent	327,226	335,596	250,000	250,000	250,000
329100	Engineering Permits	649,389	570,597	-	-	-
329101	Garage Sale Permits	3,220	3,270	3,000	3,000	2,500
329103	Bus Tax Background Chks	-	-	-	-	-
329104	Haz Mat Fire Permit	130	-	-	-	-
329105	Admin Fee Cost Recovery	-	-	-	-	5,000
	Sub-Total	\$ 34,218,515	\$ 35,904,873	\$ 36,552,800	\$ 36,560,262	\$ 37,727,900
<u>Intergovernmental Revenues</u>						
331507	Fed Grant-FEMA	\$ -	\$ 171,420	\$ -	\$ -	\$ -
334500	State Grant-FEMA	-	28,570	-	-	-
335120	State Revenue Sharing-Proceeds	3,344,977	3,523,034	3,700,000	3,700,000	3,811,000
335140	Mobile License Tax	16,290	17,099	19,000	19,000	19,000
335150	Alcohol Beverage License Tax	20,787	21,732	20,000	20,000	21,000
335180	Local Gov't Half-Cent Sales Tx	8,724,774	9,310,105	9,600,000	9,600,000	9,984,000
335210	Firefighter Supplemental Comp	63,770	67,405	68,000	68,000	73,320
335492	Fuel Tax Refund	55,351	79,935	60,000	60,000	70,000
337400	Loc Grant-Brow Cty Shuttle Bus	174,252	107,561	181,100	181,100	540,000
337602	Loc Grant-Child Svcs Council	18,489	21,076	17,000	17,000	17,000
338200	County Business Tax Receipts	130,329	98,776	130,000	130,000	130,000
338350	School Resource Officers	880,036	932,829	1,144,000	1,144,000	1,144,000
	Sub-Total	\$ 13,429,056	\$ 14,379,542	\$ 14,939,100	\$ 14,939,100	\$ 15,809,320
<u>Charges for Services</u>						
341297	Pmt in Lieu of Taxes-Util Fund	\$ 1,877,000	\$ 2,127,000	\$ 2,255,000	\$ 2,255,000	\$ 2,331,800
341302	Admin Fee-Sanitation Roll Off	27,572	12,868	15,300	15,300	16,800
341303	Admin Fee-Solid Waste Com	63,396	57,886	56,800	56,800	72,000
341304	Admin Chg to Utility Fund	4,153,200	4,368,200	3,949,201	3,949,201	3,740,000
341307	Admin Fee-SW Res Curb	73,285	73,835	71,800	71,800	72,000
341308	Admin Fee-SW Res Dmst	11,442	8,214	11,300	11,300	11,300
341309	Admin Chg to Stormwater	740,500	780,500	822,700	822,700	867,100



General Fund Revenue Projections

Object/Loc#	Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Charges for Services</u>						
341900	Election Qualifying Fees	1,813	70	-	-	-
342120	Police Admin Fees	32,137	30,598	34,000	34,000	34,000
342130	Alarm Registration Fees	60,170	74,577	69,500	69,500	60,000
342160	Notary Services/Copies/Records	2,735	10,748	4,000	4,000	6,000
342510	Fire Inspection Fees	1,597,275	1,721,909	1,830,000	1,830,000	2,050,000
342511	Reinspection Fees	-	50	-	-	-
342600	Ambulance Fees	1,444,704	1,502,799	1,932,000	1,932,000	1,925,223
343410	Solid Waste Disp-Res (Rev Sh)	129,804	99,298	110,900	110,900	-
343411	Solid Waste Disp-Res Dmpstr	4,653	3,073	4,000	4,000	-
343412	Solid Waste Disp-Comm (Rev Sh)	34,120	23,239	29,200	29,200	-
343413	Bulk Solid Waste-Res (Rev Sh)	7,154	4,367	5,500	5,500	-
343414	C&D Disp-Industrial (Rev Shar)	8,382	3,431	9,900	9,900	-
343900	Development Review Fees	169,590	337,343	261,600	261,600	400,000
346910	Child Care Fees	1,651,356	1,548,180	1,593,640	1,593,640	1,255,600
346912	Adult Day Care Fees	35,665	41,430	40,200	40,200	45,600
346913	Adult Day Care-Long Term Care	27,900	52,479	63,000	63,000	50,400
347210-010	Summer ProgramMiramar Youth Enrichme	3,828	3,860	4,400	4,400	1,500
347210-061	Summer ProgramAquatics-West	86,631	78,084	55,000	55,000	60,000
347210-070	Summer ProgramSunset Lakes	73,988	61,006	72,000	72,000	70,000
347210-090	Summer ProgramAnsin Sports Complex	59,544	58,622	57,000	57,000	63,900
347210-100	Summer ProgramVizcaya Park	-	26,679	20,000	20,000	28,000
347210-170	Summer ProgramMiramar Cultural Center	53,518	67,935	73,600	73,600	73,600
347260-000	Contracted ProgramsUnassigned	33,458	51,730	1,000	1,000	12,000
347260-010	Contracted ProgramsMiramar Youth Enrich	1,461	1,933	12,000	12,000	12,000
347260-061	Contracted ProgramsAquatics-West	17,035	7,681	10,000	10,000	7,000
347260-070	Contracted ProgramsSunset Lakes	5,060	6,240	21,000	21,000	21,000
347260-080	Contracted ProgramsMiramar Regional Pa	4,591	15,610	12,100	12,100	12,500
347260-090	Contracted ProgramsAnsin Sports Comple	7,200	2,193	4,500	4,500	2,200
347260-100	Contracted ProgramsVizcaya Park	3,244	4,529	3,500	3,500	4,000
347260-180	Contracted ProgramsMulti Service Center	2,200	1,543	1,500	1,500	1,500
347270-080	Admission FeesMiramar Regional Park	48,297	59,185	50,000	50,000	50,000
347270-090	Admission FeesAnsin Sports Complex	2,773	3,292	7,400	7,400	53,300
347271-060	Aquatic FeesAquatics-East	58,465	62,569	51,000	51,000	60,000
347271-061	Aquatic FeesAquatics-West	307,941	318,081	330,000	330,000	330,000
347280-010	Recreation ActivitiesMiramar Youth Enrich	11,605	26,021	26,000	26,000	26,000
347280-070	Recreation ActivitiesSunset Lakes	17,442	16,024	45,000	45,000	38,000
347280-090	Recreation ActivitiesAnsin Sports Complex	13,998	11,329	20,000	20,000	11,700
347280-100	Recreation ActivitiesVizcaya Park	175	478	8,400	8,400	14,500
347284	Rec Activities-Track Meet	1,375	2,960	5,000	5,000	3,000
347285	Rec Activities-Parking Fees	34,346	6,187	2,000	2,000	220,100
347296-000	Athletic ProgramsUnassigned	35,866	36,920	-	-	-
347296-100	Athletic ProgramsVizcaya Park	6,008	4,099	6,000	6,000	-
347299-010	Holiday CampsMiramar Youth Enrichment	1,087	1,417	1,500	1,500	1,500
347299-061	Holiday CampsAquatics-West	-	-	-	-	1,500
347299-070	Holiday CampsSunset Lakes	2,352	3,730	4,000	4,000	3,800
347299-090	Holiday CampsAnsin Sports Complex	2,184	2,040	2,000	2,000	4,300
347299-100	Holiday CampsVizcaya Park	875	1,170	2,000	2,000	2,000
347304	Banquet Hall Service Fee	41,241	83,597	45,000	45,000	30,000
347308	Registration Fees-EDU Programs	-	-	10,500	10,500	10,500
347309	General Concessions	5,461	3,644	5,100	5,100	274,700
347310-170	Concession-FoodMiramar Cultural Center	17,435	18,062	15,000	15,000	15,000
347311-170	Concession-BeverageMiramar Cultural Ce	14,238	15,316	9,750	9,750	9,750
347312-170	Concession-AlcoholMiramar Cultural Cente	75,403	77,004	75,000	75,000	75,000
347313-170	Catering-FoodMiramar Cultural Center	84,035	9,139	33,600	33,600	33,600
347314	Catering-Beverage	9,678	208	6,000	6,000	6,000
347315	Catering-Alcohol	10,025	5,944	65,000	65,000	65,000
347316	Reception Package	166,086	575,931	100,000	100,000	418,000

General Fund Revenue Projections

Object/Loc#	Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Charges for Services (cont.)</u>						
347320	Food & Beverage Svcs	13,853	132	27,500	27,500	27,500
347330	Food & Bev Staff- Reimbursable	29,532	4,511	22,500	22,500	22,500
347338	Group Sales Convenience Fee	67	24	-	-	-
347339	Ticket Sales	143,189	119,850	321,900	321,900	367,000
347340	Box Office Svcs Fee	34,069	30,443	20,000	20,000	20,000
347341	Ticket Printing Fee-For Profit	13,785	10,884	-	-	-
347345	Credit Card Fee	56,100	54,462	65,000	65,000	65,000
347346	Facility Ticket Fee	83,901	84,921	75,000	75,000	75,000
347347	Internet Convenience Fee	62,250	61,276	-	-	-
347350	Souvenirs	-	20	750	750	750
347360	Marketing	5,935	2,925	4,000	4,000	500
347371	Production Staff Reimbursable	94,927	115,377	140,000	140,000	-
347372	Production Equipment Rental	36,606	49,583	40,000	40,000	30,000
347373	Production Outside Equip Renta	1,588	5,052	-	-	-
347374	Production Svcs Fee	8,914	14,120	-	-	-
347375	Production Svcs Incidental	4,130	6,061	-	-	-
347380	Theater Svcs Package	52,399	56,762	52,000	52,000	52,000
347381	Theater Svcs Package Half	-	500	-	-	-
347386	Theater Insurance	6,800	8,800	3,200	3,200	5,000
347405	Special Events Fees	2,952	2,227	1,000	1,000	3,000
347409	Special Events-Concessions	2,887	2,796	2,500	2,500	2,500
347410	Vendor Registration & Sponsors	16,548	17,378	18,500	18,500	18,500
347500	Amphitheater Event Income	-	373,102	-	-	-
349000	Lien Research	167,303	155,415	213,000	213,000	500,000
349001	Passport Svcs	78,877	98,623	114,100	114,100	100,000
349003	Other Charges & Svcs	2,741	13,194	8,300	8,300	8,200
349004	Garage Condo Fees	82,690	86,142	56,000	56,000	90,000
349010	Vending Svcs	10,306	10,136	11,000	11,000	11,000
349011	Billboard revenue	-	-	-	-	975,000
362100-010	Rental RevenueMiramar Youth Enrichment	10,877	5,668	7,500	7,500	7,800
362100-070	Rental RevenueSunset Lakes	83,335	95,970	88,800	88,800	96,000
362100-080	Rental RevenueMiramar Regional Park	119,947	133,316	75,000	75,000	80,000
362100-090	Rental RevenueAnsin Sports Complex	13,698	20,717	-	-	-
362100-091	Rental RevenueAnsin Stadium	26,397	25,817	24,000	24,000	38,500
362100-100	Rental RevenueVizcaya Park	70,396	67,903	58,000	58,000	68,000
362100-180	Rental RevenueMulti Service Center	70,540	97,219	78,600	78,600	95,000
362102	Rental-Police Range Master	7,657	8,910	9,000	9,000	10,000
362200	Rental-Park Fields	15,340	25,117	36,400	36,400	25,500
362204	Rental-Amphitheater	-	-	842,500	842,500	120,350
362205	Rental-Theater	-	-	108,000	108,000	108,000
362206	Rental-Rooms	66,753	62,361	10,750	10,750	10,750
362209	Rental-In House Equip-Banquet	626	150	1,000	1,000	1,000
362215-170	Rental-Banquet HallMiramar Cultural Cent	62,842	36,862	192,000	192,000	120,000
362216-170	Rental-KitchenMiramar Cultural Center	-	-	59,500	59,500	-
362217-170	Rental-Small WaresMiramar Cultural Cent	4,514	150	10,400	10,400	3,000
362301	Bldg Rental-General	9,349	12,453	15,000	15,000	20,000
362302	Bldg Rental-NSU	121,756	112,390	112,400	112,400	112,400
362400	Telecom Tower Rentals	480,026	535,103	550,000	550,000	572,000
	Sub-Total	\$ 15,650,398	\$ 17,238,906	\$ 17,917,491	\$ 17,917,491	\$ 18,926,023



General Fund Revenue Projections

Object/Loc#	Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Fines and Forfeitures</u>						
351500	Traffic Court Fines-General	\$ 287,707	\$ 398,934	\$ 400,000	\$ 400,000	\$ 350,000
351502	Civil Penalty Surcharge	-	-	18,000	18,000	18,000
351503	Administrative Hearing	-	-	90,000	90,000	-
354100	Local Ordinance Violations	309,626	214,239	400,000	400,000	180,000
354101	Broward County Parking Fines	24,760	27,941	28,500	28,500	28,500
354102	City Code Violations	138,755	78,275	107,500	107,500	107,500
354103	Building Code Violations	1,400	33,652	10,000	10,000	20,000
	Sub-Total	\$ 762,249	\$ 753,041	\$ 1,054,000	\$ 1,054,000	\$ 704,000
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	\$ 561,606	\$ 982,227	\$ 800,000	\$ 800,000	\$ 1,500,000
361109	Int-Other	21,807	30,935	7,500	7,500	75,000
361200	Dividend Income	-	-	-	-	140,000
361300	Net Inc/Dec in FMV of Invest	(627)	-	-	-	-
364100	Disp of Fixed Assets-Gov't	110,690	131,908	125,000	125,000	180,000
366210	Prog Support-MCC Presents	-	-	400,000	400,000	-
366212	Prog Support-Education	-	-	10,000	10,000	10,000
366430	Waste Reduct Ed Contr-Roll Off	17,365	24,245	24,800	24,800	27,600
366431	Solid Waste Contract Mgmt Cont	126,000	126,000	126,000	126,000	126,000
366432	Waste Reduction-Comm	117,035	115,514	111,500	111,500	144,000
366433	Waste Reduction-Res Curb	102,504	103,274	101,900	101,900	102,600
366434	Waste Reduction-Res Dmst	25,900	18,568	25,500	25,500	25,500
366436	Public Education Waste Pro	35,000	35,000	35,000	35,000	30,000
369900	Miscellaneous Revenue	165,854	135,796	140,000	140,000	3,504,022
369905	Over/Short	9,391	(9,303)	-	-	-
369910	Reimbursed Expenses-General	76,611	98,214	78,000	78,000	90,000
369911	Reimbursed Expenses-Fire	3,015	4,683	3,800	3,800	2,800
369915	P-Card Rebates	27,315	31,875	29,000	29,000	35,000
369921	Cost Avoidance Collection-Res	827,133	903,209	956,188	956,188	466,711
369923	Cost Avoidance Coll-Commercial	560,943	472,227	555,300	555,300	535,200
369925	Cost Avoidance Coll-Res Dmpstr	123,113	178,302	120,000	120,000	136,500
369930	SW and Recy Liquidated Damages	75,000	41,000	2,500	2,500	2,500
369935	Community Engagement Program	-	-	-	125,000	150,000
369941	Recycle-City of Miramar (Direc	52,240	18,792	20,400	20,400	-
383100	Capital Lease Proceeds	1,999,349	-	746,258	746,258	-
384200	Other Financing Sources	-	-	2,000,000	2,000,000	-
388100	Oth Fin Source-Sale Cap Assets	185,000	-	-	-	-
	Sub-Total	\$ 5,222,246	\$ 3,442,771	\$ 6,418,646	\$ 6,543,646	\$ 7,283,433
<u>Other Sources</u>						
381145	Trfr Fr Pol Outside Svcs Fund	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000
381162	Trfr Fr Fed Grant Fund	662,944	733,355	630,655	795,491	630,655
381163	Trfr Fr State & Cty Grant Fund	453,648	499,663	333,327	421,458	321,245
381164	Trfr Fr NSP	482	1,154	-	53,114	-
381385	Trfr Fr Street Constr&Maint Fd	2,480,720	2,533,763	2,345,500	2,345,500	2,234,700
381395	Trfr Fr Capital Projects Fund	-	150,000	-	-	-
399900	CIP Carryover	-	-	-	624,285	-
399999	Appropriation Of Fund Balance	-	-	-	10,000	3,500,000
	Sub-Total	\$ 3,597,795	\$ 3,917,935	\$ 3,509,482	\$ 4,449,848	\$ 6,886,600
Total		\$ 147,966,643	\$ 154,908,938	\$ 168,783,609	\$ 169,861,189	\$ 180,017,076

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 20 adopted amount is based on the July 1st Certificate of Taxable Value growth rate of 5.63% (\$10,320,547,001) at a millage rate of 7.1172. The City budgets approximately 97.1% 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	This is a 10% surcharge for building permits to reimburse for the cost of administrative activities related to development and zoning permits.
322112	OT Inspection Fee	This 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. 77.36% of the revenues received are from sales and use tax collections and are included in the General Fund and 22.64% 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.
342120	Police Admin Fees	This represents fees that the City charges for the reproduction of police reports and other like items. Revenue is forecast based on prior years and anticipated actual amounts.
342130	Alarm Registration Fees	This represents fees that the City charges to residential and commercial establishments that have burglar alarms within the City Limits.
342160	Notary Services/Copies/Records	Notary services provided by City staff.

General Fund Budget Justification—Revenues

Object #	Account Description	Justification
342510	Fire Inspection Fees	This revenue source is to cover the costs for annual fire inspections at residential and commercial establishments within the corporate limits of the City. In the event the business does not pass the inspection, they are required to do a reinspection with an additional fee. This revenue source is also assessed for necessary and reasonable costs incurred by the City in connection with responding to, investigating, mitigating, abating, cleaning, and removing the release of a hazardous substance.
342600	Ambulance Fees	These fees are charged for Fire-Rescue's Emergency Medical Services (EMS) to transport patients to the hospital.
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. Addtl \$50,000 revenue added due to Approved Above Base Request for Track Event Bids, to have funding in place to submit bids to host a major national track & field event at Ansin Sports Complex, the 2020 USATF U20 National Outdoor Championships. Fees generated from Admissions to the event.
347271	Aquatic Fees	Fees for swimming-class registrations and pool admission as well as Funbrella rentals at Miramar Regional Aquatic Complex and Miramar Aquatic Center.
347280	Recreation Activities	Yearly membership fees to utilize facility amenities such as game room, weight room and computer labs at the Miramar Youth Enrichment Center, Sunset Lakes, Ansin and Vizcaya Park.
347284	Rec Activities-Track Meet	Athlete registrations for track meets at Ansin Sports Complex.
347285	Rec Activities-Parking Fees	Fees collected from events through Rentals, Special Events, and Agreements at Miramar Regional Park and Ansin Sports Complex.
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. Addtl \$10,000 revenue added due to Approved Above Base Request for Track Event Bids, to have funding in place to submit bids to host a major national track & field event at Ansin Sports Complex (Program 607), the 2020 USATF U20 National Outdoor Championships. Funds generated from General Concession fees.
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.



General Fund Budget Justification—Revenues

Object #	Account Description	Justification
347340	Box Office Svcs Fee	This revenue account serves to record revenues received from box office services fees charged as per Commission approved Price List and embedded in rental contracts.
347345	Credit Card Fee	Credit card fee of 2% to help recover credit card fees charged by our electronic vendors for all credit/debit card transactions. Fee is consistent with fees charged by other municipalities.
347346	Facility Ticket Fee	This revenue account serves to record revenues received from Facility Fee charged per ticket for all ticket types (except lap tickets and administrative comps) as embedded in contracts.
347350	Souvenirs	This revenue source is for souvenirs such as summer camp DVDs.
347360	Marketing	Revenues are generated for banner services at MCC, Regional Park Amphitheater and Shirley Branca Amphitheater.
347372	Production Equipment Rental	This revenue account serves to record revenues received from Production Equipment rented by MCC to renters at their option at rates embedded in contracts.
347380	Theater Svcs Package	This revenue account records revenues received from rental clients for theater service package for rehearsal and performance days as specified in rental contracts.
347386	Theater Insurance	This revenue account records revenues from rental clients who purchase the required event insurance through MCC.
347405	Special Events Fees	Vendor registration and application fees for private-promoter events.
347409	Special Events-Concessions	Revenue generated from the City having a concession area (i.e. alcohol, t-shirts, etc.). These fees may vary in cost depending on the event type.
347410	Vendor Registration & Sponsors	Vendor registration fees and sponsorships for City special events.
349000	Lien Research	This revenue is charged by the Financial Services Department to cover the costs for lien research which is primarily done when property changes ownership.
349001	Passport Svcs	This revenue is derived from fees collected for the processing of US passport applications.
349003	Other Charges & Svcs	These revenues are related to charges for services that have not been categorized elsewhere.
349004	Garage Condo Fees	This revenue is derived from fees related to Miramar Town Center parking garage for NSU and Broward College.
349010	Vending Svcs	Fees generated from the City's contracts with various food and drink service vendors.
349011	Billboard revenue	This represents revenues expected by the City for the rights to operate four billboards on City land.
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.

General Fund Budget Justification—Revenues

Object #	Account Description	Justification
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.
364100	Disp of Fixed Assets-Gov't	Revenues generated from on-line and live auctions of vehicles, equipment and items declared a surplus.
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.
381145	Trfr Fr Pol Outside Svcs Fund	Transfer from Police Outside Services fund for the administrative fee charged and collected from each detail worked.
381162	Trfr Fr Fed Grant Fund	Dedicated grant revenue for PW, senior transportation services through the Older Americans Act Grant.
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	Appropriation of Fund Balance.



General Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services						
601100	Elected Officials Salaries	208,811	208,811	219,700	209,169	219,700
601200	Employee Salaries	58,827,075	62,355,395	63,525,500	62,576,024	65,565,400
601201	Salary Attrition	-	-	(1,425,000)	(1,315,000)	(2,485,000)
601205	Lump Sum Payout - Accrued Time	1,477,476	2,479,022	1,558,200	1,674,200	1,356,600
601210	Non-Pensionable Earnings	-	406	593,400	593,400	835,100
601215	Communication Stipend	110,893	111,822	120,200	118,500	137,400
601220	Longevity Pay	388,789	430,806	451,600	451,600	472,200
601310	Special Duty Pay	3,920	2,637	-	-	2,600
601390	Overtime-Court Time Pay	152,989	156,366	120,000	120,000	148,300
601400	Overtime-General	2,398,650	3,127,400	1,941,300	2,607,965	2,912,700
601402	Overtime-Special Events	101,210	76,903	129,400	129,400	76,800
601405	Overtime-SWAT	57,344	46,552	25,200	25,200	45,400
601410	Overtime-Holiday	1,071,591	989,362	687,800	886,400	1,009,400
601411	Overtime-Reimbursable	312,013	307,948	360,900	360,900	308,000
601412	Overtime-Emergency	1,867,924	4,872	-	239,100	-
601560	VEBA Accrued Time Payout	1,194,551	1,176,002	1,365,400	1,365,400	1,300,000
601561	Drop Transfer	-	-	-	-	1,248,000
602100	FICA & MICA	4,864,345	5,133,113	4,967,500	5,162,752	5,144,700
602210	Pension-General	2,453,782	2,880,772	2,944,600	2,944,600	3,319,100
602220	Pension-Police	7,638,789	8,823,379	8,811,000	8,811,000	9,453,500
602230	Pension-Fire	5,871,432	6,888,087	6,942,200	6,042,200	9,287,300
602235	Pension-Senior Mgmt	1,994,397	2,372,979	2,186,300	2,186,300	2,240,000
602240	Pension-FRS	73,874	80,456	87,900	87,900	87,900
602245	Pension-Retiree	156,558	171,037	107,500	107,500	171,000
602260	Pension-401	186,054	184,477	137,300	137,300	143,300
602265	Pension-457	639,637	667,286	789,300	789,300	690,600
602300	Pmt In Lieu Of Insurance	431,864	434,345	479,300	479,300	428,200
602304	Health Insurance-PPO	1,416,278	1,673,710	1,727,500	1,727,500	1,338,100
602305	Health Insurance-HMO	5,727,272	6,754,098	7,500,100	7,491,800	7,971,600
602306	Dental Insurance-PPO	297,592	317,119	321,500	321,500	261,800
602307	Dental Insurance-HMO	42,145	43,226	61,900	61,900	70,100
602308	Long-Term Care Insurance	2,338	1,145	11,000	91,000	1,100
602309	Basic Life Insurance	136,231	144,262	138,300	138,300	143,000
602311	Long-Term Disability Ins	61,600	64,568	90,400	90,400	93,400
602312	HDHP Aetna	-	-	-	-	677,500
602313	HSA Payflex	-	-	-	4,000	115,500
602314	Fire Health Ins Trust Contrib	-	-	-	900,000	1,342,000
602315	GAME Retiree Health & Dental	106,915	42,578	120,000	120,000	42,600
602318	NonRep Retiree Health & Dental	368,969	367,323	400,000	400,000	367,300
602320	PBA Retiree Stipend	230,960	269,500	280,000	263,800	269,500
602321	GAME Retiree Stipend	32,210	41,530	40,000	40,000	41,500
602322	Non-Rep Retiree Stipend	85,711	140,977	58,000	116,100	141,000
602400	Workers' Compensation	3,006,400	3,506,933	3,329,900	3,329,900	3,685,100
	Sub-Total	103,998,586	112,477,203	111,205,100	111,886,609	120,679,300
Operating Expense						
603101	Legal Svcs-City Commission	89,164	93,675	96,400	96,400	96,400
603102	Legal Svcs-Ofc of the City Mgr	233,670	198,816	204,200	204,200	204,200
603103	Legal Svcs-Procurement	112,800	103,396	112,800	112,800	112,800
603104	Legal Svcs-Comm Dev	122,964	69,800	69,800	69,800	69,800
603105	Legal Svcs-Parks & Recreation	83,186	46,373	76,000	76,000	76,000
603106	Legal Svcs-Public Works	115,263	79,534	94,100	94,100	94,100
603107	Legal Svcs-Police	183,065	153,600	153,600	153,600	153,600
603110	Engineering Svcs	790	-	-	-	-
603121	City Attorney Svcs	399,042	277,700	377,700	377,700	377,700
603128	Legal Svcs-Labor Related	226,107	155,046	270,000	270,000	270,000
603133	Medical Director Fees	36,000	37,400	37,400	37,400	37,400



General Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
603134	Prof Svcs-Marketing	-	-	3,900	13,900	10,800
603140	New Hire Screening	16,566	14,951	46,500	46,376	34,800
603141	Existing Employee Screening	15,299	63,235	71,000	82,068	77,600
603150	Information Technology Svcs	16,426	16,365	16,900	16,900	18,000
603183	Accreditation Fees	11,200	10,080	15,700	15,700	12,700
603185	Counseling Svcs	275	-	5,000	2,000	-
603190	Prof Svcs-Other	1,262,432	1,173,413	1,727,940	2,060,505	2,251,200
603192	Consulting Svcs	178,817	241,598	241,200	172,074	306,900
603200	Audit Fees	70,920	67,066	60,000	64,500	220,000
603301	Court Appear & Trans Fee	23,138	13,184	25,000	25,000	27,500
603400	Contract Svcs-Other	1,118,802	1,202,596	1,291,300	1,299,201	1,297,450
603401	Janitorial Svcs	462,763	459,511	532,600	451,440	553,189
603404	Air Condition Svcs	112,795	96,159	110,000	119,800	96,100
603407	Board up Svcs	2,000	3,004	7,000	2,542	2,500
603415	Debris Removal	2,108,080	2,064,198	-	3,751	-
603420	EMS Billings & Collections	88,913	79,317	110,000	94,432	110,000
603425	Software License & Maint	502,138	476,781	770,200	719,765	699,220
603455	Security Svcs	123,704	120,209	113,000	111,140	131,200
603459	Crossing Guards	303,374	304,188	400,000	381,000	350,000
603460	Landscape Svcs	1,788,744	1,746,682	1,912,900	1,713,277	1,226,676
603470	Temporary Help	32,019	67,648	13,500	45,382	32,500
603480	Artist Contract	40,016	32,951	40,000	40,000	93,000
603501	Travel-Investigations	2,974	2,853	2,500	7,000	5,000
603503	Arson Investigation	173	-	500	500	700
603601	Firefighters' Pension Benefits	966,694	989,693	1,175,000	1,175,000	1,000,000
603602	Police Officers' Pension Benef	1,032,724	1,120,391	914,000	914,000	1,100,000
604001	Travel & Training	227,090	295,645	351,550	431,002	459,900
604100	Communication Svcs	381,172	450,803	462,530	480,355	105,500
604105	Internet-Computer Lab	7,486	8,101	9,600	9,600	6,300
604200	Postage	104,099	65,171	89,850	79,129	115,050
604300	Water/Wastewater Svcs	393,915	485,691	513,300	513,300	639,200
604301	Electricity Svcs	1,305,763	1,229,582	1,371,500	1,371,500	1,432,700
604302	Gas-Propane	16,746	17,980	23,500	23,500	22,800
604311	Street Lights	883,110	769,567	896,400	706,400	953,381
604400	Leased Equipment	27,852	29,842	71,700	33,300	54,700
604401	Rental Vehicles	-	79,812	84,500	84,500	71,600
604402	Leased Vehicles	211,232	113,111	33,400	50,069	25,800
604403	Leased Building	151,238	86,489	90,700	92,010	94,800
604405	Leased Motorcycles	90,000	90,000	90,000	90,000	90,000
604440	Leased Copiers	138,270	190,228	238,400	114,400	-
604500	Risk Internal Svcs Charge	3,715,900	3,446,200	2,836,300	2,836,300	2,180,800
604550	Health Ins Internal Serv Chg	-	-	-	-	1,750,700
604610	Fleet Internal Svcs Charge	2,028,808	1,945,600	2,253,800	2,253,800	2,615,400
604611	Vehicle Rehab & Enhance	48,194	34,134	57,000	57,000	46,000
604612	Vehicle Ancillary	14,059	13,725	17,500	17,500	13,700
604613	Vehicle Detail	3,119	1,934	9,400	9,300	6,400
604614	R&M Motorcycle	-	4,720	5,000	5,000	4,700
604620	R&M Buildings	77,977	84,373	49,300	51,600	81,600
604621	Painting	3,632	3,070	10,000	10,000	10,000
604624	Solid Waste Container Maint	55	-	-	-	-
604625	R&M Equipment	20,001	26,912	39,700	37,600	44,000
604630	R&M Electric	64,686	69,224	71,300	65,900	70,200
604640	R&M Machinery	71,869	52,259	83,700	61,900	84,900
604645	R&M Radios	68,620	62,217	127,300	70,700	108,800
604650	R&M Office Equip	2,740	2,190	5,800	2,900	1,500
604665	R&M Air Conditioning	52,699	45,505	55,300	106,300	75,000
604666	R&M Street Lights	7,497	5,658	10,000	14,500	10,000



General Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
604667	R&M Streets	23,676	25,380	45,100	40,600	46,500
604668	R&M Aquatics	10,015	6,781	20,000	23,000	20,000
604669	Landscape & Irrigation	178,326	161,129	182,900	169,475	233,400
604671	Park Maintenance	223,977	274,836	224,000	244,131	330,000
604672	Street Row & Median Maint	12,075	15,825	16,000	16,000	15,800
604673	Landfill & Trash	-	-	550	550	-
604700	Printing & Binding Svcs	107,513	102,848	118,850	140,086	186,100
604740	Ordinance Codification	13,397	11,889	16,000	19,500	12,700
604820	Safety Education	1,422	1,138	1,500	1,500	1,100
604825	Crime Prevention	4,839	5,375	4,900	4,900	5,000
604850	Explorer & Recruitment	16,936	6,650	18,000	18,000	6,600
604851	Holiday Lighting Event	59,532	60,752	15,000	13,250	-
604852	Miramar Day	29,383	63,866	-	-	-
604853	Independence Day-4th of July	43,661	39,034	35,000	44,119	75,000
604855	Caribbean Amer. Heritage Celeb	8,887	29,851	30,000	30,000	75,000
604856	Hispanic Heritage	24,176	34,798	30,000	68,685	75,000
604857	Ansin Sporting Events	46,879	36,711	64,300	96,300	60,000
604858	Black History Celebration	34,889	35,544	-	-	-
604860	Economic Developmnt Activities	58	2,500	30,000	53,900	102,500
604861	Holiday Decorations (5 sites)	-	-	-	68,800	75,000
604864	Aviation Day	-	-	15,000	15,000	-
604865	Community Garden	-	25,157	25,000	25,000	15,000
604866	5K Run	-	-	5,000	5,000	-
604867	Shirley Branca Fall Festival	-	-	8,500	-	-
604868	Panamanian Independence	-	-	15,000	9,410	-
604869	Senior Prom Gala	-	-	9,000	9,000	-
604870	Public Education	14,212	9,092	42,000	39,200	35,000
604871	Rotary Club	150	622	-	-	-
604872	Game Night Extravaganza	-	-	30,000	30,000	-
604873	Puppy Palooza	-	-	5,000	5,000	-
604874	Poetry Slam	-	-	4,000	100	-
604875	Citizenship Drive	-	-	10,000	2,000	50,000
604876	Turkey Giveaway & Health Fair	-	-	10,000	15,000	-
604877	Back to School Event	-	-	8,500	-	-
604878	Haitian Flag Day	-	-	30,000	12,217	50,000
604879	Burger & Brew	-	-	3,500	18,000	-
604880	Chamber of Commerce Events	48,357	43,548	55,000	44,400	43,500
604881	Breakfast with Santa	8,474	7,093	6,000	5,450	-
604882	Martin Luther King Parade&Even	28,163	30,471	50,000	50,000	50,000
604883	Veteran's Day	2,762	3,101	2,500	1,900	-
604884	Halloween	10,424	9,405	30,000	28,685	50,000
604886	Jamaican Independence Day	27,305	24,500	30,000	30,000	50,000
604887	Haitian Candelight Vigil	28,019	28,157	30,000	28,000	-
604888	Spec Events-Transportation	18,383	212	13,400	-	-
604889	Marketing & Promotions	199,467	135,673	211,500	550,289	140,700
604890	Special Events-Other	87,409	111,694	42,400	83,340	166,700
604891	Theatre Productions	167,808	191,200	750,000	486,500	699,500
604892	Art Gallery	4,505	17,225	15,000	10,500	17,200
604893	Movie Night Quarterly	-	-	12,000	1,981	-
604894	Women's Empowerment	-	-	-	10,120	-
604896	Sports Summit	-	-	-	34,954	-
604897	Miramar Family Night	-	-	-	-	75,000
604898	Sports & Entertainment	-	-	-	-	70,000
604901	Credit Card Svcs Fees	16,669	38,245	35,000	35,000	36,900
604905	Bank Svcs Charges	7,430	5,141	5,000	5,000	5,100
604908	Legislative Expense	306	375	2,000	1,400	7,000
604909	Election Costs	110,107	-	120,000	195,000	-

General Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
604910	Advertising Costs	312,058	191,475	107,110	113,916	326,800
604913	Reimburse Internal Event Costs	(9,832)	(24,775)	-	-	-
604916	Administrative Expense	36,515	30,837	49,300	50,727	51,100
604918	Commission Initiatives	53,579	108,275	100,000	197,715	225,000
604920	License & Permit Fees	75,068	49,864	86,250	77,804	48,200
604925	Parking Garage Condo Fees	212,730	164,512	190,000	190,000	190,000
604930	Record Storage Charges	21,744	23,441	30,000	30,000	23,400
604931	Recording Fees	4,570	3,087	6,200	8,200	16,175
604950	Employee Awards	14,526	13,166	18,100	19,600	18,300
604965	Special Magistrate	12,900	13,800	13,800	15,100	15,800
604970	Prisoner Care	13,898	-	16,000	-	-
604971	Building Demolition	-	250	-	-	-
604989	IT Internal Svcs Charge	3,757,413	4,465,600	5,068,300	5,068,300	5,816,900
604990	Pre-School Activities	35,240	36,929	38,800	35,000	31,800
604991	Summer Programs	123,181	94,866	102,700	106,484	93,000
604992	Recreation Activities	46,466	41,838	81,000	78,501	69,000
604993	Field Trips	13,094	32,748	79,400	47,400	66,000
604994	Athletic Activities	41,705	52,187	6,000	2,000	7,300
604995	Special Assessment Expense	18,766	18,784	20,000	20,000	18,800
604997	Other Operating Expenses	36,556	29,882	38,800	57,490	63,600
604998	Contingency	39,717	117,189	657,220	116,445	471,900
605100	Office Supplies	101,268	116,265	116,950	136,235	126,400
605120	Computer Operating Expenses	103,660	33,566	61,300	50,942	56,950
605220	Vehicle Fuel-On-Site	854,181	979,622	1,033,700	1,025,700	1,086,500
605221	Vehicle Fuel-Off-Site	87,639	107,070	115,000	115,000	118,000
605225	Equip Gas Oil & Lube	-	20,598	10,600	10,600	11,700
605230	Program Supplies	118,112	86,954	148,800	121,337	145,800
605235	General Food & Beverage	99,270	124,584	89,200	80,500	121,900
605240	Uniforms Cost	281,128	226,192	297,675	299,975	251,500
605242	Protective Clothing and Shoes	28,997	47,127	74,550	94,050	58,700
605243	Bunker Gear	108,391	78,645	150,385	191,575	78,600
605244	Personal Prop Reimburse	171	555	800	1,850	600
605246	Safety Equipment Supplies	16,001	19,267	22,250	22,550	21,150
605247	Janitorial Supplies	105,437	115,368	131,800	116,800	128,700
605249	Solid Waste Containers	35,334	13,270	11,000	11,000	11,000
605250	Noncap Furn (Item less 5000)	42,585	89,278	84,100	209,389	85,061
605251	Noncap Equip (Item less 5000)	227,687	231,835	329,915	381,892	248,522
605252	Small Tools	52,202	48,619	62,000	61,250	50,800
605261	Canine Expenses	25,498	23,508	18,400	28,100	16,000
605263	Automotive Supplies	5,223	6,478	6,500	6,500	6,500
605265	Medical Supplies	132,753	115,774	131,500	131,500	115,800
605266	Photography	4,380	1,550	4,500	575	2,100
605267	Oxygen	3,178	5,787	5,000	5,000	5,800
605268	Pharmaceuticals	15,028	17,050	43,600	28,600	17,000
605270	Ammunition Expense	113,949	109,409	117,700	117,700	109,400
605280	Chemicals	131,741	138,886	186,200	104,234	185,900
605285	Lab Supplies	389	243	400	400	400
605290	Other Operating Supplies	130,385	111,925	124,480	138,955	122,900
605292	Aquatic Supplies	6,482	15,929	8,200	8,200	12,000
605295	Hurricane Supplies	77,958	56,884	25,000	70,000	25,000
605410	Subscriptions & Memberships	131,789	139,934	182,850	149,654	174,733
605500	Training-General	153,364	178,228	302,380	222,522	225,000
605510	Tuition Reimbursement	64,162	58,784	179,300	124,102	116,900
	Sub-Total	31,738,686	31,670,112	34,323,385	33,890,228	36,496,157



General Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Capital Improvement Program</u>						
606502	CIP-Plan/Design/Eng	-	-	-	40,000	-
606510	CIP-Construction	35,250	52	-	-	-
606700	Law Enforce. Memorial/Display	-	-	-	8,790	-
	Sub-Total	35,250	52	-	48,790	-
<u>Dept Capital Outlay</u>						
606100	Land Acquisition	590,000	1,796	2,800,000	2,800,000	-
606200	Buildings/Structures	-	25,000	-	-	-
606210	Building Renovation	6,708	28,000	95,000	175,931	135,000
606211	Minor Building Repairs	114,300	129,746	12,913	112,162	510,000
606303	Traffic Calming	-	-	-	-	40,000
606319	Park Improvement	-	145,333	-	58,924	-
606322	Roadway Repairs	-	-	-	33,000	40,000
606400	Machinery & Equipment	326,917	188,314	791,258	1,260,542	170,400
606405	Furniture & Fixtures	53,507	8,096	-	154,640	-
606440	Vehicles Purchase	-	-	-	507,300	-
606441	Vehicle Replacement Program	3,436,400	3,057,711	2,814,445	2,481,445	4,482,199
606450	Radio Equipment	2,072,637	-	58,500	99,050	13,000
606470	Computer Equipment	62,362	129	72,000	92,410	10,000
606471	Software	75,614	-	-	480,455	70,000
	Sub-Total	6,738,444	3,584,125	6,644,116	8,255,859	5,470,599
<u>Grants & Aides</u>						
608210	Area Agency on Aging	58,877	49,452	49,100	51,700	49,500
608250	Economic Incentive	975	34,235	821,400	802,300	94,300
608301	MASH Grt Energy Assistance	7,213	8,855	30,000	30,000	8,900
608306	Grants to others	-	10,808	30,000	43,000	17,000
	Sub-Total	67,065	103,350	930,500	927,000	169,700
<u>Debt Service</u>						
607181	Prin-12 BB&T Lease Fire Truck	123,422	-	-	-	-
607183	Prin-2017 Motorola Lse-Radio	-	28,343	29,600	29,600	30,800
607184	Prin-2017 BOA M&P Radio Lse	-	239,649	244,100	244,100	248,700
607189	Prin-US Bancorp FF SCBA Lease	-	-	-	72,600	148,300
607281	Int-12 BB&T Fire Truck Lease	995	-	-	-	-
607283	Int-2017 Motorola Lse-Radio Eq	-	9,562	8,400	8,400	7,100
607284	Int-2017 BOA M&P Radio Lse	-	31,032	26,600	26,600	22,100
607289	Int -US Bancorp FF SCBA Lease	-	-	-	10,600	18,200
	Sub-Total	124,417	308,586	308,700	391,900	475,200
<u>Other</u>						
609990	Appropriated Fund Balance	-	-	7,291,339	6,285,620	3,905,400
	Sub-Total	-	-	7,291,339	6,285,620	3,905,400
<u>Transfers</u>						
691006	Transfer to Economic Dev Fd	-	-	-	94,714	3,300,000
691201	Trfr To Debt Svcs	175,000	-	306,500	306,500	763,800
691203	Trfr To CIP Rev Bond	6,333,300	4,265,200	4,098,100	4,098,100	4,875,900
691204	Trfr To Debt Svcs	793,600	3,011,700	2,241,600	2,241,600	1,921,300
691395	Trfr To Capital Projects	-	170,000	1,434,269	1,434,269	1,959,720
	Sub-Total	7,301,900	7,446,900	8,080,469	8,175,183	12,820,720
Total		\$150,004,349	\$155,590,328	\$168,783,609	\$169,861,189	\$180,017,076

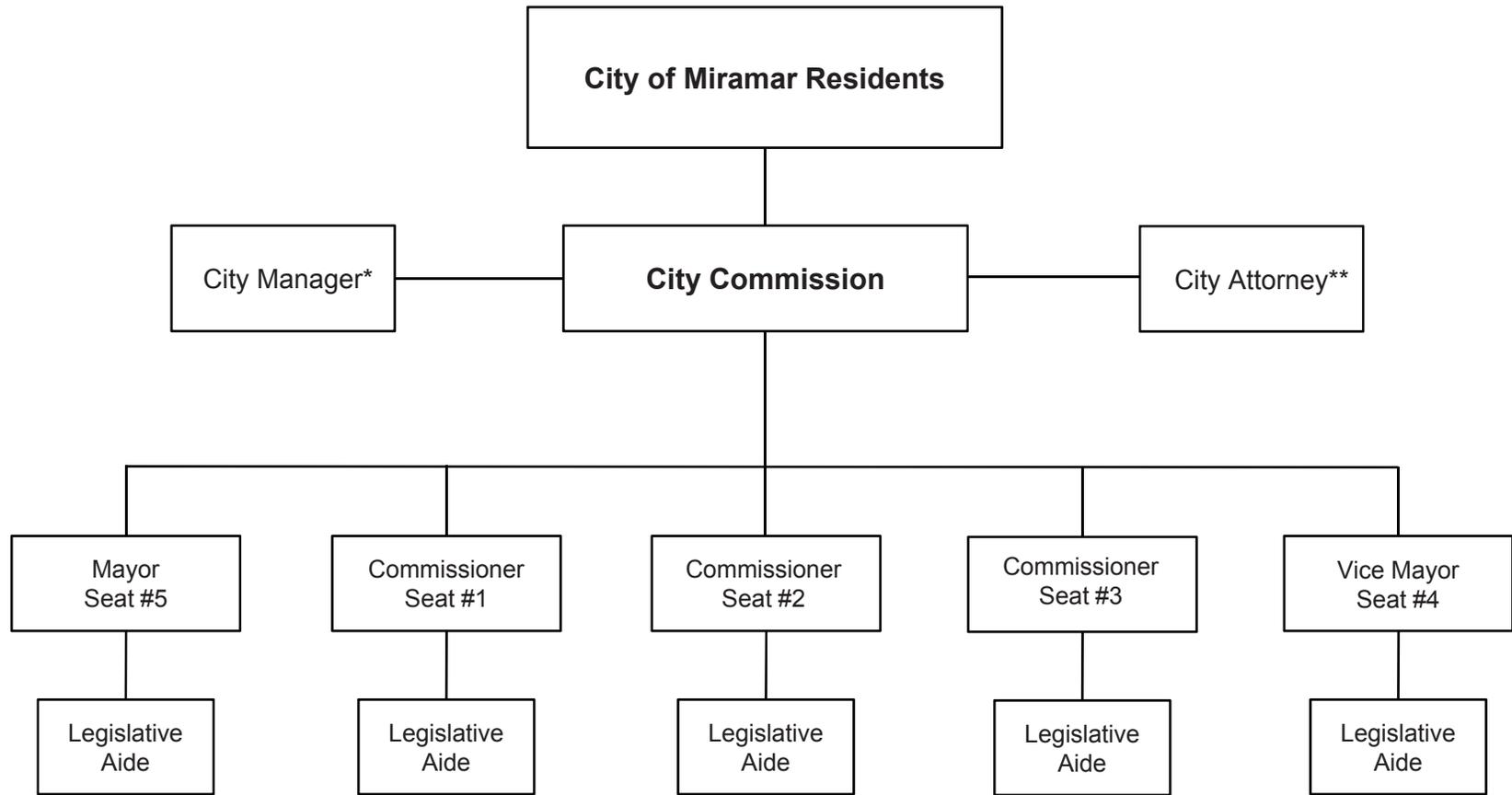
City Commission

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

FY 2020 Adopted Annual Budget



* Budgeted in the Office of the City Manager
** Budgeted in the 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 2019 Accomplishments

- Approved collective bargaining agreements for Fire, Police, and GAME employees.
- Approved Fiscal Year 2019 Annual Operating and Capital Improvement Budgets.
- Approved the 5-year Capital Improvement Plan.
- Commission Initiatives:
 - * Aviation Expo with 500 attendees.
 - * 6th Annual Mayor's 3k Run, Walk, Health and Yoga Fair with 500 attendees.
 - * State of the City Address with 300 attendees.
 - * Mayor's Chess Challenge with 100 attendees.
 - * 4th Annual Faith Leaders' Brunch.
 - * 4th Annual Book bag Giveaway to 500 in attendance.
 - * 4th Annual Turkey Giveaway to 1,000 in attendance.
 - * Continued the loveDROP program for Miramar families in need.
 - * Hosted Legal Forum and Harvest Drive.
 - * National Partner in Building Healthy Military Communities.
 - * Halloween Event at River Run Park with 3,000 in attendance.
 - * National Night Out at River Run Park.
- Approved the following reports:
 - * Comprehensive Annual Performance Report (CAPER).
 - * Comprehensive Annual Financial Report (CAFR).

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
City Commission	1,264,338	1,302,294	1,411,100	1,483,600	1,691,400
Total	\$ 1,264,338	\$ 1,302,294	\$ 1,411,100	\$ 1,483,600	\$ 1,691,400

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	968,392	950,636	1,053,000	1,023,544	1,096,400
Operating Expenditures	295,946	351,659	358,100	460,056	595,000
Capital Outlay	-	-	-	-	-
Total	\$ 1,264,338	\$ 1,302,294	\$ 1,411,100	\$ 1,483,600	\$ 1,691,400

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
City Commission	10.00	10.00	10.00	10.00	10.00
Total	10.00	10.00	10.00	10.00	10.00

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
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 19
10.00

FY 20
10.00



City Commission Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	208,811	208,811	-	-	-
601200	Employee Salaries	364,826	368,684	-	17,886	-
601205	Lump Sum Payout - Accrued Time	27,207	32,672	-	-	-
601220	Longevity Pay	690	690	700	700	800
601400	Overtime-General	-	570	-	-	-
602100	FICA & MICA	51,320	52,277	-	-	-
602235	Pension-Senior Mgmt	68,672	38,916	70,300	70,300	52,400
602240	Pension-FRS	73,874	80,456	87,900	87,900	87,900
602260	Pension-401	9,652	5,063	-	-	-
602265	Pension-457	39,695	31,308	42,500	42,500	52,200
602300	Pmt In Lieu Of Insurance	5,611	3,518	-	-	6,200
602304	Health Insurance-PPO	19,981	17,001	14,500	14,500	16,500
602305	Health Insurance-HMO	62,686	76,255	84,100	90,100	82,100
602306	Dental Insurance-PPO	3,164	3,240	3,100	3,100	3,900
602307	Dental Insurance-HMO	842	715	900	900	900
602309	Basic Life Insurance	1,115	1,039	1,400	1,400	1,400
602311	Long-Term Disability Ins	344	323	900	900	900
602312	HDHP Aetna	-	-	-	-	23,800
602313	HSA Payflex	-	-	-	4,000	5,400
602400	Workers' Compensation	29,900	29,100	36,300	36,300	38,100
	Sub-Total	968,392	950,636	342,600	370,486	372,500
<u>Operating Expense</u>						
603470	Temporary Help	-	36	-	-	2,500
604001	Travel & Training	685	367	-	-	-
604100	Communication Svcs	30	15	-	-	-
604200	Postage	663	3,082	-	-	-
604301	Electricity Svcs	11,603	10,009	11,800	11,800	11,800
604440	Leased Copiers	4,823	-	-	-	-
604500	Risk Internal Svcs Charge	34,400	31,000	25,900	25,900	19,000
604550	Health Ins Internal Serv Chg	-	-	-	-	20,700
604610	Fleet Internal Svcs Charge	-	-	-	-	3,500
604700	Printing & Binding Svcs	4,360	-	-	-	-
604916	Administrative Expense	7,229	6,820	11,500	11,500	11,500
604918	Commission Initiatives	1,551	1,624	-	-	-
604989	IT Internal Svcs Charge	51,000	59,100	52,200	52,200	74,400
604997	Other Operating Expenses	817	-	-	-	-
605100	Office Supplies	911	197	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	564	785	-	-	2,400
605290	Other Operating Supplies	(143)	99	-	-	-
605410	Subscriptions & Memberships	54,445	52,791	56,100	56,100	56,100
	Sub-Total	172,939	165,925	158,500	158,500	202,900
Total		\$ 1,141,331	\$ 1,116,560	\$ 501,100	\$ 528,986	\$ 575,400

City Commission Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	-	51,300	51,300	51,300
601200	Employee Salaries	-	-	83,000	80,000	85,500
601205	Lump Sum Payout - Accrued Time	-	-	5,000	5,000	5,000
602100	FICA & MICA	-	-	10,700	10,700	10,900
	Sub-Total	-	-	150,000	147,000	152,700
<u>Operating Expense</u>						
603470	Temporary Help	-	-	-	3,000	-
604001	Travel & Training	21,078	18,096	17,600	21,020	17,600
604100	Communication Svcs	3,404	2,309	2,380	2,780	-
604200	Postage	187	640	320	480	500
604700	Printing & Binding Svcs	3,563	3,802	4,240	1,920	4,240
604889	Marketing & Promotions	-	1,557	1,000	1,347	1,000
604908	Legislative Expense	-	-	400	400	5,400
604918	Commission Initiatives	9,284	24,322	20,000	35,725	45,000
604997	Other Operating Expenses	2,275	1,231	1,000	653	3,380
605100	Office Supplies	574	584	600	600	600
605290	Other Operating Supplies	400	-	1,100	-	1,100
605510	Tuition Reimbursement	-	-	4,000	215	4,000
	Sub-Total	40,765	52,541	52,640	68,140	82,820
Total		\$ 40,765	\$ 52,541	\$ 202,640	\$ 215,140	\$ 235,520

Vice Mayor Davis—001-01-010-511-xxxxxx-00001/001-01-011-511-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	-	-	21,050	42,100
601200	Employee Salaries	-	-	-	41,500	85,500
601205	Lump Sum Payout - Accrued Time	-	-	-	-	5,000
602100	FICA & MICA	-	-	-	5,000	10,200
	Sub-Total	-	-	-	67,550	142,800
<u>Operating Expense</u>						
604001	Travel & Training	-	-	-	1,000	17,600
604100	Communication Svcs	-	-	-	1,690	-
604200	Postage	-	-	-	160	500
604700	Printing & Binding Svcs	-	-	-	1,920	4,240
604889	Marketing & Promotions	-	-	-	3,250	700
604908	Legislative Expense	-	-	-	200	400
604918	Commission Initiatives	-	-	-	19,400	45,000
604997	Other Operating Expenses	-	-	-	-	3,280
605100	Office Supplies	-	-	-	570	600
605120	Computer Operating Expenses	-	-	-	4,680	-
605290	Other Operating Supplies	-	-	-	500	1,000
605510	Tuition Reimbursement	-	-	-	-	4,000
	Sub-Total	-	-	-	33,370	77,320
Total		\$ -	\$ -	\$ -	\$ 100,920	\$ 220,120



City Commission Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	-	42,100	42,100	42,100
601200	Employee Salaries	-	-	83,000	83,000	85,500
601205	Lump Sum Payout - Accrued Time	-	-	5,000	5,000	5,000
602100	FICA & MICA	-	-	10,000	10,000	10,200
	Sub-Total	-	-	140,100	140,100	142,800
<u>Operating Expense</u>						
604001	Travel & Training	6,999	3,761	6,600	8,600	17,600
604100	Communication Svcs	1,302	1,600	2,380	2,380	-
604200	Postage	-	160	320	320	500
604700	Printing & Binding Svcs	915	74	240	240	4,240
604889	Marketing & Promotions	-	-	100	100	500
604908	Legislative Expense	-	-	400	400	400
604918	Commission Initiatives	1,650	3,657	20,000	32,500	45,000
604997	Other Operating Expenses	239	282	1,000	1,000	3,380
605100	Office Supplies	15	-	600	600	600
605290	Other Operating Supplies	3,679	-	1,100	1,100	1,100
605510	Tuition Reimbursement	-	-	4,000	2,000	4,000
	Sub-Total	14,798	9,535	36,740	49,240	77,320
Total		\$ 14,798	\$ 9,535	\$ 176,840	\$ 189,340	\$ 220,120

Commissioner Chambers—001-01-010-511-xxxxxx-00006/001-01-016-511-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	-	42,100	42,100	42,100
601200	Employee Salaries	-	-	83,000	77,300	85,500
601205	Lump Sum Payout - Accrued Time	-	-	5,000	5,000	5,000
602100	FICA & MICA	-	-	10,000	10,000	10,200
	Sub-Total	-	-	140,100	134,400	142,800
<u>Operating Expense</u>						
603470	Temporary Help	-	2,729	-	630	-
604001	Travel & Training	4,181	3,575	6,600	6,100	17,600
604100	Communication Svcs	1,672	1,150	2,380	3,280	-
604200	Postage	-	160	320	320	500
604700	Printing & Binding Svcs	80	192	240	797	4,240
604889	Marketing & Promotions	-	266	300	351	700
604908	Legislative Expense	-	325	400	-	400
604918	Commission Initiatives	15,386	24,973	20,000	41,843	45,000
604997	Other Operating Expenses	338	1,090	900	1,019	3,280
605100	Office Supplies	960	689	600	600	600
605290	Other Operating Supplies	-	1,080	1,000	-	1,000
605510	Tuition Reimbursement	-	1,097	4,000	-	4,000
	Sub-Total	22,617	37,324	36,740	54,940	77,320
Total		\$ 22,617	\$ 37,324	\$ 176,840	\$ 189,340	\$ 220,120

City Commission Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	-	42,100	42,100	42,100
601200	Employee Salaries	-	-	83,000	66,948	85,500
601205	Lump Sum Payout - Accrued Time	-	-	5,000	5,000	5,000
602100	FICA & MICA	-	-	10,000	10,000	10,200
	Sub-Total	-	-	140,100	124,048	142,800
<u>Operating Expense</u>						
603470	Temporary Help	-	7,541	-	6,052	-
604001	Travel & Training	3,418	6,396	6,600	9,100	17,600
604100	Communication Svcs	1,466	1,402	2,380	3,380	-
604200	Postage	753	160	320	320	500
604700	Printing & Binding Svcs	100	-	240	275	4,240
604889	Marketing & Promotions	-	3,890	300	800	700
604908	Legislative Expense	306	-	400	400	400
604918	Commission Initiatives	11,345	22,143	20,000	41,407	45,000
604997	Other Operating Expenses	2,267	4,326	900	2,458	3,280
605100	Office Supplies	555	146	600	600	600
605290	Other Operating Supplies	2,445	825	1,000	500	1,000
605510	Tuition Reimbursement	-	-	4,000	-	4,000
	Sub-Total	22,654	46,830	36,740	65,292	77,320
Total		\$ 22,654	\$ 46,830	\$ 176,840	\$ 189,340	\$ 220,120

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601100	Elected Officials Salaries	-	-	42,100	10,519	-
601200	Employee Salaries	-	-	83,000	26,390	-
601205	Lump Sum Payout - Accrued Time	-	-	5,000	-	-
602100	FICA & MICA	-	-	10,000	3,052	-
	Sub-Total	-	-	140,100	39,960	-
<u>Operating Expense</u>						
604001	Travel & Training	3,407	-	6,600	-	-
604100	Communication Svcs	1,252	1,227	2,380	1,600	-
604200	Postage	6	2,762	320	519	-
604700	Printing & Binding Svcs	-	240	240	-	-
604889	Marketing & Promotions	-	-	300	-	-
604908	Legislative Expense	-	50	400	-	-
604918	Commission Initiatives	14,363	31,556	20,000	26,840	-
604997	Other Operating Expenses	1,081	1,597	900	850	-
605100	Office Supplies	-	1,140	600	-	-
605290	Other Operating Supplies	2,062	932	1,000	766	-
605510	Tuition Reimbursement	-	-	4,000	-	-
	Sub-Total	22,172	39,504	36,740	30,574	-
Total		\$ 22,172	\$ 39,504	\$ 176,840	\$ 70,534	\$ -



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.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as per PW-Fleet Maintenance.
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
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

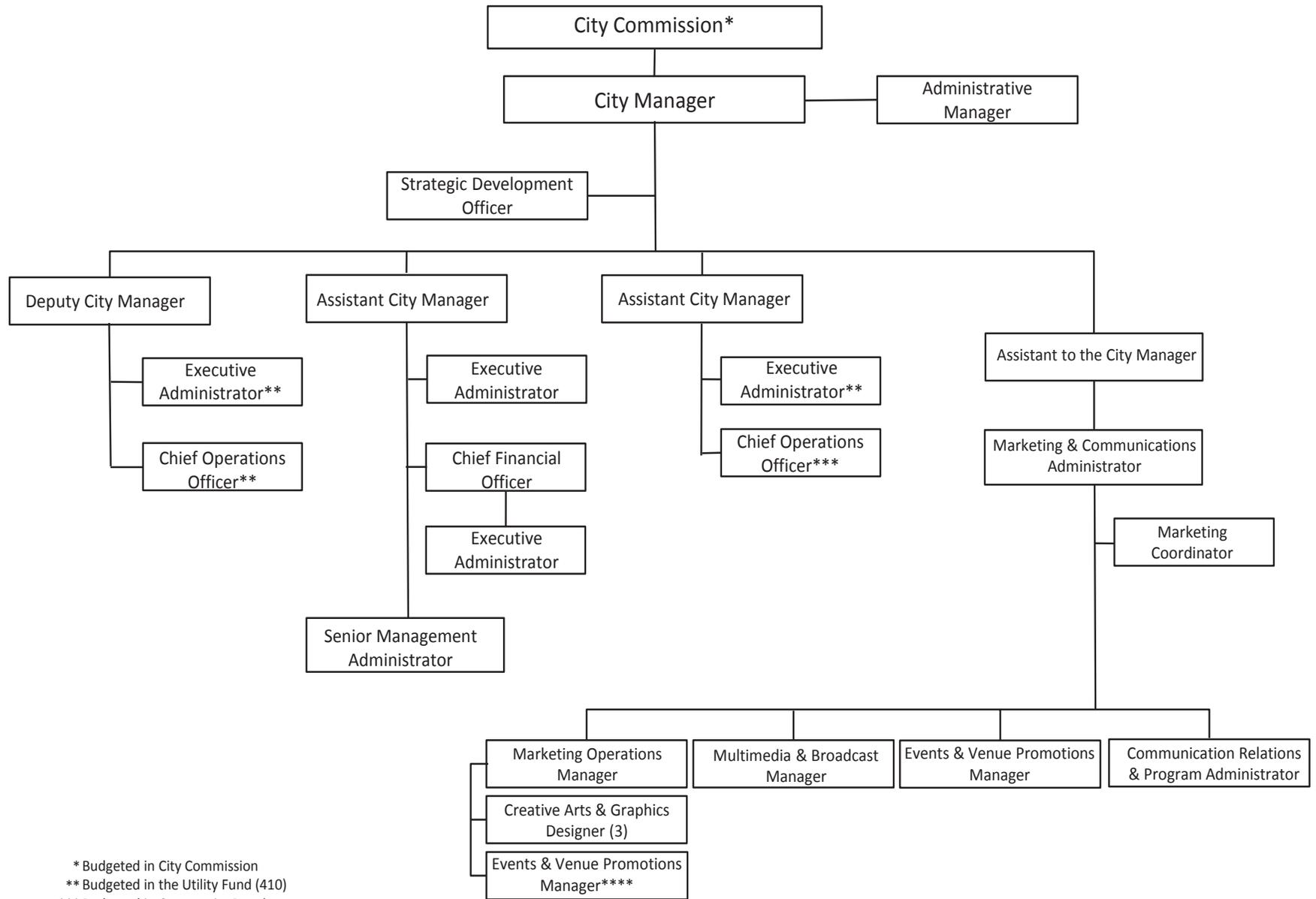
Mission

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

FY 2020 Adopted Annual Budget



* Budgeted in City Commission
 ** Budgeted in the Utility Fund (410)
 *** Budgeted in Community Development
 **** Budgeted in Cultural Affairs (CA)



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.

As indicated in the Position Detail, this department is comprised of 20 full-time budgeted positions. The two major programs provided are:

1. City Management
2. Marketing and Communications

FY 2019 Accomplishments

- Successfully implemented the Comprehensive Assessment of Revenues and Expenses (C.A.R.E.) Program; a ten-point City Manager budget initiative launched to maximize the City's human, capital and natural resources.
- Entered into a Purchase and Sale Agreement ("PSA") with Related Development, LLC ("Related") for the sale of the Miramar Town Center Block 2 property for \$3.2 million. Related plans to develop up to 400 rental apartments and 30,000 square feet of retail on the property in an eight story building. The building 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 +/- 650-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 would be generated annually in property taxes and \$1 million in sales taxes. Construction is scheduled to commence in the Spring of 2020. As the last remaining vacant block at Town Center, Block 2 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.

- Held a Visioning Session for internal and external stakeholders to showcase Miramar's future plans to redevelop and revitalize Historic Miramar.
- Launched an international marketing campaign, Why Miramar?, to assist in the City's goals to become a household name through brand recognition.
- Created an Economic Development Fund which provides a dedicated funding source for city-wide economic development activities to accomplish five goals:
 1. Diversify Miramar's Tax Base to Enhance Economic Competitiveness and Resilience
 2. Expand Urban Innovation & Revitalization Activity
 3. Leverage Miramar's Cultural Arts, Entertainment and Sports Assets
 4. Create a Unique Sense of Place in Miramar
 5. Tie Together Miramar's Distinct Neighborhood Subareas into a Cohesive City
- Established the Business Inclusion Diversity (BID) Program to effectively communicate the efforts that the City of Miramar has been extending to ALL businesses, and to amplify our inclusion and diversity efforts. The nucleus of the BID program is the accumulation, growth and development of small, minority and disadvantaged businesses in the City of Miramar. The origins of the program are to address the under-utilization of these businesses, but the goal is to ensure that businesses are afforded business development that will position them to be able to capitalize on extended opportunities for inclusion. The primary goal of BID is recruitment, retention, innovation and business development designed to enhance productivity.
- Developed long-term strategies to contain pension and healthcare costs.
- Entered into negotiations with Pinnacle Communities, LLC, after receiving an unsolicited proposal, for the development of 100-120 senior affordable housing units on the 2.3-acre former Public Safety Building site.
- Adjusted Millage Rate to address various budget issues and obligations by providing dedicated funding for Committed Reserves, Emergency Reserves, Pension Trust Fund and Other Post Employment Benefits ("OPEB") Trust Fund.
- Hosted a collaborative meeting with Broward County to address the City's affordable and workforce housing, and transportation initiatives.



Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Marketing and Public Relations	\$ 850	\$ -	\$ -	\$ -	\$ -
Expenditures by Program					
City Management	2,386,955	2,923,597	2,574,767	2,669,767	2,978,000
Marketing and Communications	1,569,966	1,370,596	-	-	1,939,700
Business Inclusion Diversity	-	-	728,500	728,500	-
Total	\$ 3,956,922	\$ 4,294,193	\$ 3,303,267	\$ 3,398,267	\$ 4,917,700
Expenditures by Category					
Personnel Services	3,289,989	3,611,324	2,987,000	3,075,300	3,730,900
Operating Expenses	651,660	647,457	297,200	303,900	1,135,300
Capital Outlay	15,273	35,412	19,067	19,067	51,500
Total	\$ 3,956,922	\$ 4,294,193	\$ 3,303,267	\$ 3,398,267	\$ 4,917,700
Positions by Program					
City Management	10.00	12.00	11.00	11.00	10.00
Marketing and Communications	10.00	8.00	-	-	10.00
Business Inclusion Diversity	-	-	5.00	5.00	-
Total	20.00	20.00	16.00	16.00	20.00

Office of the City Manager

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administrative Manager	-	1.00	1.00	1.00	1.00
Administrative Supervisor	-	1.00	-	-	-
Assistant City Manager	3.00	2.00	2.00	3.00	2.00
Assistant to the City Manager	-	-	-	1.00	1.00
Business Diversity Officer	-	1.00	1.00	1.00	-
Chief Financial Officer	-	1.00	1.00	1.00	1.00
Chief of Marketing and Public Relations	1.00	-	-	-	-
Chief of Staff	-	1.00	1.00	-	-
City Commission Administrative Coordinator	-	1.00	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	1.00	-
Creative Arts and Graphics Designer	2.00	2.00	-	-	3.00
Department Administrator	-	-	1.00	-	-
Deputy City Manager	1.00	-	-	-	1.00
Events & Venue Promotions Manager	-	1.00	-	-	1.00
Executive Administrator	3.00	2.00	2.00	1.00	2.00
Executive Assistant to Chief of Marketing & Public Relations	1.00	-	-	-	-
Marketing & Communications Administrator	-	-	-	1.00	1.00
Marketing & Public Relations Administrator	-	1.00	-	-	-
Marketing Coordinator	2.00	2.00	-	-	1.00
Marketing Operations Manager	-	-	-	1.00	1.00
Monitoring Coordinator	-	-	1.00	1.00	-
Multimedia and Broadcast Manager	1.00	1.00	-	-	1.00
Ombudsman Coordinator	-	-	1.00	1.00	-
Outreach Coordinator	-	-	1.00	1.00	-
Program Producer	1.00	-	-	-	-
Senior Management Administrator	-	-	-	-	1.00
Senior Marketing and Public Relations Manager	1.00	-	-	-	-
Strategic Administration Officer	1.00	-	-	-	-
Strategic Development Officer	1.00	1.00	1.00	1.00	1.00
Total FTE's	20.00	20.00	16.00	16.00	20.00



Office of the City Manager FTE's by Program

City Management

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

<u>FY 19</u>	<u>FY 20</u>
11.00	10.00

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 19</u>	<u>FY 20</u>
5.00	-

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 19</u>	<u>FY 20</u>
-	10.00

*Marketing & Communications (formerly Marketing & Public Relations) was transferred in from Parks & Recreation in FY 2020.

**Business Inclusion Diversity (BID) was transferred out to Economic & Business Development in FY 2020.

Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Review revenue and expenditure actuals on a quarterly basis	 Manage the City in Compliance with the Adopted Budget	Last Quarter 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	Last Quarter 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 FY2019 Budget that Supports the City's Mission	Last Quarter Actual	0.00	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, 2019	 Provide a FY2019 Budget that Supports the City's Mission	Last Quarter 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%	
 Maintain 12% committed fund balance as required by policy	 Maintain a Healthy Fund Balance Reserve	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	Last Quarter Actual	\$ 1,175,318.75	\$ 956,591.96	
		YTD Actual	\$ 4,294,193.00	\$ 3,382,160.18	
		EOY Target	\$ 4,099,983.00	\$ 3,303,267.00	\$ 4,917,700.00
		% Target	104.74%	102.39%	
		% Goal	100.00%	100.00%	

Office of the City Manager Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
↑ Meets projected target - Expenses	■ Finances	Last Quarter Actual	\$ 1,175,318.75	\$ 956,591.96	
		YTD Actual	\$ 4,294,193.00	\$ 3,382,160.18	
		EOY Projection	\$ 3,900,275.00	\$ 3,484,331.00	\$ 4,917,700.00
		% Target	110.10%	97.07%	
		% Goal	100.00%	100.00%	
↑ Hold Bi-weekly EMT Meetings	■ Assist Departments in Defining and Achieving their Collective Goals	Last Quarter Actual	4.00	7.00	
		YTD Actual	23.00	23.00	
		EOY Target	24.00	24.00	24.00
		% Target	95.83%	95.83%	
		% Goal	100.00%	100.00%	
↑ Provide Quarterly Reports	■ Inform the Commission About the Overall Health of the City	Last Quarter Actual	1.00	1.00	
		YTD Actual	3.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	75.00%	100.00%	
		% Goal	100.00%	100.00%	
↓ Hold Executive Management Team Strategic Retreat	■ Executive Management Staff Training and Team Building	Last Quarter 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	Last Quarter Actual	0.00	0.00	
		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 2019 actuals (revenues and expenses) are as of 11-18-19.

End of year targets exclude year-end budget amendments.

Office of the City Manager Budget Summary by Program

City Management—Program 050

Description

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

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	2,223,541	2,705,007	2,384,600	2,479,600	2,534,100
Operating Expense	158,814	189,408	171,100	171,100	392,400
Capital Outlay	4,600	29,183	19,067	19,067	51,500
Total	\$ 2,386,955	\$ 2,923,597	\$ 2,574,767	\$ 2,669,767	\$ 2,978,000

Percent of Time by Position

Administrative Manager	-	1.00	1.00	1.00	1.00
Administrative Supervisor	-	1.00	-	-	-
Assistant City Manager	3.00	2.00	2.00	3.00	2.00
Assistant to the City Manager	-	-	-	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	1.00	-	-
City Commission Administrative Coordinator	-	1.00	1.00	-	-
City Manager	1.00	1.00	1.00	1.00	1.00
Department Administrator	-	-	1.00	-	-
Deputy City Manager	1.00	-	-	-	1.00
Executive Administrator	3.00	2.00	2.00	1.00	1.00
Marketing & Communications Administrator	-	-	-	1.00	-
Marketing Operations Manager	-	-	-	1.00	-
Senior Management Administrator	-	-	-	-	1.00
Strategic Administration Officer	1.00	-	-	-	-
Strategic Development Officer	1.00	1.00	1.00	1.00	1.00
Total	10.00	12.00	11.00	11.00	10.00



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.

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

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Marketing	347360	\$ 850	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	1,066,447	906,317	-	-	1,196,800
Operating Expense	492,846	458,050	-	-	742,900
Capital Outlay	10,673	6,229	-	-	-
Total	\$ 1,569,966	\$ 1,370,596	\$ -	\$ -	\$ 1,939,700

Percent of Time by Position

Chief of Marketing and Public Relations	1.00	-	-	-	-
Community Relations and Program Administrator	1.00	1.00	-	-	1.00
Creative Arts and Graphics Designer	2.00	2.00	-	-	3.00
Events & Venue Promotions Manager	-	1.00	-	-	1.00
Executive Administrator	-	-	-	-	1.00
Executive Assistant to Chief of Marketing & Public Relations	1.00	-	-	-	-
Marketing & Communications Administrator	-	-	-	-	1.00
Marketing & Public Relations Administrator	-	1.00	-	-	-
Marketing Coordinator	2.00	2.00	-	-	1.00
Marketing Operations Manager	-	-	-	-	1.00
Multimedia and Broadcast Manager	1.00	1.00	-	-	1.00
Program Producer	1.00	-	-	-	-
Sr. Marketing and Public Relations Manager	1.00	-	-	-	-
Total	10.00	8.00	-	-	10.00

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	347360	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	-	602,400	595,700	-
Operating Expense	-	-	126,100	132,800	-
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ -	\$ 728,500	\$ 728,500	\$ -

Percent of Time by Position

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



Office of the City Manager Expenditures by Object Code

City Management—001-05-050-512-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,469,557	1,783,978	1,510,200	1,605,200	1,670,300
601205	Lump Sum Payout - Accrued Time	121,964	167,622	194,600	194,600	137,600
601210	Non-Pensionable Earnings	-	-	-	-	43,100
601215	Communication Stipend	8,383	6,793	4,600	4,600	3,900
601220	Longevity Pay	1,552	7,304	10,000	10,000	13,900
602100	FICA & MICA	93,077	114,539	101,800	101,800	105,800
602210	Pension-General	-	-	20,100	20,100	-
602235	Pension-Senior Mgmt	296,111	382,858	266,100	266,100	248,100
602265	Pension-457	104,041	97,317	111,300	111,300	83,200
602300	Pmt In Lieu Of Insurance	4,165	5,632	6,200	6,200	12,500
602304	Health Insurance-PPO	17,526	31,339	14,500	14,500	-
602305	Health Insurance-HMO	71,739	71,722	106,800	106,800	94,900
602306	Dental Insurance-PPO	3,496	3,765	4,300	4,300	5,000
602307	Dental Insurance-HMO	913	793	1,300	1,300	900
602309	Basic Life Insurance	5,289	4,304	3,300	3,300	3,600
602311	Long-Term Disability Ins	1,029	1,042	2,100	2,100	2,400
602312	HDHP Aetna	-	-	-	-	45,900
602313	HSA Payflex	-	-	-	-	6,800
602400	Workers' Compensation	24,700	26,000	27,400	27,400	56,200
	Sub-Total	2,223,541	2,705,007	2,384,600	2,479,600	2,534,100
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	9,750	10,000	12,500	10,000
603200	Audit Fees	-	-	-	-	150,000
604001	Travel & Training	12,260	28,222	14,800	15,360	14,800
604100	Communication Svcs	3,957	7,778	8,000	8,000	500
604200	Postage	361	448	1,000	1,000	900
604301	Electricity Svcs	14,966	12,911	15,200	15,200	15,200
604402	Leased Vehicles	10,707	6,521	-	-	11,100
604440	Leased Copiers	4,535	-	-	-	-
604500	Risk Internal Svcs Charge	37,700	38,000	14,600	14,600	19,800
604550	Health Ins Internal Serv Chg	-	-	-	-	28,400
604610	Fleet Internal Svcs Charge	4,300	3,900	5,900	5,900	18,000
604700	Printing & Binding Svcs	-	1,036	1,200	1,700	1,200
604889	Marketing & Promotions	-	-	-	6,000	6,000
604916	Administrative Expense	805	280	4,500	7,300	4,500
604920	License & Permit Fees	-	-	800	800	800
604989	IT Internal Svcs Charge	48,400	56,100	57,500	57,500	69,900
604997	Other Operating Expenses	1,336	453	1,000	6,060	1,000
604998	Contingency	1,847	1,150	2,300	800	2,300
605100	Office Supplies	2,870	3,370	3,000	2,500	3,000
605120	Computer Operating Expenses	42	583	2,500	726	2,500
605220	Vehicle Fuel-On-Site	1,844	5,369	-	-	9,700
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	440	371	1,000	1,000	1,000
605410	Subscriptions & Memberships	6,989	11,198	10,800	7,112	10,800
605500	Training-General	1,542	1,322	3,000	2,440	3,000
605510	Tuition Reimbursement	3,910	-	14,000	1,800	8,000
	Sub-Total	158,814	189,408	171,100	171,100	392,400
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	4,600	29,183	19,067	19,067	51,500
	Sub-Total	4,600	29,183	19,067	19,067	51,500
Total		\$ 2,386,955	\$ 2,923,597	\$ 2,574,767	\$ 2,669,767	\$ 2,978,000

Office of the City Manager Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	687,631	519,603	-	-	745,000
601205	Lump Sum Payout - Accrued Time	51,271	62,320	-	-	38,200
601210	Non-Pensionable Earnings	-	-	-	-	21,400
601215	Communication Stipend	208	-	-	-	3,300
601220	Longevity Pay	2,072	762	-	-	-
601400	Overtime-General	6	1,362	-	-	1,400
601412	Overtime-Emergency	1,158	-	-	-	-
602100	FICA & MICA	51,975	43,146	-	-	62,100
602210	Pension-General	16,997	41,494	-	-	26,000
602235	Pension-Senior Mgmt	128,835	132,655	-	-	133,200
602265	Pension-457	22,182	8,118	-	-	22,400
602300	Pmt In Lieu Of Insurance	4,467	4,165	-	-	-
602304	Health Insurance-PPO	29,128	294	-	-	-
602305	Health Insurance-HMO	44,569	66,151	-	-	102,100
602306	Dental Insurance-PPO	4,100	3,744	-	-	2,800
602307	Dental Insurance-HMO	253	250	-	-	900
602309	Basic Life Insurance	2,331	2,032	-	-	1,600
602311	Long-Term Disability Ins	664	521	-	-	1,100
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	18,600	19,700	-	-	25,700
	Sub-Total	1,066,447	906,317	-	-	1,196,800
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	66,238	54,803	-	-	68,200
603400	Contract Svcs-Other	300	4,800	-	-	4,800
603425	Software License & Maint	13,261	14,110	-	-	14,100
604001	Travel & Training	27,544	32,081	-	-	34,600
604100	Communication Svcs	3,847	4,179	-	-	-
604200	Postage	34,774	11,984	-	-	45,000
604402	Leased Vehicles	5,530	6,061	-	-	-
604440	Leased Copiers	2,023	-	-	-	-
604500	Risk Internal Svcs Charge	-	-	-	-	10,400
604550	Health Ins Internal Serv Chg	-	-	-	-	18,800
604610	Fleet Internal Svcs Charge	247	3,300	-	-	-
604700	Printing & Binding Svcs	6,973	24,292	-	-	74,300
604851	Holiday Lighting Event	3,458	2,928	-	-	-
604852	Miramar Day	4,832	4,765	-	-	-
604853	Independence Day-4th of July	9,286	2,385	-	-	-
604855	Caribbean Amer. Heritage Celeb	3,398	5,010	-	-	-
604856	Hispanic Heritage	3,673	3,498	-	-	-
604858	Black History Celebration	8,409	4,010	-	-	-
604881	Breakfast with Santa	789	656	-	-	-
604882	Martin Luther King Parade&Even	3,415	5,011	-	-	-
604883	Veteran's Day	500	379	-	-	-
604884	Halloween	1,496	1,414	-	-	-
604886	Jamaican Independence Day	3,124	2,774	-	-	-
604887	Haitian Candelight Vigil	3,700	3,700	-	-	-
604889	Marketing & Promotions	112,743	121,371	-	-	104,600
604891	Theatre Productions	336	-	-	-	-
604910	Advertising Costs	78,784	57,535	-	-	259,800
604916	Administrative Expense	1,464	163	-	-	200
604920	License & Permit Fees	-	4,004	-	-	4,000
604989	IT Internal Svcs Charge	48,500	56,200	-	-	65,100
604997	Other Operating Expenses	1,956	1,497	-	-	1,500
604998	Contingency	-	750	-	-	800
605100	Office Supplies	2,967	5,829	-	-	5,800



Office of the City Manager Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605120	Computer Operating Expenses	-	306	-	-	300
605220	Vehicle Fuel-On-Site	953	1,158	-	-	-
605230	Program Supplies	16,586	3,615	-	-	8,600
605250	Noncap Furn (Item less 5000)	4,972	576	-	-	600
605251	Noncap Equip (Item less 5000)	6,675	6,568	-	-	15,000
605266	Photography	4,194	1,550	-	-	1,600
605410	Subscriptions & Memberships	5,305	2,732	-	-	2,700
605500	Training-General	592	2,054	-	-	2,100
	Sub-Total	492,846	458,050	-	-	742,900
	Dept Capital Outlay					
606441	Vehicle Replacement Program	-	6,100	-	-	-
606470	Computer Equipment	10,673	129	-	-	-
	Sub-Total	10,673	6,229	-	-	-
	Total	\$ 1,569,966	\$ 1,370,596	\$ -	\$ -	\$ 1,939,700

Office of the City Manager Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	-	-	379,000	374,000	-
601205	Lump Sum Payout - Accrued Time	-	-	50,000	50,000	-
601215	Communication Stipend	-	-	2,000	300	-
602100	FICA & MICA	-	-	29,600	29,600	-
602235	Pension-Senior Mgmt	-	-	80,300	80,300	-
602265	Pension-457	-	-	21,800	21,800	-
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	-
602305	Health Insurance-HMO	-	-	30,600	30,600	-
602306	Dental Insurance-PPO	-	-	1,600	1,600	-
602309	Basic Life Insurance	-	-	800	800	-
602311	Long-Term Disability Ins	-	-	500	500	-
	Sub-Total	-	-	602,400	595,700	-
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	-	-	-	6,000	-
603425	Software License & Maint	-	-	70,000	70,000	-
604001	Travel & Training	-	-	15,000	11,870	-
604100	Communication Svcs	-	-	-	1,700	-
604402	Leased Vehicles	-	-	-	1,000	-
604700	Printing & Binding Svcs	-	-	-	630	-
604889	Marketing & Promotions	-	-	-	4,001	-
604916	Administrative Expense	-	-	-	1,062	-
604989	IT Internal Svcs Charge	-	-	26,100	26,100	-
605100	Office Supplies	-	-	-	1,423	-
605410	Subscriptions & Memberships	-	-	15,000	3,499	-
605500	Training-General	-	-	-	5,515	-
	Sub-Total	-	-	126,100	132,800	-
	Total	\$ -	\$ -	\$ 728,500	\$ 728,500	\$ -



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 consultation for OMC (\$20,000) and copywriting, videography, production, creative design, photography, etc. for Marketing (\$58,200).
603200	Audit Fees	This account represents the cost for the Internal Audit Services Engagement.
603400	Contract Svcs-Other	This cost is associated with support services contracts related to miscellaneous contractual services.
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), Constant Contact (\$2,520), Canva (\$500), Archive Social (\$1,800), ZoHo Creator (\$3,000) and Hidden Finances (Tax Debt Collection Software, \$3,000).
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); AWWWA/ WEFTEC/WASTEWATER; MIS Conference; and AICP Training (CEUs).
604100	Communication Svcs	This represents charges for communication services specific to City Management Operations that are not covered by the I.T. Internal Service Charge.
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.
604402	Leased Vehicles	This account represents the cost for the following leased vehicle: 2019 Chevrolet Tahoe 4dr Front-wheel Drive SUV \$11,100
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.
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	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) and Sesac (\$2,000). 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.

Office of the City Manager Budget Justification

Object #	Account Description	Justification
605120	Computer Operating Expenses	This account represents costs for computer operating related items.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as per PW-Fleet Maintenance.
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	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 but are not limited to 3CMA (\$900), FMCA (\$600), AIGA (\$450), Rotary (\$1,000), NFBPA (\$4,500), BCCMA (\$2,000), ICMA (\$2,000), FCCMA (\$2,000) and Miscellaneous (\$50).
605500	Training-General	This expenditure represents funds needed to attend various seminars and trainings for staff within the Office of the City Manager to include the Office of Marketing and Communications (Retreats - \$3,000, Webinars/Seminars \$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.
606441	Vehicle Replacement Program	This account represents the cost for the following vehicle replacements: 2014 Chevrolet Impala LT \$7,200; Ford Explorer \$7,100; Explorer XLT \$7,200; Ford Explorer \$1,200; 2017 Ford Explorer \$14,000; 2019 Chevrolet Tahoe LT \$14,800.



STRATEGY
 RADIO
 BILLBOARD
 GLOBAL
 BLOG
 DIGITAL PPC
 PREFERENCE
ADVERTISING
ANALYZE
 INFLUENCER
 MULTI-CULTURAL
BRANDING
 PROMOTION
 EXPRESSIVE
SEO
 CREATIVE DESIGN
 SOCIAL
 PRESS
 ROI
 CAMPAIGN
 COMMUNICATION
 PUBLICITY

OFFICE OF MARKETING & COMMUNICATIONS

Human Resources

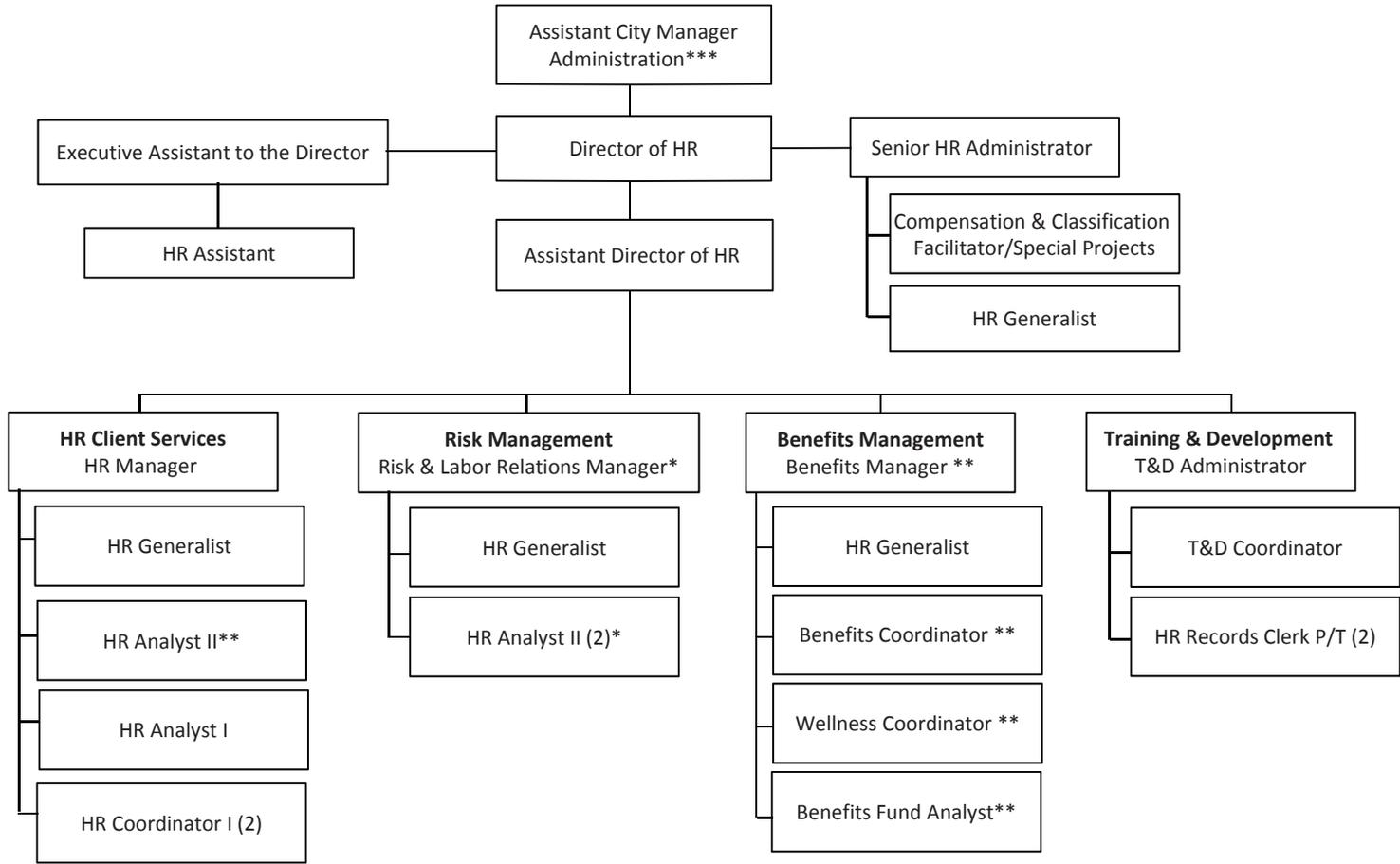
Mission

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

FY 2020 Adopted Annual Budget



* Budgeted in the Risk Management Fund (502)
 ** Budgeted in the Health Fund (501)
 *** Budgeted in the Office of the City Manager



Department Overview

The Human Resources Department manages and provides strategic human resources services for the City of Miramar on all workforce development issues. It identifies the tools to enable staff to get the best from the most important resource, its people. The department is a key strategic partner and provides centralized employee services including recruitment, benefits, compensation, labor management, risk management and training. In addition, this department oversees the two Health Insurance programs (Wellness and Benefits Administration), which are funded by the Internal Service Funds.

This department is comprised of 26 budgeted positions (25 FTE's). As indicated in the Position Detail, 16 full-time and two part-time employees are general-funded; three full-time employees are budgeted in the Risk Management, Internal Service Fund 502; and five full-time employees are budgeted in the Health Insurance, Internal Service Fund 501.

The three major programs provided in the General Fund are:

1. Administration
2. Human Resources Operations
3. Training & Development

FY 2019 Accomplishments

Human Resources

- Conducted compliance training which covered Workplace Harassment, Ethics, Correctness in the Workplace and HIPAA.
- Through continued partnership with Florida International University (FIU) delivered three cohorts of the Supervisory Academy to promote employee personal growth and 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.

Risk Management/Health Fund

- During FY19 the City's workers' compensation Experience Modification rate decreased from 0.85 to 0.73.
- Expanded wellness events and activities throughout the City by increasing the number of events from once per month or 12 wellness activities to multiple times per month resulting in 27 total wellness activities, which included 6 financial wellness seminars. In addition, the City has invested in a formal wellness platform that will help to further engage employees in wellness through tracking and incentives.
- Implemented a new High Deductible Health Plan (HDHP) with City-funded Health Savings Account (HSA). Implementation of this plan is significant because it promotes a consumer-driven model, which encourages more educated and prudent use of health care services. Expected enrollment target was 5%, however active enrollment exceeded the target topping 9% enrollment for Plan Year 2019.
- Introduction of new coverage level tiers which allowed employees to move into the appropriate tier based upon dependents covered. For example, employees paying the family rate due to covering more than 1 child, but not covering spouses, were able to enroll in the Employee + Children tier at a lower premium.
- Introduction of JellyVision - a new benefits education technology which provided an easy to understand tool to assist employees and their families in selecting the best health plan option particular to their personal medical care needs. A total of 776 visits to the tool was realized during the Open Enrollment window (10/29/2018-11/19/2018).
- Conducted Active Killer and Distracted Driver training to improve employee awareness and safety.

Human Resources

Program Revenues, Expenditures and Positions Summary

Expenditures by Program

Administration	620,921	677,148	786,600	819,503	1,150,800
Human Resources Operations	882,554	1,114,397	1,239,200	1,256,297	1,305,300
Training & Development	-	-	-	-	472,900
Total	\$ 1,503,475	\$ 1,791,544	\$ 2,025,800	\$ 2,075,800	\$ 2,929,000

Expenditures by Category

Personnel Services	1,234,216	1,449,820	1,592,700	1,642,700	2,197,100
Operating Expense	237,387	338,003	420,100	420,100	727,700
Capital Outlay	31,872	3,722	13,000	13,000	4,200
Total	\$ 1,503,475	\$ 1,791,544	\$ 2,025,800	\$ 2,075,800	\$ 2,929,000

Positions by Program

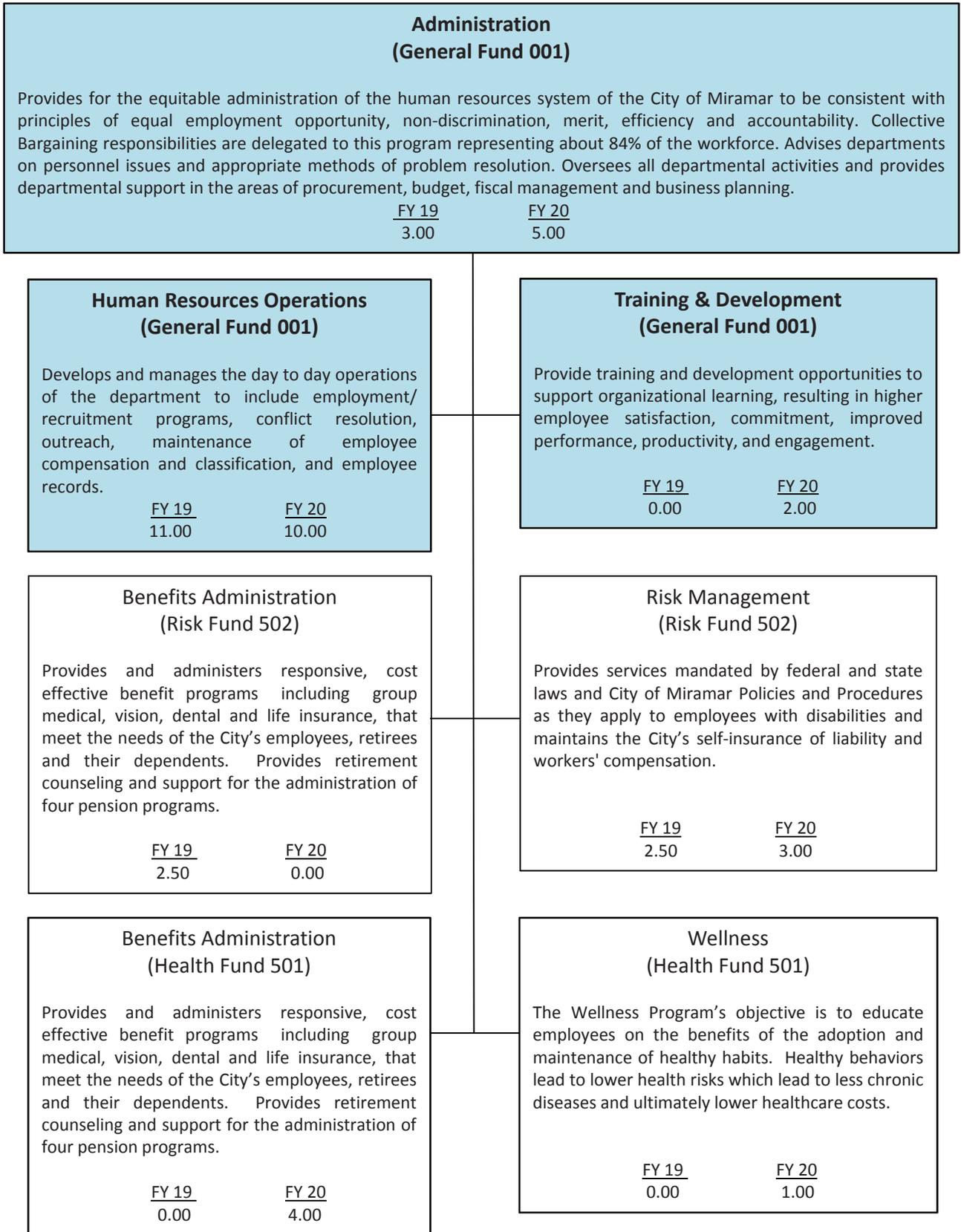
	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	3.50	2.00	3.00	3.00	5.00
Human Resources Operations	10.50	12.00	11.00	11.00	10.00
Training & Development	-	-	-	-	2.00
Total	14.00	14.00	14.00	14.00	17.00

Position Detail

Assistant Director of Human Resources	1.00	1.00	1.00	1.00	1.00
Compensation & Classification Facilitator/Special Projects	-	-	-	-	1.00
Director of Human Resources	1.00	-	-	1.00	1.00
Executive Assistant to Director	1.00	1.00	1.00	1.00	1.00
Human Resources Analyst I*	-	1.00	1.00	1.00	1.00
Human Resources Assistant	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant-Part-time (2)	-	1.00	1.00	-	-
Human Resources Coordinator I*	3.00	2.00	2.00	2.00	2.00
Human Resources Generalist*	3.00	3.00	3.00	3.00	4.00
Human Resources Manager	2.00	2.00	1.00	1.00	1.00
Human Resources Records Clerk-Part-time (2)	-	-	-	1.00	1.00
Interim Director of Human Resources	-	-	1.00	-	-
Office Specialist	1.00	-	-	-	-
Risk & Labor Relations Manager	-	1.00	-	-	-
Senior Human Resources Administrator	-	-	-	-	1.00
Training & Development Administrator	-	1.00	1.00	1.00	1.00
Training & Development Coordinator	1.00	-	1.00	1.00	1.00
Total FTE's	14.00	14.00	14.00	14.00	17.00

* Block Budgeting positions

Human Resources FTE's by Program



Human Resources Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Average number of days from job posting to pre-on-boarding	 Provide departments with qualified personnel within a reasonable timeframe	Last Quarter Actual	67.00	23.00	
		YTD Actual	70.25	30.50	
		EOY Target	75.00	75.00	75.00
		% Target	93.67%	40.67%	
		% Goal	100.00%	100.00%	
 Average cost per hire	 Provide departments with qualified personnel within a reasonable timeframe	Last Quarter Actual	\$ 946.00	\$ 297.00	
		YTD Actual	\$ 702.00	\$ 558.50	
		EOY Target	\$ 700.00	\$ 800.00	\$ 800.00
		% Target	100.29%	69.81%	
		% 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	Last Quarter Actual	58,522.00	46,316.00	
		YTD Actual	149,232.00	199,054.00	
		EOY Target	210,000.00	210,000.00	210,000.00
		% Target	71.06%	94.79%	
		% 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	Last Quarter Actual	599.00	720.00	
		YTD Actual	2,452.00	2,689.00	
		EOY Target	2,000.00	2,000.00	2,000.00
		% Target	122.60%	134.45%	
		% Goal	100.00%	100.00%	

Human Resources Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 559,604.12	\$ 507,945.44	
		YTD Actual	\$ 1,791,544.41	\$ 2,063,741.78	
		EOY Target	\$ 1,944,030.52	\$ 2,025,800.00	\$ 2,929,000.00
		% Target	92.16%	101.87%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 559,604.12	\$ 507,945.44	
		YTD Actual	\$ 1,791,544.41	\$ 2,063,741.78	
		EOY Projection	\$ 1,815,022.00	\$ 2,024,847.00	\$ 2,929,000.00
		% Target	98.71%	101.92%	
		% Goal	100.00%	100.00%	
 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	Last Quarter Actual	1.00	0.00	
		YTD Actual	7.00	3.00	
		EOY Target	10.00	5.00	5.00
		% Target	70.00%	60.00%	
		% Goal	100.00%	100.00%	
 Number of safety training sessions	 Implement safety programs to reduce workers compensation claims and lost work days	Last Quarter Actual	0.00	2.00	
		YTD Actual	5.00	6.00	
		EOY Target	4.00	4.00	4.00
		% Target	125.00%	150.00%	
		% Goal	100.00%	100.00%	

Human Resources Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Workers' Compensation Claims -YTD Closed % Total	 Implement safety programs to reduce workers compensation claims and lost work days	Last Quarter Actual	146.00%	160.70%	
		YTD Actual	87.50%	154.93%	
		EOY Target	75.00%	75.00%	75.00%
		% Target	116.67%	206.57%	
		% 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	Last Quarter Actual	50.00	261.00	
		YTD Actual	1,275.00	1,108.00	
		EOY Target	800.00	500.00	500.00
		% Target	159.38%	221.60%	
		% 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	Last Quarter Actual	5.00	10.00	
		YTD Actual	17.00	33.00	
		EOY Target	15.00	15.00	15.00
		% Target	113.33%	220.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	483,837	463,682	572,400	572,400	876,000
Operating Expense	137,084	209,744	201,200	234,103	270,600
Capital Outlay	-	3,722	13,000	13,000	4,200
Total	\$ 620,921	\$ 677,148	\$ 786,600	\$ 819,503	\$ 1,150,800

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
Executive Assistant to Director	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	-	-	-	-	1.00
Interim Director of HR	-	-	1.00	-	-
Office Specialist	1.00	-	-	-	-
Risk & Labor Relations Manager	-	0.50	-	-	-
Senior Human Resources Administrator	-	-	-	-	1.00
Total	3.50	2.00	3.00	3.00	5.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	750,379	986,138	1,020,300	1,070,300	1,108,800
Operating Expense	100,303	128,259	218,900	185,997	196,500
Capital Outlay	31,872	-	-	-	-
Total	\$ 882,554	\$ 1,114,397	\$ 1,239,200	\$ 1,256,297	\$ 1,305,300

Percent of Time by Position

Assistant Director of Human Resources	0.50	0.50	-	-	-
Compensation & Classification Facilitator/Special Projects	-	-	-	-	1.00
Human Resources Analyst I	-	1.00	1.00	1.00	1.00
Human Resources Assistant	1.00	1.00	1.00	1.00	1.00
Human Resources Assistant - Part Time (2)	-	1.00	1.00	-	-
Human Resources Coordinator I	3.00	2.00	2.00	2.00	2.00
Human Resources Generalist	3.00	3.00	3.00	3.00	3.00
Human Resources Manager	2.00	2.00	1.00	1.00	1.00
Human Resources Records Clerk - Part Time (2)	-	-	-	1.00	1.00
Risk & Labor Relations Manager	-	0.50	-	-	-
Training and Development Administrator	-	1.00	1.00	1.00	-
Training and Development Coordinator	1.00	-	1.00	1.00	-
Total	10.50	12.00	11.00	11.00	10.00

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 is being established as a separate program within the Human Resources Department beginning FY 2020.

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	-	-	-	-	212,300
Operating Expense	-	-	-	-	260,600
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 472,900

Percent of Time by Position

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Training and Development Administrator	-	-	-	-	1.00
Training and Development Coordinator	-	-	-	-	1.00
Total	-	-	-	-	2.00



Human Resources Expenditures by Object Code

Administration—001-06-100-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	293,153	274,701	380,200	380,200	529,000
601201	Salary Attrition	-	-	(21,000)	(21,000)	-
601205	Lump Sum Payout - Accrued Time	13,236	40,823	32,600	32,600	52,900
601210	Non-Pensionable Earnings	-	-	-	-	15,900
601215	Communication Stipend	-	-	2,000	2,000	3,300
601220	Longevity Pay	-	148	1,600	1,600	1,600
601400	Overtime-General	25	2	500	500	-
601412	Overtime-Emergency	207	-	-	-	-
602100	FICA & MICA	21,324	20,748	25,100	25,100	38,400
602210	Pension-General	8,699	9,399	10,300	10,300	11,200
602235	Pension-Senior Mgmt	78,883	53,922	70,300	70,300	101,200
602265	Pension-457	14,389	19,792	21,300	21,300	20,800
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	6,200
602305	Health Insurance-HMO	41,575	31,792	28,700	28,700	76,700
602306	Dental Insurance-PPO	1,246	1,060	1,700	1,700	2,600
602307	Dental Insurance-HMO	530	323	300	300	500
602309	Basic Life Insurance	1,403	1,035	800	800	1,200
602311	Long-Term Disability Ins	268	237	500	500	700
602400	Workers' Compensation	8,900	9,700	11,300	11,300	13,800
	Sub-Total	483,837	463,682	572,400	572,400	876,000
<u>Operating Expense</u>						
603190	Prof Svcs-Other	18,077	86,110	100,000	143,000	176,000
603470	Temporary Help	3,817	9,722	4,500	4,500	-
604001	Travel & Training	-	161	-	-	4,000
604100	Communication Svcs	2,086	1,165	3,000	3,000	-
604200	Postage	1,653	2,314	2,800	2,800	2,900
604301	Electricity Svcs	10,886	9,391	11,100	11,100	11,100
604402	Leased Vehicles	9,900	4,920	4,500	4,800	-
604440	Leased Copiers	275	-	-	-	-
604500	Risk Internal Svcs Charge	37,000	35,800	28,200	28,200	21,000
604550	Health Ins Internal Serv Chg	-	-	-	-	6,100
604610	Fleet Internal Svcs Charge	1,100	500	2,500	2,500	-
604700	Printing & Binding Svcs	-	44	-	-	-
604950	Employee Awards	2,029	3,911	4,600	4,288	4,800
604989	IT Internal Svcs Charge	41,900	48,600	15,700	15,700	19,800
604998	Contingency	-	-	300	-	300
605100	Office Supplies	1,437	2,387	4,500	4,406	2,000
605120	Computer Operating Expenses	-	-	900	900	900
605220	Vehicle Fuel-On-Site	-	434	1,200	1,200	1,300
605221	Vehicle Fuel-Off-Site	26	128	-	-	-
605250	Noncap Furn (Item less 5000)	-	-	500	500	500
605251	Noncap Equip (Item less 5000)	1,551	-	1,000	1,000	1,000
605290	Other Operating Supplies	913	1,524	2,500	1,700	2,500
605410	Subscriptions & Memberships	3,400	2,487	1,400	1,400	1,400
605500	Training-General	1,033	145	12,000	2,000	8,000
605510	Tuition Reimbursement	-	-	-	1,109	7,000
	Sub-Total	137,084	209,744	201,200	234,103	270,600
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	3,722	13,000	13,000	4,200
	Sub-Total	-	3,722	13,000	13,000	4,200
Total		\$ 620,921	\$ 677,148	\$ 786,600	\$ 819,503	\$ 1,150,800

Human Resources Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	500,597	602,836	695,000	695,000	678,300
601201	Salary Attrition	-	-	(55,000)	(5,000)	-
601205	Lump Sum Payout - Accrued Time	22,181	55,796	25,900	25,900	31,700
601210	Non-Pensionable Earnings	-	-	-	-	15,900
601215	Communication Stipend	-	-	-	-	3,300
601220	Longevity Pay	-	148	-	-	-
601400	Overtime-General	21	6	2,500	2,500	-
601412	Overtime-Emergency	775	-	-	-	-
602100	FICA & MICA	38,970	49,098	56,800	56,800	58,000
602210	Pension-General	-	25,296	28,700	28,700	29,100
602235	Pension-Senior Mgmt	61,865	87,736	87,000	87,000	52,600
602260	Pension-401	21,291	24,403	6,400	6,400	28,900
602265	Pension-457	10,939	17,400	19,700	19,700	19,300
602305	Health Insurance-HMO	66,309	92,969	118,800	118,800	151,100
602306	Dental Insurance-PPO	3,061	3,673	3,700	3,700	4,300
602307	Dental Insurance-HMO	582	664	1,300	1,300	900
602309	Basic Life Insurance	2,013	2,320	1,500	1,500	1,500
602311	Long-Term Disability Ins	477	592	1,000	1,000	1,000
602400	Workers' Compensation	21,300	23,200	27,000	27,000	32,900
	Sub-Total	750,379	986,138	1,020,300	1,070,300	1,108,800
<u>Operating Expense</u>						
603140	New Hire Screening	3,282	10,275	20,000	20,876	20,000
603141	Existing Employee Screening	909	9,599	6,500	500	6,500
603425	Software License & Maint	2,427	1,605	2,000	14,800	4,500
604001	Travel & Training	12,601	17,092	17,000	26,000	15,000
604200	Postage	62	-	-	60	-
604440	Leased Copiers	4,543	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	25,400
604610	Fleet Internal Svcs Charge	3,000	900	1,000	1,000	3,000
604700	Printing & Binding Svcs	4,051	1,653	14,000	2,350	4,000
604890	Special Events-Other	5,607	(1,112)	4,000	10,963	3,500
604910	Advertising Costs	1,199	-	1,700	2,491	1,700
604920	License & Permit Fees	13,457	15,412	15,500	11,060	-
604950	Employee Awards	-	-	-	312	-
604989	IT Internal Svcs Charge	21,500	24,900	52,200	52,200	60,700
604997	Other Operating Expenses	432	63	-	336	1,000
605100	Office Supplies	6,241	6,979	6,700	6,794	5,500
605120	Computer Operating Expenses	-	-	5,700	-	7,200
605220	Vehicle Fuel-On-Site	2,105	-	-	-	-
605250	Noncap Furn (Item less 5000)	-	-	4,000	-	4,000
605251	Noncap Equip (Item less 5000)	2,274	80	2,200	10,000	2,200
605290	Other Operating Supplies	4,034	264	3,900	2,700	4,000
605410	Subscriptions & Memberships	-	-	-	-	300
605500	Training-General	11,384	40,549	45,500	10,500	28,000
605510	Tuition Reimbursement	1,194	-	17,000	13,054	-
	Sub-Total	100,303	128,259	218,900	185,997	196,500
<u>Dept Capital Outlay</u>						
606210	Building Renovation	6,708	-	-	-	-
606405	Furniture & Fixtures	20,606	-	-	-	-
606441	Vehicle Replacement Program	3,500	-	-	-	-
606470	Computer Equipment	1,059	-	-	-	-
	Sub-Total	31,872	-	-	-	-
Total		\$ 882,554	\$ 1,114,397	\$ 1,239,200	\$ 1,256,297	\$ 1,305,300



Human Resources Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	-	-	-	-	140,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	3,100
601210	Non-Pensionable Earnings	-	-	-	-	4,200
602100	FICA & MICA	-	-	-	-	11,300
602235	Pension-Senior Mgmt	-	-	-	-	29,500
602265	Pension-457	-	-	-	-	4,200
602305	Health Insurance-HMO	-	-	-	-	9,300
602306	Dental Insurance-PPO	-	-	-	-	400
602307	Dental Insurance-HMO	-	-	-	-	200
602309	Basic Life Insurance	-	-	-	-	300
602311	Long-Term Disability Ins	-	-	-	-	200
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
	Sub-Total	-	-	-	-	212,300
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	-	-	-	-	198,000
603192	Consulting Svcs	-	-	-	-	3,000
603425	Software License & Maint	-	-	-	-	12,000
604001	Travel & Training	-	-	-	-	1,500
604550	Health Ins Internal Serv Chg	-	-	-	-	3,200
604700	Printing & Binding Svcs	-	-	-	-	12,500
604890	Special Events-Other	-	-	-	-	3,500
604989	IT Internal Svcs Charge	-	-	-	-	12,300
604997	Other Operating Expenses	-	-	-	-	100
605100	Office Supplies	-	-	-	-	2,000
605120	Computer Operating Expenses	-	-	-	-	2,000
605266	Photography	-	-	-	-	500
605290	Other Operating Supplies	-	-	-	-	3,000
605510	Tuition Reimbursement	-	-	-	-	7,000
	Sub-Total	-	-	-	-	260,600
	Total	\$ -	\$ -	\$ -	\$ -	\$ 472,900

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. Included in this budget, \$166,000 is for the City's on-site Employee Assistance Program (EAP) for catastrophic events for an individual or group. Situations may involve employees who require an evaluation by a medical or psychiatric doctor. In addition, \$148,000 was approved for the following trainings: Supervisory Academy; \$60,000; Executive Academy: \$10,000; Harassment Training: \$12,000; Diversity Training: \$12,000; Excel trainings: \$18,000; Word trainings: \$18,000; Microsoft Office: \$18,000; and Miscellaneous Expenses \$60,000.
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.
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	Funds for unexpected occurrences and costs not funded elsewhere.
605100	Office Supplies	This is an estimated amount required for office supplies.
605120	Computer Operating Expenses	The budget of \$10,100 is associated with purchase of computer related hardware, display screens, keyboards, etc., to support the necessary functions of the department, including new computer equipment for a new staff member of Human Resources.
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.
605266	Photography	This cost represents photograph for citywide events, additional/new city assets, etc.
605290	Other Operating Supplies	This line item is for various supplies that are not budgeted in any other line item and are unexpected expenditures.



Human Resources 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 cost will be used to fund city-wide initiatives relating to training and development needs for all employees.
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This \$4,200 budgeted amount is for escrow for future vehicle replacements.

Legal

Mission

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



Department Overview

This department provides legal support and advice to the City Commission, City Manager, Department Directors and various advisory boards on all legal issues affecting or involving the City. During FY19 the firm contracted to perform City Attorney services changed from Weiss, Serota, Helfman, Cole & Bierman, P.L. to Austin Pamies Norris Weeks Powell, PLLC.

There are no City personnel in this department.

FY 2019 Accomplishments

- Represented the City at all City Commission meetings, workshops and other required meetings.
- Successfully defended the City in key litigation matters.
- Successfully represented the City in labor grievances and arbitration.
- Completed review and necessary revisions to contracts in a timely manner.
- Completed review and necessary revisions of all City Commission agenda items.
- Provided responses and follow up to inquiries from the City Commission in a timely manner.
- Held ethics training and updated City Commission on changes in the Sunshine and Public Records law.
- Prosecuted litigation on behalf of a coalition of cities and elected officials, including Miramar, to challenge the onerous penalties for violation of the firearms preemption.
- Filed lawsuit against pharmaceutical companies regarding opioids epidemic.
- Held ethics training and updated City Commission on changes in the Sunshine and Public Records law.
- Fought against oil drilling in Everglades.

Program Revenues, Expenditures and Positions Summary

	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues						
None	-	-	-	-	-	-
Expenditures by Program						
Legal		\$ 1,565,261	\$ 1,177,941	\$ 1,454,600	\$ 1,454,600	\$ 1,454,600
Expenditures by Category						
Personnel Services		-	-	-	-	-
Operating Expense		1,565,261	1,177,941	1,454,600	1,454,600	1,454,600
Capital Outlay		-	-	-	-	-
Total		\$ 1,565,261	\$ 1,177,941	\$ 1,454,600	\$ 1,454,600	\$ 1,454,600
Position Detail						
None						



Legal Expenditures by Object Code

Legal—001-07-070-514-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>						
603101	Legal Svcs-City Commission	89,164	93,675	96,400	96,400	96,400
603102	Legal Svcs-Ofc of the City Mgr	233,670	198,816	204,200	204,200	204,200
603103	Legal Svcs-Procurement	112,800	103,396	112,800	112,800	112,800
603104	Legal Svcs-Comm Dev	122,964	69,800	69,800	69,800	69,800
603105	Legal Svcs-Parks & Recreation	83,186	46,373	76,000	76,000	76,000
603106	Legal Svcs-Public Works	115,263	79,534	94,100	94,100	94,100
603107	Legal Svcs-Police	183,065	153,600	153,600	153,600	153,600
603121	City Attorney Svcs	399,042	277,700	377,700	377,700	377,700
603128	Legal Svcs-Labor Related	226,107	155,046	270,000	270,000	270,000
	Sub-Total	1,565,261	1,177,941	1,454,600	1,454,600	1,454,600
	Total	\$ 1,565,261	\$ 1,177,941	\$ 1,454,600	\$ 1,454,600	\$ 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.

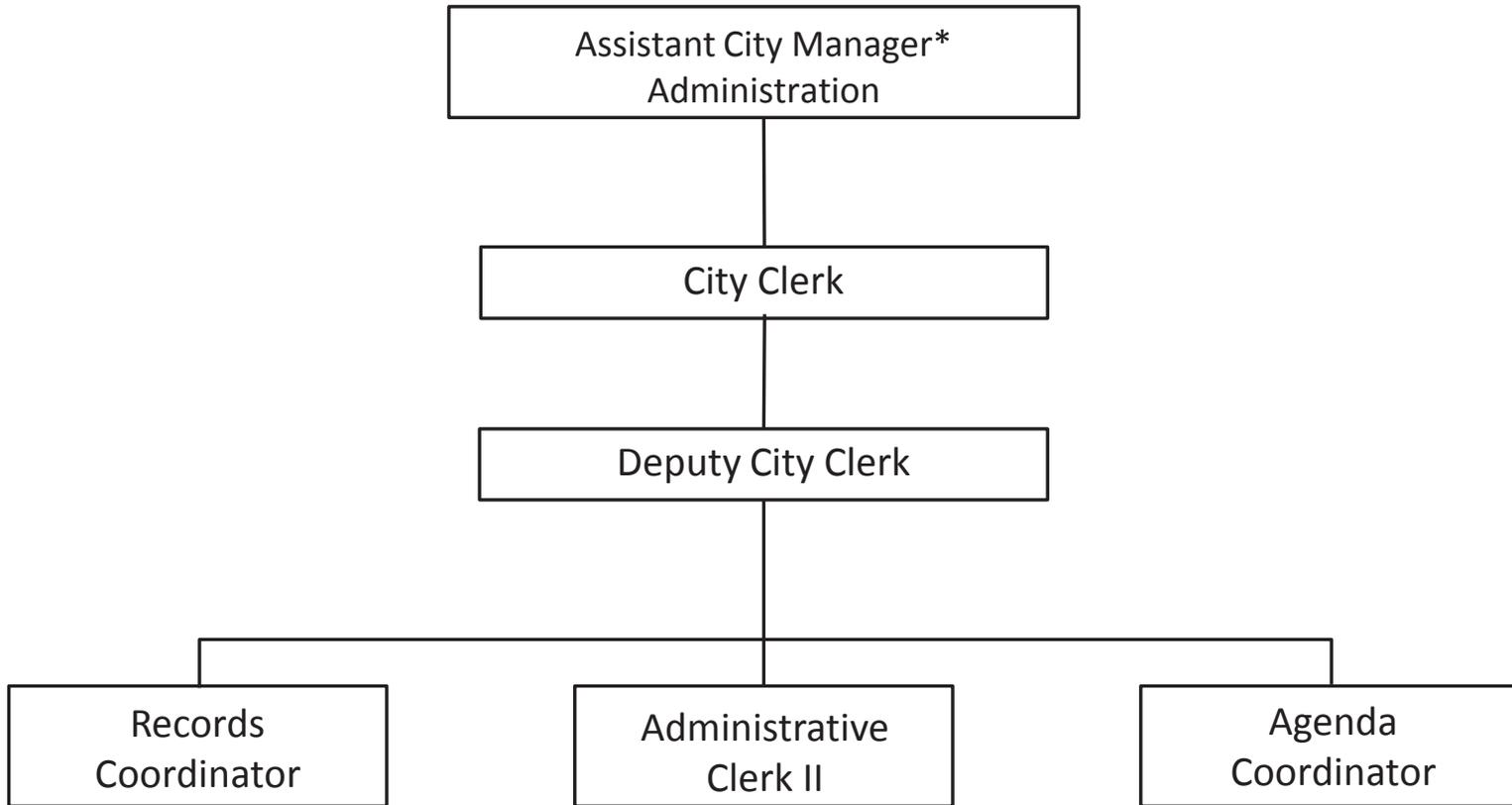
Office of the City Clerk

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*



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 2019 Accomplishments

- Successfully hosted the 5th Annual "Passport to Miramar" Initiative.
- Effectively enhanced passport services and promoted flexibility to meet the public's demand by continuing to offer Passport "Walk-In Day" twice a month.
- Held a positive 2019 Election.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Passport Services	78,877	98,623	114,100	114,100	100,000
Municipal Election	1,813	70	-	-	-
Total	\$ 80,689	\$ 98,693	\$ 114,100	\$ 114,100	\$ 100,000
Expenditures by Program					
Administration	347,877	418,018	513,710	516,410	614,972
Passport Services	170,705	187,606	140,200	139,000	140,450
Municipal Election	206,639	116,928	238,290	311,790	107,200
Total	\$ 725,221	\$ 722,552	\$ 892,200	\$ 967,200	\$ 862,622
Expenditures by Category					
Personnel Services	458,992	540,701	548,900	542,400	622,700
Operating Expense	266,229	181,851	343,300	424,800	239,922
Capital Outlay	-	-	-	-	-
Total	\$ 725,221	\$ 722,552	\$ 892,200	\$ 967,200	\$ 862,622



Office of the City Clerk

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	2.20	2.20	2.75	2.75	3.75
Passport Services	1.30	1.30	0.75	0.75	0.75
Municipal Election	0.50	0.50	0.50	0.50	0.50
Total	4.00	4.00	4.00	4.00	5.00

Position Detail

Administrative Clerk II	-	-	-	-	1.00
Agenda Coordinator	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Records Coordinator	1.00	1.00	1.00	1.00	1.00
Total FTE's	4.00	4.00	4.00	4.00	5.00



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Office of the City Clerk Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Percentage of passport applications processed accurately	 Increase the percentage of passports issued timely.	Last Quarter Actual	100.00%	100.00%	
		YTD Actual	99.38%	99.50%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	99.38%	99.50%	
		% Goal	100.00%	100.00%	
 Percentage of records requests processed within 10 business days	 Increase the percentage of records requests processed in a reasonable time  Allow for compliance with the State of Florida Sunshine Law	Last Quarter Actual	64.00%	75.00%	
		YTD Actual	76.50%	74.25%	
		EOY Target	90.00%	90.00%	90.00%
		% Target	85.00%	82.50%	
		% 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	Last Quarter Actual	95.00%	100.00%	
		YTD Actual	95.00%	97.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	95.00%	97.00%	
		% 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	Last Quarter Actual	6.00	6.00	
		YTD Actual	23.00	23.00	
		EOY Target	22.00	21.00	21.00
		% Target	104.55%	109.52%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 165,239.61	\$ 196,175.07	
		YTD Actual	\$ 722,551.79	\$ 951,539.00	
		EOY Target	\$ 727,400.00	\$ 892,200.00	\$ 862,622.00
		% Target	99.33%	106.65%	
		% Goal	100.00%	100.00%	



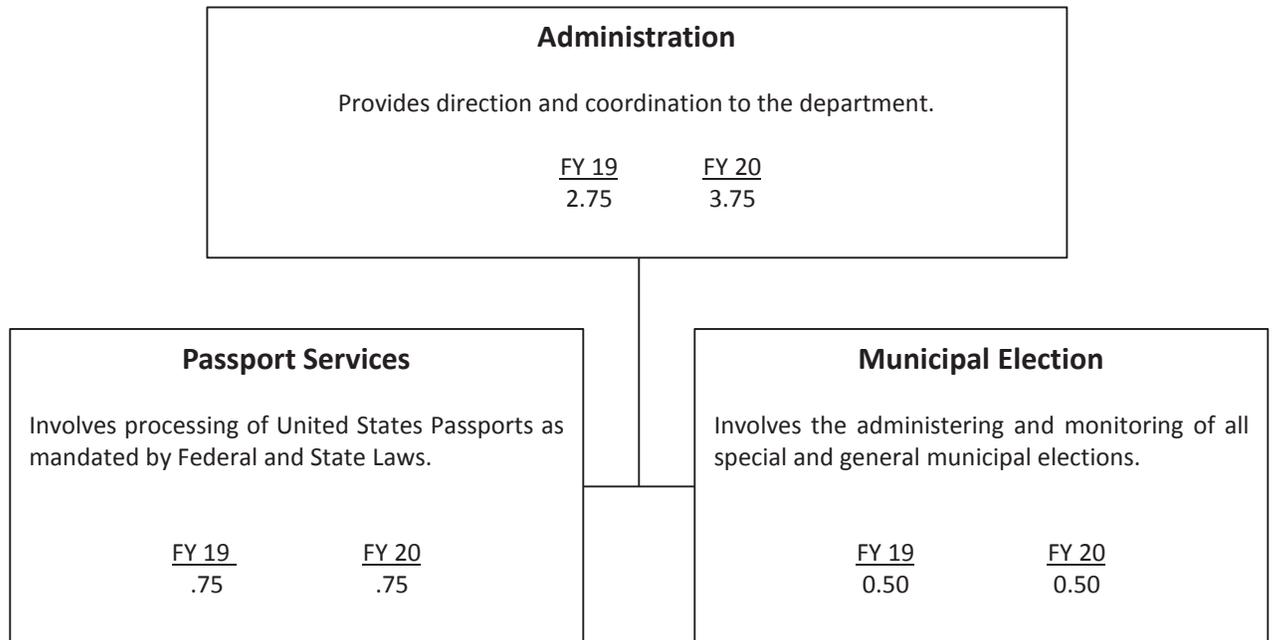
Office of the City Clerk Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Revenues		Last Quarter Actual	\$ 19,608.50	\$ 18,332.59	
		YTD Actual	\$ 98,692.54	\$ 93,238.45	
		EOY Target	\$ 74,000.00	\$ 114,100.00	\$ 100,000.00
		% Target	133.37%	81.72%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 165,239.61	\$ 196,175.07	
		YTD Actual	\$ 722,551.79	\$ 951,539.00	
		EOY Projection	\$ 727,398.00	\$ 886,475.00	\$ 862,622.00
		% Target	99.33%	107.34%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues		Last Quarter Actual	\$ 19,608.50	\$ 18,332.59	
		YTD Actual	\$ 98,692.54	\$ 93,238.45	
		EOY Projection	\$ 85,400.00	\$ 103,500.00	\$ 100,000.00
		% Target	115.57%	90.09%	
		% Goal	100.00%	100.00%	
 Number of course hours/cross training completed by staff	 Develop and increase skill levels of staff	Last Quarter Actual	62.00	56.00	
		YTD Actual	111.00	116.00	
		EOY Target	40.00	40.00	40.00
		% Target	277.50%	290.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	222,282	254,091	325,400	318,900	396,600
Operating Expense	125,595	163,927	188,310	197,510	218,372
Capital Outlay	-	-	-	-	-
Total	\$ 347,877	\$ 418,018	\$ 513,710	\$ 516,410	\$ 614,972

Percent of Time by Position

Administrative Clerk II	-	-	-	-	1.00
Agenda Coordinator	0.45	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 Coordinator	1.00	1.00	1.00	1.00	1.00
Total	2.20	2.20	2.75	2.75	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Passport Services	349001	\$ 78,877	\$ 98,623	\$ 114,100	\$ 114,100	\$ 100,000
Total		\$ 78,877	\$ 98,623	\$ 114,100	\$ 114,100	\$ 100,000

Expenditures by Category

Personnel Services	148,256	170,099	120,200	120,200	122,700
Operating Expense	22,449	17,507	20,000	18,800	17,750
Capital Outlay	-	-	-	-	-
Total	\$ 170,705	\$ 187,606	\$ 140,200	\$ 139,000	\$ 140,450

Percent of Time by Position

Agenda Coordinator	0.55	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	1.30	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	341900	\$ 1,813	\$ 70	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	88,453	116,511	103,300	103,300	103,400
Operating Expense	118,186	417	134,990	208,490	3,800
Capital Outlay	-	-	-	-	-
Total	\$ 206,639	\$ 116,928	\$ 238,290	\$ 311,790	\$ 107,200

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	142,951	155,486	196,100	196,100	232,800
601205	Lump Sum Payout - Accrued Time	3,804	12,573	9,300	9,300	8,900
601210	Non-Pensionable Earnings	-	-	-	-	2,100
601220	Longevity Pay	334	637	700	700	1,300
601400	Overtime-General	7,425	7,772	21,550	15,050	14,000
601410	Overtime-Holiday	10	27	50	50	-
601412	Overtime-Emergency	179	-	-	-	-
602100	FICA & MICA	11,713	13,344	15,600	15,600	18,700
602210	Pension-General	18,297	24,896	35,100	35,100	46,700
602235	Pension-Senior Mgmt	5,005	6,103	6,600	6,600	6,600
602265	Pension-457	3,353	3,746	4,000	4,000	3,100
602305	Health Insurance-HMO	17,384	18,260	23,600	23,600	49,100
602306	Dental Insurance-PPO	1,138	1,215	1,400	1,400	1,600
602307	Dental Insurance-HMO	55	-	-	-	200
602309	Basic Life Insurance	463	462	400	400	500
602311	Long-Term Disability Ins	171	170	300	300	300
602400	Workers' Compensation	10,000	9,400	10,700	10,700	10,700
	Sub-Total	222,282	254,091	325,400	318,900	396,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	14,029	18,805	25,300	25,300	36,100
603425	Software License & Maint	20,210	56,058	71,500	64,500	53,820
603470	Temporary Help	-	2,104	1,000	-	2,100
604001	Travel & Training	5,874	5,199	5,200	9,200	5,200
604100	Communication Svcs	1,751	1,942	2,000	2,000	-
604200	Postage	1,849	1,155	2,300	2,300	1,400
604301	Electricity Svcs	6,369	5,494	6,500	6,500	6,500
604440	Leased Copiers	1,043	-	-	-	-
604500	Risk Internal Svcs Charge	7,000	5,200	5,600	5,600	4,000
604550	Health Ins Internal Serv Chg	-	-	-	-	8,200
604625	R&M Equipment	1,483	1,450	1,500	200	1,500
604740	Ordinance Codification	13,397	11,889	16,000	19,500	12,700
604910	Advertising Costs	14,600	11,935	12,410	20,410	13,300
604916	Administrative Expense	1,144	1,807	2,000	1,200	1,800
604931	Recording Fees	1,895	2,522	2,000	4,000	13,975
604989	IT Internal Svcs Charge	23,200	26,900	20,900	20,900	40,900
605100	Office Supplies	4,468	6,162	6,000	4,392	6,000
605120	Computer Operating Expenses	1,426	402	1,000	400	1,000
605250	Noncap Furn (Item less 5000)	-	-	-	-	2,461
605251	Noncap Equip (Item less 5000)	-	-	-	3,608	911
605290	Other Operating Supplies	903	243	1,000	400	500
605410	Subscriptions & Memberships	2,467	2,160	2,600	2,900	2,945
605500	Training-General	2,489	2,500	2,500	4,200	3,060
605510	Tuition Reimbursement	-	-	1,000	-	-
	Sub-Total	125,595	163,927	188,310	197,510	218,372
Total		\$ 347,877	\$ 418,018	\$ 513,710	\$ 516,410	\$ 614,972



Office of the City Clerk Expenditures by Object Code

Passport Services—001-08-082-512-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	91,861	99,776	71,300	71,300	71,300
601205	Lump Sum Payout - Accrued Time	6,644	12,573	6,000	6,000	4,800
601210	Non-Pensionable Earnings	-	-	-	-	2,100
601220	Longevity Pay	315	637	700	700	700
601400	Overtime-General	351	4,667	650	650	-
601410	Overtime-Holiday	9	22	50	50	-
601412	Overtime-Emergency	219	-	-	-	-
602100	FICA & MICA	7,649	9,048	5,800	5,800	6,000
602210	Pension-General	14,298	13,998	8,500	8,500	9,300
602235	Pension-Senior Mgmt	5,005	6,103	6,600	6,600	6,600
602265	Pension-457	3,190	3,746	4,000	4,000	3,100
602305	Health Insurance-HMO	10,407	11,607	8,100	8,100	10,300
602306	Dental Insurance-PPO	849	866	700	700	700
602307	Dental Insurance-HMO	6	-	-	-	-
602309	Basic Life Insurance	348	351	200	200	200
602311	Long-Term Disability Ins	104	105	100	100	100
602400	Workers' Compensation	7,000	6,600	7,500	7,500	7,500
	Sub-Total	148,256	170,099	120,200	120,200	122,700
	<u>Operating Expense</u>					
604200	Postage	2,990	3,000	3,000	3,000	4,200
604500	Risk Internal Svcs Charge	17,000	12,500	13,500	13,500	9,700
604550	Health Ins Internal Serv Chg	-	-	-	-	1,800
604625	R&M Equipment	80	-	500	-	-
604916	Administrative Expense	211	255	500	-	300
605100	Office Supplies	1,579	1,532	2,000	2,000	1,500
605120	Computer Operating Expenses	590	219	500	300	250
	Sub-Total	22,449	17,507	20,000	18,800	17,750
	Total	\$ 170,705	\$ 187,606	\$ 140,200	\$ 139,000	\$ 140,450

Office of the City Clerk Expenditures by Object Code

Municipal Election—001-08-083-512-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	52,786	62,626	62,600	62,600	62,600
601205	Lump Sum Payout - Accrued Time	5,069	18,732	4,900	4,900	2,300
601210	Non-Pensionable Earnings	-	-	-	-	1,900
601220	Longevity Pay	497	599	600	600	600
602100	FICA & MICA	4,544	6,310	5,000	5,000	5,100
602210	Pension-General	1,400	-	-	-	-
602235	Pension-Senior Mgmt	10,011	12,305	13,300	13,300	13,200
602265	Pension-457	4,536	5,447	5,600	5,600	3,800
602305	Health Insurance-HMO	7,101	8,082	8,600	8,600	11,200
602306	Dental Insurance-PPO	435	435	400	400	400
602309	Basic Life Insurance	122	121	100	100	100
602311	Long-Term Disability Ins	52	52	100	100	100
602400	Workers' Compensation	1,900	1,800	2,100	2,100	2,100
	Sub-Total	88,453	116,511	103,300	103,300	103,400
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	3,840	3,840	-
603425	Software License & Maint	936	117	1,000	1,000	1,000
604550	Health Ins Internal Serv Chg	-	-	-	-	1,900
604625	R&M Equipment	-	-	1,000	-	500
604909	Election Costs	110,107	-	120,000	195,000	-
604910	Advertising Costs	7,100	-	8,000	8,000	-
604916	Administrative Expense	8	-	100	100	100
605100	Office Supplies	-	300	550	550	300
605120	Computer Operating Expenses	35	-	-	-	-
605290	Other Operating Supplies	-	-	500	-	-
	Sub-Total	118,186	417	134,990	208,490	3,800
Total		\$ 206,639	\$ 116,928	\$ 238,290	\$ 311,790	\$ 107,200



Office of the City Clerk Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
349001	Passport Svcs	This revenue is derived from fees collected for the processing of US passport applications.
<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,) - \$30,000 Legistar/MCCi (Commission paperless agenda) - \$15,000 Hightail (electronically transmits audio recordings) - \$310 JustFOIA (Records Management) - \$6,000 C-Finance (Election Software) - \$1,000 MuniCode OrdBank (posting of adopted ordinances online) - \$350 Authorize.net (online payment module for records requests) - \$420 TimeTap (online appt. scheduler) - \$240
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.
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.
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.
605250	Noncap Furn (Item less 5000)	This includes \$2,461 for an office Desk, Filing Cabinet and Credenza for the new FTE (1.0) transfer.
605251	Noncap Equip (Item less 5000)	This includes \$911 for a standard workstation and monitor for the new FTE (1.0) transfer.

Office of the City Clerk Budget Justification

Object #	Account Description	Justification
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 - \$480 Broward County Municipal Clerks Assoc. (BCMCA) - \$300 FL Records Management Assoc. (FRMA) - \$270 Association of Records Mgrs. Administrators (ARMA) - \$615
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



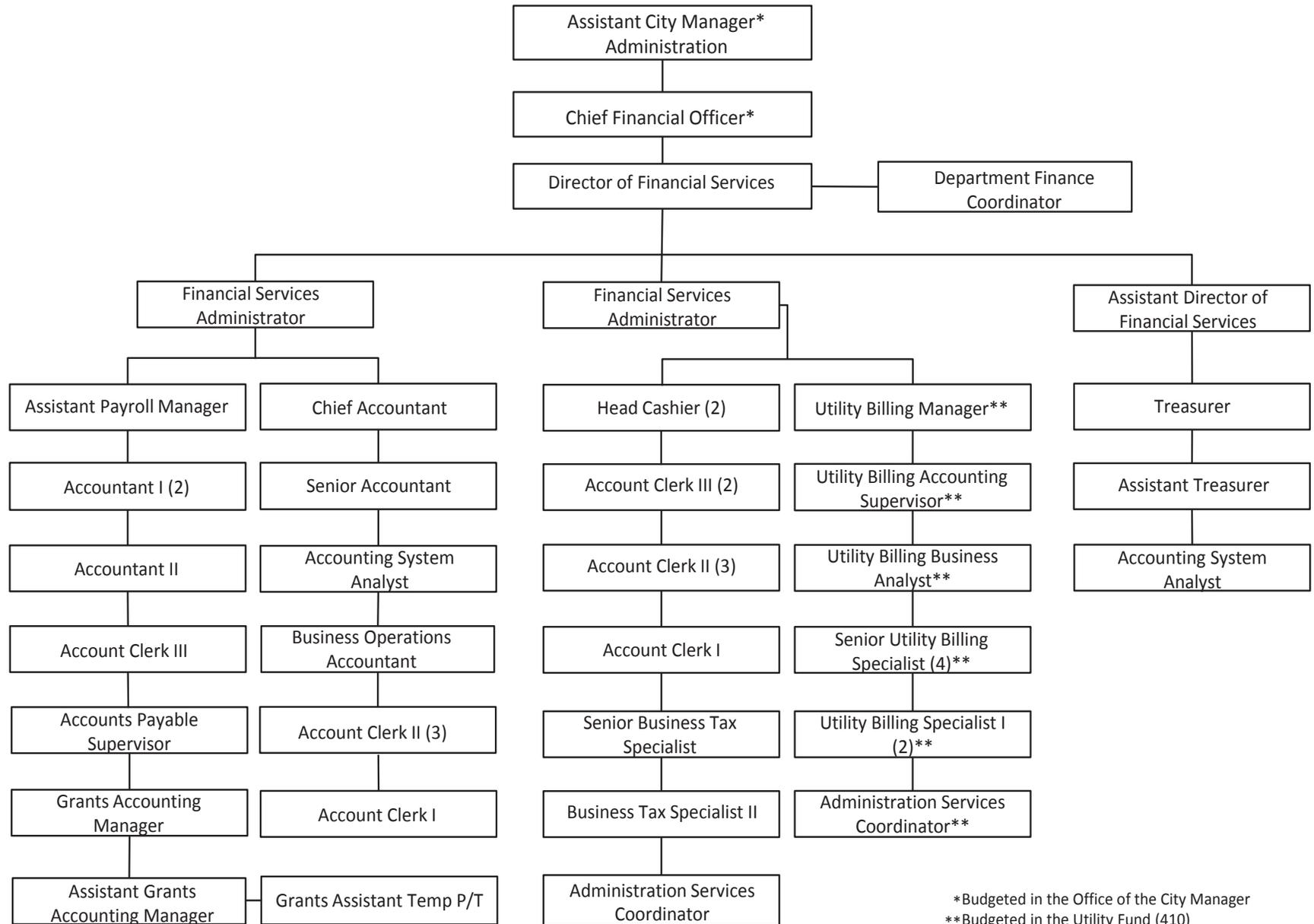


Financial Services

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 2019 Accomplishments

- Issued the FY 2018 Comprehensive Annual Financial Report (CAFR).
- Hosted Financial Empowerment Seminars - Literacy Month (April 2019).
- Received Hurricane Irma Awarded Grant.
- Implemented the C.A.R.E. Revenue Enhancement through P-Card Program.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Accounting and Revenue Enhancement	\$ 2,270,119	\$ 2,222,683	\$ 2,505,000	\$ 2,505,000	\$ 2,535,000

Expenditures by Program

Administration	565,030	662,393	703,600	732,600	573,600
Accounting & Revenue Enhancement	2,997,880	3,363,660	3,363,400	3,334,400	3,969,800
Reporting and Training	26,462	88,982	117,000	117,000	111,000
Grants Administration	224,990	224,166	299,100	299,100	334,800
Total	\$ 3,814,363	\$ 4,339,201	\$ 4,483,100	\$ 4,483,100	\$ 4,989,200

Expenditures by Category

Personnel Services	3,299,481	3,708,321	3,829,900	3,829,900	4,199,000
Operating Expense	514,882	630,881	653,200	618,200	720,200
Capital Outlay	-	-	-	35,000	70,000
Total	\$ 3,814,363	\$ 4,339,201	\$ 4,483,100	\$ 4,483,100	\$ 4,989,200



Financial Services

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	3.00	3.00	3.00	4.00	3.00
Accounting & Revenue Enhancement	29.00	29.00	28.00	29.00	29.00
Reporting and Training	1.00	1.00	1.00	1.00	1.00
Grants Administration	3.00	2.50	2.50	2.50	2.50
Total	36.00	35.50	34.50	36.50	35.50

Position Detail

Account Clerk I*	5.00	3.00	3.00	2.00	2.00
Account Clerk II*	2.00	5.00	5.00	6.00	6.00
Account Clerk III	5.00	4.00	4.00	3.00	3.00
Accountant I	1.00	2.00	2.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accounting Manager	2.00	2.00	2.00	-	-
Accounting Records Clerk*	1.00	-	-	-	-
Accounting Records Clerk* - Part-time	1.00	-	-	-	-
Accounting System Analyst	1.00	1.00	1.00	1.00	2.00
Accounts Payable Supervisor	1.00	1.00	1.00	1.00	1.00
Administration Services Coordinator	-	-	-	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
Assistant Grants Manager	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 I*	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
Financial Services Administrator	-	-	-	2.00	2.00
Grants Accounting Manager	1.00	1.00	1.00	1.00	1.00
Grants Analyst - Part-time	0.50	-	-	-	-
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
Treasurer/Retirement & Financial Planning Resource Manager	1.00	1.00	1.00	1.00	1.00
Total FTE's	36.00	35.50	34.50	36.50	35.50

* Block Budgeting position

Financial Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 1,140,846.95	\$ 1,131,765.42	
		YTD Actual	\$ 4,339,201.48	\$ 4,442,459.52	
		EOY Target	\$ 4,449,200.00	\$ 4,483,100.00	\$ 4,989,200.00
		% Target	97.53%	99.09%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 1,140,846.95	\$ 1,131,765.42	
		YTD Actual	\$ 4,339,201.48	\$ 4,442,459.52	
		EOY Projection	\$ 4,432,966.15	\$ 4,506,580.00	\$ 4,989,200.00
		% Target	97.88%	98.58%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 118,511.97	\$ 124,603.98	
		YTD Actual	\$ 2,222,683.00	\$ 2,346,399.64	
		EOY Target	\$ 2,345,000.00	\$ 2,505,000.00	\$ 2,535,000.00
		% Target	94.78%	93.67%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 118,511.97	\$ 124,603.98	
		YTD Actual	\$ 2,222,683.00	\$ 2,346,399.64	
		EOY Projection	\$ 2,281,350.00	\$ 2,505,000.00	\$ 2,535,000.00
		% Target	97.43%	93.67%	
		% Goal	100.00%	100.00%	
 Number of training sessions held/offered	 Improve supervisory leadership skills	Last Quarter Actual	0.00	1.00	
		YTD Actual	2.00	4.00	
		EOY Target	1.00	3.00	3.00
		% Target	200.00%	133.33%	
		% Goal	100.00%	100.00%	

Financial Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of training sessions held/offered	 Improve staff customer service skills including conflict resolution and communication skills	Last Quarter Actual	0.00	1.00	
		YTD Actual	1.00	4.00	
		EOY Target	1.00	2.00	2.00
		% Target	100.00%	200.00%	
		% Goal	100.00%	100.00%	
 Number of financial reports issued for the fiscal year		Last Quarter 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	Last Quarter Actual	0.00	0.00	
		YTD Actual	29.00	30.00	
		EOY Target	29.00	30.00	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	Last Quarter Actual	43.00	52.00	
		YTD Actual	422.00	330.00	
		EOY Target	510.00	300.00	300.00
		% Target	82.75%	110.00%	
		% Goal	100.00%	100.00%	
 Number of reports issued	 Fed Finance report	Last Quarter 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

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of reports issued	 Quarterly Grants report	Last Quarter 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	Last Quarter 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		Last Quarter Actual		3.00	
		YTD Actual		12.00	
		EOY Target		12.00	12.00
		% Target		100.00%	
		% Goal	100.00%	100.00%	
 Number of reports issued	 Schedule of Expenditure of Federal Awards (SEFA)	Last Quarter 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	Last Quarter Actual	1.00	1.00	
		YTD Actual	3.00	5.00	
		EOY Target	3.00	4.00	4.00
		% Target	100.00%	125.00%	
		% Goal	100.00%	100.00%	

Financial Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Review and issue Business Tax Receipt for complete application within 3 business days	 Efficiency/customer service	Last Quarter Actual	1.00	1.00	
		YTD Actual	3.00	4.00	
		EOY Target	3.00	3.00	3.00
		% Target	100.00%	133.33%	
		% Goal	100.00%	100.00%	
 Number of eligible vendors converted	 Increase ACH vendor participation in an attempt to reduce fraud opportunities	Last Quarter Actual	5.00	59.00	
		YTD Actual	5.00	59.00	
		EOY Target	5.00	30.00	30.00
		% Target	100.00%	196.67%	
		% Goal	100.00%	100.00%	
 Filed by 4/30, 7/31, 10/31, 1/31	 Payroll quarterly form 941	Last Quarter 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	Last Quarter 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)	Last Quarter 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%	

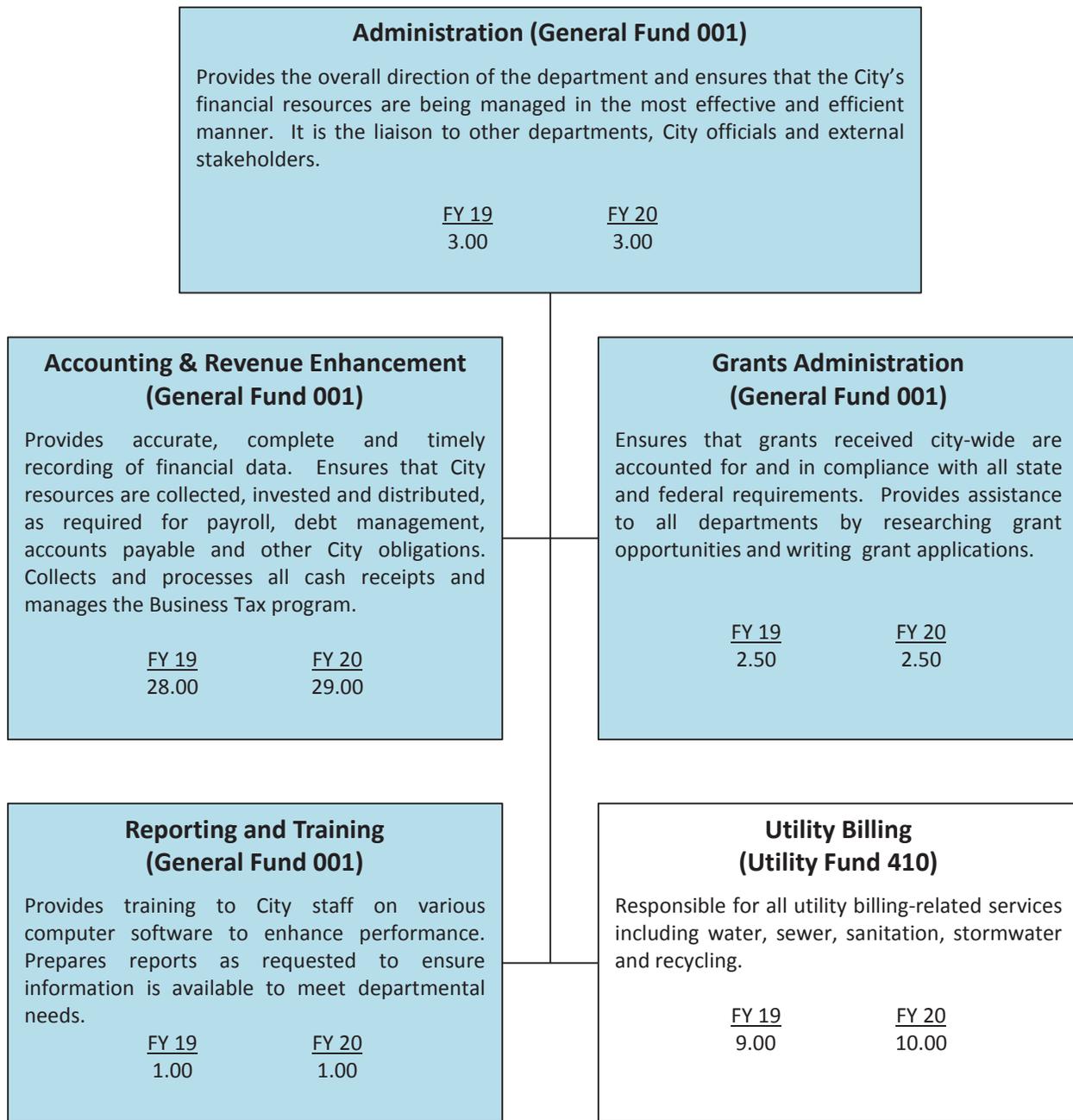
Financial Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Monthly filings by the 20th of the subsequent month	 State Sales Tax	Last Quarter 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)	Last Quarter 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)	Last Quarter 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)	Last Quarter 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 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	482,436	579,765	569,900	569,900	430,900
Operating Expense	82,594	82,629	133,700	127,700	72,700
Capital Outlay	-	-	-	35,000	70,000
Total	\$ 565,030	\$ 662,393	\$ 703,600	\$ 732,600	\$ 573,600

Percent of Time by Position

Assistant Director of Financial Services	1.00	1.00	1.00	1.00	1.00
Department Finance Coordinator	1.00	1.00	1.00	1.00	1.00
Director of Financial Services	1.00	1.00	1.00	1.00	1.00
Internal Auditor	-	-	-	1.00	-
Total	3.00	3.00	3.00	4.00	3.00



The City of Miramar Financial Services and Procurement staff.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Local Business Tax	316000	2,072,694	2,037,554	2,295,000	2,295,000	2,295,000
Admin Fee Cost Recovery	329105	-	-	-	-	5,000
Credit Card Fee	347345	30,123	29,714	35,000	35,000	35,000
Lien Research	349000	167,303	155,415	175,000	175,000	200,000
		\$ 2,270,119	\$ 2,222,683	\$ 2,505,000	\$ 2,505,000	\$ 2,535,000

Expenditures by Category

Personnel Services	2,613,081	2,862,573	2,914,400	2,914,400	3,405,600
Operating Expense	384,799	501,087	449,000	420,000	564,200
Capital Outlay	-	-	-	-	-
Total	\$ 2,997,880	\$ 3,363,660	\$ 3,363,400	\$ 3,334,400	\$ 3,969,800

Percent of Time by Position

Account Clerk I*	5.00	3.00	3.00	2.00	2.00
Account Clerk II*	2.00	5.00	5.00	6.00	6.00
Account Clerk III	5.00	4.00	4.00	3.00	3.00
Accountant I	1.00	2.00	2.00	2.00	2.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accounting Manager	2.00	2.00	2.00	-	-
Accounting Records Clerk*	1.00	-	-	-	-
Accounting Records Clerk* - Part-Time	1.00	-	-	-	-
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
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 I*	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
Financial Services Administrator	-	-	-	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
Treasurer/Retirement & Financial Planning Resource Manager	1.00	1.00	1.00	1.00	1.00
Total	29.00	29.00	28.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	20,262	80,391	104,500	104,500	98,000
Operating Expense	6,200	8,591	12,500	12,500	13,000
Capital Outlay	-	-	-	-	-
Total	\$ 26,462	\$ 88,982	\$ 117,000	\$ 117,000	\$ 111,000

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



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	183,701	185,592	241,100	241,100	264,500
Operating Expense	41,289	38,574	58,000	58,000	70,300
Capital Outlay	-	-	-	-	-
Total	\$ 224,990	\$ 224,166	\$ 299,100	\$ 299,100	\$ 334,800

Percent of Time by Position

Assistant Grants Accounting Manager	-	1.00	1.00	1.00	1.00
Assistant Grants Manager	1.00	-	-	-	-
Grants Accounting Manager	1.00	1.00	1.00	1.00	1.00
Grants Analyst - Part-time	0.50	-	-	-	-
Grants Assistant - Temp Part-time	0.50	0.50	0.50	0.50	0.50
Total	3.00	2.50	2.50	2.50	2.50

Financial Services Expenditures by Object Code

Administration—001-10-100-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	328,093	374,569	373,000	373,000	323,100
601201	Salary Attrition	-	-	(9,000)	(9,000)	(60,000)
601205	Lump Sum Payout - Accrued Time	13,794	18,641	22,700	22,700	20,600
601210	Non-Pensionable Earnings	-	-	-	-	9,700
601215	Communication Stipend	-	2,355	3,900	3,900	3,900
601220	Longevity Pay	-	-	-	-	3,800
602100	FICA & MICA	25,998	26,212	25,500	25,500	25,600
602235	Pension-Senior Mgmt	66,470	87,336	79,000	79,000	40,300
602265	Pension-457	12,381	28,046	30,600	30,600	22,000
602304	Health Insurance-PPO	12,095	13,299	14,500	14,500	-
602305	Health Insurance-HMO	13,475	18,473	19,200	19,200	18,600
602306	Dental Insurance-PPO	652	775	800	800	800
602307	Dental Insurance-HMO	176	176	200	200	200
602309	Basic Life Insurance	1,727	1,977	800	800	700
602311	Long-Term Disability Ins	275	306	500	500	500
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	7,300	7,600	8,200	8,200	11,500
	Sub-Total	482,436	579,765	569,900	569,900	430,900
<u>Operating Expense</u>						
603190	Prof Svcs-Other	725	725	78,000	70,000	6,000
604001	Travel & Training	4,556	7,915	11,300	11,300	11,300
604200	Postage	7	-	-	-	-
604301	Electricity Svcs	16,837	14,525	17,100	17,100	17,100
604402	Leased Vehicles	4,326	-	-	-	-
604440	Leased Copiers	4,775	-	-	-	-
604500	Risk Internal Svcs Charge	4,100	6,400	2,700	2,700	3,200
604550	Health Ins Internal Serv Chg	-	-	-	-	4,700
604610	Fleet Internal Svcs Charge	500	-	-	-	-
604650	R&M Office Equip	-	-	200	200	200
604700	Printing & Binding Svcs	627	1,022	1,500	1,500	1,500
604916	Administrative Expense	523	584	600	1,100	1,100
604950	Employee Awards	889	1,284	1,000	1,000	2,000
604989	IT Internal Svcs Charge	40,100	46,500	15,700	15,700	17,000
605100	Office Supplies	1,399	800	800	2,300	2,300
605120	Computer Operating Expenses	180	800	800	800	800
605220	Vehicle Fuel-On-Site	46	(1)	-	-	-
605250	Noncap Furn (Item less 5000)	-	1,141	1,100	1,100	1,100
605290	Other Operating Supplies	168	2	200	200	200
605410	Subscriptions & Memberships	2,335	931	2,700	2,700	2,700
605500	Training-General	500	-	-	-	1,000
605510	Tuition Reimbursement	-	-	-	-	500
	Sub-Total	82,594	82,629	133,700	127,700	72,700
<u>Dept Capital Outlay</u>						
606471	Software	-	-	-	35,000	70,000
	Sub-Total	-	-	-	35,000	70,000
Total		\$ 565,030	\$ 662,393	\$ 703,600	\$ 732,600	\$ 573,600



Financial Services Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,713,272	1,842,363	1,917,500	1,917,500	2,070,100
601201	Salary Attrition	-	-	(43,000)	(43,000)	-
601205	Lump Sum Payout - Accrued Time	84,087	95,246	105,000	105,000	91,600
601210	Non-Pensionable Earnings	-	128	-	-	19,300
601215	Communication Stipend	-	-	-	-	3,900
601220	Longevity Pay	10,674	15,535	13,600	13,600	10,400
601400	Overtime-General	19,717	12,465	4,000	4,000	20,000
601410	Overtime-Holiday	8,201	8,845	-	-	8,800
601412	Overtime-Emergency	1,039	-	-	-	-
602100	FICA & MICA	136,896	147,639	157,300	157,300	169,500
602210	Pension-General	213,164	259,062	245,000	245,000	280,500
602235	Pension-Senior Mgmt	85,690	108,345	114,000	114,000	148,700
602265	Pension-457	16,114	16,473	19,700	19,700	28,500
602300	Pmt In Lieu Of Insurance	11,222	11,222	12,500	12,500	12,500
602304	Health Insurance-PPO	12,485	13,689	14,600	14,600	33,900
602305	Health Insurance-HMO	228,501	257,459	275,100	275,100	375,200
602306	Dental Insurance-PPO	10,707	10,856	11,200	11,200	11,600
602307	Dental Insurance-HMO	1,608	1,549	1,700	1,700	1,800
602309	Basic Life Insurance	4,616	4,685	4,200	4,200	4,500
602311	Long-Term Disability Ins	2,089	2,112	2,700	2,700	2,900
602312	HDHP Aetna	-	-	-	-	24,600
602313	HSA Payflex	-	-	-	-	4,100
602400	Workers' Compensation	53,000	54,900	59,300	59,300	83,200
	Sub-Total	2,613,081	2,862,573	2,914,400	2,914,400	3,405,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	28,790	50,678	114,800	58,300	86,800
603200	Audit Fees	70,920	67,066	60,000	64,500	70,000
603470	Temporary Help	-	2,344	-	7,000	2,300
604001	Travel & Training	15,756	21,991	30,500	30,500	30,500
604200	Postage	13,089	19,027	14,500	14,500	19,500
604500	Risk Internal Svcs Charge	40,700	64,400	27,200	27,200	32,700
604550	Health Ins Internal Serv Chg	-	-	-	-	74,200
604650	R&M Office Equip	1,000	902	1,000	400	1,000
604700	Printing & Binding Svcs	4,043	4,439	4,000	4,000	4,000
604901	Credit Card Svcs Fees	16,669	36,389	35,000	35,000	35,000
604905	Bank Svcs Charges	-	34	-	-	-
604989	IT Internal Svcs Charge	181,900	210,900	146,300	146,300	171,400
605100	Office Supplies	4,408	8,349	4,800	20,800	15,000
605120	Computer Operating Expenses	1,200	7,986	1,200	1,200	8,000
605240	Uniforms Cost	793	742	900	900	900
605250	Noncap Furn (Item less 5000)	270	4,546	1,000	1,000	4,500
605290	Other Operating Supplies	972	39	1,000	1,000	1,500
605410	Subscriptions & Memberships	1,190	1,206	2,800	3,400	2,800
605500	Training-General	70	50	-	-	100
605510	Tuition Reimbursement	3,031	-	4,000	4,000	4,000
	Sub-Total	384,799	501,087	449,000	420,000	564,200
Total		\$ 2,997,880	\$ 3,363,660	\$ 3,363,400	\$ 3,334,400	\$ 3,969,800

Financial Services Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	3,427	48,625	65,000	65,000	65,000
601201	Salary Attrition	-	-	(1,000)	(1,000)	-
601210	Non-Pensionable Earnings	-	-	-	-	2,000
602100	FICA & MICA	238	3,387	5,000	5,000	5,100
602235	Pension-Senior Mgmt	13,915	14,606	13,800	13,800	13,700
602265	Pension-457	103	-	2,000	2,000	2,000
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602305	Health Insurance-HMO	652	11,330	17,100	17,100	-
602306	Dental Insurance-PPO	-	-	-	-	900
602307	Dental Insurance-HMO	15	210	300	300	-
602309	Basic Life Insurance	8	251	100	100	100
602311	Long-Term Disability Ins	5	82	100	100	100
602400	Workers' Compensation	1,900	1,900	2,100	2,100	2,900
	Sub-Total	20,262	80,391	104,500	104,500	98,000
<u>Operating Expense</u>						
604001	Travel & Training	-	35	4,100	3,900	3,900
604500	Risk Internal Svcs Charge	2,700	4,300	1,800	1,800	2,100
604550	Health Ins Internal Serv Chg	-	-	-	-	100
604650	R&M Office Equip	-	-	100	100	-
604700	Printing & Binding Svcs	-	-	300	300	-
604989	IT Internal Svcs Charge	3,500	4,100	5,200	5,200	5,700
605100	Office Supplies	-	26	600	600	600
605120	Computer Operating Expenses	-	-	400	400	400
605410	Subscriptions & Memberships	-	130	-	200	200
	Sub-Total	6,200	8,591	12,500	12,500	13,000
Total		\$ 26,462	\$ 88,982	\$ 117,000	\$ 117,000	\$ 111,000



Financial Services Expenditures by Object Code

Grants Administration—001-10-103-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	116,208	115,971	160,300	160,300	164,200
601201	Salary Attrition	-	-	(4,000)	(4,000)	-
601205	Lump Sum Payout - Accrued Time	7,256	6,038	5,200	5,200	6,400
601210	Non-Pensionable Earnings	-	-	-	-	4,200
602100	FICA & MICA	8,938	9,009	12,700	12,700	13,400
602235	Pension-Senior Mgmt	15,116	17,307	29,800	29,800	29,600
602260	Pension-401	8,211	6,742	-	-	-
602265	Pension-457	2,239	3,331	4,200	4,200	4,200
602305	Health Insurance-HMO	19,125	19,938	24,800	24,800	31,800
602306	Dental Insurance-PPO	311	864	1,300	1,300	1,300
602307	Dental Insurance-HMO	308	75	-	-	-
602309	Basic Life Insurance	254	365	300	300	400
602311	Long-Term Disability Ins	135	153	200	200	200
602400	Workers' Compensation	5,600	5,800	6,300	6,300	8,800
	Sub-Total	183,701	185,592	241,100	241,100	264,500
<u>Operating Expense</u>						
603190	Prof Svcs-Other	19,983	11,169	20,000	20,000	25,000
604001	Travel & Training	4,780	7,641	9,300	4,862	9,300
604500	Risk Internal Svcs Charge	4,000	6,400	2,700	2,700	3,200
604550	Health Ins Internal Serv Chg	-	-	-	-	5,400
604650	R&M Office Equip	-	-	300	300	300
604700	Printing & Binding Svcs	-	-	300	300	300
604920	License & Permit Fees	9,300	9,300	9,800	9,800	10,000
604989	IT Internal Svcs Charge	2,900	3,400	13,100	13,100	14,100
605100	Office Supplies	95	665	800	800	1,000
605120	Computer Operating Expenses	-	-	700	700	700
605250	Noncap Furn (Item less 5000)	-	-	600	600	600
605410	Subscriptions & Memberships	149	-	400	400	400
605500	Training-General	82	-	-	-	-
605510	Tuition Reimbursement	-	-	-	4,438	-
	Sub-Total	41,289	38,574	58,000	58,000	70,300
	Total	\$ 224,990	\$ 224,166	\$ 299,100	\$ 299,100	\$ 334,800

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.
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.
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: \$20,000 - 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 67, 68 and 75) \$83,000 - Revenue Enhancement (AMI Risk \$3,000, OPEB \$20,000, Pension Actuarial Analysis \$6,000, DAC \$8,700, Excess Benefit \$5,300, Arbitrage \$10,000, Internal Auditors \$30,000) \$25,000 - Grants (Grants Writer) \$3,800 - Miscellaneous other professional services
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.



Financial Services Budget Justification

Object #	Account Description	Justification
605240	Uniforms Cost	This cost is to provide uniforms to customer service employees to portray a professional appearance.
605250	Noncap Furn (Item less 5000)	This is for furniture that cost less than \$5,000 per unit. Administration 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. \$1,100 - Administration (CDW-2 Monitors -\$600; Office Depot File Cabinet - \$500) \$4,500 - Revenue Enhancement (Office Depot Desk - \$1,460; Office Depot File Cabinets - \$840; Office Depot Chairs - \$1,200; CDW Scanners - \$1,000) \$600 - Grants (CDW Monitors)
605290	Other Operating Supplies	This cost is for supplies not specified in other line items.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: Government Finance Officers Association (GFOA), Florida Government Finance Officers Association (FGFOA), CPA License renewals, etc. \$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) \$2,800 - Revenue Enhancement (AICPA - \$300; FGFOA - \$800; SFGFOA - \$250; GFOA - \$750; FICPA - \$200; Payroll Association - \$500) \$200 - Reporting and Training (SFGFOA - \$50; GFOA - \$150) \$400 - Grants - (NGMA \$400)
605500	Training-General	Training - General is available for Continuing Professional Education (CPE) Credits for staff ongoing training and development. \$1,100 - Administration and Revenue Enhancement - Pryor Training/Seminars
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. \$500 - Tuition Reimbursement - Administration - Continuing Education \$4,000 - Tuition Reimbursement - Revenue Enhancement - Continuing Education
606471	Software	This includes the purchase of a Comprehensive Annual Financial Report (CAFR) software with an estimated cost of \$70,000.

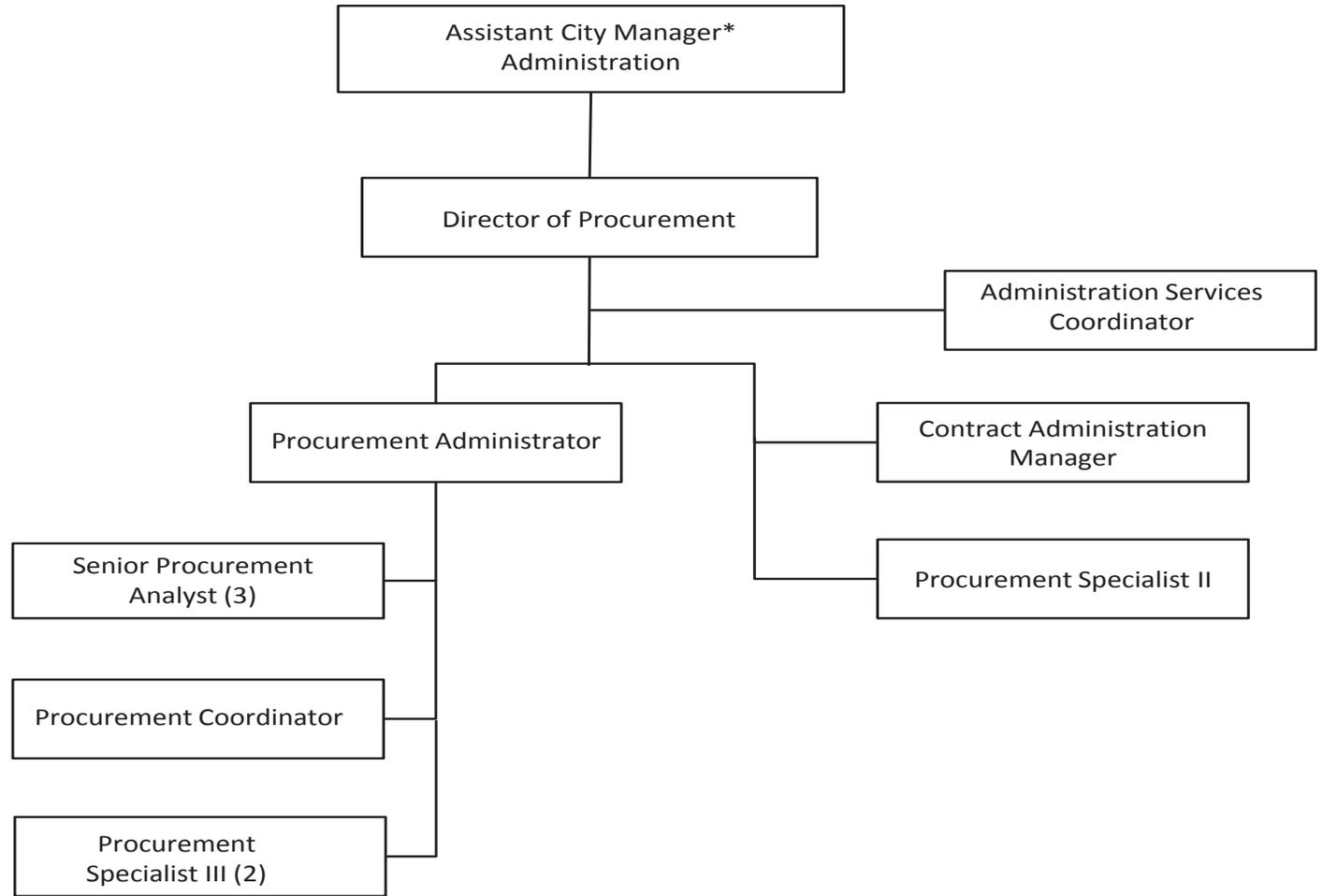
Procurement

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

1. Procurement Operations
2. Mailroom Operations

FY 2019 Accomplishments

- Met target revenues for Fiscal Year 2019.
- Purchase of Govspend software to obtain better pricing and evaluate market trends.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Procurement Operations	253,311	278,918	270,000	270,000	368,000
Expenditures by Program					
Procurement Operations	1,109,307	1,176,317	1,082,700	1,020,100	1,127,061
Mailroom Operations	177,205	203,812	218,400	210,000	254,150
Total	\$ 1,286,512	\$ 1,380,129	\$ 1,301,100	\$ 1,230,100	\$ 1,381,211
Expenditures by Category					
Personnel Services	1,065,439	1,121,855	1,096,800	1,025,800	1,201,100
Operating Expense	221,073	249,266	159,300	149,300	176,461
Capital Outlay	-	9,009	45,000	55,000	3,650
Total	\$ 1,286,512	\$ 1,380,129	\$ 1,301,100	\$ 1,230,100	\$ 1,381,211
Positions by Program					
Procurement Operations	8.00	8.00	8.00	8.00	8.50
Mailroom Operations	2.00	2.00	2.00	2.00	2.50
Total	10.00	10.00	10.00	10.00	11.00
Position Detail					
Administration Services Coordinator	-	-	-	1.00	1.00
Assistant Director of Procurement	1.00	1.00	1.00	-	-
Contract Administration Manager	1.00	1.00	1.00	1.00	1.00
Director of Procurement	1.00	1.00	1.00	1.00	1.00
Procurement Administrator	-	-	-	1.00	1.00
Procurement Analyst I/II	1.00	-	-	-	-
Procurement Coordinator	1.00	2.00	2.00	1.00	1.00
Procurement Specialist I/II/III	3.00	2.00	2.00	2.00	3.00
Senior Procurement Analyst	2.00	3.00	3.00	3.00	3.00
Total FTE's	10.00	10.00	10.00	10.00	11.00



Procurement Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of vendor workshops hosted	 Vendor and supplier outreach	Last Quarter Actual	2.00	2.00	
		YTD Actual	8.00	7.00	
		EOY Target	8.00	8.00	8.00
		% Target	100.00%	87.50%	
		% Goal	100.00%	100.00%	
 Number of solicitations processed and recommended for award within 90 days	 Improve the management of procurement processes	Last Quarter Actual	8.00	7.00	
		YTD Actual	28.00	23.00	
		EOY Target	30.00	25.00	25.00
		% Target	93.33%	92.00%	
		% Goal	100.00%	100.00%	
 Number of pieces processed for mailing	 Prompt and accurate distribution of mail	Last Quarter Actual	14,136.00	10,777.00	
		YTD Actual	62,161.00	52,060.00	
		EOY Target	70,000.00	55,000.00	55,000.00
		% Target	88.80%	94.65%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 338,827.38	\$ 307,151.77	
		YTD Actual	\$ 1,380,128.72	\$ 1,190,206.20	
		EOY Target	\$ 1,390,700.00	\$ 1,301,100.00	\$ 1,381,211.00
		% Target	99.24%	91.48%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 338,827.38	\$ 307,151.77	
		YTD Actual	\$ 1,380,128.72	\$ 1,190,206.20	
		EOY Projection	\$ 1,390,514.00	\$ 1,196,749.00	\$ 1,381,211.00
		% Target	99.25%	99.45%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 31,249.60	\$ 76,772.58	
		YTD Actual	\$ 280,358.11	\$ 487,550.19	
		EOY Target	\$ 199,000.00	\$ 270,000.00	\$ 368,000.00
		% Target	140.88%	180.57%	
		% Goal	100.00%	100.00%	

Procurement Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 31,249.60	\$ 76,772.58	
		YTD Actual	\$ 280,358.11	\$ 487,550.19	
		EOY Projection	\$ 297,900.00	\$ 355,500.00	\$ 368,000.00
		% Target	94.11%	137.14%	
		% Goal	100.00%	100.00%	
 Number of training sessions hosted by Procurement for City Depts.	 Expand City-wide training for end-users	Last Quarter Actual	2.00	4.00	
		YTD Actual	9.00	10.00	
		EOY Target	8.00	8.00	8.00
		% Target	112.50%	125.00%	
		% Goal	100.00%	100.00%	
 Number of transactions spot audit performed	 Munis Transactions Spot Audit	Last Quarter Actual	4.00	5.00	
		YTD Actual	11.00	11.00	
		EOY Target	10.00	10.00	10.00
		% Target	110.00%	110.00%	
		% Goal	100.00%	100.00%	
 Increase the use of P-card by 10%		Last Quarter Actual	-10.00%	10.00%	
		YTD Actual	5.32%	25.60%	
		EOY Target	10.00%	10.00%	10.00%
		% Target	53.19%	256.00%	
		% Goal	100.00%	100.00%	
 Number of training hours attended per staff	 Procurement Training and Development	Last Quarter Actual	16.00	10.00	
		YTD Actual	46.00	47.00	
		EOY Target	40.00	40.00	40.00
		% Target	115.00%	117.50%	
		% Goal	100.00%	100.00%	
 Number of seminars/cooperative meetings attended	 Attend seminars and monthly NIGP meetings	Last Quarter Actual	2.00	2.00	
		YTD Actual	9.00	9.00	
		EOY Target	8.00	8.00	8.00
		% Target	112.50%	112.50%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 19
8.00

FY 20
8.50

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 19
2.00

FY 20
2.50

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Franchise Fee-Towing Services	323900	105,000	105,000	105,000	105,000	142,000
Vending Services	349010	10,306	10,136	11,000	11,000	11,000
Disposal of Fixed Assets-Governmental	364100	110,690	131,908	125,000	125,000	180,000
P-Card Rebates	369915	27,315	31,875	29,000	29,000	35,000
Total		\$ 253,311	\$ 278,918	\$ 270,000	\$ 270,000	\$ 368,000

Expenditures by Category

Personnel Services	913,864	945,749	905,800	843,200	988,600
Operating Expense	195,443	221,559	131,900	121,900	138,461
Capital Outlay	-	9,009	45,000	55,000	-
Total	\$ 1,109,307	\$ 1,176,317	\$ 1,082,700	\$ 1,020,100	\$ 1,127,061

Percent of Time by Position

Administration Services Coordinator	-	-	-	1.00	1.00
Assistant Director of Procurement	1.00	1.00	1.00	-	-
Contract Administration Manager	1.00	1.00	1.00	1.00	1.00
Director of Procurement	0.75	0.75	0.75	0.75	0.75
Procurement Administrator	-	-	-	1.00	1.00
Procurement Analyst I/II	1.00	-	-	-	-
Procurement Coordinator	0.75	1.75	1.75	0.75	0.75
Procurement Specialist I/II/III	1.50	0.50	0.50	0.50	1.00
Senior Procurement Analyst	2.00	3.00	3.00	3.00	3.00
Total	8.00	8.00	8.00	8.00	8.50



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	151,575	176,106	191,000	182,600	212,500
Operating Expense	25,630	27,706	27,400	27,400	38,000
Capital Outlay	-	-	-	-	3,650
Total	\$ 177,205	\$ 203,812	\$ 218,400	\$ 210,000	\$ 254,150

Percent of Time by Position

Director of Procurement	0.25	0.25	0.25	0.25	0.25
Procurement Coordinator	0.25	0.25	0.25	0.25	0.25
Procurement Specialist I/II/III	1.50	1.50	1.50	1.50	2.00
Total	2.00	2.00	2.00	2.00	2.50

Procurement Expenditures by Object Code

Procurement Operations—001-11-120-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	583,546	565,266	580,200	517,600	625,000
601205	Lump Sum Payout - Accrued Time	41,095	71,636	33,800	33,800	29,500
601210	Non-Pensionable Earnings	-	-	-	-	14,700
601220	Longevity Pay	-	804	900	900	1,100
601400	Overtime-General	4,908	562	3,700	3,700	1,000
601410	Overtime-Holiday	293	6	1,000	1,000	-
601412	Overtime-Emergency	501	-	-	-	-
602100	FICA & MICA	48,403	49,555	47,400	47,400	51,500
602210	Pension-General	54,691	60,391	64,300	64,300	55,000
602235	Pension-Senior Mgmt	70,074	89,137	58,900	58,900	81,600
602265	Pension-457	23,804	17,732	19,600	19,600	20,800
602300	Pmt In Lieu Of Insurance	10,644	5,611	6,200	6,200	4,700
602305	Health Insurance-HMO	50,221	61,539	63,000	63,000	61,400
602306	Dental Insurance-PPO	2,914	2,632	2,600	2,600	2,100
602307	Dental Insurance-HMO	326	398	400	400	900
602309	Basic Life Insurance	1,864	1,752	1,300	1,300	1,400
602311	Long-Term Disability Ins	481	429	800	800	900
602312	HDHP Aetna	-	-	-	-	12,300
602313	HSA Payflex	-	-	-	-	2,000
602400	Workers' Compensation	20,100	18,300	21,700	21,700	22,700
	Sub-Total	913,864	945,749	905,800	843,200	988,600
<u>Operating Expense</u>						
603192	Consulting Svcs	83,162	106,839	-	-	-
603400	Contract Svcs-Other	224	52	200	200	150
604001	Travel & Training	2,542	4,377	2,500	2,500	4,400
604100	Communication Svcs	6,159	5,070	6,800	6,800	-
604301	Electricity Svcs	2,508	2,163	2,500	2,500	2,500
604403	Leased Building	2,714	642	1,000	1,000	600
604440	Leased Copiers	2,075	-	-	-	-
604500	Risk Internal Svcs Charge	20,500	20,700	15,000	15,000	11,700
604550	Health Ins Internal Serv Chg	-	-	-	-	13,200
604610	Fleet Internal Svcs Charge	6,000	5,500	5,900	5,900	-
604700	Printing & Binding Svcs	377	284	500	500	500
604890	Special Events-Other	3,148	3,006	7,000	7,000	7,000
604910	Advertising Costs	2,143	2,107	8,000	1,800	6,000
604950	Employee Awards	6,415	4,616	6,500	6,500	6,500
604989	IT Internal Svcs Charge	31,400	36,400	36,600	36,600	59,800
604997	Other Operating Expenses	974	750	2,500	2,500	2,000
605100	Office Supplies	1,570	1,353	1,000	1,000	1,500
605120	Computer Operating Expenses	2,367	919	500	1,700	1,200
605220	Vehicle Fuel-On-Site	2,722	1,875	1,300	1,300	-
605240	Uniforms Cost	-	-	-	-	1,000
605250	Noncap Furn (Item less 5000)	-	-	-	3,000	5,000
605251	Noncap Equip (Item less 5000)	-	19,850	15,000	9,000	911
605290	Other Operating Supplies	494	-	500	500	500
605410	Subscriptions & Memberships	1,327	1,415	4,600	2,600	4,000
605500	Training-General	6,647	3,641	8,000	8,000	6,000
605510	Tuition Reimbursement	9,977	-	6,000	6,000	4,000
	Sub-Total	195,443	221,559	131,900	121,900	138,461
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	9,009	45,000	51,000	-
606471	Software	-	-	-	4,000	-
	Sub-Total	-	9,009	45,000	55,000	-
Total		\$ 1,109,307	\$ 1,176,317	\$ 1,082,700	\$ 1,020,100	\$ 1,127,061



Procurement Expenditures by Object Code

Mailroom Operations—001-11-121-513

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	89,454	108,164	116,800	108,400	128,700
601205	Lump Sum Payout - Accrued Time	11,046	6,534	7,500	7,500	7,000
601210	Non-Pensionable Earnings	-	-	-	-	1,000
601400	Overtime-General	403	468	1,700	1,700	4,000
601410	Overtime-Holiday	1,127	399	500	500	500
601412	Overtime-Emergency	397	-	-	-	-
602100	FICA & MICA	7,330	8,752	9,500	9,500	10,500
602210	Pension-General	14,298	16,997	18,100	18,100	20,300
602235	Pension-Senior Mgmt	6,207	7,703	6,700	6,700	8,600
602265	Pension-457	1,539	2,079	2,900	2,900	3,100
602300	Pmt In Lieu Of Insurance	771	-	-	-	1,600
602305	Health Insurance-HMO	12,139	18,605	19,800	19,800	14,500
602306	Dental Insurance-PPO	632	485	500	500	800
602307	Dental Insurance-HMO	93	218	300	300	100
602309	Basic Life Insurance	239	284	300	300	300
602311	Long-Term Disability Ins	101	116	200	200	200
602312	HDHP Aetna	-	-	-	-	4,100
602313	HSA Payflex	-	-	-	-	700
602400	Workers' Compensation	5,800	5,300	6,200	6,200	6,500
	Sub-Total	151,575	176,106	191,000	182,600	212,500
<u>Operating Expense</u>						
604100	Communication Svcs	698	575	700	700	-
604200	Postage	1,393	2,231	3,100	3,100	3,100
604400	Leased Equipment	5,552	6,470	7,000	7,000	7,000
604550	Health Ins Internal Serv Chg	-	-	-	-	3,700
604610	Fleet Internal Svcs Charge	4,000	3,700	3,900	3,900	5,300
604625	R&M Equipment	-	-	200	200	200
604989	IT Internal Svcs Charge	12,400	14,400	10,400	10,400	16,500
604997	Other Operating Expenses	1,000	303	500	500	500
605100	Office Supplies	100	28	200	200	200
605220	Vehicle Fuel-On-Site	486	-	1,400	1,400	1,500
	Sub-Total	25,630	27,706	27,400	27,400	38,000
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	-	-	3,650
	Sub-Total	-	-	-	-	3,650
Total		\$ 177,205	\$ 203,812	\$ 218,400	\$ 210,000	\$ 254,150

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.
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.
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.
605251	Noncap Equip (Item less 5000)	This includes \$911 for a standard workstation and monitor for the new approved FTE 1.0.
605290	Other Operating Supplies	This cost is for supplies that are not accounted for in other line item, such as emergency preparedness supplies.



Procurement 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: GovSpend (6 Months) Software License Subscription \$2,000; NIGP \$1,100; South FL NIGP Chapter \$400; Fappo \$500.
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.
606441	Vehicle Replacement Program	This represents the cost for the following vehicle replacement: 2011 Ford Escape \$3,650

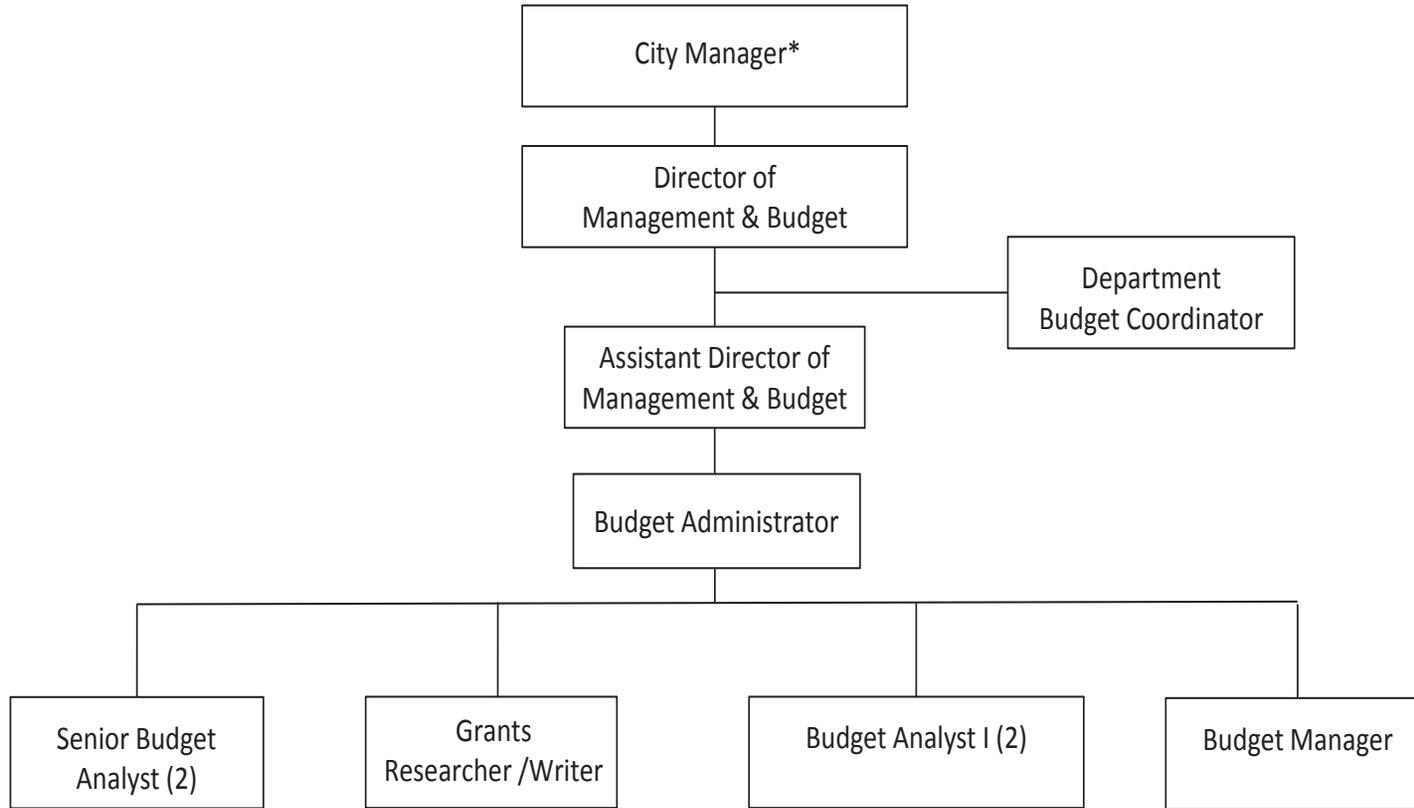
Management and Budget

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 ten full-time budgeted positions, nine full-time and one temporary full-time employees. The three programs provided are:

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

FY 2019 Accomplishments

- Delivered General Fund five-year forecast.
- Implemented daily data transfer for website fiscal transparency portal.
- Conducted numerous trainings with departments on various budget topics.
- Received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA).
- 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 without the use of fund balance.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
None	-	-	-	-	-
Expenditures by Program					
Budget & Capital Project Management	789,269	967,308	1,074,250	980,350	1,021,350
Strategic Planning & Performance Management	341,788	285,068	417,500	371,485	369,900
Fiscal & Structural Innovation	192,093	187,801	445,100	303,100	401,200
Total	\$ 1,323,150	\$ 1,440,178	\$ 1,936,850	\$ 1,654,935	\$ 1,792,450
Expenditures by Category					
Personnel Services	1,146,341	1,266,915	1,589,200	1,390,800	1,566,100
Operating Expense	127,303	173,263	347,650	200,024	226,350
Capital Outlay	49,506	-	-	64,111	-
Total	\$ 1,323,150	\$ 1,440,178	\$ 1,936,850	\$ 1,654,935	\$ 1,792,450



Management and Budget

Positions by Program

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Budget & Capital Project Management	5.65	5.65	5.65	5.65	5.65
Strategic Planning & Performance Management	1.80	1.55	1.55	1.55	1.55
Fiscal & Structural Innovation	1.55	1.80	2.80	2.80	2.80
Total	9.00	9.00	10.00	10.00	10.00

Position Detail

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



The Management and Budget staff. Back row: Sakif Rahman, Norman Mason, Robert Fraidenburg, and Rafael Sanmiguel. Front row: Kelly Cabrera, Karen Livernois, Barbara McClary, Liliana Alvarez and Carmen Dominguez.

Management and Budget Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Percentage of requisitions reviewed and processed within 2 business days	 Enhance budget process	Last Quarter Actual	95.60%	97.20%	
		YTD Actual	96.91%	97.43%	
		EOY Target	92.00%	93.00%	93.00%
		% Target	105.34%	104.76%	
		% Goal	100.00%	100.00%	100.00%
 Percentage of budget transfers reviewed and processed within 2 business days	 Enhance budget process	Last Quarter Actual	94.69%	95.22%	
		YTD Actual	97.88%	92.16%	
		EOY Target	92.00%	93.00%	93.00%
		% Target	106.39%	99.09%	
		% Goal	100.00%	100.00%	
 Number of visitors to the Visual Budget website	 Provide transparent budgetary information to stakeholders	Last Quarter Actual	70.00	160.00	
		YTD Actual	262.00	576.00	
		EOY Target	250.00	300.00	300.00
		% Target	104.80%	192.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 386,196.44	\$ 450,539.77	
		YTD Actual	\$ 1,440,178.00	\$ 1,586,626.06	
		EOY Target	\$ 1,663,985.37	\$ 1,944,535.37	\$ 1,792,450.00
		YTD Actual versus Budget	86.55%	81.59%	
		% Goal	100.00%	100.00%	8.33%
 Meets projected target - Expenses	 Maintain a healthy fund balance	Last Quarter Actual	\$ 386,196.44	\$ 450,539.77	
	 Focus on ways to enhance revenues and reduce costs	YTD Actual	\$ 1,440,178.00	\$ 1,586,626.06	
	 Finances	EOY Projection	\$ 1,410,602.00	\$ 1,704,528.00	\$ 1,792,450.00
		% Target	102.10%	93.08%	
		% Goal	100.00%	100.00%	8.33%
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 20,354,481.41	\$ 20,464,188.74	
		YTD Actual	\$ 111,741,142.39	\$ 117,640,686.19	
		EOY Target	\$ 112,257,365.71	\$ 112,257,365.71	\$ 127,843,522.00
		% Target	99.54%	104.80%	
		% Goal	100.00%	100.00%	



Management and Budget Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets projected target - Revenues	 Maintain a healthy fund balance  Finances	Last Quarter Actual	\$ 20,354,481.41	\$ 20,464,188.74	
		YTD Actual	\$ 111,741,142.39	\$ 117,640,686.19	
		EOY Projection	\$ 112,257,365.71	\$ 112,257,365.71	\$ 127,843,522.00
		% Target	99.54%	104.80%	
		% Goal	34.00%	100.00%	
 GFOA annual Budget Presentation Award ratings		Last Quarter Actual	80.00%	88.43%	
		YTD Actual	80.00%	88.43%	
		EOY Target	82.00%	82.00%	82.00%
		% Target	97.56%	107.84%	
		% Goal	100.00%	100.00%	
 Number of budget training and coaching hours provided by budget staff	 Enhance budget process	Last Quarter Actual	45.00	25.75	
		YTD Actual	363.25	350.25	
		EOY Target	300.00	350.00	350.00
		% Target	121.08%	100.07%	
		% Goal	100.00%	100.00%	
 Percentage of position control transactions processed within 4 days	 Enhance budget process	Last Quarter Actual	100.00%	100.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	95.00%	95.00%	95.00%
		% Target	105.26%	105.26%	
		% Goal	100.00%	100.00%	
 Comparison of General Fund YTD actual revenues versus budget	 Enhance Revenues	Last Quarter Actual	96.60%	97.50%	
		YTD Actual	96.60%	97.50%	
		EOY Target	98.00%	98.00%	98.00%
		% Target	98.57%	99.49%	
		% Goal	100.00%	100.00%	
 Percent of departments that came in under budget	 Reduce costs	Last Quarter Actual	81.25%	46.66%	
		YTD Actual	81.25%	46.66%	
		EOY Target	80.00%	80.00%	80.00%
		% Target	101.56%	58.33%	
		% Goal	80.00%	80.00%	

Management and Budget Balanced Scorecard

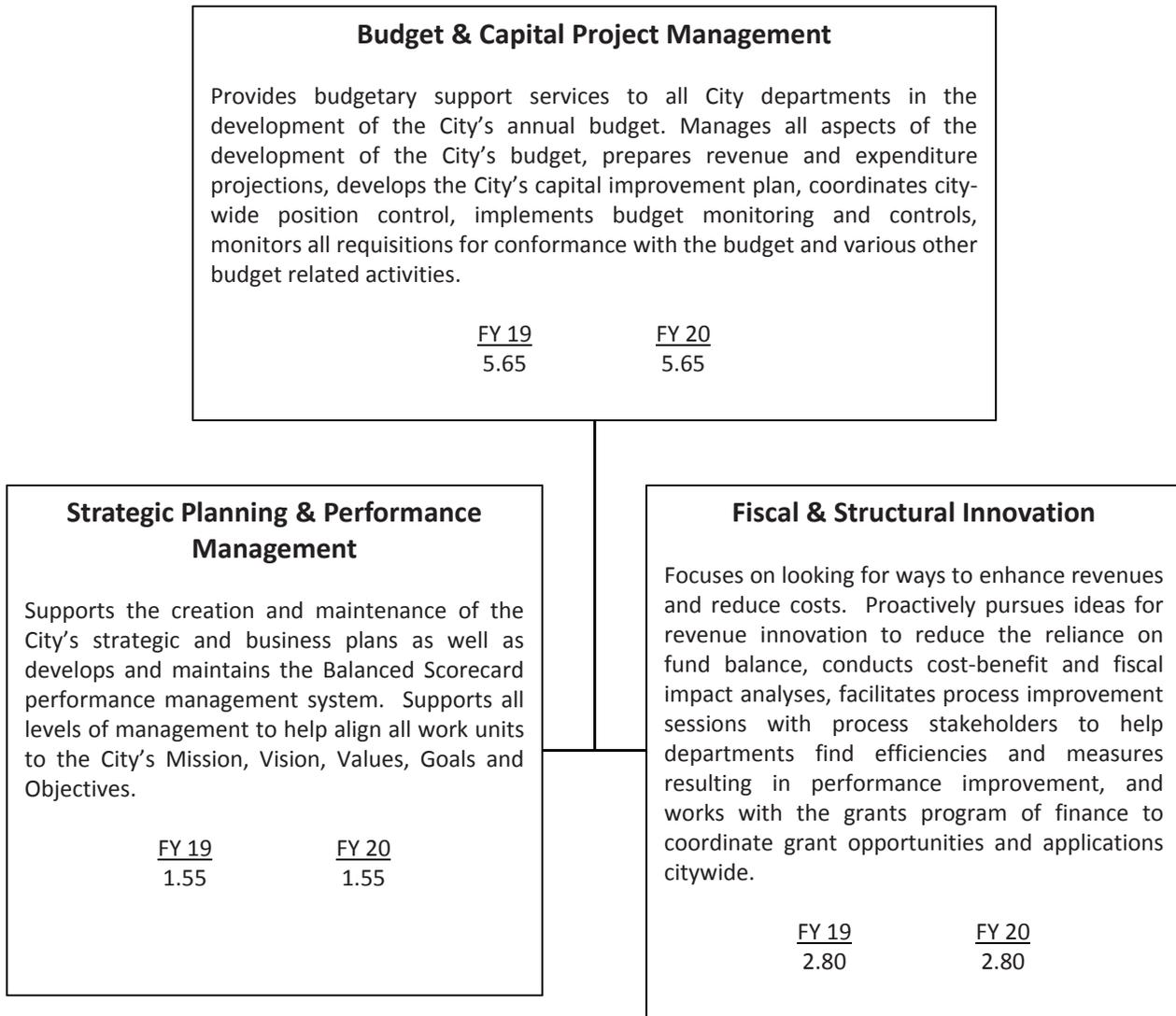
Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Projected Net General Fund Savings	 Enhance Revenues	Last Quarter Actual	\$ 7.29	\$ 6.52	
		YTD Actual	\$ 7.29	\$ 6.52	
	EOY Projection	\$ 6.21	\$ 4.00	\$ 4.00	
	% Target	117.39%	163.00%		
	% Goal	100.00%	100.00%		
 Comparison of General Fund YTD actuals versus budgeted expenditures	 Reduce costs	Last Quarter Actual	96.60%	93.80%	
		YTD Actual	96.60%	93.80%	
		EOY Target	97.00%	96.00%	96.00%
		% Target	99.59%	97.71%	
		% Goal	100.00%	100.00%	
 Number of training hours attended by Budget staff	 Staff development	Last Quarter Actual	86.25	63.50	
		YTD Actual	301.25	184.00	
		EOY Target	225.00	180.00	180.00
		% Target	133.89%	102.22%	
		% Goal	100.00%	100.00%	
 Percentage of unrestricted General Fund balance available for use	 Maintain a healthy fund balance	Last Quarter Actual	49.00%	40.90%	
		YTD Actual	49.00%	40.90%	
		EOY Target	50.00%	50.00%	50.00%
		% Target	98.00%	81.80%	
		% Goal	100.00%	100.00%	
 Unassigned Fund Balance as a % of annual General Fund expenditures	 Maintain a healthy fund balance	Last Quarter Actual	7.12%	5.38%	
		YTD Actual	7.12%	5.38%	
		EOY Target	10.00%	10.00%	10.00%
		% Target	71.20%	53.80%	
		% Goal	100.00%	100.00%	
 Bond ratings evaluation from Moody's		Last Quarter Actual	2	2	
		YTD Actual	2	2	
		EOY Target	2	2	2
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

End of year targets exclude year-end budget amendments.



Management and Budget FTE's by Program



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures by Category						
Personnel Services		671,329	825,397	880,300	828,300	886,600
Operating Expense		99,948	141,911	193,950	152,050	134,750
Capital Outlay		17,991	-	-	-	-
Total		\$ 789,269	\$ 967,308	\$ 1,074,250	\$ 980,350	\$ 1,021,350

Percent of Time by Position

Assistant Director of Management & Budget	0.75	0.50	0.50	0.50	0.50
Budget Administrator	-	-	-	0.75	0.75
Budget Analyst I	0.50	0.75	0.75	1.75	1.75
Budget Manager	1.00	0.75	0.75	-	-
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	0.40
Senior Budget Analyst	2.00	2.25	2.25	1.25	1.25
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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	293,018	264,761	282,600	278,200	298,700
Operating Expense	17,255	20,307	134,900	29,174	71,200
Capital Outlay	31,515	-	-	64,111	-
Total	\$ 341,788	\$ 285,068	\$ 417,500	\$ 371,485	\$ 369,900

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
Budget Analyst I	0.25	0.25	0.25	0.25	0.25
Budget Manager	-	0.25	0.25	-	-
Director of Management & Budget	0.30	0.30	0.30	0.30	0.30
Senior Budget Analyst	1.00	0.50	0.50	0.50	0.50
Total	1.80	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	181,993	176,756	426,300	284,300	380,800
Operating Expense	10,100	11,045	18,800	18,800	20,400
Capital Outlay	-	-	-	-	-
Total	\$ 192,093	\$ 187,801	\$ 445,100	\$ 303,100	\$ 401,200

Percent of Time by Position

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



Management and Budget Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	452,094	531,449	578,000	538,700	574,700
601205	Lump Sum Payout - Accrued Time	27,766	42,221	41,500	31,000	28,000
601210	Non-Pensionable Earnings	-	-	-	-	16,600
601215	Communication Stipend	1,430	1,276	1,900	1,900	1,900
601220	Longevity Pay	1,089	2,607	2,800	2,800	3,800
602100	FICA & MICA	36,448	44,591	47,800	45,600	47,300
602210	Pension-General	7,899	-	-	-	-
602235	Pension-Senior Mgmt	76,380	125,952	122,400	122,400	121,000
602265	Pension-457	14,606	19,619	21,500	21,500	21,100
602300	Pmt In Lieu Of Insurance	10,094	10,429	15,600	15,600	15,600
602304	Health Insurance-PPO	-	9,510	10,900	10,900	12,400
602305	Health Insurance-HMO	26,321	21,441	19,900	19,900	25,800
602306	Dental Insurance-PPO	1,495	1,551	1,500	1,500	1,500
602307	Dental Insurance-HMO	504	540	600	600	600
602309	Basic Life Insurance	1,974	2,104	1,300	1,300	1,200
602311	Long-Term Disability Ins	529	608	800	800	800
602400	Workers' Compensation	12,700	11,500	13,800	13,800	14,300
	Sub-Total	671,329	825,397	880,300	828,300	886,600
<u>Operating Expense</u>						
603192	Consulting Svcs	34,569	49,900	76,200	34,300	19,000
603425	Software License & Maint	1,065	32,428	32,900	35,500	35,000
604001	Travel & Training	-	2,240	12,000	9,400	5,000
604100	Communication Svcs	-	-	1,100	1,100	-
604200	Postage	25	12	50	50	50
604301	Electricity Svcs	8,021	6,919	8,100	8,100	8,100
604440	Leased Copiers	7,155	-	-	-	-
604500	Risk Internal Svcs Charge	12,200	11,300	9,100	9,100	6,600
604550	Health Ins Internal Serv Chg	-	-	-	-	6,600
604700	Printing & Binding Svcs	4,910	5,434	7,200	7,200	6,500
604910	Advertising Costs	2,202	790	6,500	6,500	4,000
604989	IT Internal Svcs Charge	24,900	28,900	29,500	29,500	36,900
604998	Contingency	454	-	2,000	-	1,000
605100	Office Supplies	2,671	2,178	3,500	3,500	2,500
605120	Computer Operating Expenses	123	287	1,500	1,500	500
605250	Noncap Furn (Item less 5000)	794	-	1,000	3,300	500
605410	Subscriptions & Memberships	830	830	2,300	2,000	1,000
605500	Training-General	30	693	1,000	1,000	1,500
	Sub-Total	99,948	141,911	193,950	152,050	134,750
<u>Dept Capital Outlay</u>						
606405	Furniture & Fixtures	7,251	-	-	-	-
606471	Software	10,740	-	-	-	-
	Sub-Total	17,991	-	-	-	-
Total		\$ 789,269	\$ 967,308	\$ 1,074,250	\$ 980,350	\$ 1,021,350

Management and Budget Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	186,248	173,046	183,700	183,700	192,800
601205	Lump Sum Payout - Accrued Time	15,606	9,083	13,100	8,700	9,500
601210	Non-Pensionable Earnings	-	-	-	-	5,600
601215	Communication Stipend	1,235	772	1,100	1,100	1,100
601220	Longevity Pay	1,484	1,022	1,000	1,000	1,400
602100	FICA & MICA	15,295	13,784	14,600	14,600	15,300
602210	Pension-General	3,899	-	-	-	-
602235	Pension-Senior Mgmt	35,637	40,017	38,900	38,900	40,600
602265	Pension-457	8,222	7,943	8,600	8,600	8,200
602300	Pmt In Lieu Of Insurance	1,872	3,868	6,200	6,200	6,200
602304	Health Insurance-PPO	12,095	3,789	3,600	3,600	4,100
602305	Health Insurance-HMO	3,659	4,146	3,500	3,500	5,400
602306	Dental Insurance-PPO	626	592	600	600	600
602307	Dental Insurance-HMO	48	117	100	100	100
602309	Basic Life Insurance	511	613	400	400	400
602311	Long-Term Disability Ins	182	169	300	300	300
602400	Workers' Compensation	6,400	5,800	6,900	6,900	7,100
	Sub-Total	293,018	264,761	282,600	278,200	298,700
<u>Operating Expense</u>						
603192	Consulting Svcs	-	-	115,000	8,774	50,000
604500	Risk Internal Svcs Charge	5,300	4,900	3,900	3,900	2,800
604550	Health Ins Internal Serv Chg	-	-	-	-	1,700
604700	Printing & Binding Svcs	-	-	600	600	-
604989	IT Internal Svcs Charge	9,200	10,700	8,100	8,100	10,200
605410	Subscriptions & Memberships	2,555	3,000	2,500	3,000	3,000
605500	Training-General	200	-	500	500	-
605510	Tuition Reimbursement	-	1,707	4,300	4,300	3,500
	Sub-Total	17,255	20,307	134,900	29,174	71,200
<u>Dept Capital Outlay</u>						
606471	Software	31,515	-	-	64,111	-
	Sub-Total	31,515	-	-	64,111	-
Total		\$ 341,788	\$ 285,068	\$ 417,500	\$ 371,485	\$ 369,900

Management and Budget Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	115,544	100,517	292,600	175,200	259,400
601205	Lump Sum Payout - Accrued Time	1,724	3,958	6,700	4,800	10,700
601210	Non-Pensionable Earnings	-	-	-	-	6,300
601215	Communication Stipend	585	585	900	900	1,600
601220	Longevity Pay	360	304	300	300	300
602100	FICA & MICA	8,762	7,468	22,100	13,700	23,100
602210	Pension-General	3,899	-	-	-	-
602235	Pension-Senior Mgmt	28,830	47,520	62,000	62,000	44,700
602265	Pension-457	6,114	5,745	11,900	11,900	8,900
602300	Pmt In Lieu Of Insurance	2,428	1,457	3,100	3,100	3,100
602304	Health Insurance-PPO	3,892	-	-	-	-
602305	Health Insurance-HMO	3,496	3,441	18,800	4,500	5,400
602306	Dental Insurance-PPO	410	479	900	900	500
602307	Dental Insurance-HMO	48	2	200	200	200
602309	Basic Life Insurance	389	394	600	600	600
602311	Long-Term Disability Ins	111	86	400	400	400
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	5,400	4,800	5,800	5,800	6,000
	Sub-Total	181,993	176,756	426,300	284,300	380,800
<u>Operating Expense</u>						
604500	Risk Internal Svcs Charge	4,000	3,700	3,000	3,000	2,100
604550	Health Ins Internal Serv Chg	-	-	-	-	2,600
604700	Printing & Binding Svcs	-	245	500	500	-
604989	IT Internal Svcs Charge	6,100	7,100	14,600	14,600	15,700
605120	Computer Operating Expenses	-	-	200	200	-
605500	Training-General	-	-	500	500	-
	Sub-Total	10,100	11,045	18,800	18,800	20,400
Total		\$ 192,093	\$ 187,801	\$ 445,100	\$ 303,100	\$ 401,200

Management and Budget Justification

Object #	Account Description	Justification
<u>Expense</u>		
603192	Consulting Svcs	Development of a budget process/document builder software solution.
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.*



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 306.5 budgeted positions of which 306 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 2019 Accomplishments

- The department deployed the new License Plate Recognition (LPR) system, which is a surveillance method that captures license plates to alert police of stolen vehicles and persons of interest.
- The groundbreaking ceremony was held in east Miramar for construction of the new historic district police substation which is expected to be open to the public in 2020.
- The department seeded and hosted the first Restorative Justice Project forum in the south end of Broward County supporting the Urban League of South Broward's initiative.
- The department received grant funding for 400 intranasal Narcan kits, an opioid antagonist designed to reverse opioid overdose, from the Florida Department of Health to assist with our combat against drug use.
- The inaugural "Miles of Freedom 10K Run" to support our military troops took place in the City of Miramar concluding with a ceremonial salute to all military veterans.



The Miramar Police Department remembers and honors the victims of the 9/11 attack 18 years ago.

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Community Oriented Policing	312,467	500,500	506,500	506,500	468,500
Specialized Support	21,950	15,710	9,000	17,579	10,000
Code Compliance	508,551	367,091	723,000	723,000	665,500
Criminal Investigations	41,494	51,977	-	57,306	-
Unassigned	-	85,796	-	-	-
Total	\$ 884,463	\$ 1,021,073	\$ 1,238,500	\$ 1,304,385	\$ 1,144,000

Expenditures by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Office of the Chief	1,843,860	3,001,440	3,379,600	3,448,800	3,385,400
Community Oriented Policing	24,571,680	24,846,238	25,369,150	25,556,675	27,072,780
Specialized Support	5,954,472	6,703,547	6,589,317	6,669,892	8,015,852
Code Compliance	1,810,595	1,886,167	1,814,833	1,829,733	1,888,260
Criminal Investigations	5,961,807	5,642,572	5,039,133	5,105,433	5,408,485
Property & Evidence	774,824	799,553	822,067	853,967	900,500
Strategic Investigations	4,040,537	3,693,093	3,529,280	3,731,880	3,707,763
Police Support Services	3,983,387	3,805,787	3,852,883	3,809,683	4,022,553
Other	-	(2,008)	-	-	-
Total	\$ 48,941,163	\$ 50,376,389	\$ 50,396,263	\$ 51,006,063	\$ 54,401,593

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	39,646,744	42,375,896	41,611,500	42,221,300	44,552,900
Operating Expense	6,215,630	6,310,489	6,951,080	6,900,815	7,320,600
Departmental Capital Outlay	3,078,789	1,690,003	1,833,683	1,883,948	2,528,093
Total	\$ 48,941,163	\$ 50,376,389	\$ 50,396,263	\$ 51,006,063	\$ 54,401,593

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Office of the Chief	11.00	17.50	17.50	18.50	18.50
Community Oriented Policing	147.00	145.00	151.00	151.00	153.00
Specialized Support	30.00	36.00	39.00	38.00	39.00
Code Compliance	15.00	15.00	15.00	15.00	15.00
Criminal Investigations	32.00	30.00	30.00	30.00	30.00
Property & Evidence	8.00	8.00	8.00	8.00	8.00
Strategic Investigations	23.00	18.00	18.00	18.00	18.00
Police Support Services	30.50	28.00	26.00	26.00	25.00
Total	296.50	297.50	304.50	304.50	306.50

Police

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Accreditation & Program Manager	-	-	-	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 Officer	10.00	10.00	10.00	10.00	10.00
Code Compliance Supervisor	1.00	1.00	1.00	1.00	1.00
Communications Officer	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	15.00	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	1.00	1.00	-	-
Executive Assist. to Department	1.00	1.00	1.00	-	-
Evidence/Property Custodian	2.00	2.00	2.00	2.00	2.00
Evidence/Property Supervisor	1.00	1.00	1.00	1.00	1.00
Fiscal/Property Management Clerk	3.00	3.00	3.00	3.00	3.00
Grant/Accreditation Manager	1.00	1.00	1.00	-	-
IT Analyst II	1.00	1.00	-	-	-
IT Analyst III	1.00	1.00	-	-	-
Logistics Coordinator	1.00	1.00	1.00	1.00	1.00
Police Administrative Tech	7.00	7.00	7.00	7.00	7.00
Police Department Administrator	-	-	-	1.00	1.00
Police Department Coordinator	-	-	-	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	161.00	158.00	167.00	167.00	169.00
Police Officer (School Resource Officer)	20.00	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
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
Receptionist - Part-time	0.50	-	-	-	-
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Training Specialist	1.00	1.00	1.00	-	-
Victim Advocate	2.00	1.00	1.00	1.00	1.00
Victim Advocate Program Coordinator	-	1.00	1.00	1.00	1.00
Volunteer Coordinator - Part-time	-	0.50	0.50	0.50	0.50
Total FTE's	296.50	297.50	304.50	304.50	306.50
Positions by Classification					
Sworn Officers	217.00	217.00	226.00	226.00	228.00
Code Compliance	15.00	15.00	15.00	15.00	15.00
Clerk/Tech Positions	64.50	65.50	63.50	63.50	63.50
Total	296.50	297.50	304.50	304.50	306.50



Police Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Community Oriented Policing	 Provide community outreach initiatives and educational campaigns on a quarterly basis	Last Quarter Actual	101.00	92.00	
		YTD Actual	412.00	348.00	
		EOY Target	300.00	350.00	350.00
		% Target	137.33%	99.43%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 12,718,334.66	\$ 13,046,970.74	
		YTD Actual	\$ 50,376,389.00	\$ 50,895,569.57	
		EOY Target	\$ 49,124,133.00	\$ 50,396,263.00	\$ 54,401,593.00
		% Target	102.55%	100.99%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 12,718,334.66	\$ 13,046,970.74	
		YTD Actual	\$ 50,376,389.00	\$ 50,895,569.57	
		EOY Projection	\$ 49,614,031.00	\$ 51,540,423.00	\$ 54,401,593.00
		% Target	101.54%	98.75%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 386,306.09	\$ 273,747.76	
		YTD Actual	\$ 1,021,073.47	\$ 1,035,538.93	
		EOY Target	\$ 1,106,577.00	\$ 1,304,385.00	\$ 1,144,000.00
		% Target	92.27%	79.39%	
		% Goal	100.00%	100.00%	

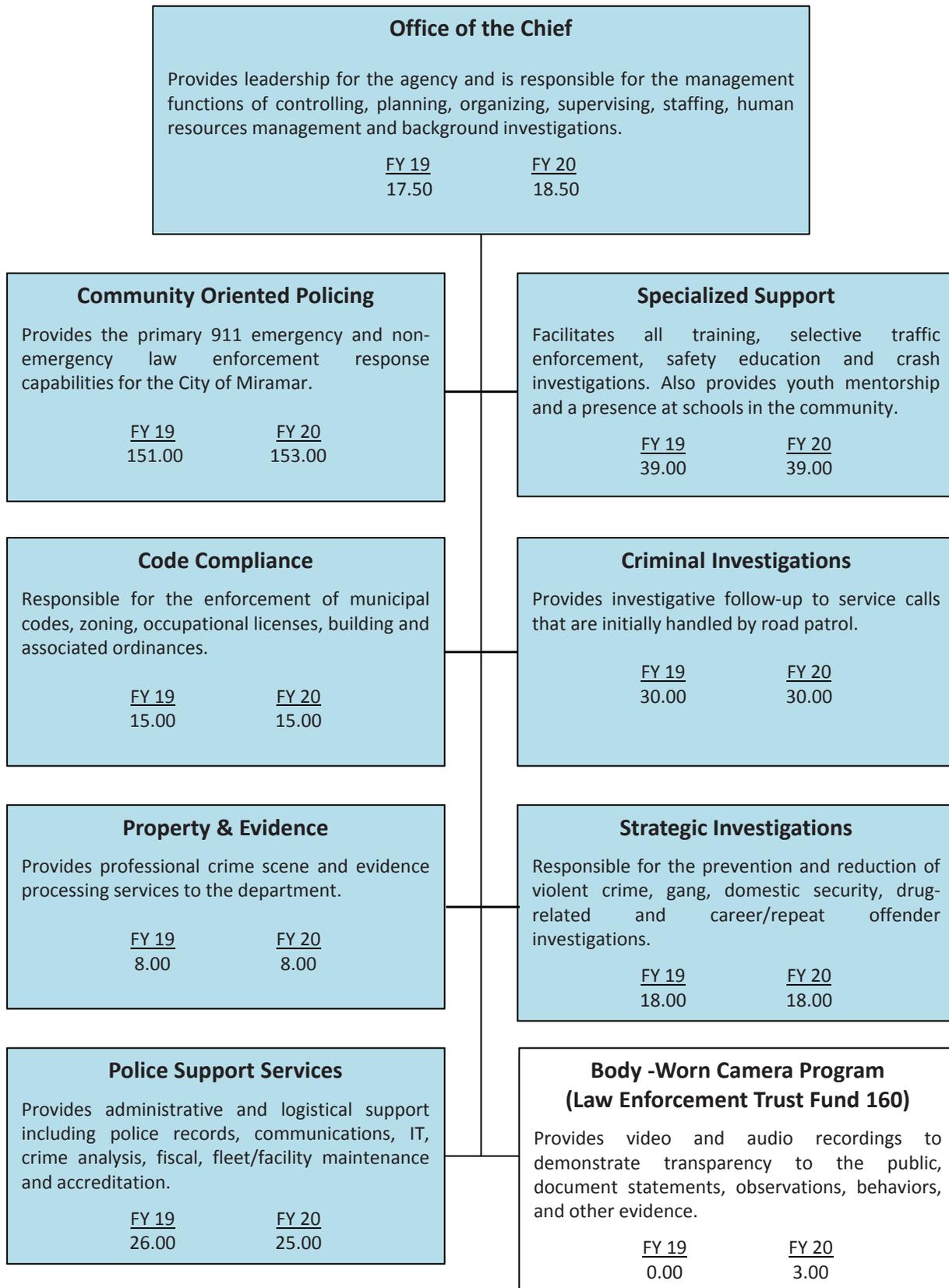
Police Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 386,306.09	\$ 273,747.76	
		YTD Actual	\$ 1,021,473.47	\$ 1,035,538.93	
		EOY Projection	\$ 1,107,277.00	\$ 1,238,500.00	\$ 1,144,000.00
		% Target	92.21%	83.61%	
		% Goal	100.00%	100.00%	
 Code Compliance	 Increase enforcement activity for Code violations affecting the quality of life in the community	Last Quarter Actual	1,759.00	1,719.00	
		YTD Actual	7,836.00	6,708.00	
		EOY Target	6,667.00	6,667.00	6,667.00
		% Target	117.53%	100.62%	
		% Goal	100.00%	100.00%	
 Crime Clearance Rate	 Improve the overall clearance rate of crimes reported	Last Quarter Actual	-1.00%	-0.47%	
		YTD Actual	25.26%	26.54%	
		EOY Target	25.00%	25.00%	25.00%
		% Target	101.04%	106.16%	
		% Goal	100.00%	100.00%	
 Advanced Training	 Provide police personnel with advanced and career development training in addition to the annual instruction curriculum	Last Quarter Actual	2,212.00	2,034.00	
		YTD Actual	7,481.00	10,573.00	
		EOY Target	2,500.00	6,500.00	6,500.00
		% Target	299.24%	162.66%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,552,698	2,676,354	3,073,200	3,073,200	3,015,900
Operating Expense	243,262	279,832	273,700	342,900	292,100
Capital Outlay	47,900	45,255	32,700	32,700	77,400
Total	\$ 1,843,860	\$ 3,001,440	\$ 3,379,600	\$ 3,448,800	\$ 3,385,400

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
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
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Officer	1.00	4.00	4.00	4.00	3.00
Police Personnel Administrator	-	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
Police Planner	-	-	-	-	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
Total	11.00	17.50	17.50	18.50	18.50



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Court Fines	351500	287,707	398,934	400,000	400,000	350,000
Broward County Parking Fines	354101	24,760	27,941	28,500	28,500	28,500
Reimbursed Expenses - General	369910	-	73,625	78,000	78,000	90,000
Total		\$ 312,467	\$ 500,500	\$ 506,500	\$ 506,500	\$ 468,500

Expenditures by Category

Personnel Services	19,478,272	20,763,131	20,840,600	21,096,200	21,981,800
Operating Expense	2,799,797	2,871,165	3,205,850	3,133,775	3,422,500
Capital Outlay	2,293,611	1,211,942	1,322,700	1,326,700	1,668,480
Total	\$24,571,680	\$24,846,238	\$ 25,369,150	\$ 25,556,675	\$ 27,072,780

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Community Service Aide	13.00	16.00	16.00	16.00	16.00
Police Captain	5.00	4.00	4.00	4.00	4.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Officer - CRO	6.00	9.00	9.00	9.00	9.00
Police Officer - K-9	6.00	5.00	5.00	5.00	5.00
Police Officer - Patrol	104.00	95.00	101.00	101.00	103.00
Police Sergeant - CRO	1.00	1.00	1.00	1.00	1.00
Police Sergeant - Patrol*	10.00	13.00	13.00	13.00	13.00
Total	147.00	145.00	151.00	151.00	153.00

* - 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Rental-Police Range Master	362102	\$ 7,657	\$ 8,910	\$ 9,000	\$ 9,000	\$ 10,000
Transfer from Federal Grant Fund	381162	14,293	6,800	-	8,579	-
		<u>\$ 21,950</u>	<u>\$ 15,710</u>	<u>\$ 9,000</u>	<u>\$ 17,579</u>	<u>\$ 10,000</u>

Expenditures by Category

Personnel Services	4,669,967	5,497,532	5,353,400	5,407,700	6,548,000
Operating Expense	1,063,605	1,072,357	1,139,000	1,127,800	1,153,800
Capital Outlay	220,900	133,658	96,917	134,392	314,052
Total	<u>\$ 5,954,472</u>	<u>\$ 6,703,547</u>	<u>\$ 6,589,317</u>	<u>\$ 6,669,892</u>	<u>\$ 8,015,852</u>

Percent of Time by Position

Police Captain	1.00	1.00	1.00	1.00	1.00
Police Officer	23.00	30.00	33.00	33.00	34.00
Police Sergeant	5.00	4.00	4.00	4.00	4.00
Training Specialist	1.00	1.00	1.00	-	-
Total	<u>30.00</u>	<u>36.00</u>	<u>39.00</u>	<u>38.00</u>	<u>39.00</u>



Police Budget Summary by Program

Code Compliance—Program 203

Description

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

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Alarm Registration Fees	342130	60,170	74,577	69,500	69,500	60,000
Lien Research	349000	-	-	38,000	38,000	300,000
Civil Penalty Surcharge	351502	-	-	18,000	18,000	18,000
Administrative Hearing	351503	-	-	90,000	90,000	-
Local Ordinance Violations	354100	309,626	214,239	400,000	400,000	180,000
City Code Violations	354102	138,755	78,275	107,500	107,500	107,500
Total		\$ 508,551	\$ 367,091	\$ 723,000	\$ 723,000	\$ 665,500

Expenditures by Category

Personnel Services	1,446,383	1,523,704	1,442,200	1,455,100	1,547,100
Operating Expense	281,012	257,686	240,100	242,100	262,500
Capital Outlay	83,200	104,777	132,533	132,533	78,660
Total	\$ 1,810,595	\$ 1,886,167	\$ 1,814,833	\$ 1,829,733	\$ 1,888,260

Percent of Time by Position

Administrative Coordinator	3.00	3.00	3.00	3.00	3.00
Code Compliance Manager	1.00	1.00	1.00	1.00	1.00
Code Compliance Supervisor	1.00	1.00	1.00	1.00	1.00
Code Compliance Officer	10.00	10.00	10.00	10.00	10.00
Total	15.00	15.00	15.00	15.00	15.00

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Trfr Fr Fed Grant Fund	381162	41,494	51,977	-	57,306	-

Expenditures by Category

Personnel Services	5,309,679	5,083,137	4,495,800	4,557,000	4,808,600
Operating Expense	431,328	444,466	411,300	416,400	450,400
Capital Outlay	220,800	114,969	132,033	132,033	149,485
Total	\$ 5,961,807	\$ 5,642,572	\$ 5,039,133	\$ 5,105,433	\$ 5,408,485

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Community Service Aide	1.00	-	-	-	-
Police Administrative Tech	2.00	2.00	2.00	2.00	2.00
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Officer - Detective	22.00	21.00	21.00	21.00	21.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Victim Advocate	2.00	1.00	1.00	1.00	1.00
Victim Advocate Program Coordinator*	-	1.00	1.00	1.00	1.00
Total	32.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	641,899	681,161	699,300	723,500	758,100
Operating Expense	94,525	103,940	108,300	116,000	130,300
Capital Outlay	38,400	14,453	14,467	14,467	12,100
Total	\$ 774,824	\$ 799,553	\$ 822,067	\$ 853,967	\$ 900,500

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	3,652,309	3,384,846	3,186,600	3,388,200	3,346,500
Operating Expense	286,728	301,879	298,280	299,280	305,800
Capital Outlay	101,500	6,368	44,400	44,400	55,463
Total	\$ 4,040,537	\$ 3,693,093	\$ 3,529,280	\$ 3,731,880	\$ 3,707,763

Percent of Time by Position

Crime Analyst	-	-	-	-	-
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Officer	18.00	15.00	15.00	15.00	15.00
Police Sergeant	3.00	2.00	2.00	2.00	2.00
Police Crime Intelligence Analyst	1.00	-	-	-	-
Total	23.00	18.00	18.00	18.00	18.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	2,895,536	2,766,033	2,520,400	2,520,400	2,546,900
Operating Expense	1,015,373	981,172	1,274,550	1,222,560	1,303,200
Capital Outlay	72,478	58,581	57,933	66,723	172,453
Total	\$ 3,983,387	\$ 3,805,787	\$ 3,852,883	\$ 3,809,683	\$ 4,022,553

Percent of Time by Position

Budget/Fiscal Property Supervisor	1.00	1.00	1.00	1.00	1.00
Bureau Administrator	-	-	-	-	-
Bureau Commander	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
Community Service Aide	1.00	-	-	-	-
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Division Manager	2.00	2.00	2.00	2.00	2.00
Fiscal/Property Management Clerk	3.00	3.00	3.00	3.00	3.00
IT Analyst II	1.00	1.00	-	-	-
IT Analyst III	1.00	1.00	-	-	-
Logistics Coordinator	1.00	1.00	1.00	1.00	1.00
Police Administrative Tech	5.00	5.00	5.00	5.00	5.00
Police Administrator	-	-	-	-	-
Police Crime Intelligence Analyst	-	1.00	1.00	1.00	1.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Officer	-	-	-	-	-
Police Personnel Administrator	1.00	-	-	-	-
Police Planner	1.00	1.00	1.00	1.00	-
Receptionist - Part-time	0.50	-	-	-	-
Records Supervisor	1.00	1.00	1.00	1.00	1.00
Total	30.50	28.00	26.00	26.00	25.00

Police Expenditures by Object Code

Office of the Chief—001-20-200-521-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	969,770	1,717,251	1,834,500	1,834,500	1,775,700
601201	Salary Attrition	-	-	(39,000)	(39,000)	(41,900)
601205	Lump Sum Payout - Accrued Time	41,545	94,087	130,200	130,200	77,500
601210	Non-Pensionable Earnings	-	-	11,400	11,400	46,000
601215	Communication Stipend	3,168	6,782	7,100	7,100	6,400
601220	Longevity Pay	12,549	30,589	36,400	36,400	39,000
601390	Overtime-Court Time Pay	1,219	37	400	400	-
601400	Overtime-General	33,455	18,864	18,000	18,000	18,900
601402	Overtime-Special Events	542	-	-	-	-
601410	Overtime-Holiday	11,958	6,600	14,500	14,500	7,000
601412	Overtime-Emergency	21,519	2,750	-	-	-
601561	Drop Transfer	-	-	-	-	46,600
602100	FICA & MICA	76,348	124,754	142,800	142,800	138,200
602210	Pension-General	33,594	36,095	58,400	58,400	25,900
602220	Pension-Police	80,100	226,600	381,600	381,600	358,600
602235	Pension-Senior Mgmt	70,074	52,722	69,700	69,700	98,800
602260	Pension-401	20,543	44,398	44,800	44,800	44,800
602265	Pension-457	26,811	53,240	59,900	59,900	51,400
602300	Pmt In Lieu Of Insurance	22,443	23,587	24,900	24,900	18,700
602304	Health Insurance-PPO	-	12,680	14,500	14,500	-
602305	Health Insurance-HMO	80,717	154,483	202,500	202,500	240,800
602306	Dental Insurance-PPO	4,398	8,555	10,300	10,300	10,200
602307	Dental Insurance-HMO	308	367	500	500	500
602309	Basic Life Insurance	2,230	3,433	4,000	4,000	3,900
602311	Long-Term Disability Ins	1,007	1,660	2,600	2,600	2,500
602400	Workers' Compensation	38,400	56,821	43,200	43,200	46,400
	Sub-Total	1,552,698	2,676,354	3,073,200	3,073,200	3,015,900
<u>Operating Expense</u>						
603140	New Hire Screening	5,451	4,360	7,000	6,000	8,300
603183	Accreditation Fees	-	-	10,000	10,000	10,000
603185	Counseling Svcs	275	-	5,000	2,000	-
603190	Prof Svcs-Other	18,033	16,507	13,000	28,000	10,500
604001	Travel & Training	30,640	78,518	25,350	80,050	42,000
604500	Risk Internal Svcs Charge	43,300	46,800	34,500	34,500	27,600
604550	Health Ins Internal Serv Chg	-	-	-	-	31,000
604610	Fleet Internal Svcs Charge	24,300	11,900	13,600	13,600	16,200
604825	Crime Prevention	4,839	5,375	4,900	4,900	5,000
604916	Administrative Expense	13,464	10,050	10,000	13,000	12,000
604950	Employee Awards	3,898	2,348	4,000	5,500	4,000
604989	IT Internal Svcs Charge	67,900	78,700	107,100	107,100	98,600
604998	Contingency	7,087	1,851	6,400	6,400	4,000
605220	Vehicle Fuel-On-Site	11,992	10,402	10,800	10,800	11,100
605240	Uniforms Cost	1,362	2,802	4,000	5,500	2,500
605251	Noncap Equip (Item less 5000)	3,681	2,276	4,700	4,700	2,300
605410	Subscriptions & Memberships	3,898	5,497	3,850	3,850	5,000
605500	Training-General	2,116	2,446	3,500	1,000	2,000
605510	Tuition Reimbursement	1,025	-	6,000	6,000	-
	Sub-Total	243,262	279,832	273,700	342,900	292,100
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	47,900	45,255	32,700	32,700	77,400
	Sub-Total	47,900	45,255	32,700	32,700	77,400
Total		\$ 1,843,860	\$ 3,001,440	\$ 3,379,600	\$ 3,448,800	\$ 3,385,400



Police Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	10,183,828	10,537,760	10,917,900	10,917,900	11,140,500
601201	Salary Attrition	-	-	(265,000)	(265,000)	(260,500)
601205	Lump Sum Payout - Accrued Time	47,207	44,900	70,300	70,300	35,300
601210	Non-Pensionable Earnings	-	-	184,000	184,000	208,300
601215	Communication Stipend	20,620	18,303	18,200	18,200	17,900
601220	Longevity Pay	118,916	110,237	122,600	122,600	129,200
601390	Overtime-Court Time Pay	92,220	106,081	75,500	75,500	94,800
601400	Overtime-General	301,644	400,396	364,100	447,700	400,000
601402	Overtime-Special Events	10,161	4,024	7,500	7,500	4,000
601405	Overtime-SWAT	18,045	16,111	8,500	8,500	15,000
601410	Overtime-Holiday	489,219	485,414	271,300	393,500	515,000
601412	Overtime-Emergency	568,138	-	-	-	-
601561	Drop Transfer	-	-	-	-	268,000
602100	FICA & MICA	927,106	863,217	862,600	912,400	880,200
602210	Pension-General	89,885	144,179	150,100	150,100	178,800
602220	Pension-Police	4,664,093	5,614,084	5,664,000	5,664,000	5,841,900
602260	Pension-401	19,033	6,810	6,200	6,200	-
602265	Pension-457	41,701	21,193	20,300	20,300	18,600
602300	Pmt In Lieu Of Insurance	100,606	124,387	137,100	137,100	124,600
602304	Health Insurance-PPO	249,993	307,073	341,100	341,100	379,400
602305	Health Insurance-HMO	922,857	1,090,108	1,192,300	1,192,300	1,106,600
602306	Dental Insurance-PPO	58,068	60,472	61,500	61,500	55,500
602307	Dental Insurance-HMO	4,501	5,396	6,300	6,300	10,500
602309	Basic Life Insurance	18,585	21,525	23,700	23,700	24,200
602311	Long-Term Disability Ins	11,847	12,819	15,500	15,500	15,800
602312	HDHP Aetna	-	-	-	-	127,400
602313	HSA Payflex	-	-	-	-	23,000
602400	Workers' Compensation	520,000	768,641	585,000	585,000	627,800
	Sub-Total	19,478,272	20,763,131	20,840,600	21,096,200	21,981,800
<u>Operating Expense</u>						
603140	New Hire Screening	7,725	-	13,500	13,500	3,000
603407	Board up Svcs	1,250	3,004	1,500	1,500	2,500
603425	Software License & Maint	324,254	254,653	427,400	371,925	418,000
604001	Travel & Training	5,294	-	4,900	19,900	8,000
604440	Leased Copiers	16,487	-	-	-	-
604500	Risk Internal Svcs Charge	585,000	631,700	465,200	465,200	372,000
604550	Health Ins Internal Serv Chg	-	-	-	-	268,000
604610	Fleet Internal Svcs Charge	527,535	564,200	650,600	650,600	786,300
604920	License & Permit Fees	25,465	-	-	-	-
604989	IT Internal Svcs Charge	597,300	692,500	804,400	804,400	820,200
605220	Vehicle Fuel-On-Site	409,527	488,847	490,200	490,200	502,500
605221	Vehicle Fuel-Off-Site	30,550	28,100	29,200	29,200	30,000
605240	Uniforms Cost	129,390	82,650	83,000	77,000	82,000
605242	Protective Clothing and Shoes	23,352	39,984	65,500	85,500	48,000
605251	Noncap Equip (Item less 5000)	21,158	9,984	31,550	20,950	10,000
605261	Canine Expenses	25,498	23,508	18,400	28,100	16,000
605270	Ammunition Expense	2,814	-	-	-	-
605290	Other Operating Supplies	15,123	15,336	25,000	25,000	15,000
605500	Training-General	46,005	29,718	84,500	39,800	34,000
605510	Tuition Reimbursement	6,071	6,980	11,000	11,000	7,000
	Sub-Total	2,799,797	2,871,165	3,205,850	3,133,775	3,422,500

Police Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Dept Capital Outlay					
606400	Machinery & Equipment	24,676	-	-	-	-
606440	Vehicles Purchase	-	-	-	337,000	-
606441	Vehicle Replacement Program	1,387,700	1,211,942	1,192,200	859,200	1,645,480
606450	Radio Equipment	831,945	-	58,500	58,500	13,000
606470	Computer Equipment	49,289	-	72,000	72,000	10,000
	Sub-Total	2,293,611	1,211,942	1,322,700	1,326,700	1,668,480
	Total	\$ 24,571,680	\$ 24,846,238	\$ 25,369,150	\$ 25,556,675	\$ 27,072,780



Police Expenditures by Object Code

Specialized Support—001-20-202-521-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	2,506,513	3,092,367	3,003,100	3,003,100	3,446,000
601201	Salary Attrition	-	-	(74,000)	(74,000)	(81,300)
601205	Lump Sum Payout - Accrued Time	4,663	9,892	14,700	14,700	6,800
601210	Non-Pensionable Earnings	-	-	55,900	55,900	69,100
601215	Communication Stipend	7,345	7,345	7,300	7,300	8,300
601220	Longevity Pay	51,261	65,471	67,000	67,000	70,100
601390	Overtime-Court Time Pay	7,107	3,487	14,900	14,900	6,600
601400	Overtime-General	107,007	124,109	95,500	120,700	124,000
601402	Overtime-Special Events	6,617	3,895	6,600	6,600	3,900
601405	Overtime-SWAT	488	3,307	1,100	1,100	3,300
601410	Overtime-Holiday	102,431	76,232	48,400	77,500	76,000
601412	Overtime-Emergency	159,502	431	-	-	-
601561	Drop Transfer	-	-	-	-	81,400
602100	FICA & MICA	206,028	236,374	239,700	239,700	274,800
602210	Pension-General	11,998	-	-	-	-
602220	Pension-Police	1,045,099	1,244,297	1,232,800	1,232,800	1,758,700
602235	Pension-Senior Mgmt	-	11,305	10,200	10,200	-
602265	Pension-457	1,701	11,189	12,900	12,900	7,600
602300	Pmt In Lieu Of Insurance	5,611	16,271	24,900	24,900	24,900
602304	Health Insurance-PPO	53,813	95,769	104,500	104,500	87,900
602305	Health Insurance-HMO	260,216	305,229	331,900	331,900	368,400
602306	Dental Insurance-PPO	14,438	18,086	18,700	18,700	19,600
602307	Dental Insurance-HMO	865	1,067	1,300	1,300	1,900
602309	Basic Life Insurance	3,263	3,756	6,500	6,500	7,500
602311	Long-Term Disability Ins	2,702	3,182	4,300	4,300	4,900
602312	HDHP Aetna	-	-	-	-	37,800
602313	HSA Payflex	-	-	-	-	5,400
602400	Workers' Compensation	111,300	164,472	125,200	125,200	134,400
	Sub-Total	4,669,967	5,497,532	5,353,400	5,407,700	6,548,000
<u>Operating Expense</u>						
603459	Crossing Guards	303,374	304,188	400,000	381,000	350,000
604001	Travel & Training	7,482	-	10,000	9,300	8,000
604405	Leased Motorcycles	90,000	90,000	90,000	90,000	90,000
604440	Leased Copiers	3,130	-	-	-	-
604500	Risk Internal Svcs Charge	149,800	161,800	119,200	119,200	95,300
604550	Health Ins Internal Serv Chg	-	-	-	-	83,200
604610	Fleet Internal Svcs Charge	115,500	71,900	74,800	74,800	85,700
604614	R&M Motorcycle	-	4,720	5,000	5,000	4,700
604989	IT Internal Svcs Charge	188,900	219,000	188,100	188,100	207,800
605220	Vehicle Fuel-On-Site	66,665	83,472	85,000	85,000	87,200
605230	Program Supplies	10,690	11,424	14,600	14,600	11,800
605240	Uniforms Cost	6,603	4,774	17,000	21,500	7,000
605251	Noncap Equip (Item less 5000)	-	1,092	3,000	4,500	5,400
605270	Ammunition Expense	111,135	109,409	117,700	117,700	109,400
605290	Other Operating Supplies	3,311	3,333	3,500	3,500	3,300
605500	Training-General	4,796	3,034	5,100	7,600	3,000
605510	Tuition Reimbursement	2,219	4,211	6,000	6,000	2,000
	Sub-Total	1,063,605	1,072,357	1,139,000	1,127,800	1,153,800
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	-	-	37,475	-
606441	Vehicle Replacement Program	220,900	133,658	96,917	96,917	314,052
	Sub-Total	220,900	133,658	96,917	134,392	314,052
Total		\$ 5,954,472	\$ 6,703,547	\$ 6,589,317	\$ 6,669,892	\$ 8,015,852

Police Expenditures by Object Code

Code Compliance—001-20-203-524-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	897,053	867,519	906,400	906,400	898,300
601201	Salary Attrition	-	-	(22,000)	(22,000)	(21,500)
601205	Lump Sum Payout - Accrued Time	19,133	23,104	23,900	23,900	28,900
601210	Non-Pensionable Earnings	-	-	-	-	2,700
601215	Communication Stipend	7,393	6,760	6,800	6,800	6,800
601220	Longevity Pay	5,975	5,657	5,900	5,900	4,800
601400	Overtime-General	16,789	108,747	2,100	15,000	13,000
601410	Overtime-Holiday	1,037	699	-	-	1,000
601412	Overtime-Emergency	43,509	-	-	-	-
602100	FICA & MICA	73,132	76,754	73,200	73,200	73,100
602210	Pension-General	128,778	139,379	159,400	159,400	186,800
602235	Pension-Senior Mgmt	17,318	21,409	19,400	19,400	19,300
602265	Pension-457	2,679	2,746	2,800	2,800	2,800
602304	Health Insurance-PPO	56,817	54,756	58,400	58,400	33,900
602305	Health Insurance-HMO	109,379	126,509	130,800	130,800	208,500
602306	Dental Insurance-PPO	5,482	5,836	5,900	5,900	5,600
602307	Dental Insurance-HMO	1,264	1,131	1,200	1,200	900
602309	Basic Life Insurance	2,013	2,096	2,000	2,000	1,900
602311	Long-Term Disability Ins	1,131	1,102	1,300	1,300	1,300
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	57,500	79,500	64,700	64,700	69,400
	Sub-Total	1,446,383	1,523,704	1,442,200	1,455,100	1,547,100
<u>Operating Expense</u>						
603460	Landscape Svcs	1,345	1,050	3,500	3,500	1,600
604001	Travel & Training	-	-	1,500	2,000	3,000
604301	Electricity Svcs	4,080	3,520	4,100	4,100	4,100
604402	Leased Vehicles	21,710	21,729	11,700	11,700	-
604440	Leased Copiers	275	-	-	-	-
604500	Risk Internal Svcs Charge	56,900	61,500	45,300	45,300	36,200
604550	Health Ins Internal Serv Chg	-	-	-	-	43,200
604610	Fleet Internal Svcs Charge	70,200	38,300	40,900	40,900	47,200
604700	Printing & Binding Svcs	3,701	3,378	3,000	3,000	4,000
604931	Recording Fees	2,469	750	4,000	4,000	2,000
604965	Special Magistrate	12,900	13,800	13,800	13,800	13,800
604989	IT Internal Svcs Charge	78,700	91,200	78,400	78,400	79,900
605100	Office Supplies	2,372	2,977	-	-	-
605120	Computer Operating Expenses	777	-	2,900	1,400	1,000
605220	Vehicle Fuel-On-Site	15,249	14,108	20,000	20,000	20,500
605240	Uniforms Cost	4,757	1,766	5,000	5,000	1,800
605251	Noncap Equip (Item less 5000)	721	-	900	3,900	500
605410	Subscriptions & Memberships	1,551	1,485	2,000	2,000	1,600
605500	Training-General	3,304	2,124	3,100	3,100	2,100
	Sub-Total	281,012	257,686	240,100	242,100	262,500
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	83,200	104,777	132,533	132,533	78,660
	Sub-Total	83,200	104,777	132,533	132,533	78,660
Total		\$ 1,810,595	\$ 1,886,167	\$ 1,814,833	\$ 1,829,733	\$ 1,888,260



Police Expenditures by Object Code

Criminal Investigations—001-20-204-521-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	3,032,943	2,871,356	2,612,400	2,612,400	2,633,500
601201	Salary Attrition	-	-	(65,000)	(65,000)	(61,800)
601205	Lump Sum Payout - Accrued Time	2,535	20,536	43,800	43,800	18,500
601210	Non-Pensionable Earnings	-	-	41,000	41,000	52,900
601215	Communication Stipend	16,640	16,171	15,500	15,500	14,800
601220	Longevity Pay	72,645	74,081	72,200	72,200	69,100
601390	Overtime-Court Time Pay	29,173	19,858	13,200	13,200	22,800
601400	Overtime-General	240,825	235,095	172,600	221,600	235,000
601402	Overtime-Special Events	4,577	2,324	6,400	6,400	2,300
601405	Overtime-SWAT	5,332	2,610	3,600	3,600	2,600
601410	Overtime-Holiday	93,953	75,146	67,800	67,800	75,000
601412	Overtime-Emergency	132,984	-	-	-	-
601561	Drop Transfer	-	-	-	-	259,000
602100	FICA & MICA	238,630	224,492	211,500	223,700	211,700
602210	Pension-General	26,096	29,796	31,600	31,600	34,800
602220	Pension-Police	885,999	889,398	693,700	693,700	653,700
602235	Pension-Senior Mgmt	-	-	12,000	12,000	11,800
602260	Pension-401	13,376	11,841	7,600	7,600	7,600
602265	Pension-457	10,472	9,926	11,600	11,600	11,600
602300	Pmt In Lieu Of Insurance	30,946	27,256	31,200	31,200	31,200
602304	Health Insurance-PPO	44,577	54,436	29,000	29,000	49,400
602305	Health Insurance-HMO	279,811	311,528	318,900	318,900	262,600
602306	Dental Insurance-PPO	16,881	17,895	16,400	16,400	14,400
602307	Dental Insurance-HMO	1,123	963	1,400	1,400	1,600
602309	Basic Life Insurance	4,403	4,095	5,700	5,700	5,700
602311	Long-Term Disability Ins	3,058	2,955	3,700	3,700	3,700
602312	HDHP Aetna	-	-	-	-	31,600
602313	HSA Payflex	-	-	-	-	5,400
602400	Workers' Compensation	122,700	181,379	138,000	138,000	148,100
	Sub-Total	5,309,679	5,083,137	4,495,800	4,557,000	4,808,600
<u>Operating Expense</u>						
603501	Travel-Investigations	2,974	2,853	2,500	7,000	5,000
604001	Travel & Training	3,200	-	1,900	3,500	6,700
604402	Leased Vehicles	8,159	8,159	3,400	3,400	-
604440	Leased Copiers	5,273	-	-	-	-
604500	Risk Internal Svcs Charge	115,500	124,900	92,000	92,000	73,600
604550	Health Ins Internal Serv Chg	-	-	-	-	59,200
604610	Fleet Internal Svcs Charge	94,900	82,300	88,300	88,300	101,200
604989	IT Internal Svcs Charge	157,500	182,600	156,700	156,700	159,800
605220	Vehicle Fuel-On-Site	30,273	33,763	33,300	33,300	34,200
605240	Uniforms Cost	2,222	2,251	15,000	14,000	3,000
605251	Noncap Equip (Item less 5000)	6,538	3,547	3,600	3,600	3,500
605290	Other Operating Supplies	-	651	2,100	2,100	700
605500	Training-General	4,789	3,442	5,500	5,500	3,500
605510	Tuition Reimbursement	-	-	7,000	7,000	-
	Sub-Total	431,328	444,466	411,300	416,400	450,400
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	220,800	114,969	132,033	132,033	149,485
	Sub-Total	220,800	114,969	132,033	132,033	149,485
Total		\$ 5,961,807	\$ 5,642,572	\$ 5,039,133	\$ 5,105,433	\$ 5,408,485

Police Expenditures by Object Code

Property & Evidence—001-20-205-521-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	381,062	405,374	427,000	427,000	434,000
601201	Salary Attrition	-	-	(11,000)	(11,000)	(10,300)
601205	Lump Sum Payout - Accrued Time	8,281	14,808	13,500	13,500	14,200
601215	Communication Stipend	2,400	2,471	2,600	2,600	2,300
601220	Longevity Pay	1,449	2,227	2,200	2,200	3,100
601390	Overtime-Court Time Pay	823	840	4,100	4,100	1,000
601400	Overtime-General	27,158	25,750	21,700	45,900	29,400
601410	Overtime-Holiday	6,422	378	4,800	4,800	5,000
601412	Overtime-Emergency	9,173	-	-	-	-
602100	FICA & MICA	32,659	34,096	34,100	34,100	34,700
602210	Pension-General	61,989	88,187	90,900	90,900	100,500
602220	Pension-Police	21,100	-	-	-	-
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	6,200
602304	Health Insurance-PPO	17,669	19,630	18,600	18,600	34,000
602305	Health Insurance-HMO	40,607	46,041	50,400	50,400	57,900
602306	Dental Insurance-PPO	1,942	2,298	2,100	2,100	2,000
602307	Dental Insurance-HMO	407	221	500	500	700
602309	Basic Life Insurance	1,575	1,466	900	900	900
602311	Long-Term Disability Ins	484	473	600	600	600
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	26,700	36,900	30,100	30,100	32,300
	Sub-Total	641,899	681,161	699,300	723,500	758,100
<u>Operating Expense</u>						
604001	Travel & Training	726	-	2,500	500	3,500
604301	Electricity Svcs	10,120	9,344	10,300	10,300	10,300
604500	Risk Internal Svcs Charge	27,600	29,700	21,900	21,900	17,500
604550	Health Ins Internal Serv Chg	-	-	-	-	16,900
604610	Fleet Internal Svcs Charge	13,700	10,900	11,600	11,600	13,900
604989	IT Internal Svcs Charge	36,800	42,700	41,800	41,800	42,700
605220	Vehicle Fuel-On-Site	2,026	1,425	1,400	1,400	1,500
605225	Equip Gas Oil & Lube	-	800	800	800	900
605240	Uniforms Cost	1,354	1,703	4,000	4,000	1,900
605251	Noncap Equip (Item less 5000)	233	1,634	3,000	12,200	10,000
605266	Photography	187	-	-	-	-
605290	Other Operating Supplies	-	2,271	8,000	8,000	7,500
605410	Subscriptions & Memberships	315	760	500	500	1,000
605500	Training-General	1,465	2,704	2,500	3,000	2,700
	Sub-Total	94,525	103,940	108,300	116,000	130,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	38,400	14,453	14,467	14,467	12,100
	Sub-Total	38,400	14,453	14,467	14,467	12,100
Total		\$ 774,824	\$ 799,553	\$ 822,067	\$ 853,967	\$ 900,500



Police Expenditures by Object Code

Strategic Investigations—001-20-206-521-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,845,415	1,614,177	1,652,400	1,652,400	1,595,300
601201	Salary Attrition	-	-	(41,000)	(41,000)	(37,500)
601205	Lump Sum Payout - Accrued Time	11,472	8,113	6,400	6,400	8,600
601210	Non-Pensionable Earnings	-	-	30,200	30,200	32,700
601215	Communication Stipend	7,183	8,111	10,100	10,100	8,600
601220	Longevity Pay	26,426	23,338	24,300	24,300	27,500
601390	Overtime-Court Time Pay	22,508	25,930	11,500	11,500	23,000
601400	Overtime-General	232,901	239,666	124,800	220,200	239,000
601402	Overtime-Special Events	1,013	-	600	600	-
601405	Overtime-SWAT	12,269	2,540	2,800	2,800	2,500
601410	Overtime-Holiday	68,860	55,918	58,100	58,100	55,800
601412	Overtime-Emergency	89,762	-	-	-	-
601561	Drop Transfer	-	-	-	-	93,000
602100	FICA & MICA	157,052	232,337	131,300	237,500	127,300
602220	Pension-Police	889,399	849,000	838,900	838,900	840,600
602235	Pension-Senior Mgmt	10,411	-	-	-	-
602265	Pension-457	3,662	3,850	3,800	3,800	3,800
602300	Pmt In Lieu Of Insurance	13,962	11,222	18,700	18,700	18,700
602304	Health Insurance-PPO	16,089	14,628	14,500	14,500	16,500
602305	Health Insurance-HMO	160,483	180,587	205,800	205,800	103,500
602306	Dental Insurance-PPO	8,897	8,469	9,000	9,000	8,600
602307	Dental Insurance-HMO	758	739	800	800	900
602309	Basic Life Insurance	2,751	2,350	3,600	3,600	3,500
602311	Long-Term Disability Ins	1,937	1,787	2,300	2,300	2,300
602312	HDHP Aetna	-	-	-	-	76,700
602313	HSA Payflex	-	-	-	-	12,200
602400	Workers' Compensation	69,100	102,086	77,700	77,700	83,400
	Sub-Total	3,652,309	3,384,846	3,186,600	3,388,200	3,346,500
<u>Operating Expense</u>						
604001	Travel & Training	2,359	-	2,000	2,000	1,000
604401	Rental Vehicles	-	73,312	84,500	84,500	71,600
604402	Leased Vehicles	69,469	-	-	-	-
604500	Risk Internal Svcs Charge	68,800	74,200	54,700	54,700	43,700
604550	Health Ins Internal Serv Chg	-	-	-	-	35,500
604610	Fleet Internal Svcs Charge	32,000	27,200	32,900	32,900	39,200
604989	IT Internal Svcs Charge	94,700	109,800	94,000	94,000	90,700
605220	Vehicle Fuel-On-Site	15,141	8,657	12,800	12,800	13,200
605240	Uniforms Cost	3,133	2,503	5,000	6,000	2,500
605251	Noncap Equip (Item less 5000)	-	758	1,100	1,100	800
605290	Other Operating Supplies	143	847	1,980	1,980	800
605500	Training-General	983	1,040	3,300	3,300	1,000
605510	Tuition Reimbursement	-	3,563	6,000	6,000	5,800
	Sub-Total	286,728	301,879	298,280	299,280	305,800
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	101,500	6,368	44,400	44,400	55,463
	Sub-Total	101,500	6,368	44,400	44,400	55,463
	Total	\$ 4,040,537	\$ 3,693,093	\$ 3,529,280	\$ 3,731,880	\$ 3,707,763

Police Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,802,129	1,695,719	1,602,700	1,602,700	1,483,300
601201	Salary Attrition	-	-	(43,000)	(43,000)	(35,200)
601205	Lump Sum Payout - Accrued Time	72,785	55,564	69,700	69,700	43,400
601210	Non-Pensionable Earnings	-	-	-	-	9,700
601215	Communication Stipend	3,706	3,400	3,400	3,400	2,800
601220	Longevity Pay	14,432	16,211	16,300	16,300	9,600
601390	Overtime-Court Time Pay	(60)	133	400	400	100
601400	Overtime-General	41,085	82,267	30,600	30,600	45,000
601410	Overtime-Holiday	30,402	29,482	19,400	19,400	46,000
601412	Overtime-Emergency	52,232	-	-	-	-
602100	FICA & MICA	148,013	139,992	128,200	128,200	118,500
602210	Pension-General	198,666	204,270	198,400	198,400	245,000
602220	Pension-Police	53,000	-	-	-	-
602235	Pension-Senior Mgmt	84,689	99,041	62,600	62,600	67,700
602260	Pension-401	9,612	468	-	-	-
602265	Pension-457	16,384	15,077	13,000	13,000	9,700
602300	Pmt In Lieu Of Insurance	17,796	8,269	-	-	-
602304	Health Insurance-PPO	22,161	40,666	76,600	76,600	16,900
602305	Health Insurance-HMO	197,985	203,759	200,800	200,800	319,700
602306	Dental Insurance-PPO	9,864	9,391	8,900	8,900	8,700
602307	Dental Insurance-HMO	1,986	1,335	1,400	1,400	1,800
602309	Basic Life Insurance	5,008	5,139	3,500	3,500	3,200
602311	Long-Term Disability Ins	2,362	2,152	2,300	2,300	2,100
602312	HDHP Aetna	-	-	-	-	11,900
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	111,300	153,700	125,200	125,200	134,300
	Sub-Total	2,895,536	2,766,033	2,520,400	2,520,400	2,546,900
<u>Operating Expense</u>						
603150	Information Technology Svcs	16,426	16,365	16,900	16,900	18,000
603183	Accreditation Fees	10,450	6,580	-	-	-
603301	Court Appear & Trans Fee	23,138	13,184	25,000	25,000	27,500
604001	Travel & Training	1,397	-	2,900	14,500	7,000
604100	Communication Svcs	222,186	258,607	250,000	228,800	10,000
604200	Postage	13,908	12,128	15,000	15,000	15,500
604300	Water/Wastewater Svcs	30,462	30,778	32,200	32,200	34,400
604301	Electricity Svcs	160,102	148,472	159,900	159,900	159,900
604400	Leased Equipment	75	-	-	-	-
604401	Rental Vehicles	-	6,500	-	-	-
604402	Leased Vehicles	20,175	-	-	-	-
604440	Leased Copiers	7,659	-	-	-	-
604500	Risk Internal Svcs Charge	102,600	110,700	81,600	81,600	65,200
604550	Health Ins Internal Serv Chg	-	-	-	-	58,800
604610	Fleet Internal Svcs Charge	20,400	39,800	47,400	47,400	56,400
604611	Vehicle Rehab & Enhance	42,270	28,173	51,000	51,000	40,000
604612	Vehicle Ancillary	12,240	10,994	14,500	14,500	11,000
604613	Vehicle Detail	2,671	1,241	7,000	7,000	3,000
604620	R&M Buildings	3,534	3,735	-	-	-
604625	R&M Equipment	-	-	-	-	2,500
604645	R&M Radios	37,101	39,252	42,000	42,000	27,300
604650	R&M Office Equip	121	348	1,400	1,400	-
604700	Printing & Binding Svcs	14,434	13,001	14,300	14,300	13,000
604970	Prisoner Care	13,898	-	16,000	-	-
604989	IT Internal Svcs Charge	141,300	163,800	376,650	376,650	676,300
604997	Other Operating Expenses	2,080	-	5,900	5,900	6,000
605100	Office Supplies	16,790	17,458	19,400	19,400	20,000
605120	Computer Operating Expenses	6,370	548	15,000	5,000	2,500



Police Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605220	Vehicle Fuel-On-Site	4,179	3,249	2,100	2,100	2,200
605225	Equip Gas Oil & Lube	-	800	800	800	900
605240	Uniforms Cost	15,868	8,081	14,000	14,000	8,000
605244	Personal Prop Reimburse	50	205	500	500	200
605251	Noncap Equip (Item less 5000)	24,677	22,772	26,200	8,810	14,500
605290	Other Operating Supplies	26,207	9,966	16,000	16,000	8,000
605410	Subscriptions & Memberships	2,164	1,869	1,900	1,900	2,500
605500	Training-General	6,019	1,973	6,000	7,000	2,000
605510	Tuition Reimbursement	14,420	10,592	13,000	13,000	10,600
	Sub-Total	1,015,373	981,172	1,274,550	1,222,560	1,303,200
	Capital Improvement Program					
606700	Law Enforce. Memorial/Display	-	-	-	8,790	-
	Sub-Total	-	-	-	8,790	-
	Dept Capital Outlay					
606441	Vehicle Replacement Program	72,300	58,581	57,933	57,933	172,453
606470	Computer Equipment	178	-	-	-	-
	Sub-Total	72,478	58,581	57,933	57,933	172,453
	Total	\$ 3,983,387	\$ 3,805,787	\$ 3,852,883	\$ 3,809,683	\$ 4,022,553

Police Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
342130	Alarm Registration Fees	This represents fees that the City charges to residential and commercial establishments that have burglar alarms within the City Limits.
349000	Lien Research	Lien Search Certification; to cover cost for validation
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.
362102	Rental-Police Range Master	This revenue source is generated from Range Rental fees and reimbursement from Federal Government for rental cars.
369910	Reimbursed Expenses-General	Reimbursement for overtime worked on Task Force operations.
<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 \$3,000 (program 201) for 2 additional police officer positions (half year funded).
603150	Information Technology Svcs	This line item provides funding for online computerized information services.
603183	Accreditation Fees	Annual accreditation fees: CALEA- \$9,300 Commission for Florida Law Enforcement- \$700
603190	Prof Svcs-Other	This line item is used to fund outside professional services: Psychological testing (\$280 pp) - \$7,600 Services to storage unit and digital lockers - \$400 Forensic investigation (dna testing and photo recognition) - \$1,500 Destruction of Police Uniforms - \$1,000
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 unsecure, and where the owner could not be contacted to secure the residence before the departure of police personnel.



Police Budget Justification

Object #	Account Description	Justification
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: Reed Elsevier- news media service - \$17,000 Identi-Kit Annual Software - \$1,350 Net Motion Software - \$13,850 Sungard Annual OSSi Software - \$200,000 All Traffic solution Annual software - \$3,000 Biometrics4all Annual software - \$1,100 Hawk Analytics Annual Software - \$2,500 Power Details Annual Software - \$7,800 Cellebrite Annual Software - \$3,400 Coban Technologies Annual Software \$8,500 Carolina Crisis Annual Software - \$800 Identity Automation Annual software - \$5,000 Keytrak Annual Software Maintenance - \$900 Motorola Solutions Annual CAD maintenance - \$1,900 CI Technologies Annual Software -\$1,900 Crash Data Annual Software - \$1,100 LPR Software - \$3,200 TVEyes - \$1,700 Motorola radio enhancement - \$138,000 Software licenses & maint. for 2 additional police officer positions (half year funded) - \$5,000 (program 201)
603459	Crossing Guards	This line item is used to fund contractual crossing guard services for all school zones within Miramar.
603460	Landscape Svcs	This line item is to fund the maintenance of vacant properties to include lawn mowing, pool services, and trash removal that violate city code.
603501	Travel-Investigations	This line item funds travel expenses, including tolls, for out of the area or out of state investigators to complete criminal investigations. This also includes the need or requirement for internal affairs investigators or background investigators to leave the area.
604001	Travel & Training	This line item funds travel and accommodations associated with specialized trainings and conferences, such as International Association of Chiefs of Police, FBINAA, the Mayor's Youth Advisory Council and many other annual training conferences.
604100	Communication Svcs	This line item funds computer contract services for the mobile data communication system. The support costs include airtime and cellular service fees, software client license fees and modem expenses for the mobile data terminals. All operating personnel utilize these services to connect to the vehicle locator system, process police reports and access the department's records management system, run FCIC/NCIC inquiries, etc.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	Costs associated with water and wastewater services for police department buildings.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604401	Rental Vehicles	This cost is for rental vehicles: 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.
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.

Police Budget Justification

Object #	Account Description	Justification
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.
604700	Printing & Binding Svcs	This line funds expenses associated with the printing and binding of various department forms and reports, such as police reports, case cards, business cards, training handouts, arrest cards, educational flyers, etc.
604825	Crime Prevention	This line funds expenses associated with the Civilian Police Academy, Citizen Volunteer Program, and Citizen Crime Watch. Educational efforts via lectures, visual aids, and hand-out materials are offered to homeowners' associations, civic groups, churches, businesses and the public-spirited schools by all department personnel.
604916	Administrative Expense	This expenditure is associated with ceremonies, community events, staff meetings, personnel remembrances, awards and presentations.
604931	Recording Fees	This line item is for costs associated with recording special magistrate hearings in all applicable mediums.
604950	Employee Awards	For employee recognition and awards.
604965	Special Magistrate	This line item is for fees paid to contract attorneys who provide special magistrate services to the city.
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 \$2,000 (program 201) for 2 additional police officer positions (half year funded).
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 \$3,000 for 2 additional police officer positions (half year funded).
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)	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 Replacement parts for dive trailer - \$2,700 Promotional products for recruitment and department events - \$2,300 Storage furniture - \$2,000 SWAT accessories - \$800 Printing equipment for Code unit - \$500 Miscellaneous equipment - \$5,000
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

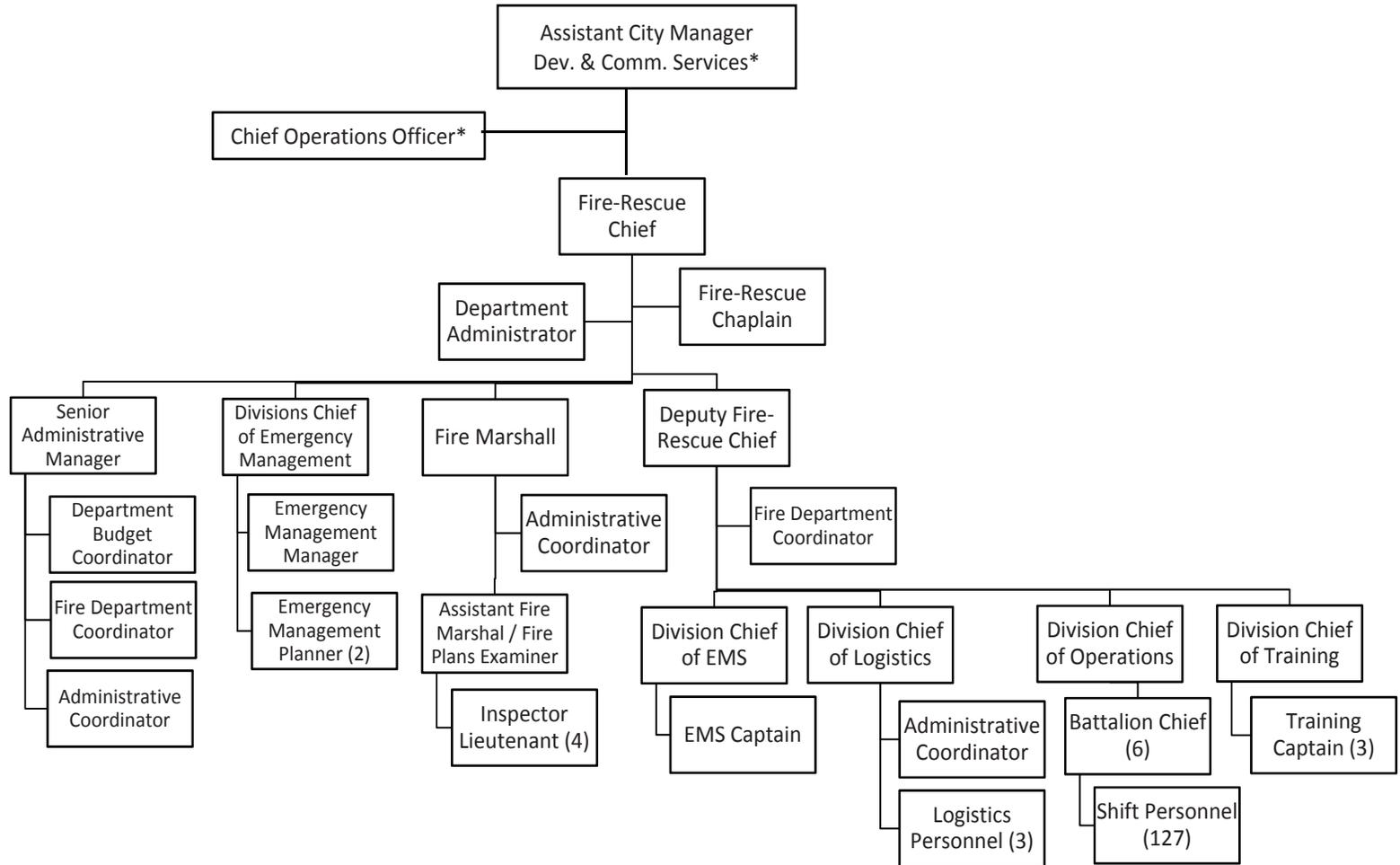
Object #	Account Description	Justification
605410	Subscriptions & Memberships	<p>This cost is for various professional organizational memberships and subscriptions, professional journals and online subscriptions, and access to training materials which update employees on changing laws and procedures 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) - \$1,800 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) - \$525 Allotment for price increases and/or new subscriptions/memberships - \$2,790</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 - \$2,000 FBI Leeds - \$650 Miami Dade Police Dept. Training Bureau - \$1,550 Police Motorcycle Training - \$1,450 Police/CSA Academy for new hires, general officer safety courses - \$20,000 Broward Victim Advocate training - \$250 Fl. Dept. of Health- 911 Dispatch Certification Fee - \$350 Police Honor Guard - \$150 Glock/Range/Tactical Training - \$3,000 FAU Public Safety Leadership Course - \$2,000 Code Officer Safety Training courses - \$1,300 State of Florida Bureau of Criminal Justice - \$160 Institute of Police Technology - \$290 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 - \$1,300 Promotion Consulting Unlimited -Sergeant exam testing - \$9,800 2 additional police officer positions (half year funded) - \$4,000 (program 201)</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>\$2,505,093 budgeted amount consists of: \$1,271,000 for the replacement of 33 vehicles; \$1,135,093 for escrow for future replacements; and \$99,000 for 2 additional vehicles (2 additional police officer positions - half year funded).</p>
606450	Radio Equipment	<p>Radios for 2 additional police officer positions (half-year).</p>
606470	Computer Equipment	<p>Start-up costs associated with 2 additional police officer positions (half-year).</p>

Fire-Rescue

Mission

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

Fire-Rescue Organizational Chart



*Office of the City Manager position



Department Overview

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

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

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

FY 2019 Accomplishments

- Partnered with Memorial Hospital for the Stop the Bleed Program that provided kits and training to 20 local schools.
- Implemented a new Pet Rescue Initiative to include Canine CPR classes and participation in the Humane Society's Canines for Community Resilience Program.
- Conducted community outreach through open house events, disaster preparedness workshops, social media, and coffee with a firefighter.
- Hosted a three day Fire Camp to 35 local high school students interested in the Fire Service.
- Accomplished an 18% increase in fire plan reviews.
- Replaced Automatic External Defibrillators (AED) in City buildings and added 6 new AED sites along with Stop the Bleed kits at each AED location.
- Purchased and implemented the new Self-Contained Breathing Apparatus (SCBA) required per National Fire Protection Association (NFPA) 1981.
- Received Urban Area Security Initiative (UASI) Grant for the replacement of 52 laptops for the Emergency Operations Center/Field Operations Center and facilitated/coordinated with Public Works for the Citywide Mitigation Grant.
- Implemented Doing Business with Miramar Fire Rescue Initiative.

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2017	FY 2018	FY 2019	FY 2019	FY 2020
	Actual	Actual	Budget	Revised	Budget
Administration	122	212	300	300	200
Life Safety	1,597,405	1,721,959	1,830,000	1,830,000	2,050,000
Fire Protection*	20,641,314	20,831,268	22,318,000	22,318,000	22,323,320
Fire-Rescue Training	900	2,883	3,800	3,800	2,800
Emergency Medical Services	1,446,819	1,504,599	1,932,000	1,932,000	1,925,223
Other (Unassigned)	229,191	46,038	746,258	749,534	-
Total	\$ 23,915,750	\$ 24,106,959	\$ 26,830,358	\$ 26,833,634	\$ 26,301,543

* Dedicated revenue covers 94.5% (FY16) and 100% (FY17 thru FY20) of fire protection costs and allowable expenditures in other programs and CIP.

Expenditures by Program

Administration	2,760,293	1,963,155	1,927,334	2,801,865	2,501,310
Logistics	1,111,896	1,352,362	1,099,103	1,105,061	973,135
Life Safety	1,638,585	1,650,534	1,782,340	1,768,019	2,093,300
Fire Protection	14,630,609	15,843,346	17,047,021	17,473,478	17,884,630
Fire-Rescue Training	888,800	843,731	866,414	855,357	1,014,673
Emergency Management	633,833	646,844	686,767	686,767	681,500
Emergency Medical Services	11,197,674	12,184,854	11,954,301	12,019,993	13,543,900
District 107 Response Time Improvement	695	-	-	-	-
Other	-	(2,159)	-	-	-
Total	\$ 32,862,386	\$ 34,482,666	\$ 35,363,280	\$ 36,710,540	\$ 38,692,448



Fire-Rescue

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	27,762,792	30,703,974	29,833,600	30,845,400	33,659,400
Operating Expense	3,311,297	3,083,028	4,031,955	3,979,329	3,897,900
Capital Outlay	1,788,297	695,664	1,497,725	1,885,811	1,135,148
Total	\$ 32,862,386	\$ 34,482,666	\$ 35,363,280	\$ 36,710,540	\$ 38,692,448

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

Position Detail					
Administrative Coordinator	4.00	4.00	4.00	4.00	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	1.00	-	-	-
Department Administrator	-	-	-	1.00	1.00
Department Budget Coordinator	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Division Chief	5.00	5.00	5.00	5.00	5.00
Driver/Engineer	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	1.00	1.00	-	-
Executive Asst. to the Fire Dept.	2.00	1.00	1.00	-	-
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Department Coordinator	-	1.00	1.00	2.00	2.00
Fire Life Safety Coordinator	-	-	-	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
Firefighter Paramedic	68.00	65.00	65.00	65.00	65.00
Inspector Lieutenant	4.00	4.00	4.00	4.00	4.00
Logistics Technician	2.00	2.00	2.00	2.00	2.00
Rescue Lieutenant	18.00	21.00	21.00	21.00	21.00
Senior Administrative Manager	1.00	1.00	1.00	1.00	1.00
Total FTE's	166.00	166.00	165.00	166.00	165.00

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

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

Fire-Rescue Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Total Miramar Fire-Rescue Transports	 Enhanced Continuity of service	Last Quarter Actual	1,125.00	1,105.00	
		YTD Actual	4,786.00	4,603.00	
		EOY Target	5,600.00	5,600.00	5,600.00
		% Target	85.46%	82.20%	
		% Goal	100.00%	100.00%	
 Total Average EMS Response Times	 Reduce Fire-Rescue Response Times to Medical Calls	Last Quarter Actual	6.43	7.00	
		YTD Actual	6.64	6.65	
		EOY Target	6.00	6.00	6.00
		% Target	90.33%	90.29%	
		% Goal	100.00%	100.00%	
 % of EMS calls arrived in 6 minutes or less	 Reduce Fire-Rescue Response Times to Medical Calls	Last Quarter Actual	75.00%	74.00%	
		YTD Actual	73.00%	73.51%	
		EOY Target	83.00%	83.00%	83.00%
		% Target	87.95%	88.57%	
		% Goal	100.00%	100.00%	
 Total Average Fire Response Time	 Reduce Fire-Rescue Response Times to Medical Calls	Last Quarter Actual	4.59	5.25	
		YTD Actual	4.98	4.84	
		EOY Target	6.00	6.00	6.00
		% Target	120.42%	123.90%	
		% Goal	100.00%	100.00%	
 % of Fire calls arrived in 6 minutes or less	 Reduce Fire-Rescue Response Times to Medical Calls	Last Quarter Actual	89.00%	86.00%	
		YTD Actual	86.75%	87.75%	
		EOY Target	90.00%	90.00%	90.00%
		% Target	96.39%	97.50%	
		% Goal	100.00%	100.00%	
 Number of EMS Calls Responded to	 Enhanced Continuity of service	Last Quarter Actual	1,981.00	1,957.00	
		YTD Actual	8,480.00	8,247.00	
		EOY Target	8,984.00	8,984.00	8,984.00
		% Target	94.39%	91.80%	
		% Goal	100.00%	100.00%	



Fire-Rescue Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of Fire Calls Responded to	 Enhanced Continuity of service	Last Quarter Actual	794.00	889.00	
		YTD Actual	3,231.00	3,606.00	
		EOY Target	2,432.00	2,432.00	2,432.00
		% Target	132.85%	148.27%	
		% Goal	100.00%	100.00%	
 Percent of Cardiac Patients with pulsatile rhythms upon delivery to a hospital	 Enhanced Continuity of service	Last Quarter Actual	7.00%	33.00%	
		YTD Actual	18.50%	25.00%	
		EOY Target	15.00%	15.00%	15.00%
		% Target	123.33%	166.67%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	9,165,819.23	10,167,573.40	
		YTD Actual	33,482,666.00	36,758,354.82	
		EOY Target	32,943,660.81	35,698,740.00	38,692,448.00
		% Target	101.64%	102.97%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	9,165,819.23	10,167,573.40	
		YTD Actual	33,482,666.00	36,758,354.82	
		EOY Projection	34,247,260.98	35,637,998.00	38,692,448.00
		% Target	97.77%	103.14%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	1,108,715.42	1,059,963.73	
		YTD Actual	24,106,959.00	24,834,985.19	
		EOY Target	24,016,500.00	26,833,634.00	26,301,543.00
		% Target	100.38%	92.55%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	1,108,715.42	1,059,963.73	
		YTD Actual	24,106,959.00	24,834,985.19	
		EOY Projection	24,166,871.00	27,712,612.00	26,301,543.00
		% Target	99.75%	89.62%	
		% Goal	100.00%	100.00%	

Fire-Rescue Balanced Scorecard

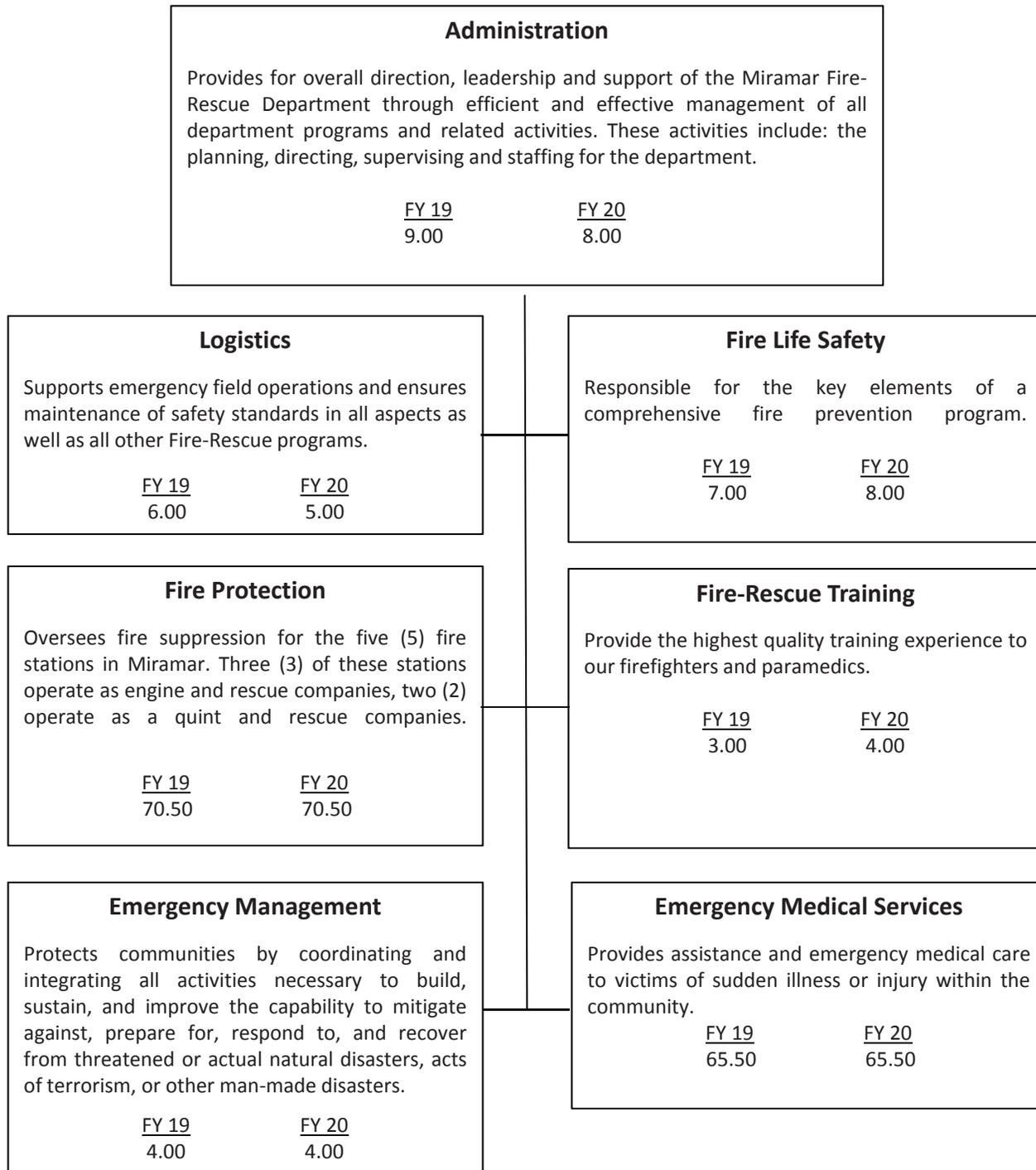
Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Percent of Fire Plan Reviews Processed within 4 days	 Reduce Property Loss and Destruction	Last Quarter Actual	76.00%	84.00%	
		YTD Actual	65.25%	77.40%	
		EOY Target	90.00%	90.00%	90.00%
		% Target	72.50%	86.00%	
		% Goal	100.00%	100.00%	
 Number of Fire Plans reviewed	 Reduce Property Loss and Destruction	Last Quarter Actual	172.00	290.00	
		YTD Actual	754.00	952.00	
		EOY Target	824.00	824.00	824.00
		% Target	91.50%	115.53%	
		% Goal	100.00%	100.00%	
 Total Number of Life Safety Inspections	 Reduce Property Loss and Destruction	Last Quarter Actual	1,382.00	1,324.00	
		YTD Actual	5,654.00	4,682.00	
		EOY Target	3,444.00	3,444.00	3,444.00
		% Target	164.17%	135.95%	
		% Goal	100.00%	100.00%	
 Total training hours (248 per FF/PM)	 Enhance Fire Training	Last Quarter Actual	9,605.00	8,882.00	
		YTD Actual	36,675.00	34,398.76	
		EOY Target	37,448.00	37,448.00	37,448.00
		% Target	97.94%	91.86%	
		% Goal	100.00%	100.00%	
 Survey: Fire Service Quality, Among all respondents: % Excellent or Good	 Professional Development	Last Quarter Actual	100.00%	95.70%	
		YTD Actual	99.00%	89.13%	
		EOY Target	98.00%	98.00%	98.00%
		% Target	101.02%	90.94%	
		% Goal	100.00%	100.00%	
 Number of incidents per 1,000 residents	 Improve planning and preparedness	Last Quarter Actual	20.00	20.67	
		YTD Actual	86.00	86.70	
		EOY Target	84.00	84.00	84.00
		% Target	102.38%	103.21%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Other Charges and Svcs	349003	122	212	300	300	200

Expenditures by Category

Personnel Services	1,109,921	1,599,908	1,276,251	2,163,351	1,787,500
Operating Expense	432,106	343,568	626,850	614,281	650,300
Capital Outlay	1,218,266	19,678	24,233	24,233	63,510
Total	\$ 2,760,293	\$ 1,963,155	\$ 1,927,334	\$ 2,801,865	\$ 2,501,310

Percent of Time by Position

Administrative Coordinator	2.00	2.00	2.00	2.00	1.00
Communications Technologist	1.00	1.00	-	-	-
Department Administrator	-	-	-	1.00	1.00
Department Budget Coordinator	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Department	2.00	1.00	1.00	-	-
Executive Assistant to the Fire Chief	1.00	1.00	1.00	-	-
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Department Coordinator	-	1.00	1.00	2.00	2.00
Senior Administrative Manager	1.00	1.00	1.00	1.00	1.00
Total	10.00	10.00	9.00	9.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	852,227	1,016,771	850,936	848,936	708,200
Operating Expense	204,369	239,316	219,800	227,758	238,300
Capital Outlay	55,300	96,275	28,367	28,367	26,635
Total	\$ 1,111,896	\$ 1,352,362	\$ 1,099,103	\$ 1,105,061	\$ 973,135

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	1.00	-
Division Chief	1.00	1.00	1.00	1.00	1.00
Firefighter Paramedic	1.00	1.00	1.00	1.00	1.00
Logistics Technician	2.00	2.00	2.00	2.00	2.00
Total	6.00	6.00	6.00	6.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Fire Permit Fees	329104	130	-	-	-	-
Inspection Fees	342510	1,597,275	1,721,909	1,830,000	1,830,000	2,050,000
Reinspection Fees	342511	-	50	-	-	-
Total		\$ 1,597,405	\$ 1,721,959	\$ 1,830,000	\$ 1,830,000	\$ 2,050,000

Expenditures by Category

Personnel Services	1,493,772	1,535,869	1,624,065	1,629,065	1,888,800
Operating Expense	141,453	114,665	158,275	138,954	144,200
Capital Outlay	3,360	-	-	-	60,300
Total	\$ 1,638,585	\$ 1,650,534	\$ 1,782,340	\$ 1,768,019	\$ 2,093,300

Percent of Time by Position

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Fire Marshal	1.00	1.00	1.00	1.00	1.00
Field Inspector Lieutenant	4.00	4.00	4.00	4.00	4.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
Fire Life Safety Coordinator	-	-	-	1.00	1.00
Total	7.00	7.00	7.00	8.00	8.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Firefighter's Supplement	335210	63,770	67,405	68,000	68,000	73,320
Special Assess-Fire Protection	325200	20,250,319	20,428,267	22,000,000	22,000,000	22,000,000
Special Assess-Fire Protect Delinquent	325201	327,226	335,596	250,000	250,000	250,000
Total		\$20,641,314	\$20,831,268	\$22,318,000	\$22,318,000	\$22,323,320

Expenditures by Category

Personnel Services	12,760,232	13,920,170	13,864,003	13,924,703	15,198,800
Operating Expense	1,455,547	1,393,953	1,772,760	1,800,391	1,761,600
Capital Outlay	414,830	529,223	1,410,258	1,748,384	924,230
Total	\$ 14,630,609	\$ 15,843,346	\$ 17,047,021	\$ 17,473,478	\$ 17,884,630

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 2020, 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Reimbursed Expenses - Fire	369911	900	2,883	3,800	3,800	2,800

Expenditures by Category

Personnel Services	741,731	702,872	725,714	715,914	864,400
Operating Expense	110,370	111,276	112,400	111,143	121,400
Departmental Capital Outlay	36,700	29,582	28,300	28,300	28,873
Total	\$ 888,800	\$ 843,731	\$ 866,414	\$ 855,357	\$ 1,014,673

Percent of Time by Position

Captain	2.00	2.00	2.00	2.00	3.00
Division Chief	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	4.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None		-	-	-	-	-

Expenditures by Category

Personnel Services	518,258	551,148	539,100	539,100	552,900
Contractual Services	106,275	88,732	141,100	126,600	97,000
Capital Outlay	9,300	6,963	6,567	21,067	31,600
Total	\$ 633,833	\$ 646,844	\$ 686,767	\$ 686,767	\$ 681,500

Percent of Time by Position

Division Chief	1.00	1.00	1.00	1.00	1.00
Emergency Management Manager	1.00	1.00	1.00	1.00	1.00
Emergency Management Planner	2.00	2.00	2.00	2.00	2.00
Fire Administrative Tech I	-	-	-	-	-
Total	4.00	4.00	4.00	4.00	4.00

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 Defibrillator 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
EMS Transport Fees Collected	342600	1,444,704	1,502,799	1,932,000	1,932,000	1,925,223
Reimbursable Fire Expense	369911	2,115	1,800	-	-	-
Total		\$ 1,446,819	\$ 1,504,599	\$ 1,932,000	\$ 1,932,000	\$ 1,925,223

Expenditures by Category

Personnel Services	10,286,652	11,377,235	10,953,531	11,024,331	12,658,800
Operating Expense	860,481	793,676	1,000,770	960,202	885,100
Capital Outlay	50,542	13,943	-	35,460	-
Total	\$ 11,197,674	\$ 12,184,854	\$ 11,954,301	\$ 12,019,993	\$ 13,543,900

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	736,981	827,786	819,200	819,200	785,500
601201	Salary Attrition	-	-	(24,000)	(24,000)	(19,600)
601205	Lump Sum Payout - Accrued Time	28,779	350,283	44,400	44,400	42,500
601210	Non-Pensionable Earnings	-	-	-	-	22,100
601215	Communication Stipend	-	468	700	700	700
601220	Longevity Pay	7,465	10,153	11,500	11,500	13,200
601400	Overtime-General	1,562	3,291	951	951	3,300
601410	Overtime-Holiday	515	(0)	-	-	-
601412	Overtime-Emergency	7,146	-	-	-	-
601561	Drop Transfer	-	-	-	-	500,000
602100	FICA & MICA	49,690	62,027	57,900	57,900	56,900
602210	Pension-General	49,092	56,392	47,800	47,800	27,900
602230	Pension-Fire	79,099	94,928	99,300	86,400	137,700
602235	Pension-Senior Mgmt	-	22,409	22,900	22,900	23,900
602260	Pension-401	20,136	20,896	12,600	12,600	12,600
602265	Pension-457	19,732	30,854	44,100	44,100	33,300
602300	Pmt In Lieu Of Insurance	3,021	9,004	12,500	12,500	12,500
602304	Health Insurance-PPO	12,095	13,299	14,500	14,500	-
602305	Health Insurance-HMO	60,937	70,047	74,500	74,500	96,300
602306	Dental Insurance-PPO	2,789	2,714	2,900	2,900	3,000
602307	Dental Insurance-HMO	571	751	600	600	300
602309	Basic Life Insurance	1,843	2,177	1,800	1,800	1,700
602311	Long-Term Disability Ins	767	829	1,200	1,200	1,100
602314	Fire Health Ins Trust Contrib	-	-	-	900,000	-
602400	Workers' Compensation	27,700	21,600	30,900	30,900	32,600
	Sub-Total	1,109,921	1,599,908	1,276,251	2,163,351	1,787,500
<u>Operating Expense</u>						
603141	Existing Employee Screening	10,615	52,440	4,000	21,068	10,000
603425	Software License & Maint	35,848	39,164	45,000	45,000	43,200
604001	Travel & Training	6,231	(99)	11,000	10,142	-
604100	Communication Svcs	70,369	82,641	70,400	99,721	47,900
604200	Postage	2,469	1,511	5,100	5,100	4,500
604301	Electricity Svcs	25,726	19,569	24,000	24,000	24,000
604440	Leased Copiers	1,915	-	-	-	-
604500	Risk Internal Svcs Charge	32,300	24,100	24,900	24,900	18,800
604550	Health Ins Internal Serv Chg	-	-	-	-	16,200
604610	Fleet Internal Svcs Charge	25,300	10,900	14,500	14,500	15,000
604640	R&M Machinery	3,995	2,427	4,000	1,200	2,400
604645	R&M Radios	16,283	7,465	69,300	12,700	65,800
604700	Printing & Binding Svcs	1,032	1,457	1,500	1,500	1,500
604820	Safety Education	1,422	1,138	1,500	1,500	1,100
604850	Explorer & Recruitment	16,936	6,650	18,000	18,000	6,600
604916	Administrative Expense	5,224	983	1,000	1,000	1,000
604920	License & Permit Fees	-	300	3,500	3,500	300
604950	Employee Awards	1,294	1,006	2,000	2,000	1,000
604989	IT Internal Svcs Charge	42,100	48,800	287,850	287,850	346,100
604997	Other Operating Expenses	4,792	5,484	3,000	5,800	5,500
604998	Contingency	6,365	7,675	-	-	7,700
605100	Office Supplies	2,460	2,031	2,500	2,500	2,000
605120	Computer Operating Expenses	73,901	3,877	5,000	5,000	3,900
605220	Vehicle Fuel-On-Site	7,273	4,327	5,900	5,900	6,100
605240	Uniforms Cost	1,770	319	2,500	2,500	1,100
605251	Noncap Equip (Item less 5000)	25,805	9,847	9,900	9,150	9,000
605252	Small Tools	4,690	4,999	5,000	4,250	5,000
605290	Other Operating Supplies	2,525	2,894	3,000	3,000	2,900
605410	Subscriptions & Memberships	970	1,184	1,500	1,500	1,200
605500	Training-General	210	-	1,000	1,000	500
605510	Tuition Reimbursement	2,284	480	-	-	-
	Sub-Total	432,106	343,568	626,850	614,281	650,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	20,900	19,678	24,233	24,233	63,510
606450	Radio Equipment	1,197,366	-	-	-	-
	Sub-Total	1,218,266	19,678	24,233	24,233	63,510
Total		\$ 2,760,293	\$ 1,963,155	\$ 1,927,334	\$ 2,801,865	\$ 2,501,310

Fire-Rescue Expenditures by Object Code

Logistics—001-30-302-529-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	523,430	559,097	546,600	546,600	425,700
601201	Salary Attrition	-	-	(15,000)	(15,000)	(10,500)
601205	Lump Sum Payout - Accrued Time	49,389	69,292	4,900	4,900	10,600
601210	Non-Pensionable Earnings	-	-	4,400	4,400	4,600
601215	Communication Stipend	1,808	1,300	1,300	1,300	1,300
601220	Longevity Pay	1,902	2,054	2,000	2,000	2,600
601400	Overtime-General	10,251	25,300	6,236	20,636	25,300
601410	Overtime-Holiday	660	795	200	200	800
601412	Overtime-Emergency	14,236	-	-	-	-
602100	FICA & MICA	38,898	42,856	40,700	40,700	31,800
602210	Pension-General	29,295	34,395	36,400	36,400	39,300
602230	Pension-Fire	107,999	205,801	126,800	110,400	81,400
602265	Pension-457	-	-	4,600	4,600	4,600
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	-
602304	Health Insurance-PPO	12,095	13,299	14,500	14,500	16,500
602305	Health Insurance-HMO	34,465	39,554	40,400	40,400	25,200
602306	Dental Insurance-PPO	3,276	3,450	3,400	3,400	1,500
602307	Dental Insurance-HMO	176	176	200	200	400
602309	Basic Life Insurance	1,307	1,340	1,200	1,200	900
602311	Long-Term Disability Ins	540	562	800	800	600
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602314	Fire Health Ins Trust Contrib	-	-	-	-	9,500
602400	Workers' Compensation	22,500	17,500	25,100	25,100	26,500
	Sub-Total	852,227	1,016,771	850,936	848,936	708,200
<u>Operating Expense</u>						
604301	Electricity Svcs	5,241	5,337	5,300	5,300	5,500
604403	Leased Building	78,629	85,847	89,700	91,010	94,200
604440	Leased Copiers	1,640	-	-	-	-
604500	Risk Internal Svcs Charge	26,900	20,200	20,700	20,700	15,700
604550	Health Ins Internal Serv Chg	-	-	-	-	8,700
604610	Fleet Internal Svcs Charge	23,200	32,600	23,200	23,200	27,700
604611	Vehicle Rehab & Enhance	5,713	5,961	6,000	6,000	6,000
604612	Vehicle Ancillary	1,679	2,731	3,000	3,000	2,700
604620	R&M Buildings	478	490	-	-	-
604640	R&M Machinery	273	221	700	700	200
604989	IT Internal Svcs Charge	35,200	40,800	31,300	31,300	26,900
605100	Office Supplies	387	520	500	500	500
605220	Vehicle Fuel-On-Site	17,189	33,306	31,000	31,000	39,000
605240	Uniforms Cost	2,531	2,730	2,700	2,700	2,700
605250	Noncap Furn (Item less 5000)	975	-	1,000	1,000	-
605251	Noncap Equip (Item less 5000)	1,904	400	2,300	8,948	1,100
605252	Small Tools	1,600	1,313	1,500	1,500	1,300
605290	Other Operating Supplies	276	300	300	300	300
605410	Subscriptions & Memberships	184	130	300	300	100
605500	Training-General	-	5,719	300	300	5,700
605510	Tuition Reimbursement	372	712	-	-	-
	Sub-Total	204,369	239,316	219,800	227,758	238,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	55,300	96,275	28,367	28,367	26,635
	Sub-Total	55,300	96,275	28,367	28,367	26,635
	Total	\$ 1,111,896	\$ 1,352,362	\$ 1,099,103	\$ 1,105,061	\$ 973,135



Fire-Rescue Expenditures by Object Code

Life Safety—001-30-303-522-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	663,332	713,507	752,900	752,900	820,600
601201	Salary Attrition	-	-	(19,000)	(19,000)	(20,100)
601205	Lump Sum Payout - Accrued Time	3,152	2,022	17,200	17,200	1,800
601210	Non-Pensionable Earnings	-	-	8,300	8,300	8,300
601215	Communication Stipend	3,250	3,250	3,300	3,300	3,900
601400	Overtime-General	44,552	74,017	20,525	58,925	74,000
601402	Overtime-Special Events	-	-	23,100	23,100	-
601410	Overtime-Holiday	14,512	14,711	10,940	10,940	14,700
601411	Overtime-Reimbursable	302,759	288,694	350,900	350,900	288,700
601412	Overtime-Emergency	12,835	-	-	-	-
602100	FICA & MICA	72,251	77,552	56,500	56,500	61,300
602210	Pension-General	9,298	11,498	12,900	12,900	28,400
602230	Pension-Fire	228,497	209,975	257,800	224,400	458,000
602265	Pension-457	6,241	7,072	8,300	8,300	8,300
602300	Pmt In Lieu Of Insurance	4,251	5,611	6,200	6,200	6,200
602304	Health Insurance-PPO	21,919	22,196	18,500	18,500	6,700
602305	Health Insurance-HMO	73,497	77,894	61,200	61,200	55,900
602306	Dental Insurance-PPO	5,818	5,763	4,800	4,800	2,800
602307	Dental Insurance-HMO	93	53	-	-	-
602309	Basic Life Insurance	2,415	2,377	1,600	1,600	1,800
602311	Long-Term Disability Ins	900	877	1,100	1,100	1,200
602314	Fire Health Ins Trust Contrib	-	-	-	-	37,800
602400	Workers' Compensation	24,200	18,800	27,000	27,000	28,500
	Sub-Total	1,493,772	1,535,869	1,624,065	1,629,065	1,888,800
<u>Operating Expense</u>						
603425	Software License & Maint	17,285	11,379	25,700	11,379	20,000
603503	Arson Investigation	173	-	500	500	700
604440	Leased Copiers	1,640	-	-	-	-
604500	Risk Internal Svcs Charge	26,900	20,200	20,700	20,700	15,700
604550	Health Ins Internal Serv Chg	-	-	-	-	11,000
604610	Fleet Internal Svcs Charge	22,400	23,600	23,200	23,200	27,700
604611	Vehicle Rehab & Enhance	210	-	-	-	-
604612	Vehicle Ancillary	140	-	-	-	-
604700	Printing & Binding Svcs	85	358	1,000	1,000	400
604920	License & Permit Fees	-	-	500	500	-
604989	IT Internal Svcs Charge	35,200	40,800	36,600	36,600	42,700
605100	Office Supplies	421	450	500	500	500
605120	Computer Operating Expenses	3,200	767	3,100	6,100	4,000
605220	Vehicle Fuel-On-Site	6,046	6,995	7,700	7,700	7,900
605221	Vehicle Fuel-Off-Site	4,661	500	-	-	-
605230	Program Supplies	4,015	710	5,000	0	700
605240	Uniforms Cost	2,845	1,229	3,600	3,600	1,200
605251	Noncap Equip (Item less 5000)	5,933	1,354	6,195	6,195	5,400
605252	Small Tools	481	629	500	500	600
605290	Other Operating Supplies	23	-	700	700	-
605410	Subscriptions & Memberships	2,550	5,485	7,500	7,500	5,500
605500	Training-General	992	209	13,680	10,680	200
605510	Tuition Reimbursement	6,252	-	1,600	1,600	-
	Sub-Total	141,453	114,665	158,275	138,954	144,200
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	-	-	60,300
606471	Software	3,360	-	-	-	-
	Sub-Total	3,360	-	-	-	60,300
Total		\$ 1,638,585	\$ 1,650,534	\$ 1,782,340	\$ 1,768,019	\$ 2,093,300

Fire-Rescue Expenditures by Object Code

Fire Protection—001-30-304-522-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	6,331,248	6,750,111	6,887,000	6,887,000	7,261,600
601201	Salary Attrition	-	-	(190,000)	(190,000)	(176,300)
601205	Lump Sum Payout - Accrued Time	144,598	400,367	40,300	203,300	49,500
601210	Non-Pensionable Earnings	-	-	133,600	133,600	9,900
601215	Communication Stipend	2,443	2,684	2,900	2,900	2,000
601220	Longevity Pay	4,951	4,819	4,800	4,800	9,600
601310	Special Duty Pay	1,960	1,319	-	-	1,300
601400	Overtime-General	474,601	599,541	464,450	615,450	599,500
601402	Overtime-Special Events	-	-	12,900	12,900	-
601405	Overtime-SWAT	10,605	10,992	9,200	9,200	11,000
601410	Overtime-Holiday	74,200	84,299	115,853	115,853	84,300
601412	Overtime-Emergency	263,115	314	-	129,000	-
601560	VEBA Accrued Time Payout	1,194,551	1,176,002	1,365,400	1,365,400	1,300,000
602100	FICA & MICA	510,143	540,364	527,400	563,200	548,300
602230	Pension-Fire	2,756,668	3,261,680	3,225,200	2,807,100	4,190,400
602265	Pension-457	5,143	5,143	5,000	5,000	9,900
602300	Pmt In Lieu Of Insurance	29,517	25,713	28,000	28,000	8,600
602304	Health Insurance-PPO	170,196	227,700	247,200	247,200	80,100
602305	Health Insurance-HMO	506,668	596,456	667,600	667,600	247,300
602306	Dental Insurance-PPO	32,294	33,637	35,000	35,000	9,800
602307	Dental Insurance-HMO	2,073	2,523	3,200	3,200	900
602309	Basic Life Insurance	10,964	12,285	14,900	14,900	15,800
602311	Long-Term Disability Ins	6,492	6,920	9,800	9,800	10,300
602314	Fire Health Ins Trust Contrib	-	-	-	-	656,800
602400	Workers' Compensation	227,800	177,300	254,300	254,300	268,200
	Sub-Total	12,760,232	13,920,170	13,864,003	13,924,703	15,198,800
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	-	57,400	57,400	57,400
603190	Prof Svcs-Other	9,664	5,499	24,000	10,750	12,000
603400	Contract Svcs-Other	9,399	8,916	10,000	11,390	34,300
603407	Board up Svcs	750	-	5,500	1,042	-
604001	Travel & Training	-	4	2,000	3,257	-
604200	Postage	6	-	-	-	-
604300	Water/Wastewater Svcs	43,426	44,277	43,800	43,800	51,200
604301	Electricity Svcs	95,613	89,753	108,600	108,600	108,600
604302	Gas-Propane	14,748	15,733	20,500	20,500	20,500
604403	Leased Building	69,896	-	-	-	-
604440	Leased Copiers	1,134	-	-	-	-
604500	Risk Internal Svcs Charge	215,900	161,500	166,200	166,200	125,800
604550	Health Ins Internal Serv Chg	-	-	-	-	54,700
604610	Fleet Internal Svcs Charge	344,005	371,800	466,900	466,900	537,300
604620	R&M Buildings	16,337	17,088	-	-	-
604640	R&M Machinery	12,544	16,161	22,900	22,900	16,200
604645	R&M Radios	5,900	6,100	6,100	6,100	6,100
604650	R&M Office Equip	-	-	500	500	-
604700	Printing & Binding Svcs	-	247	300	300	200
604920	License & Permit Fees	-	-	100	100	-
604989	IT Internal Svcs Charge	275,300	319,200	368,300	368,300	382,300
605100	Office Supplies	1,889	1,345	2,500	2,500	1,300
605120	Computer Operating Expenses	1,343	5,393	2,100	2,100	10,100
605220	Vehicle Fuel-On-Site	15,861	5,472	8,000	8,000	8,200
605221	Vehicle Fuel-Off-Site	52,401	78,144	85,800	85,800	88,000
605240	Uniforms Cost	54,175	49,393	62,775	62,775	49,400
605243	Bunker Gear	108,391	78,645	150,385	191,575	78,600
605244	Personal Prop Reimburse	121	350	300	1,350	400
605246	Safety Equipment Supplies	4,087	4,216	4,500	4,500	4,200



Fire-Rescue Expenditures by Object Code

Fire Protection—001-30-304-522-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605247	Janitorial Supplies	22,260	25,481	28,000	28,000	25,500
605250	Noncap Furn (Item less 5000)	7,550	2,320	5,000	5,000	2,300
605251	Noncap Equip (Item less 5000)	30,466	36,888	60,500	62,262	36,900
605252	Small Tools	28,518	26,216	30,000	30,000	26,200
605263	Automotive Supplies	5,223	6,478	6,500	6,500	6,500
605290	Other Operating Supplies	3,969	2,400	2,500	2,500	2,400
605410	Subscriptions & Memberships	-	269	800	800	300
605510	Tuition Reimbursement	4,671	14,664	20,000	18,690	14,700
	Sub-Total	1,455,547	1,393,953	1,772,760	1,800,391	1,761,600
	Dept Capital Outlay					
606210	Building Renovation	-	-	95,000	54,907	135,000
606400	Machinery & Equipment	65,130	43,225	746,258	824,477	-
606441	Vehicle Replacement Program	319,700	485,998	569,000	569,000	789,230
606471	Software	30,000	-	-	300,000	-
	Sub-Total	414,830	529,223	1,410,258	1,748,384	924,230
	Total	\$ 14,630,609	\$ 15,843,346	\$ 17,047,021	\$ 17,473,478	\$ 17,884,630

Fire-Rescue Training—001-30-305-529-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Personnel Services					
601200	Employee Salaries	417,185	464,546	431,900	431,900	423,200
601201	Salary Attrition	-	-	(12,000)	(12,000)	(10,300)
601205	Lump Sum Payout - Accrued Time	73,347	26,717	1,200	1,200	-
601210	Non-Pensionable Earnings	-	-	5,300	5,300	-
601215	Communication Stipend	833	650	700	700	2,000
601220	Longevity Pay	733	2,457	1,500	1,500	-
601400	Overtime-General	2,677	8,864	832	13,532	8,900
601410	Overtime-Holiday	7,212	9,612	5,282	5,282	9,600
601412	Overtime-Emergency	9,877	-	-	-	-
602100	FICA & MICA	29,461	32,549	30,300	30,300	30,900
602230	Pension-Fire	128,099	74,273	173,700	151,200	333,800
602265	Pension-457	4,568	5,828	5,000	5,000	-
602304	Health Insurance-PPO	24,960	27,956	28,800	28,800	9,900
602305	Health Insurance-HMO	25,896	35,262	34,300	34,300	9,800
602306	Dental Insurance-PPO	1,661	1,918	1,700	1,700	500
602307	Dental Insurance-HMO	308	308	300	300	-
602309	Basic Life Insurance	763	895	900	900	900
602311	Long-Term Disability Ins	252	238	600	600	600
602314	Fire Health Ins Trust Contrib	-	-	-	-	28,400
602400	Workers' Compensation	13,900	10,800	15,400	15,400	16,200
	Sub-Total	741,731	702,872	725,714	715,914	864,400
	Operating Expense					
603425	Software License & Maint	13,000	13,000	15,500	15,500	16,000
604440	Leased Copiers	1,284	-	-	-	-
604500	Risk Internal Svcs Charge	16,100	12,100	12,400	12,400	9,400
604550	Health Ins Internal Serv Chg	-	-	-	-	3,300
604610	Fleet Internal Svcs Charge	16,600	12,700	22,300	22,300	26,500
604640	R&M Machinery	-	30	100	100	-
604989	IT Internal Svcs Charge	21,000	24,300	15,700	15,700	16,000
605100	Office Supplies	237	288	300	300	300
605220	Vehicle Fuel-On-Site	3,623	424	1,400	1,400	1,500
605240	Uniforms Cost	1,748	986	2,000	2,000	1,000
605410	Subscriptions & Memberships	346	125	400	400	100
605500	Training-General	33,522	35,909	42,300	41,043	44,300
605510	Tuition Reimbursement	2,909	11,414	-	-	3,000
	Sub-Total	110,370	111,276	112,400	111,143	121,400
	Dept Capital Outlay					
606441	Vehicle Replacement Program	36,700	29,582	28,300	28,300	28,873
	Sub-Total	36,700	29,582	28,300	28,300	28,873
	Total	\$ 888,800	\$ 843,731	\$ 866,414	\$ 855,357	\$ 1,014,673

Fire-Rescue Expenditures by Object Code

Emergency Management—001-30-306-525-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	358,988	369,152	368,100	368,100	365,800
601201	Salary Attrition	-	-	(10,000)	(10,000)	(8,900)
601205	Lump Sum Payout - Accrued Time	1,781	24,179	17,800	17,800	19,400
601210	Non-Pensionable Earnings	-	-	-	-	11,000
601215	Communication Stipend	1,300	1,300	1,300	1,300	1,300
601220	Longevity Pay	13,140	5,681	5,700	5,700	5,700
601400	Overtime-General	-	225	-	-	200
602100	FICA & MICA	26,532	28,861	27,800	27,800	28,700
602235	Pension-Senior Mgmt	32,234	34,814	31,500	31,500	44,800
602260	Pension-401	6,937	6,718	7,300	7,300	-
602265	Pension-457	10,233	9,732	11,100	11,100	11,000
602304	Health Insurance-PPO	24,148	26,598	29,000	29,000	16,500
602305	Health Insurance-HMO	28,547	31,881	34,300	34,300	31,800
602306	Dental Insurance-PPO	1,644	1,646	1,600	1,600	2,000
602307	Dental Insurance-HMO	308	300	300	300	-
602309	Basic Life Insurance	1,360	1,357	800	800	800
602311	Long-Term Disability Ins	406	404	500	500	500
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	10,700	8,300	12,000	12,000	12,700
	Sub-Total	518,258	551,148	539,100	539,100	552,900
<u>Operating Expense</u>						
603140	New Hire Screening	-	-	5,000	5,000	700
603425	Software License & Maint	40,000	22,068	33,000	29,362	5,000
604001	Travel & Training	2,169	2,402	7,000	7,000	3,500
604440	Leased Copiers	2,200	-	-	-	-
604500	Risk Internal Svcs Charge	16,100	12,100	12,400	12,400	9,400
604550	Health Ins Internal Serv Chg	-	-	-	-	9,700
604610	Fleet Internal Svcs Charge	7,700	10,900	11,600	11,600	13,900
604645	R&M Radios	9,100	9,400	9,400	9,400	9,400
604700	Printing & Binding Svcs	734	823	2,000	2,000	800
604920	License & Permit Fees	-	-	100	100	-
604989	IT Internal Svcs Charge	21,000	24,300	20,900	20,900	21,300
605100	Office Supplies	400	536	2,000	2,000	800
605120	Computer Operating Expenses	1,423	304	2,800	2,800	500
605220	Vehicle Fuel-On-Site	3,411	2,222	3,200	3,200	3,300
605225	Equip Gas Oil & Lube	-	2,100	2,200	2,200	2,300
605240	Uniforms Cost	1,099	999	5,000	5,000	1,600
605251	Noncap Equip (Item less 5000)	-	-	15,000	4,138	7,500
605252	Small Tools	-	-	7,000	7,000	5,000
605290	Other Operating Supplies	-	-	1,300	1,300	1,500
605410	Subscriptions & Memberships	940	580	1,200	1,200	800
	Sub-Total	106,275	88,732	141,100	126,600	97,000
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	-	-	14,500	-
606441	Vehicle Replacement Program	9,300	6,963	6,567	6,567	31,600
	Sub-Total	9,300	6,963	6,567	21,067	31,600
Total		\$ 633,833	\$ 646,844	\$ 686,767	\$ 686,767	\$ 681,500



Fire-Rescue Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	5,647,950	6,053,101	6,164,100	6,164,100	6,361,600
601201	Salary Attrition	-	-	(170,000)	(170,000)	(154,300)
601205	Lump Sum Payout - Accrued Time	15,715	139,813	31,500	31,500	34,000
601210	Non-Pensionable Earnings	-	-	119,300	119,300	5,000
601215	Communication Stipend	2,443	2,684	2,900	2,900	2,000
601220	Longevity Pay	4,880	4,745	4,700	4,700	2,900
601310	Special Duty Pay	1,960	1,319	-	-	1,300
601400	Overtime-General	346,680	551,745	60,006	337,006	551,700
601405	Overtime-SWAT	10,605	10,992	-	-	11,000
601410	Overtime-Holiday	70,481	77,575	37,725	84,625	77,600
601412	Overtime-Emergency	238,659	-	-	110,100	-
602100	FICA & MICA	452,982	490,235	476,800	510,300	485,400
602230	Pension-Fire	2,571,070	3,041,430	3,059,400	2,662,700	4,086,000
602235	Pension-Senior Mgmt	12,813	-	-	-	-
602265	Pension-457	5,056	4,889	4,900	4,900	5,000
602300	Pmt In Lieu Of Insurance	29,517	25,713	28,000	28,000	8,600
602304	Health Insurance-PPO	154,432	192,334	203,900	203,900	63,600
602305	Health Insurance-HMO	461,317	563,657	635,200	635,200	225,200
602306	Dental Insurance-PPO	29,914	31,683	33,000	33,000	8,800
602307	Dental Insurance-HMO	1,751	2,213	2,800	2,800	900
602309	Basic Life Insurance	10,018	11,295	13,400	13,400	13,800
602311	Long-Term Disability Ins	5,910	6,411	8,700	8,700	9,000
602314	Fire Health Ins Trust Contrib	-	-	-	-	609,500
602400	Workers' Compensation	212,500	165,400	237,200	237,200	250,200
	Sub-Total	10,286,652	11,377,235	10,953,531	11,024,331	12,658,800
<u>Operating Expense</u>						
603133	Medical Director Fees	36,000	37,400	37,400	37,400	37,400
603420	EMS Billings & Collections	88,913	79,317	110,000	94,432	110,000
603425	Software License & Maint	8,990	7,500	10,700	10,700	11,400
604440	Leased Copiers	2,196	-	-	-	-
604500	Risk Internal Svcs Charge	221,700	165,900	170,800	170,800	129,300
604550	Health Ins Internal Serv Chg	-	-	-	-	48,200
604610	Fleet Internal Svcs Charge	6,000	5,500	8,700	8,700	10,400
604640	R&M Machinery	25,837	21,018	34,900	24,900	21,000
604700	Printing & Binding Svcs	28	691	1,000	1,000	700
604916	Administrative Expense	1,437	1,444	500	500	1,400
604920	License & Permit Fees	9,955	75	12,300	12,953	100
604989	IT Internal Svcs Charge	267,000	309,600	342,200	342,200	350,300
605100	Office Supplies	835	760	1,000	1,000	800
605120	Computer Operating Expenses	2,209	-	6,100	6,100	-
605220	Vehicle Fuel-On-Site	975	2,257	1,800	1,800	1,900
605240	Uniforms Cost	1,573	1,250	2,000	2,000	1,300
605251	Noncap Equip (Item less 5000)	22,994	15,064	70,570	70,570	15,100
605252	Small Tools	6,958	4,637	7,000	7,000	4,600
605265	Medical Supplies	132,753	115,774	131,500	131,500	115,800
605267	Oxygen	3,178	5,787	5,000	5,000	5,800
605268	Pharmaceuticals	15,028	17,050	43,600	28,600	17,000
605290	Other Operating Supplies	518	500	600	600	500
605410	Subscriptions & Memberships	400	215	800	147	200
605500	Training-General	4,077	1,937	2,300	2,300	1,900
605510	Tuition Reimbursement	927	-	-	-	-
	Sub-Total	860,481	793,676	1,000,770	960,202	885,100
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	50,542	13,943	-	35,460	-
	Sub-Total	50,542	13,943	-	35,460	-
Total		\$ 11,197,674	\$ 12,184,854	\$ 11,954,301	\$ 12,019,993	\$ 13,543,900

Fire-Rescue Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>					
605510	Tuition Reimbursement	695	-	-	-	-
	Sub-Total	695	-	-	-	-
	Total	\$ 695	\$ -	\$ -	\$ -	\$ -



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 Promotional Assessment Center Testing. The three promotional exams are: Lieutenant, Battalion Chief, Driver Engineer. Promotional Assessment Center testing - \$12,000
603400	Contract Svcs-Other	This line item is for contractual services for Hydraulic tools: \$5,000, Air Pak: \$3,000, Ground/Aerial Ladder: \$1,000, SCBA cylinder hydrotest: \$1,000, Safe Air annual maintenance: \$7,800, and \$16,500 for various building/equipment maintenance items.
603420	EMS Billings & Collections	This line item is for contracted emergency medical services for billings and collections.

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
603503	Arson Investigation	This line item represents fire investigation costs associated with cause and origination for all fires.
604001	Travel & Training	This account is for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, etc., and includes the following: Fire-Rescue International: Fire Chief to attend two International Assoc. of Fire Chief's Conferences to stay abreast of new information and policies and to receive advance notification of changes within the fire industry. Includes the cost for two people to attend The Governors Hurricane Conference.
604100	Communication Svcs	Costs associated with medical telecommunications, CAD pagers, cellular phones, radios, phone lines, fire station alerting system, and communication ties for fire stations to the network server.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	Costs associated with water and wastewater services for Fire Department buildings.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604302	Gas-Propane	This account is for the use of propane gas service at the fire stations.
604403	Leased Building	Leased office and storage space at 11908 Miramar Parkway - \$94,200
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. Includes \$52,300 for the P25 Radio Digital programming per Broward County specifications.
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. Includes tablets for the fire inspection program (\$3,200 in program 303).
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as per PW-Fleet Maintenance.
605221	Vehicle Fuel-Off-Site	This account covers costs for city vehicles fueled outside of city limits. It is primarily used when city vehicles are used to transport employees to off-site trainings, meetings or other city related events as provided by PW-Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works Department provided the budgeted amount.
605230	Program Supplies	Program supplies for the Enhanced Fire Code Enforcement initiative.
605240	Uniforms Cost	This account is for the initial issuance of uniforms and accessories and for the replacement and maintenance of current uniform requirements.
605243	Bunker Gear	This line item is to maintain a reserve inventory for new and replacement gears utilized in hazardous and biological environments that becomes contaminated or unusable annually. Replacement & new gear: \$48,600 Parts (helmets,gloves,hoods,boots,decals): \$10,000 Inspection/cleaning/repairs: \$20,000
605244	Personal Prop Reimburse	In accordance with the Collective Bargaining Agreement between the City and The Professional Firefighters of Miramar, this line item will be used to reimburse personal property damaged or lost in the line of duty.
605246	Safety Equipment Supplies	Expenditures from this account are used to purchase necessary equipment to maintain safety standards for employees. Items include safety vests, gloves, goggles, respirators, and protective clothing.
605247	Janitorial Supplies	This line item is for janitorial supplies used for the fire stations and apparatus.
605250	Noncap Furn (Item less 5000)	This cost is for furniture & fixtures costing less than \$5,000 per item. Mattresses (10): \$2,300
605251	Noncap Equip (Item less 5000)	This account is for equipment that cost under \$5,000 per item. 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 - \$5,000 Nozzles - \$7,000 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.

Fire-Rescue Budget Justification

Object #	Account Description	Justification
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	Subscription to various journals, training programs and local and state organizations: Fire Chief's Association of Broward County: For 9 members. \$1000 Florida Fire Chief's Assoc: For 9 members. \$500 International Assoc. of Fire Chiefs: For 9 members. \$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
605500	Training-General	The Fire Department is working towards IAFC/ICMA accreditation and must maintain high training standards. 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 - \$200 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.
606210	Building Renovation	Diesel exhaust systems.
606441	Vehicle Replacement Program	\$1,000,148 budgeted amount consists of: \$474,600 for the replacement of 6 vehicles; \$495,548 for escrow for future replacements; and \$30,000 for 1 additional vehicle (Fire Inspections Program).





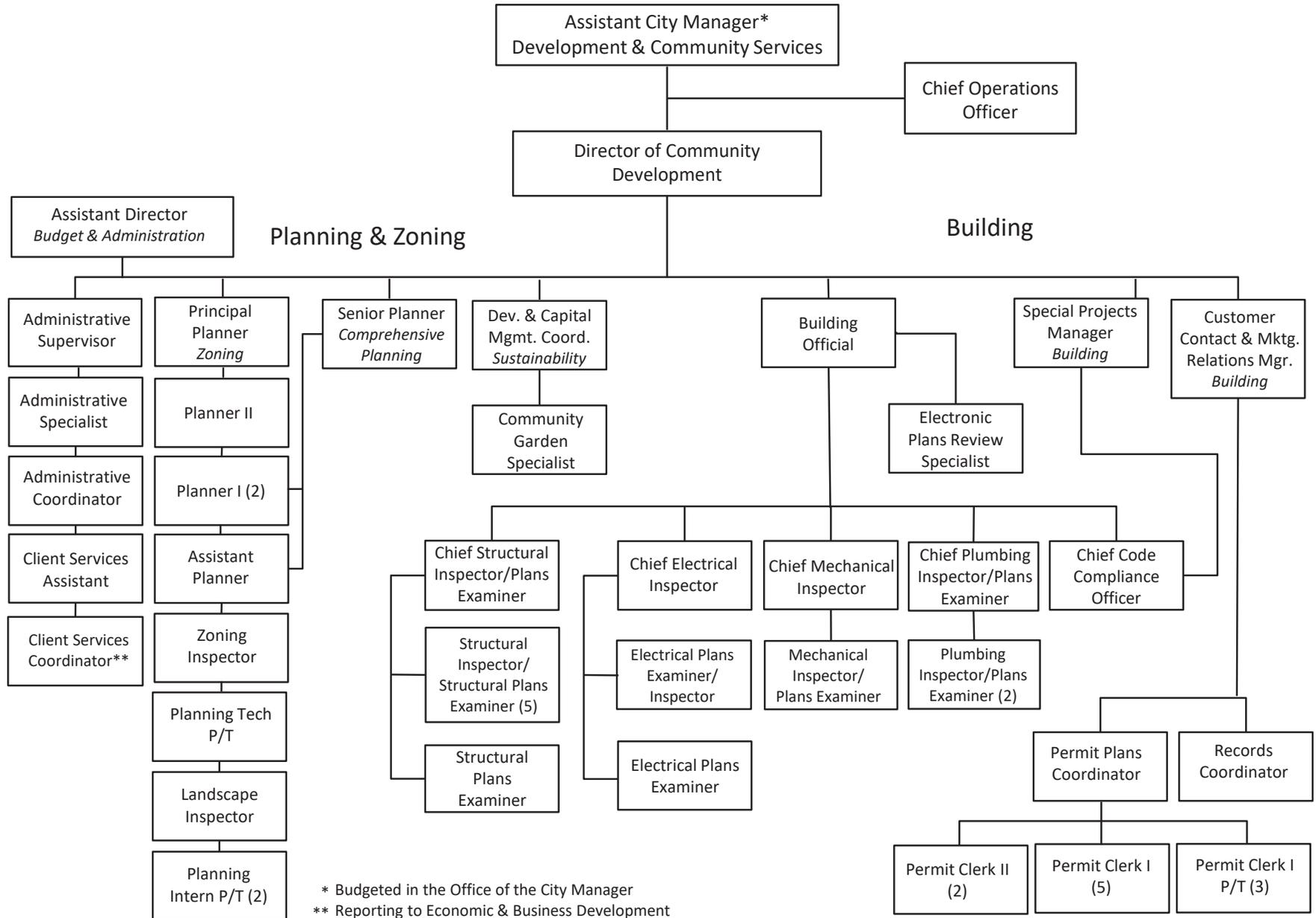
Community Development

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
 ** Reporting to Economic & Business Development



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, business development, commercial rehabilitation and neighborhood revitalization.

In FY20, the Community and Economic Development Department was renamed to the Community Development Department and a new department was created titled Economic and Business Development.

As indicated in the Position Detail, this department is comprised of 50 budgeted positions of which 47 are full-time and six (3 FTE's) part-time employees. The three programs provided are:

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

FY 2019 Accomplishments

- Provided 15 Distance Verification Zoning letters for Residential Care Facilities.
- GIS provided addresses for 320 residential units and 34 commercial buildings.
- Implemented CQueue System for Building Lobby (reducing average wait-time to 15 minutes).
- Acquired and rehabilitated Neighborhood Stabilization Program (NSP) properties for resale.
- Implemented mobile inspection tracking.
- Met Timeliness Test for Community Development Block Grant.
- Received Silver SolSmart designation (U.S. DOE recognition program for streamlined solar permitting).
- Completed 39 Sustainable Planning outreach events/workshops.
- Coordinated 1,350 donated volunteer hours for Sustainable Planning's outreach events/workshops.
- Received \$5,000.00 in donations as a partnership with Baptist Health South Florida.
- Received \$100,000.00 grant from the Recreational Trails Program, Florida Department of Environmental Protection.



- Remodeled Building Division office.
- Installed Comfort Station in lobby (complimentary coffee and water, customer work station TV and charging station).
- Established Information Concierge in lobby.
- Attended Broward County Building Officials Permit Clerk Training Class (all permit clerks).
- Expanded Quick Service Projects to include AC change outs and water heaters.
- Created "How To" videos for Building Permitting and Quick Service Permitting.
- Implemented digital scanning for all incoming building plans.
- Adopted two Ordinances amending the Land Development Code.
- Completed Land Use Plan Amendment (LUPA) to adopt the Comprehensive Plan Definitions.
- Completed LUPA to build 385 single-family homes on the former Univision Site.
- Completed Transit Oriented Corridor LUPA to reallocate residential units.
- Completed the LUPA to build an affordable senior housing on the former Public Safety Building Site.
- Completed first reading of the LUPA for the Regional Activity Center (RAC) to add 2,350 residential units.
- Completed annual update to Capital Improvements Element of the FY 2019-2023 Comprehensive Plan.
- Executed Interlocal Agreement for Public School Facility Planning with School Board.
- Visited all the businesses in Historic Miramar (Small Business Outreach Team).



Community Development

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Planning & Redevelopment	169,614	337,356	261,600	261,600	400,000
Building Permits and Inspections	4,085,429	6,038,339	4,835,400	4,835,400	6,206,500
Total	\$ 4,255,043	\$ 6,375,695	\$ 5,097,000	\$ 5,097,000	\$ 6,606,500

Expenditures by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	956,803	1,189,238	1,273,900	1,269,728	1,224,200
Planning & Redevelopment	1,398,037	1,407,930	1,659,900	1,698,572	1,269,128
Building Permits and Inspections	2,431,654	2,763,416	3,343,900	3,437,100	3,672,400
Sister Cities Initiative	-	24,101	-	-	-
Total	\$ 4,786,494	\$ 5,384,685	\$ 6,277,700	\$ 6,405,400	\$ 6,165,728

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	4,099,390	4,411,853	5,320,100	5,220,600	5,205,600
Operating Expense	683,930	775,157	789,800	887,645	888,828
Grants & Aides	975	34,235	91,400	72,300	-
Capital Outlay	2,200	163,440	76,400	224,855	71,300
Total	\$ 4,786,494	\$ 5,384,685	\$ 6,277,700	\$ 6,405,400	\$ 6,165,728

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	5.00	6.00	7.00	8.00	6.00
Planning & Redevelopment	13.00	12.50	13.00	14.00	12.00
Building Permits and Inspections	25.50	25.00	31.50	32.50	32.00
Total	43.50	43.50	51.50	54.50	50.00

Community Development

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administrative Coordinator	-	-	-	1.00	1.00
Administrative Manager	1.00	1.00	1.00	-	-
Administrative Secretary II	1.00	1.00	1.00	-	-
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Director of Comm. & Economic Development	1.00	1.00	1.00	-	-
Assistant Director of Community Development				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
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	2.00	2.00	1.00	1.00
Client Services Coordinator - Part-time	1.00	1.00	1.00	0.50	-
Client Services Coordinator I	-	-	-	1.00	1.00
Client Services Manager	1.00	1.00	1.00	-	-
Community Garden Aide - Part-time	0.50	0.50	0.50	-	-
Community Garden Specialist	-	-	-	1.00	1.00
Customer Contact & Marketing Relations Manager	-	-	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	1.00	-	-	-
Director of Community Development	-	-	1.00	1.00	1.00
Director of Economic & Business Development	-	-	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
Geographic Info Systems Analyst I	1.00	1.00	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	5.00	7.00	7.00	7.00
Permit Clerk I - Part-time (3)	1.00	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 (2)	-	-	-	1.00	1.00
Planning Tech/Asst. Planner/Planner I/II *	4.00	4.00	4.00	4.00	4.00
Planning Technician - Part-time	-	0.50	0.50	0.50	0.50
Plumbing Inspector/Plans Examiner	1.00	1.00	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	2.00	2.00
Special Projects Manager	-	-	1.00	1.00	1.00
Structural Inspector/Structural Plans Examiner	4.00	3.00	5.00	5.00	5.00
Structural Plans Examiner	1.00	1.00	1.00	1.00	1.00
Zoning Inspector	1.00	1.00	1.00	1.00	1.00
Total FTE's	43.50	43.50	51.50	54.50	50.00

* Block Budgeted Positions



Community Development Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of businesses through the Micro-Enterprise Program	 Provide a range of assistance and services to the business community	Last Quarter Actual	0.00	0.00	
		YTD Actual	0.00	0.00	
		EOY Target	2.00	2.00	2.00
		% Target	0%	0%	
		% Goal	100.00%	100.00%	
 Number of Corporate Outreach visits completed	 Provide a range of assistance and services to the business community	Last Quarter Actual	6.00	3.00	
		YTD Actual	18.00	20.00	
		EOY Target	25.00	25.00	25.00
		% Target	72.00%	80.00%	
		% Goal	100.00%	100.00%	
 Number of Small Business Outreach visits completed	 Provide a range of assistance and services to the business community	Last Quarter Actual	15.00	0.00	
		YTD Actual	90.00	9.00	
		EOY Target	75.00	40.00	40.00
		% Target	120.00%	22.50%	
		% Goal	100.00%	100.00%	
 Number of housing rehabilitation projects completed	 Cultivate homeownership and promote affordable housing to low and moderate income households	Last Quarter Actual	6.00	5.00	
		YTD Actual	18.00	17.00	
		EOY Target	18.00	15.00	15.00
		% Target	100.00%	113.33%	
		% Goal	100.00%	100.00%	

Community Development Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of households receiving down payment assistance	 Cultivate homeownership and promote affordable housing to low and moderate income households	Last Quarter Actual	2.00	0.00	
		YTD Actual	4.00	3.00	
		EOY Target	4.00	4.00	4.00
		% Target	100.00%	75.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 1,439,912.73	\$ 1,731,583.79	
		YTD Actual	\$ 5,384,685.36	\$ 6,398,800.02	
		EOY Target	\$ 6,087,340.00	\$ 6,345,400.00	\$ 6,165,728.00
		% Target	88.46%	100.84%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 1,439,912.73	\$ 1,731,583.79	
		YTD Actual	\$ 5,384,685.36	\$ 6,398,800.02	
		EOY Projection	\$ 5,541,867.00	\$ 6,018,929.00	\$ 6,165,728.00
		% Target	97.16%	106.31%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 1,103,578.45	\$ 1,296,679.69	
		YTD Actual	\$ 6,375,695.00	\$ 6,507,364.28	
		EOY Target	\$ 3,684,800.00	\$ 5,097,000.00	\$ 6,606,500.00
		% Target	173.03%	127.67%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 1,103,578.45	\$ 1,296,679.69	
		YTD Actual	\$ 6,375,695.00	\$ 6,507,364.28	
		EOY Projection	\$ 3,684,800.00	\$ 5,334,914.00	\$ 6,606,500.00
		% Target	173.03%	121.98%	
		% Goal	100.00%	100.00%	

Community Development Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Expend Community Development Block Grant funding by program year dedaline	 Satisfy HUD spending requirements	Last Quarter 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	 Educate residents on housing programs and funding availability	Last Quarter Actual	3.00	2.00	
		YTD Actual	11.00	8.00	
		EOY Target	8.00	8.00	8.00
		% Target	137.50%	100.00%	
		% Goal	100.00%	100.00%	
 Number of business workshops provided	 Educate businesses on available programs and provide networking opportunities	Last Quarter Actual	0.00	2.00	
		YTD Actual	1.00	4.00	
		EOY Target	3.00	3.00	3.00
		% Target	33.33%	133.33%	
		% Goal	100.00%	100.00%	
 Number of environmentally sustainable outreach events/workshops	 Promote awareness to residents and businesses on the benefits of sustainable and healthy living	Last Quarter Actual	7.00	11.00	
		YTD Actual	47.00	35.00	
		EOY Target	22.00	22.00	22.00
		% Target	213.64%	159.09%	
		% 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	Last Quarter Actual	338.00	467.00	
		YTD Actual	1,477.00	1,650.00	
		EOY Target	704.00	930.00	930.00
		% Target	209.80%	177.42%	
		% Goal	100.00%	100.00%	

Community Development Balanced Scorecard

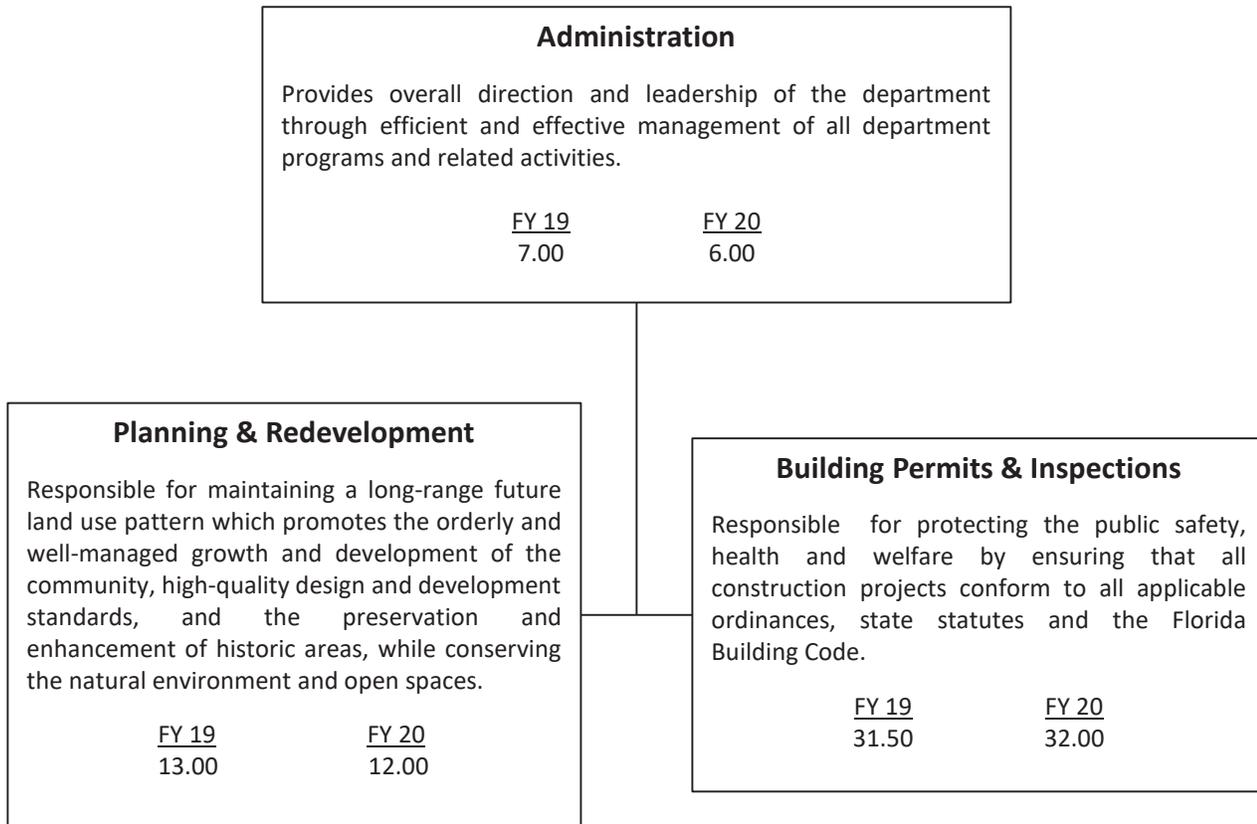
Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of development applications for residents, businesses, and the development community	 Provide efficient development review and development/zoning permit issuance processes	Last Quarter Actual	99.00	127.00	
		YTD Actual	423.00	453.00	
		EOY Target	475.00	475.00	475.00
		% Target	89.05%	95.37%	
		% Goal	100.00%	100.00%	
 20 Minutes or Less Wait-time for Permitting	 Provide efficient service for customers applying for permits by limiting lobby wait time	Last Quarter Actual		15.78	
		YTD Actual		15.60	
		EOY Target		20.00	20.00
		% Target		77.98%	
		% Goal		100.00%	
 Number of Lien Searches performed	 Timely processing of Lien Search Requests	Last Quarter Actual		749.00	
		YTD Actual		2,881.00	
		EOY Target		1,800.00	1,800.00
		% Target		160.06%	
		% Goal		100.00%	
 Number of Expedited Permits processed	 Provide Expedited Permit Plan Review	Last Quarter Actual		32.00	
		YTD Actual		58.00	
		EOY Target		72.00	72.00
		% Target		80.56%	
		% Goal		100.00%	
 Number of Quick Service Permits processed	 Provide same-day review and permit issuance for small residential projects	Last Quarter Actual		499.00	
		YTD Actual		1,561.00	
		EOY Target		1,500.00	1,500.00
		% Target		104.07%	
		% Goal		100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

End of year targets exclude year-end budget amendments.



Community Development FTE's by Program



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	631,568	827,344	908,900	909,100	812,500
Operating Expense	323,035	359,054	362,300	357,928	409,000
Departmental Capital Outlay	2,200	2,840	2,700	2,700	2,700
Total	\$ 956,803	\$ 1,189,238	\$ 1,273,900	\$ 1,269,728	\$ 1,224,200

Percent of Time by Position

Administrative Coordinator	-	-	-	1.00	1.00
Administrative Manager	1.00	1.00	1.00	-	-
Administrative Secretary II	1.00	1.00	1.00	-	-
Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Administrative Supervisor	1.00	1.00	1.00	1.00	1.00
Asst Director of Community Development	-	-	-	1.00	1.00
Asst Director of Community & Economic Devel	-	1.00	1.00	-	-
Chief Operations Officer	-	-	-	1.00	1.00
Department Coordinator	-	-	-	1.00	-
Director of Community & Economic Development	1.00	1.00	-	-	-
Director of Community Development	-	-	1.00	1.00	1.00
Director of Economic & Business Development	-	-	1.00	1.00	-
Total	5.00	6.00	7.00	8.00	6.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Development Review Fees	343900	\$ 169,590	\$ 337,343	\$ 261,600	\$ 261,600	\$ 400,000
7% Surcharge	322110	24	13	-	-	-
		<u>\$ 169,614</u>	<u>\$ 337,356</u>	<u>\$ 261,600</u>	<u>\$ 261,600</u>	<u>\$ 400,000</u>

Expenditures by Category

Personnel Services	1,234,924	1,184,717	1,322,900	1,352,900	1,100,700
Operating Expense	162,138	163,971	245,600	265,372	168,428
Capital Outlay	-	25,000	-	8,000	-
Grants & Aides	975	34,235	91,400	72,300	-
Total	<u>\$ 1,398,037</u>	<u>\$ 1,407,924</u>	<u>\$ 1,659,900</u>	<u>\$ 1,698,572</u>	<u>\$ 1,269,128</u>

Percent of Time by Position

Assistant Director/Community & Economic Development	1.00	-	-	-	-
Client Services Assistant	2.00	2.00	2.00	1.00	1.00
Client Services Coordinator I	-	-	-	1.00	1.00
Client Services Coordinator Part-time (2)	1.00	1.00	1.00	0.50	-
Client Services Manager	1.00	1.00	1.00	-	-
Community Garden Aide Part-time	0.50	0.50	0.50	-	-
Community Garden Specialist	-	-	-	1.00	1.00
Dev. & Capital Mgmt. Coordinator	1.00	1.00	1.00	1.00	1.00
Geographic Information Systems Analyst I	0.75	0.50	0.50	1.50	-
Landscape Inspector	-	-	0.50	0.50	0.50
Planning Intern Part-time (2)	-	-	-	1.00	1.00
Planning Tech/Asst Planner/Planner I/II	4.00	4.00	4.00	4.00	4.00
Senior Planner/Principal Planner*	1.75	2.00	2.00	2.00	2.00
Zoning Inspector	-	0.50	0.50	0.50	0.50
Total	<u>13.00</u>	<u>12.50</u>	<u>13.00</u>	<u>14.00</u>	<u>12.00</u>

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Building Permit	322100	3,515,846	5,270,673	3,994,000	3,994,000	5,400,000
Open Permit Search	322101	254,650	262,140	398,400	398,400	250,000
7% Surcharge	322110	280,442	424,074	400,000	400,000	500,000
Building 10% Admin Fee	322111	12,109	4,933	10,000	10,000	10,000
OT Inspection Fee	322112	15,026	28,849	16,000	16,000	18,000
Garage Sale Permits	329101	3,220	3,270	3,000	3,000	2,500
Notary Services	342160	2,735	10,748	4,000	4,000	6,000
Building Code Violations	354103	1,400	33,652	10,000	10,000	20,000
Total		\$ 4,085,429	\$ 6,038,339	\$ 4,835,400	\$ 4,835,400	\$ 6,206,500

Expenditures by Category

Personnel Services	2,232,898	2,380,683	3,088,300	2,958,600	3,292,400
Operating Expense	198,756	247,134	181,900	264,345	311,400
Capital Outlay	-	135,600	73,700	214,155	68,600
Total	\$ 2,431,654	\$ 2,763,416	\$ 3,343,900	\$ 3,437,100	\$ 3,672,400

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
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
Geographic Information Systems Analyst	0.25	0.50	0.50	0.50	-
Landscape Inspector	1.00	1.00	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	5.00	7.00	7.00	7.00
Permit Clerk I Part-time (3)	1.00	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	1.00	2.00	2.00	2.00
Plumbing Inspector/Plans Reviewer	-	-	-	-	-
Records Coordinator	1.00	1.00	1.00	1.00	1.00
Senior Planner	0.25	-	-	-	-
Special Projects Manager	-	-	1.00	1.00	1.00
Structural Inspector/Structural Plans Examiner	4.00	3.00	5.00	5.00	5.00
Structural Plans Examiner	1.00	1.00	1.00	1.00	1.00
Zoning Inspector	1.00	0.50	0.50	0.50	0.50
Total	25.50	25.00	31.50	32.50	32.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	413,992	530,152	638,100	638,100	536,500
601201	Salary Attrition	-	-	(20,000)	(20,000)	(84,500)
601205	Lump Sum Payout - Accrued Time	28,047	32,959	27,500	27,500	54,900
601210	Non-Pensionable Earnings	-	-	-	-	15,700
601215	Communication Stipend	650	650	700	700	5,900
601220	Longevity Pay	2,033	2,182	2,200	2,200	1,400
601400	Overtime-General	1,147	709	700	900	700
601410	Overtime-Holiday	220	-	-	-	-
601412	Overtime-Emergency	928	-	-	-	-
602100	FICA & MICA	32,326	41,571	41,000	41,000	43,900
602210	Pension-General	19,397	23,896	25,400	25,400	30,400
602235	Pension-Senior Mgmt	45,848	81,834	74,000	74,000	70,700
602260	Pension-401	7,392	7,694	7,600	7,600	7,600
602265	Pension-457	18,083	27,483	28,700	28,700	19,000
602300	Pmt In Lieu Of Insurance	5,622	5,611	6,200	6,200	6,200
602304	Health Insurance-PPO	11	538	-	-	5,500
602305	Health Insurance-HMO	37,971	53,076	55,700	55,700	72,300
602306	Dental Insurance-PPO	1,366	2,584	2,800	2,800	2,600
602307	Dental Insurance-HMO	308	75	-	-	-
602309	Basic Life Insurance	1,457	1,659	1,200	1,200	1,200
602311	Long-Term Disability Ins	472	574	800	800	800
602400	Workers' Compensation	14,300	14,100	16,300	16,300	21,700
	Sub-Total	631,568	827,344	908,900	909,100	812,500
<u>Operating Expense</u>						
604001	Travel & Training	4,671	3,000	6,800	3,600	20,100
604100	Communication Svcs	1,492	1,369	2,400	2,400	-
604301	Electricity Svcs	7,901	6,816	8,000	8,000	8,000
604402	Leased Vehicles	-	-	1,700	1,700	-
604440	Leased Copiers	5,954	-	-	-	-
604500	Risk Internal Svcs Charge	80,100	92,900	58,400	58,400	65,400
604550	Health Ins Internal Serv Chg	-	-	-	-	11,700
604610	Fleet Internal Svcs Charge	8,200	7,800	8,000	8,000	8,800
604700	Printing & Binding Svcs	645	600	600	406	500
604916	Administrative Expense	595	250	600	600	300
604989	IT Internal Svcs Charge	209,700	243,100	269,000	269,000	290,800
605100	Office Supplies	428	30	800	100	100
605120	Computer Operating Expenses	-	-	300	-	-
605220	Vehicle Fuel-On-Site	1,934	1,539	1,700	1,700	1,800
605240	Uniforms Cost	160	40	200	-	-
605251	Noncap Equip (Item less 5000)	923	450	1,200	-	400
605410	Subscriptions & Memberships	173	930	2,000	1,822	900
605500	Training-General	159	229	600	2,200	200
	Sub-Total	323,035	359,054	362,300	357,928	409,000
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	2,200	2,840	2,700	2,700	2,700
	Sub-Total	2,200	2,840	2,700	2,700	2,700
Total		\$ 956,803	\$ 1,189,238	\$ 1,273,900	\$ 1,269,728	\$ 1,224,200



Community Development Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	821,289	784,326	840,500	840,500	689,800
601201	Salary Attrition	-	-	(30,000)	-	(96,800)
601205	Lump Sum Payout - Accrued Time	13,645	10,156	51,100	51,100	40,100
601210	Non-Pensionable Earnings	-	-	-	-	14,600
601215	Communication Stipend	2,112	1,322	2,600	2,600	1,600
601220	Longevity Pay	722	46	2,600	2,600	2,900
601400	Overtime-General	3,034	1,095	3,000	3,000	1,100
601410	Overtime-Holiday	559	1,187	3,500	3,500	1,200
601412	Overtime-Emergency	2,584	-	-	-	-
602100	FICA & MICA	64,952	60,500	69,400	69,400	58,100
602210	Pension-General	51,091	57,491	81,700	81,700	76,300
602235	Pension-Senior Mgmt	80,385	80,033	78,000	78,000	67,700
602260	Pension-401	6,552	3,304	-	-	-
602265	Pension-457	26,707	15,959	17,200	17,200	14,900
602300	Pmt In Lieu Of Insurance	10,928	7,065	6,200	6,200	6,200
602304	Health Insurance-PPO	21,156	37,157	43,600	43,600	16,500
602305	Health Insurance-HMO	88,656	87,317	108,400	108,400	150,200
602306	Dental Insurance-PPO	3,554	3,330	3,400	3,400	2,700
602307	Dental Insurance-HMO	864	821	1,400	1,400	1,400
602309	Basic Life Insurance	2,504	2,238	1,800	1,800	1,500
602311	Long-Term Disability Ins	929	819	1,200	1,200	1,000
602400	Workers' Compensation	32,700	30,550	37,300	37,300	49,700
	Sub-Total	1,234,924	1,184,717	1,322,900	1,352,900	1,100,700
<u>Operating Expense</u>						
603190	Prof Svcs-Other	3,175	875	12,000	9,500	3,800
603425	Software License & Maint	14,760	14,910	15,300	19,400	15,300
604001	Travel & Training	10,294	11,105	12,600	12,600	8,800
604200	Postage	1,257	812	1,400	4,100	1,400
604301	Electricity Svcs	16,977	14,645	17,200	17,200	17,200
604550	Health Ins Internal Serv Chg	-	-	-	-	26,300
604613	Vehicle Detail	-	-	200	200	-
604650	R&M Office Equip	300	-	300	-	-
604700	Printing & Binding Svcs	1,000	639	1,500	1,043	600
604860	Economic Developmnt Activities	58	2,500	30,000	53,900	22,500
604865	Community Garden	-	25,157	25,000	25,000	15,000
604880	Chamber of Commerce Events	48,357	43,548	55,000	44,400	-
604889	Marketing & Promotions	10,266	-	-	-	-
604910	Advertising Costs	1,076	4,774	5,000	8,768	25,000
604916	Administrative Expense	1,189	561	1,300	1,300	1,100
604920	License & Permit Fees	9,658	9,658	10,200	10,200	-
604997	Other Operating Expenses	7,958	1,055	6,200	12,600	3,200
605100	Office Supplies	3,881	6,191	6,000	6,000	4,400
605120	Computer Operating Expenses	1,746	702	1,600	100	-
605240	Uniforms Cost	113	194	200	200	600
605246	Safety Equipment Supplies	200	-	200	200	-
605250	Noncap Furn (Item less 5000)	1,201	1,489	1,500	-	1,500
605251	Noncap Equip (Item less 5000)	1,200	-	1,200	-	-
605410	Subscriptions & Memberships	24,778	23,732	29,600	27,000	19,528
605500	Training-General	2,694	1,425	4,000	4,000	2,200
605510	Tuition Reimbursement	-	-	8,100	7,661	-
	Sub-Total	162,138	163,971	245,600	265,372	168,428
<u>Dept Capital Outlay</u>						
606200	Buildings/Structures	-	25,000	-	-	-
606210	Building Renovation	-	-	-	8,000	-
	Sub-Total	-	25,000	-	8,000	-
<u>Grants & Aides</u>						
608250	Economic Incentive	975	34,235	91,400	72,300	-
	Sub-Total	975	34,235	91,400	72,300	-
Total		\$ 1,398,037	\$ 1,407,924	\$ 1,659,900	\$ 1,698,572	\$ 1,269,128

Community Development Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,413,031	1,505,866	2,055,100	1,895,000	2,236,300
601201	Salary Attrition	-	-	(59,000)	(29,000)	(318,700)
601205	Lump Sum Payout - Accrued Time	61,140	27,403	27,400	27,400	52,200
601210	Non-Pensionable Earnings	-	278	-	-	13,100
601215	Communication Stipend	3,580	3,226	3,300	3,300	2,300
601220	Longevity Pay	4,293	4,219	4,300	4,300	5,200
601400	Overtime-General	49,127	37,158	64,000	64,000	37,200
601410	Overtime-Holiday	20,110	12,759	-	400	12,800
601411	Overtime-Reimbursable	9,254	19,255	10,000	10,000	19,300
601412	Overtime-Emergency	6,303	-	-	-	-
602100	FICA & MICA	116,121	119,568	160,500	160,500	175,900
602210	Pension-General	258,956	286,057	337,700	337,700	372,200
602235	Pension-Senior Mgmt	15,717	56,923	75,000	75,000	73,000
602265	Pension-457	4,346	2,565	11,300	11,300	13,100
602300	Pmt In Lieu Of Insurance	5,008	2,608	-	-	-
602304	Health Insurance-PPO	15,001	1,111	-	-	-
602305	Health Insurance-HMO	178,628	227,248	312,100	312,100	416,800
602306	Dental Insurance-PPO	5,491	5,950	8,200	8,200	8,800
602307	Dental Insurance-HMO	2,294	2,457	4,500	4,500	4,000
602309	Basic Life Insurance	4,540	5,283	4,500	4,500	4,900
602311	Long-Term Disability Ins	1,659	1,899	2,900	2,900	3,200
602312	HDHP Aetna	-	-	-	-	61,300
602313	HSA Payflex	-	-	-	-	10,800
602400	Workers' Compensation	58,300	58,850	66,500	66,500	88,700
	Sub-Total	2,232,898	2,380,683	3,088,300	2,958,600	3,292,400
<u>Operating Expense</u>						
603400	Contract Svcs-Other	20,191	80,537	60,700	124,300	72,000
603425	Software License & Maint	-	2,874	3,000	399	3,000
603460	Landscape Svcs	57,071	24,353	15,000	10,000	24,400
604001	Travel & Training	856	1,926	1,300	2,200	8,100
604100	Communication Svcs	486	2,087	2,400	10,325	-
604301	Electricity Svcs	16,957	14,628	17,200	17,200	17,200
604402	Leased Vehicles	59,179	53,936	1,700	16,200	-
604440	Leased Copiers	3,166	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	80,000
604610	Fleet Internal Svcs Charge	7,394	6,500	29,300	29,300	37,100
604613	Vehicle Detail	-	72	200	200	2,100
604650	R&M Office Equip	1,319	-	2,000	-	-
604700	Printing & Binding Svcs	2,954	2,567	2,100	3,600	2,600
604931	Recording Fees	207	(185)	200	200	200
604965	Special Magistrate	-	-	-	1,300	2,000
604971	Building Demolition	-	250	-	-	-
604997	Other Operating Expenses	182	1,001	1,200	3,801	2,500
605100	Office Supplies	4,850	4,278	4,400	7,600	4,300
605120	Computer Operating Expenses	138	1,495	1,000	1,000	1,500
605220	Vehicle Fuel-On-Site	7,903	9,912	12,800	12,800	13,200
605240	Uniforms Cost	5,175	2,641	3,000	3,000	3,600
605246	Safety Equipment Supplies	384	1,600	2,000	2,300	3,000
605250	Noncap Furn (Item less 5000)	-	1,381	2,500	8,621	1,400
605251	Noncap Equip (Item less 5000)	2,434	21,419	-	1,525	15,100
605410	Subscriptions & Memberships	4,260	8,880	7,100	3,000	8,900
605500	Training-General	3,650	4,980	4,000	5,100	5,000
605510	Tuition Reimbursement	-	-	8,800	375	4,200
	Sub-Total	198,756	247,134	181,900	264,345	311,400



Community Development Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Dept Capital Outlay</u>					
606210	Building Renovation	-	-	-	79,104	-
606400	Machinery & Equipment	-	-	-	10,251	-
606440	Vehicles Purchase	-	-	-	48,000	-
606441	Vehicle Replacement Program	-	135,600	73,700	73,700	68,600
606470	Computer Equipment	-	-	-	3,100	-
	Sub-Total	-	135,600	73,700	214,155	68,600
	Total	\$ 2,431,654	\$ 2,763,416	\$ 3,343,900	\$ 3,437,100	\$ 3,672,400

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 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	This is a 10% surcharge for building permits to reimburse for the cost of administrative activities related to development and zoning permits.
322112	OT Inspection Fee	This 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-\$13,100 Adobe Suite-\$2,200 Acrobat-\$500 Cqueue System-\$500 BlueBeam-\$2,000
603460	Landscape Svcs	Contracted services for landscape services. Contract with PH Consulting and JBC.
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 to mail quarterly community newsletters to apartments. Mailing of season brochures and other brochures, information material & general correspondence. This also covers the mailing of the City Beat to residents who do not receive water bills.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
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.
604860	Economic Developmnt Activities	This account includes activities pertaining to economic development such as business expos and forums, small business videos, economic trade event and accreditation by the International Economic Development Council. Including aviation/developers consortiums, ICSC national/state conferences and display units.
604865	Community Garden	Maintenance and daily operations of Miramar Community Garden.



Community Development Budget Justification

Object #	Account Description	Justification
604910	Advertising Costs	This cost is related to mandated public notice legal requirements. This represents the costs associated with media placement for City institutional, business and event campaigns, public notices, radio ads and ads in national and international publications for business attraction.
604916	Administrative Expense	This represents the costs associated with administrative expenses required for program operations.
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.\$200.00. (16) Safety shoes per GAME contract @ \$175.
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)	(3) MUNIS compatible scanners for Permitting @ \$5,165 each. (Total \$15,495 rounded to \$15,500)
605410	Subscriptions & Memberships	Subscriptions for various journals and memberships to local, state and professional organizations: P.E. Renewal \$200 R.S. Means 2019 Construction book \$350 I.A.E.I. renewal fees (3) @ \$120.00 = \$360 NFPA Books \$374.45 ICC Membership for BO \$240.00 (15) BOIEA Membership@ \$50.00 = \$750 Set of NFPA book for Mechanical \$157.00 FBC books \$1,000 Notary packages (8) @ \$170.00 = \$1,360 FAPGMI Membership (2) @ \$60.00 = \$120 Certified GC license renewals \$2,000 USDN \$3,200.00 SSDN \$375.00 NWLF \$50.00 APA/FAPA/AICP \$2,500 BAPA \$450 Congress for the New Urbanism (CNU) \$250 Landscape Inspectors Association of Florida (LIAF) \$100 URISA \$500 Florida Broward Affordable Housing \$250 Florida Community Dev Assoc \$275 Florida Housing Coalition \$1,000 Florida Economic Dev Council \$600 IEDC \$475 Urban Land Magazine \$920 South Florida Business Journal \$970 ProjectDoc Membership \$10,500
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. Permit Technician Course (11) @ \$60.00; BOAF Conference \$500.00; NFPA Conference \$800.00; Updates for NEC (3) @ \$130.00; IAEI Annual Convention(3) @ \$130.00; Tyler Connect Conference \$925.00; LIAF Annual Seminar \$95.00; AICP Exam & Training Materials (2) @ \$495; AICP Registration fee (2) @ \$149; CLARB Exam Registration \$160; CLARB Exam Sections 1 & 2 (2) @ \$365; CLARB Exam Section 3 \$570; GIS Certification Online Course \$850.00 (Total \$7,358 rounded to \$7,400)

Community Development Budget Justification

Object #	Account Description	Justification
605510	Tuition Reimbursement	Education assistance to permanent employees that is associated with a certificate or degree program at a community college or state college/university. Education must be related to the employee's present position or have the ability to assist in a promotional opportunity. The cost covers books and lab fees associated with the course.
606441	Vehicle Replacement Program	This budgeted amount consists of \$2,700 for the replacement of 3 vehicles and \$68,600 for escrow for future replacements.



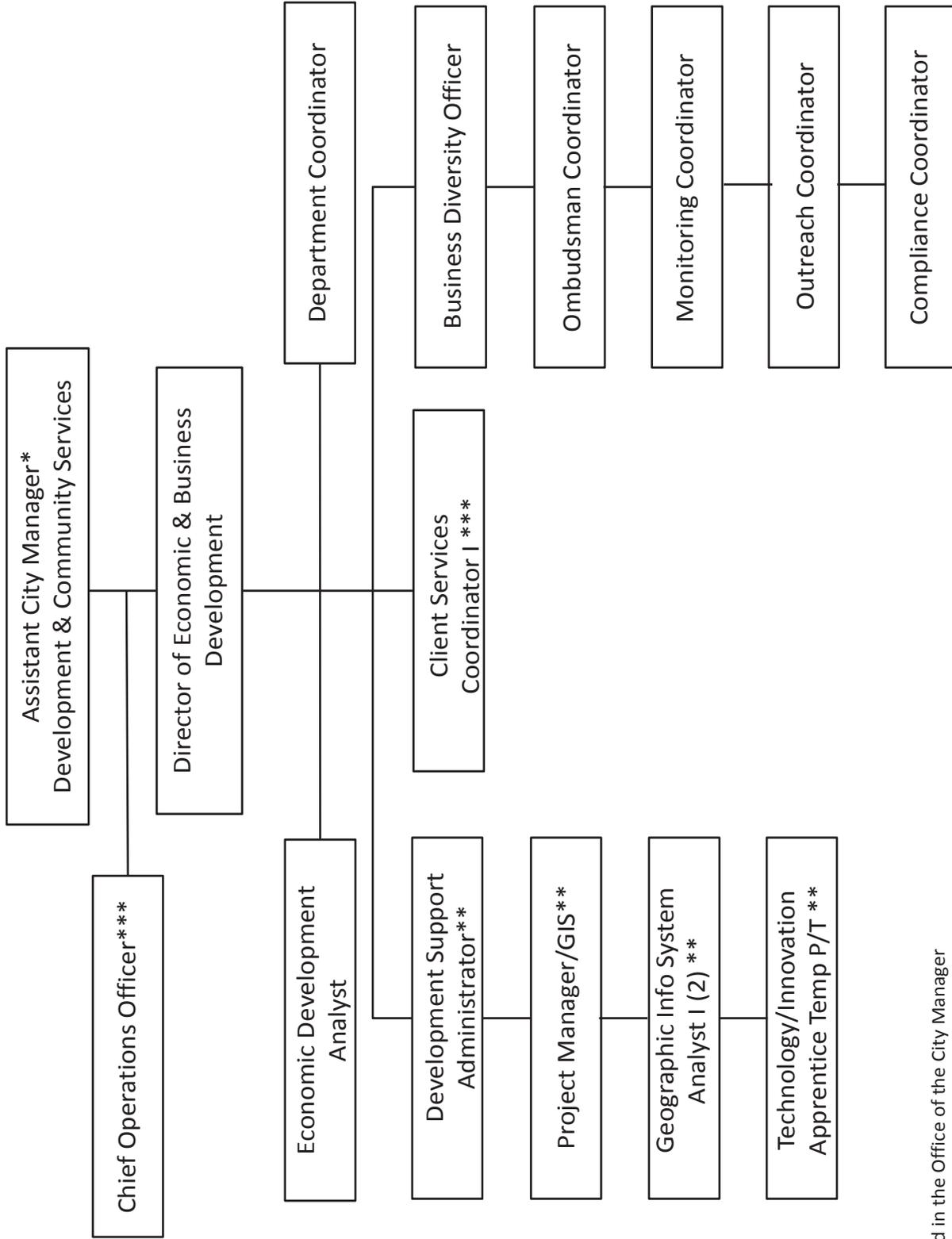


Economic & Business Development

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

**Budgeted in the Utility Fund (410)

***Budgeted in Community Development

Department Overview

In FY20, the Community and Economic Development Department was renamed to the Community Development Department and this department was created.

This department is responsible for Citywide economic development and redevelopment activities in Historic Miramar. 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 such as Innovation Zone, Opportunity Zones and Transit Oriented Corridor; the growth and sustainability of Miramar's workforce in Broward County's targeted industries; and the implementation of technological innovations where start-ups and new technology companies thrive. 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.

FY 2019 Accomplishments

Accomplishments achieved under the Community & Economic Development Department in FY 2019:

- Coordinated "Recapturing the Vision" Session.
- Completion of Neighborhood Revitalization Strategic Plan for Historic Miramar (with Community and Economic Development).
- MPO Complete Streets and Other Localized Initiatives grant applications (with Engineering Services).
- Completed small scale commercial rehabilitation project for 6142 Miramar Parkway.
- Started construction of commercial rehabilitation project for 3190 South State Road 7.
- Expedited permitting for Simtec; Convey Health; Project Marshall; Concorde Career Institute; GSA.
- Completed 25 corporate visits.
- Held Miramar Sister Cities Workshop for the Commission to approve the ordinance.
- Submitted 30 suggestions for C.A.R.E.
- Miramar prepared for initial review of Accredited Economic Development Office.
- Updated the Economic and Business Development webpages.
- Historic Miramar Businesses were presented with a survey.
- City Commission Workshop on the creation of Miramar Community Development Corporation.
- Contract with Wilkinson Global Connections, LLC for foreign direct investment/global trade strategy.

Economic & Business Development

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-

Expenditures by Program

Business Development	-	-	-	-	871,400
Business Inclusion Diversity	-	-	-	-	758,400
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,629,800

Expenditures by Category

Personnel Services	-	-	-	-	852,500
Operating Expense	-	-	-	-	683,000
Departmental Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	94,300
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,629,800

Positions by Program

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Business Development	-	-	-	-	3.00
Business Inclusion Diversity	-	-	-	-	5.00
Total	-	-	-	-	8.00

Position Detail

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

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 19</u>	<u>FY 20</u>
-	3.00

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 19</u>	<u>FY 20</u>
-	5.00

*Business Inclusion Diversity (BID) was transferred in from the Office of the City Manager in FY 2020.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	-	-	-	-	-	403,200
Operating Expense	-	-	-	-	-	373,900
Capital Outlay	-	-	-	-	-	-
Grants & Aids	-	-	-	-	-	94,300
Total		\$ -	\$ -	\$ -	\$ -	\$ 871,400

Percent of Time by Position

Department Coordinator	-	-	-	-	-	1.00
Director of Economic & Business Development	-	-	-	-	-	1.00
Economic Development Analyst	-	-	-	-	-	1.00
Total		-	-	-	-	3.00

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Expenditures by Program	-	-	-	-	-	449,300
Operating Expense	-	-	-	-	-	309,100
Capital Outlay	-	-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ 758,400

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



Economic & Business Development Expenditures by Object Code

Business Development—001-43-432-552-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	-	-	257,700
601210	Non-Pensionable Earnings	-	-	-	-	5,800
601215	Communication Stipend	-	-	-	-	2,000
602100	FICA & MICA	-	-	-	-	19,800
602235	Pension-Senior Mgmt	-	-	-	-	54,300
602265	Pension-457	-	-	-	-	5,900
602304	Health Insurance-PPO	-	-	-	-	16,500
602305	Health Insurance-HMO	-	-	-	-	9,300
602306	Dental Insurance-PPO	-	-	-	-	400
602307	Dental Insurance-HMO	-	-	-	-	500
602309	Basic Life Insurance	-	-	-	-	600
602311	Long-Term Disability Ins	-	-	-	-	400
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	-	-	-	-	20,400
	Sub-Total	-	-	-	-	403,200
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	-	100,000
604001	Travel & Training	-	-	-	-	12,000
604200	Postage	-	-	-	-	10,000
604550	Health Ins Internal Serv Chg	-	-	-	-	9,100
604700	Printing & Binding Svcs	-	-	-	-	12,000
604860	Economic Developmnt Activities	-	-	-	-	80,000
604880	Chamber of Commerce Events	-	-	-	-	43,500
604910	Advertising Costs	-	-	-	-	15,000
604920	License & Permit Fees	-	-	-	-	10,100
604989	IT Internal Svcs Charge	-	-	-	-	15,800
604997	Other Operating Expenses	-	-	-	-	12,000
605100	Office Supplies	-	-	-	-	5,000
605120	Computer Operating Expenses	-	-	-	-	600
605410	Subscriptions & Memberships	-	-	-	-	25,360
605500	Training-General	-	-	-	-	23,440
	Sub-Total	-	-	-	-	373,900
<u>Grants & Aides</u>						
608250	Economic Incentive	-	-	-	-	94,300
	Sub-Total	-	-	-	-	94,300
	Total	\$ -	\$ -	\$ -	\$ -	\$ 871,400

Economic & Business Development Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	-	-	275,900
601205	Lump Sum Payout - Accrued Time	-	-	-	-	31,300
601210	Non-Pensionable Earnings	-	-	-	-	11,400
601215	Communication Stipend	-	-	-	-	1,300
602100	FICA & MICA	-	-	-	-	21,300
602235	Pension-Senior Mgmt	-	-	-	-	58,100
602265	Pension-457	-	-	-	-	13,100
602300	Pmt In Lieu Of Insurance	-	-	-	-	12,500
602305	Health Insurance-HMO	-	-	-	-	22,800
602306	Dental Insurance-PPO	-	-	-	-	300
602307	Dental Insurance-HMO	-	-	-	-	300
602309	Basic Life Insurance	-	-	-	-	600
602311	Long-Term Disability Ins	-	-	-	-	400
	Sub-Total	-	-	-	-	449,300
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	-	4,000
603192	Consulting Svcs	-	-	-	-	150,000
603425	Software License & Maint	-	-	-	-	40,000
604001	Travel & Training	-	-	-	-	24,000
604200	Postage	-	-	-	-	200
604402	Leased Vehicles	-	-	-	-	8,700
604550	Health Ins Internal Serv Chg	-	-	-	-	10,500
604610	Fleet Internal Svcs Charge	-	-	-	-	1,000
604889	Marketing & Promotions	-	-	-	-	26,500
604916	Administrative Expense	-	-	-	-	3,000
604989	IT Internal Svcs Charge	-	-	-	-	31,000
605100	Office Supplies	-	-	-	-	1,000
605220	Vehicle Fuel-On-Site	-	-	-	-	2,700
605410	Subscriptions & Memberships	-	-	-	-	3,500
605500	Training-General	-	-	-	-	3,000
	Sub-Total	-	-	-	-	309,100
	Total	\$ -	\$ -	\$ -	\$ -	\$ 758,400



Economic & Business Development Budget Justification

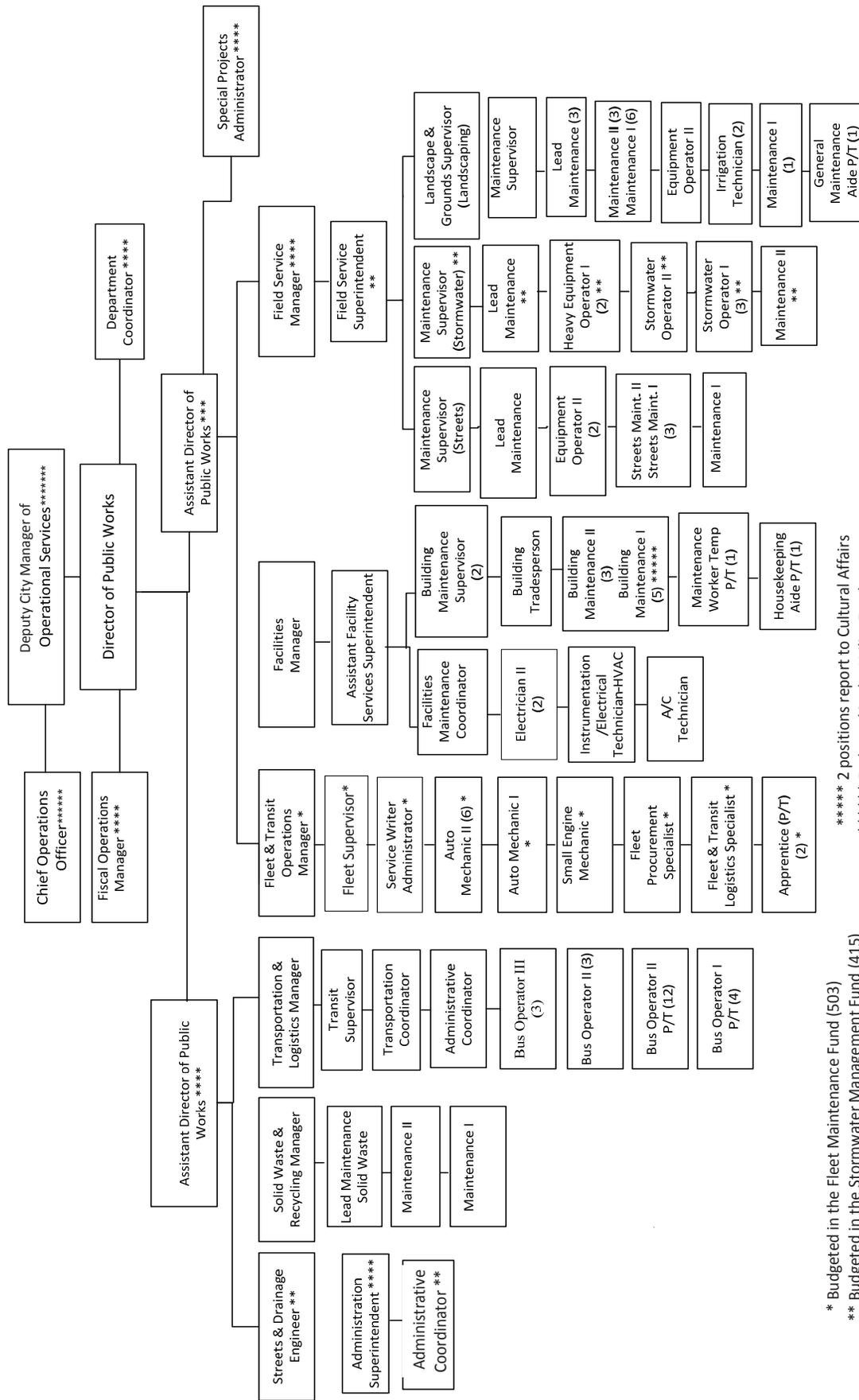
Object #	Account Description	Justification
<u>Expense</u>		
603190	Prof Svcs-Other	This account is for the following professional services: SCM Consulting \$68,000; Wilkinson Global Connections LLC \$32,000; and professional services for Business Inclusion Diversity \$4,000.
603192	Consulting Svcs	This account represents consulting services for Business Inclusion Diversity (BID).
603425	Software License & Maint	This account is for B2GNow (Compliance Software) \$40,000.
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.
604402	Leased Vehicles	This account represents the cost for the following leased vehicle: 2019 Ford Fusion \$8,700
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 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.
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.
605220	Vehicle Fuel-On-Site	This line represents costs for license and permit fees associated with the Business Inclusion Diversity program.
605410	Subscriptions & Memberships	This account represents costs for the following subscriptions and memberships: FAPA (\$2,000); APA (\$1,146/2 people); IEDC (\$1,010/4 people); Business Retention and Expansion International (\$100); MPPRC Annual Trustee (\$8,000); Broward Alliance \$7,500); Broward Section APA (\$48/2 People); ISCS (\$300/3 people); NFBPA (\$600/3 People); Sister Cities International (\$1,000); Florida Community Development Association (\$1,500/5 people); South Florida Business Journal Digital (\$192/4 people); Miami Herald Digital Subscription (\$312/2 people); Sun Sentinel Digital Subscription (\$192/2 people); Florida Housing Coalition (\$600/3 people); Neighborhood USA (\$300/3 people); 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 \$8,440 for IEDC Accreditation to include Business Inclusion Diversity.
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



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, Transit Operations, Solid Waste Management, and Landscape Maintenance. In addition, this department oversees the Fleet Maintenance program which is funded by the Internal Service Fund and Stormwater Management program which is an Enterprise Fund. The goal of this department is to provide top quality, professional, effective and timely delivery of services to residents, businesses and City departments to assure utmost customer satisfaction.

As indicated in the Position Detail, this department is comprised of 74 budgeted positions of which 64.5 are full-time, 18 part-time (9 FTE's) and 1 temporary part-time (0.5 FTE) employees. The six major programs provided are:

1. Administration
2. Building Maintenance
3. Streets Maintenance
4. Transit Operations
5. Solid Waste Management
6. Landscape Maintenance

FY 2019 Accomplishments

Fleet Maintenance

- Acquired 24 vehicles and equipment as part of the City's Vehicle Replacement Program.
- Auctioned 29 surplus vehicles.
- Completed construction of overhead canopy on the south side of Fleet Facility to facilitate maintenance of heavy duty equipment.
- Completed installation of protective canopy over oil storage tanks on the east side of the Fleet Facility.
- Completed refurbishment of 5 emergency traffic lights.
- Refurbished 2 Fire-Rescue emergency vehicles.

Stormwater Management

- Completed embankment restoration on 56 properties as part of Historic Miramar Canal Improvement project.
- Obtained \$289,368.75 in grant funds for removal of downed trees in City canal systems that resulted from Hurricane Irma.
- Removed and disposed over 2,200 cubic yards of debris and aquatic weeds from City-maintained waterways.

- Submitted Annual report for Year 2 of National Pollutant Discharge Elimination System (NPDES) Permit Cycle 4.
- Completed street sweeping services of 1,500 miles throughout the City.
- Installed exfiltration drainage structure on Acapulco Drive and Pembroke Road.
- Completed reconstruction of retention pond at Monarch Lakes Park.
- Removal and disposal of downed trees in City canal systems that resulted from Hurricane Irma.

Public Works

- Completed milling and resurfacing of 5.5 centerline miles of roadways throughout the City.
- Completed embankment restorations on 56 properties.
- Approved renewal of the Amended and Restated Solid Waste and Recycling Collection Franchise Agreement with no impact to residential solid waste rates.
- Obtained \$20,000 in grant funds for development of a Tree Inventory through the National Urban and Community Forestry Grant Program.
- Hosted Adopt-A-Street events at various locations throughout the City.
- Implemented Textile Recycling Program at various locations throughout the City.
- Completed FDOT Highway Beautification Council (HBC) Grant funded landscape improvements along University Drive between Florida Turnpike and Pembroke Road.
- Hosted Household Hazardous Waste Collection Events within the City.
- Collected over 5,000 tons of recyclable materials.
- Completed replacement of 62,900 sq.ft. of concrete sidewalks throughout the City.
- Distributed 1,125 gallons of recycled paint to residents.
- Provided transportation services to over 125,000 residents through the Community Bus Service program.
- Provided one-way transportation service trips to over 59,000 senior citizens.
- Completed installation of light emitting diode (LED) street lights along Fogg Road as part of a test pilot program.
- Completed renovations at various City facilities, including Fire Station #84, Town Center Building "W", and Sunset Lakes Community Center.
- Completed replacement of 72 trees along Island Drive.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Streets Maintenance	82,389	84,861	1,047,900	1,135,222	1,118,000
Transit Operations	516,355	502,989	1,879,694	1,971,616	2,057,694
Solid Waste Management	2,422,042	2,322,343	2,393,788	2,526,250	1,968,711
Total	\$3,020,786	\$2,910,192	\$ 5,321,382	\$ 5,633,088	\$ 5,144,405

Expenditures by Program

Administration	664,853	681,508	599,800	594,800	614,720
Building Maintenance	2,709,247	2,775,702	3,160,813	3,600,333	3,844,874
Streets Maintenance	2,007,624	1,936,851	2,061,100	1,778,200	2,173,246
Transit Operations	2,003,055	1,756,887	1,922,300	1,954,850	2,236,655
Solid Waste Management	576,953	659,887	748,267	675,567	690,300
Landscape Maintenance	1,824,758	1,656,411	1,814,400	1,708,200	2,887,214
Field Operations	(695)	836	-	-	-
Other	-	(207)	-	-	-
Total	\$ 9,785,795	\$ 9,467,874	\$ 10,306,680	\$ 10,311,950	\$ 12,447,009

Expenditures by Category

Personnel Services	4,343,997	4,645,225	4,766,400	4,699,800	5,803,200
Operating Expense	4,638,313	4,472,898	5,254,400	4,861,676	5,364,789
Capital Outlay	803,485	349,751	285,880	750,474	1,279,020
Total	\$ 9,785,795	\$ 9,467,874	\$ 10,306,680	\$ 10,311,950	\$ 12,447,009

Positions by Program

Administration	4.20	3.45	1.95	1.95	1.95
Building Maintenance	17.50	18.50	18.50	17.50	19.00
Streets Maintenance	9.25	9.25	9.25	10.25	9.25
Transit Operations	17.40	16.40	16.40	17.40	18.40
Solid Waste Management	6.00	6.25	5.15	5.15	5.15
Landscape Maintenance	12.25	11.25	10.25	9.25	20.25
Total	66.60	65.10	61.50	61.50	74.00

Public Works

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration Services Coordinator**	1.00	-	-	-	-
Administration Superintendent**	1.00	0.50	0.50	0.50	0.50
Administrative Coordinator	-	-	-	-	1.00
Air Conditioning Technician	1.00	1.00	1.00	1.00	1.00
Assistant Director of Public Works	0.60	0.60	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 (16)	8.00	8.00	8.00	8.00	8.00
Bus Operator II	3.00	3.00	3.00	3.00	3.00
Bus Operator III	3.00	3.00	3.00	3.00	3.00
Community Service Aide	1.00	-	-	-	-
Custodian - Part-time	0.50	-	-	-	-
Department Coordinator**	-	1.00	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	2.00	2.00	3.00
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	-	-	-
General Maintenance Aide - Part-time	-	-	-	3.00	0.50
Housekeeping Aide - Part-time	-	-	-	-	0.50
Instrumentation /Electrical Technician-HVAC	1.00	1.00	1.00	1.00	1.00
Irrigation Maintenance	1.00	-	-	-	-
Irrigation Technician	-	-	-	-	2.00
Landscape & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	2.00	3.00	3.00	4.00	5.00
Maintenance I	4.00	4.00	4.00	4.00	10.00
Maintenance II	2.00	2.00	2.00	1.00	4.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	2.00
Maintenance Worker - Temp Part-time	3.50	4.00	4.00	1.00	0.50
Office Administrator	1.00	-	-	-	-
Permit Clerk II	-	1.00	-	-	-
Public Policy Research Assistant	-	-	-	1.00	-
Public Works Department Administrator	1.00	1.00	-	-	-
Solid Waste & Recycling Manager	1.00	1.00	1.00	1.00	1.00
Solid Waste Technician	1.00	-	-	-	-
Special Projects Administrator**	1.00	1.00	0.50	0.50	0.50
Streets Maintenance I	3.00	3.00	3.00	3.00	3.00
Streets Maintenance II	2.00	2.00	2.00	1.00	1.00
Transit Supervisor	1.00	1.00	1.00	1.00	1.00
Transportation & Logistics Manager	-	-	-	1.00	1.00
Transportation Coordinator	1.00	1.00	1.00	1.00	1.00
Total FTE's	66.60	65.10	61.50	61.50	74.00

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

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



Public Works Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 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.	Last Quarter Actual	11.00	4.00	
		YTD Actual	36.00	29.00	
		EOY Target	36.00	36.00	36.00
		% Target	100.00%	80.56%	
		% 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.	Last Quarter Actual	3.00	100.00	
		YTD Actual	873.00	919.00	
		EOY Target	600.00	600.00	600.00
		% Target	145.50%	153.17%	
		% 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.	Last Quarter Actual	0.90	0.50	
		YTD Actual	0.78	0.50	
		EOY Target	3.00	3.00	3.00
		% Target	25.83%	16.67%	
		% 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.	Last Quarter Actual	1.20	1.00	
		YTD Actual	1.23	1.14	
		EOY Target	1.00	1.00	1.00
		% Target	122.75%	113.50%	
		% Goal	100.00%	100.00%	
 Tons of recyclable material delivered	 Provide efficient sanitation services to all residential, multi-family, and commercial	Last Quarter Actual	1,405.00	1,636.00	
		YTD Actual	5,096.00	5,801.00	
		EOY Target	5,750.00	5,750.00	5,750.00
		% Target	88.63%	100.89%	
		% Goal	100.00%	100.00%	

Public Works Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of facilities maintenance work orders completed	 Provide clean, safe, and secure facilities for employees and visitors.	Last Quarter Actual	1,003.00	613.00	
		YTD Actual	3,173.00	3,084.00	
		EOY Target	3,200.00	3,200.00	3,200.00
		% Target	99.16%	96.38%	
		% Goal	100.00%	100.00%	
 Number of facilities maintenance man-hours	 Provide clean, safe, and secure facilities for employees and visitors.	Last Quarter Actual	3,637.00	2,600.00	
		YTD Actual	11,690.00	10,928.00	
		EOY Target	10,000.00	10,000.00	10,000.00
		% Target	116.90%	109.28%	
		% Goal	100.00%	100.00%	
 Linear feet of sidewalks repaired	 Maintain safe roadways and pathways for motorists and pedestrians.	Last Quarter Actual	13,226.00	2,314.00	
		YTD Actual	18,363.00	11,352.00	
		EOY Target	4,000.00	4,000.00	4,000.00
		% Target	459.08%	283.80%	
		% Goal	100.00%	100.00%	
 Number of City-owned street lights repaired	 Maintain safe roadways and pathways for motorists and pedestrians.	Last Quarter Actual	349.00	0.00	
		YTD Actual	1,092.00	47.00	
		EOY Target	500.00	500.00	500.00
		% Target	218.40%	9.40%	
		% Goal	100.00%	100.00%	
 Number of community bus passengers.	 Provide reliable City bus services to residents and visitors.	Last Quarter Actual	26,080.00	24,205.00	
		YTD Actual	120,605.00	118,376.00	
		EOY Target	181,100.00	181,100.00	181,100.00
		% Target	66.60%	65.37%	
		% Goal	100.00%	100.00%	

Public Works Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of one-way trips provided for seniors.	 Provide reliable City bus services to residents and visitors.	Last Quarter Actual	16,226.00	13,632.00	
		YTD Actual	63,366.00	57,563.00	
		EOY Target	63,400.00	63,400.00	63,400.00
		% Target	99.95%	90.79%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	2,688,114.45	2,937,527.12	
		YTD Actual	9,467,874.13	10,296,482.85	
		EOY Target	10,187,304.00	10,420,250.00	12,447,009.00
		% Target	92.94%	98.81%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	2,688,114.45	2,937,527.12	
		YTD Actual	9,467,874.13	10,296,482.85	
		EOY Projection	9,933,968.94	10,413,831.00	12,447,009.00
		% Target	95.31%	98.87%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	1,050,448.02	1,277,236.75	
		YTD Actual	2,910,192.00	5,180,401.31	
		EOY Target	2,835,264.15	5,457,203.04	5,144,405.00
		% Target	102.64%	94.93%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	1,050,448.02	1,277,236.75	
		YTD Actual	2,910,192.00	5,180,401.31	
		EOY Projection	2,672,816.00	5,633,088.00	5,144,405.00
		% Target	108.88%	91.96%	
		% Goal	100.00%	100.00%	

Public Works Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 City-owned street light repairs completed within ten business days	 Ensure timely response to complaints and timely completion of repairs.	Last Quarter Actual	47.00%	0%	
		YTD Actual	27.00%	18.25%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	27.00%	18.25%	
		% Goal	100.00%	100.00%	
 Repair of pothole within 48 hours	 Ensure timely response to complaints and timely completion of repairs.	Last Quarter 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%	
 City cost per passenger per community bus service	 Ensure on-time and cost effective transportation services.	Last Quarter Actual	\$ 8.43	\$ 9.47	
		YTD Actual	\$ 8.18	\$ 7.69	
		EOY Target	\$ 4.95	\$ 4.95	\$ 4.95
		% Target	165.20%	155.30%	
		% Goal	100.00%	100.00%	
 On-time scheduled bus stop arrivals	 Ensure on-time and cost effective transportation services.	Last Quarter Actual	97.00%	98.00%	
		YTD Actual	87.00%	95.50%	
		EOY Target	97.00%	97.00%	97.00%
		% Target	89.69%	98.45%	
		% Goal	100.00%	100.00%	
 Quarterly wet checking of irrigation systems	 Enhance landscape services.	Last Quarter Actual	90.00%	90.00%	
		YTD Actual	90.50%	97.50%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	90.50%	97.50%	
		% Goal	100.00%	100.00%	



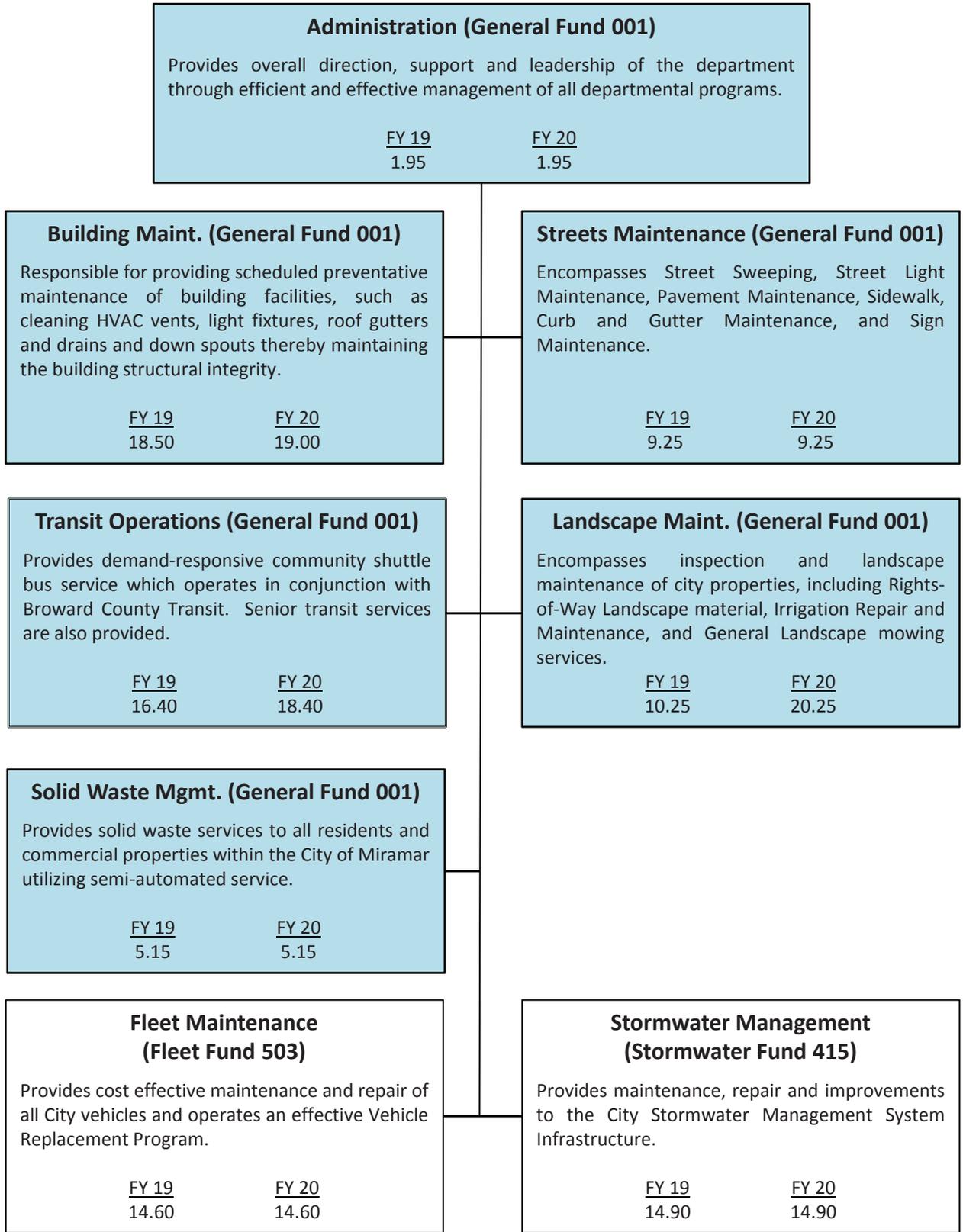
Public Works Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Bi-weekly inspection of landscape areas	 Enhance landscape services.	Last Quarter Actual	95.00%	90.00%	
		YTD Actual	88.00%	90.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	88.00%	90.00%	
		% Goal	100.00%	100.00%	
 Number of training sessions attended (per staff)	 Provide Training and Employee Development Opportunities.	Last Quarter Actual	9.00	0.00	
		YTD Actual	15.00	7.00	
		EOY Target	2.00	2.00	2.00
		% Target	750.00%	350.00%	
		% Goal	100.00%	100.00%	
 Number of technical licenses/certificates acquired or renewed	 Provide Training and Employee Development Opportunities.	Last Quarter Actual	3.00	2.00	
		YTD Actual	9.00	6.00	
		EOY Target	7.00	7.00	7.00
		% Target	128.57%	85.71%	
		% Goal	100.00%	100.00%	
 Total cubic yards of litter removed from right-of-way including bus stops		Last Quarter Actual	172.00	151.00	
		YTD Actual	735.00	579.00	
		EOY Target	100.00	580.00	580.00
		% Target	735.00%	99.83%	
		% Goal	100.00%	100.00%	
 Total square feet of right-of-ways pressure cleaned including curbs and sidewalks		Last Quarter Actual	74,255.00	0.00	
		YTD Actual	77,395.00	9,300.00	
		EOY Target	3,140.00	50,000.00	50,000.00
		% Target	2,464.81%	18.60%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	464,176	477,159	418,100	418,100	404,500
Operating Expense	200,677	204,349	181,700	176,700	167,700
Capital Outlay	-	-	-	-	42,520
Total	\$ 664,853	\$ 681,508	\$ 599,800	\$ 594,800	\$ 614,720

Percent of Time by Position

Administration Services Coordinator	1.00	-	-	-	-
Assistant Director of Public Works	0.20	0.20	0.20	0.20	0.20
Administration Superintendent	1.00	0.25	0.25	0.25	0.25
Department Coordinator		1.00	0.50	0.50	0.50
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Executive Assistant to the Director	-	-	-	-	-
Public Works Department Administrator	1.00	1.00	-	-	-
Total	4.20	3.45	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,030,057	1,266,814	1,399,500	1,399,500	1,517,300
Operating Expense	1,542,590	1,488,508	1,728,100	1,798,076	1,726,634
Capital Outlay	136,600	20,380	33,213	402,757	600,940
Total	\$ 2,709,247	\$ 2,775,702	\$ 3,160,813	\$ 3,600,333	\$ 3,844,874

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	1.00	2.00	2.00	2.00	2.00
Building Tradesperson	1.00	1.00	1.00	1.00	1.00
Community Service Aide	1.00	-	-	-	-
Custodian P/T	0.50	-	-	-	-
Electrician I	-	-	-	-	-
Electrician II	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Coordinator	1.00	1.00	1.00	-	1.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00
Facilities Planner	-	-	-	-	-
General Services Manager	-	-	-	-	-
Housekeeping Aide - Part-Time	-	-	-	-	0.50
Instrumentation /Electrical Technician-HV.	-	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
Total	17.50	18.50	18.50	17.50	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Tfr Fr State & Cty Grant Fund	381163	82,389	84,861	-	87,322	-
Tfr Fr Street Construction & Maint.	381385	-	-	1,047,900	1,047,900	1,118,000
		\$ 82,389	\$ 84,861	\$ 1,047,900	\$ 1,135,222	\$ 1,118,000

Expenditures by Category

Personnel Services	542,686	605,502	691,600	636,400	680,700
Operating Expense	1,234,338	1,130,446	1,321,300	1,060,600	1,379,781
Capital Outlay	230,600	200,903	48,200	81,200	112,765
Total	\$ 2,007,624	\$ 1,936,851	\$ 2,061,100	\$ 1,778,200	\$ 2,173,246

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	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
Maintenance I	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Public Policy Research Assistant	-	-	-	1.00	-
Street Maintenance I	3.00	3.00	3.00	3.00	3.00
Street Maintenance II	2.00	2.00	2.00	1.00	1.00
Total	9.25	9.25	9.25	10.25	9.25

Public Works Budget Summary by Program

Transit Operations—Program 507

Description

This program provides four fixed-route community shuttle bus service and operates in conjunction with Broward County Transit. Transportation services is also provided for the City's seniors and supportive transportation is provided for some of the City's special events activities and early childhood operations. Transit Operations operates in compliance with all regulatory and contractual obligations related to transportation.

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Loc Grant-Brow Cty Shuttle Bus	337400	174,252	107,561	181,100	181,100	540,000
Trfr fr Fed Grant Fund	381162	342,103	395,427	400,994	492,916	400,994
Trfr Fr Street Construction & Maint.	381385	-	-	1,297,600	1,297,600	1,116,700
		\$ 516,355	\$ 502,989	\$ 1,879,694	\$ 1,971,616	\$ 2,057,694

Expenditures by Category

Personnel Services	1,249,901	1,179,319	1,196,800	1,196,800	1,499,700
Operating Expense	541,529	510,822	634,500	626,500	659,300
Capital Outlay	211,626	66,746	91,000	131,550	77,655
Total	\$ 2,003,055	\$ 1,756,887	\$ 1,922,300	\$ 1,954,850	\$ 2,236,655

Percent of Time by Position

Administrative Coordinator	-	-	-	-	1.00
Assistant Director of Public Works	0.40	0.40	0.40	0.40	0.40
Building Maintenance Supervisor	1.00	-	-	-	-
Bus Operator II	3.00	3.00	3.00	3.00	3.00
Bus Operator I/II (P/T 16)	8.00	8.00	8.00	8.00	8.00
Bus Operator III	3.00	3.00	3.00	3.00	3.00
Transportation & Logistics Manager	-	-	-	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	1.00
Total	17.40	16.40	16.40	17.40	18.40

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Textile Recycling Revenue	323705	-	-	-	7,462	50,000
Admin Fee-Sanitation Roll Off	341302	27,572	12,868	15,300	15,300	16,800
Admin Fee-Solid Waste Commercial	341303	63,396	57,886	56,800	56,800	72,000
Admin Fee-Solid Waste Residential	341307	73,285	73,835	71,800	71,800	72,000
Admin Fee-Solid Waste-Multi-Family	341308	11,442	8,214	11,300	11,300	11,300
Solid Waste Rev Share-Residential	343410	129,804	99,298	110,900	110,900	-
Solid Waste Rev Share-Multi-Family	343411	4,653	3,073	4,000	4,000	-
Solid Waste Rev Share-Commercial	343412	34,120	23,239	29,200	29,200	-
Solid Waste-Bulk Revenue Share-Res	343413	7,154	4,367	5,500	5,500	-
Solid Waste-C&D Rev Share-Industrial	343414	8,382	3,431	9,900	9,900	-
Waste Reduction-Roll Off	366430	17,365	24,245	24,800	24,800	27,600
Solid Waste Contract Mgmt. Contrib	366431	126,000	126,000	126,000	126,000	126,000
Waste Reduction-Commercial	366432	117,035	115,514	111,500	111,500	144,000
Waste Reduction-Residential	366433	102,504	103,274	101,900	101,900	102,600
Waste Reduction-Multi-Family	366434	25,900	18,568	25,500	25,500	25,500
Public Education Contribution	366436	35,000	35,000	35,000	35,000	30,000
Cost Avoidance Collection-Residential	369921	827,133	903,209	956,188	956,188	466,711
Cost Avoidance Collection-Commercial	369923	560,943	472,227	555,300	555,300	535,200
Cost Avoidance Collection-Multi-Family	369925	123,113	178,302	120,000	120,000	136,500
Solid Waste Recycling Liq. Damages	369930	75,000	41,000	2,500	2,500	2,500
Community Engagement Program	369935	-	-	-	125,000	150,000
Solid Waste Recycling (City of Miramar)	369941	52,240	18,792	20,400	20,400	-
Total		\$ 2,422,042	\$ 2,322,343	\$ 2,393,788	\$ 2,526,250	\$ 1,968,711

Expenditures by Category

Personnel Services	398,364	450,167	444,200	439,000	449,600
Operating Expense	173,389	204,407	298,800	231,300	214,200
Capital Outlay	5,200	5,313	5,267	5,267	26,500
Total	\$ 576,953	\$ 659,887	\$ 748,267	\$ 675,567	\$ 690,300

Percent of Time by Position

Administration Superintendent	-	0.25	0.25	0.25	0.25
Assistant Director of Public Works	-	-	0.40	0.40	0.40
Fleet & Transit Logistics Specialist	-	1.00	-	-	-
Lead Maintenance	-	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
Office Administrator	1.00	-	-	-	-
Solid Waste & Recycling Manager	1.00	1.00	1.00	1.00	1.00
Solid Waste Technician	1.00	-	-	-	-
Special Projects Administrator	1.00	1.00	0.50	0.50	0.50
Total	6.00	6.25	5.15	5.15	5.15

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	660,147	666,263	616,200	610,000	1,251,400
Operating Expense	945,152	933,738	1,090,000	968,500	1,217,174
Capital Outlay	219,459	56,409	108,200	129,700	418,640
Total	\$ 1,824,758	\$ 1,656,411	\$ 1,814,400	\$ 1,708,200	\$ 2,887,214

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	2.00
Field Service Manager	0.25	0.25	0.25	0.25	0.25
General Maintenance Aide - Part Time	-	-	-	-	0.50
Instrumentation /Electrical Technician-HVAC	1.00	-	-	-	-
Irrigation Maintenance	1.00	-	-	-	-
Irrigation Specialist	-	-	-	-	-
Irrigation Technician	-	-	-	-	2.00
Landscape & Grounds Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Landscape Inspector	-	-	-	-	-
Lead Maintenance	2.00	2.00	2.00	2.00	3.00
Maintenance I	1.00	1.00	1.00	1.00	7.00
Maintenance II	1.00	1.00	1.00	-	3.00
Maintenance Supervisor	-	-	-	-	1.00
Maintenance Worker - Temp. Part-Time (6)	3.50	3.50	3.50	3.50	-
Permit Clerk II	-	1.00	-	-	-
Total	12.25	11.25	10.25	9.25	20.25



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures by Category						
Personnel Services		(1,334)	-	-	-	-
Operating Expense		639	836	-	-	-
Capital Outlay		-	-	-	-	-
Debt Service		-	-	-	-	-
Total		\$ (695)	\$ 836	\$ -	\$ -	\$ -

Public Works Expenditures by Object Code

Administration—001-50-100-539

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	299,536	285,732	263,100	263,100	258,100
601201	Salary Attrition	-	-	(13,000)	(13,000)	(27,300)
601205	Lump Sum Payout - Accrued Time	26,307	29,536	22,500	22,500	6,700
601210	Non-Pensionable Earnings	-	-	-	-	7,700
601215	Communication Stipend	-	-	2,000	2,000	700
601220	Longevity Pay	-	66	200	200	200
601400	Overtime-General	4,157	-	-	-	-
601412	Overtime-Emergency	678	-	-	-	-
602100	FICA & MICA	25,042	21,210	18,500	18,500	18,500
602210	Pension-General	22,696	30,595	4,800	4,800	5,400
602235	Pension-Senior Mgmt	12,613	36,415	39,100	39,100	42,900
602260	Pension-401	-	-	6,200	6,200	3,400
602265	Pension-457	13,290	16,877	19,500	19,500	13,500
602304	Health Insurance-PPO	-	-	-	-	33,600
602305	Health Insurance-HMO	34,673	29,091	29,200	29,200	24,200
602306	Dental Insurance-PPO	1,532	1,182	1,100	1,100	100
602307	Dental Insurance-HMO	288	254	200	200	700
602309	Basic Life Insurance	959	876	600	600	600
602311	Long-Term Disability Ins	305	225	400	400	400
602400	Workers' Compensation	22,100	25,100	23,700	23,700	15,100
	Sub-Total	464,176	477,159	418,100	418,100	404,500
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	9,890	10,000	5,000	9,900
603400	Contract Svcs-Other	996	-	2,000	2,000	-
604001	Travel & Training	1,615	4,950	6,600	6,600	4,900
604100	Communication Svcs	1,489	1,566	2,200	2,200	1,600
604200	Postage	969	239	2,200	2,200	2,000
604300	Water/Wastewater Svcs	8,020	10,377	12,300	12,300	12,300
604301	Electricity Svcs	70,839	65,407	71,900	71,900	71,900
604440	Leased Copiers	4,583	-	-	-	-
604500	Risk Internal Svcs Charge	36,900	26,000	28,200	28,200	13,100
604550	Health Ins Internal Serv Chg	-	-	-	-	7,800
604610	Fleet Internal Svcs Charge	13,700	12,800	10,700	10,700	12,300
604700	Printing & Binding Svcs	209	2,188	2,400	2,400	2,200
604916	Administrative Expense	495	241	500	500	200
604989	IT Internal Svcs Charge	49,800	57,700	12,800	12,800	15,400
604997	Other Operating Expenses	1,117	943	1,300	1,300	900
604998	Contingency	425	100	500	500	100
605100	Office Supplies	3,377	2,392	4,000	4,000	2,400
605120	Computer Operating Expenses	1,118	4,197	2,200	2,200	4,200
605220	Vehicle Fuel-On-Site	3,401	4,251	5,200	5,200	5,400
605410	Subscriptions & Memberships	289	361	1,800	1,800	400
605500	Training-General	1,333	749	4,900	4,900	700
	Sub-Total	200,677	204,349	181,700	176,700	167,700
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	-	-	42,520
	Sub-Total	-	-	-	-	42,520
Total		\$ 664,853	\$ 681,508	\$ 599,800	\$ 594,800	\$ 614,720



Public Works Expenditures by Object Code

Building Maintenance—001-50-501-519

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services						
601200	Employee Salaries	567,899	694,230	838,000	838,000	877,900
601201	Salary Attrition	-	-	(30,000)	(30,000)	(87,400)
601205	Lump Sum Payout - Accrued Time	5,014	6,582	5,300	5,300	9,000
601210	Non-Pensionable Earnings	-	-	-	-	2,500
601215	Communication Stipend	483	-	-	-	-
601220	Longevity Pay	799	2,971	3,300	3,300	3,300
601400	Overtime-General	53,310	87,017	66,100	66,100	80,000
601410	Overtime-Holiday	3,417	3,894	-	-	3,900
601412	Overtime-Emergency	29,935	-	-	-	-
602100	FICA & MICA	49,446	60,368	64,800	64,800	68,300
602210	Pension-General	117,580	145,878	145,700	145,700	174,800
602235	Pension-Senior Mgmt	-	17,307	17,800	17,800	17,700
602260	Pension-401	-	-	5,300	5,300	-
602265	Pension-457	192	-	4,000	4,000	2,500
602300	Pmt In Lieu Of Insurance	9,601	8,701	18,700	18,700	18,700
602304	Health Insurance-PPO	26,051	26,739	36,500	36,500	50,800
602305	Health Insurance-HMO	90,238	125,968	140,700	140,700	237,900
602306	Dental Insurance-PPO	3,597	5,190	5,900	5,900	6,800
602307	Dental Insurance-HMO	1,246	965	1,200	1,200	1,000
602309	Basic Life Insurance	2,292	2,602	1,800	1,800	1,900
602311	Long-Term Disability Ins	857	1,001	1,200	1,200	1,200
602400	Workers' Compensation	68,100	77,400	73,200	73,200	46,500
	Sub-Total	1,030,057	1,266,814	1,399,500	1,399,500	1,517,300
Operating Expense						
603141	Existing Employee Screening	-	-	200	200	-
603190	Prof Svcs-Other	7,900	42,285	60,000	63,000	50,000
603400	Contract Svcs-Other	399,173	389,080	420,300	466,954	389,200
603401	Janitorial Svcs	208,635	191,222	250,300	183,000	245,234
603404	Air Condition Svcs	102,969	90,763	96,300	118,300	94,600
603460	Landscape Svcs	58,375	65,009	70,500	70,500	70,500
603470	Temporary Help	19,522	-	-	-	-
604001	Travel & Training	-	259	1,400	1,400	300
604100	Communication Svcs	5,561	5,789	8,300	7,300	2,200
604300	Water/Wastewater Svcs	24,201	63,183	69,500	69,500	69,500
604301	Electricity Svcs	50,028	43,179	50,800	50,800	50,800
604400	Leased Equipment	3,905	267	6,400	1,000	300
604500	Risk Internal Svcs Charge	108,300	78,200	85,200	85,200	39,600
604550	Health Ins Internal Serv Chg	-	-	-	-	48,200
604610	Fleet Internal Svcs Charge	44,470	36,200	38,700	38,700	49,500
604620	R&M Buildings	30,843	25,469	29,300	36,600	44,300
604621	Painting	3,032	3,070	10,000	10,000	10,000
604630	R&M Electric	54,154	47,328	56,800	56,800	50,000
604640	R&M Machinery	1,419	971	2,100	2,100	1,000
604665	R&M Air Conditioning	52,699	45,505	55,300	106,300	75,000
604669	Landscape & Irrigation	1,303	5,000	5,000	5,000	5,000
604913	Reimburse Internal Event Costs	-	(514)	-	-	-
604920	License & Permit Fees	213	4,334	6,200	12,400	4,300
604925	Parking Garage Condo Fees	212,730	164,512	190,000	190,000	190,000
604989	IT Internal Svcs Charge	49,800	57,700	99,200	99,200	111,500
604997	Other Operating Expenses	1,144	985	1,500	1,500	1,000
605120	Computer Operating Expenses	-	-	-	1,122	-
605220	Vehicle Fuel-On-Site	18,196	20,785	23,600	23,600	24,200
605225	Equip Gas Oil & Lube	-	12,698	2,200	2,200	2,300
605240	Uniforms Cost	6,075	5,768	7,800	7,800	8,400
605242	Protective Clothing and Shoes	343	286	500	500	700
605246	Safety Equipment Supplies	-	528	600	600	700
605247	Janitorial Supplies	73,755	70,938	72,700	72,700	78,700
605251	Noncap Equip (Item less 5000)	-	12,256	-	6,400	4,300
605252	Small Tools	2,628	2,957	3,000	3,000	2,100
605290	Other Operating Supplies	853	1,267	1,200	1,200	1,200
605500	Training-General	363	1,228	3,200	3,200	2,000
	Sub-Total	1,542,590	1,488,508	1,728,100	1,798,076	1,726,634
Dept Capital Outlay						
606211	Minor Building Repairs	100,000	-	12,913	12,913	510,000
606400	Machinery & Equipment	-	-	-	142,200	-
606405	Furniture & Fixtures	-	-	-	150,000	-
606441	Vehicle Replacement Program	36,600	20,380	20,300	20,300	90,940
606471	Software	-	-	-	77,344	-
	Sub-Total	136,600	20,380	33,213	402,757	600,940
Total		\$ 2,709,247	\$ 2,775,702	\$ 3,160,813	\$ 3,600,333	\$ 3,844,874

Public Works Expenditures by Object Code

Streets Maintenance—001-50-505-541

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	288,576	324,773	403,400	348,200	385,500
601201	Salary Attrition	-	-	(15,000)	(15,000)	(39,600)
601205	Lump Sum Payout - Accrued Time	2,064	6,499	3,300	3,300	9,900
601210	Non-Pensionable Earnings	-	-	-	-	1,800
601220	Longevity Pay	818	1,164	1,100	1,100	1,600
601400	Overtime-General	15,721	22,892	25,000	25,000	35,000
601410	Overtime-Holiday	504	-	-	-	-
601412	Overtime-Emergency	21,617	-	-	-	-
602100	FICA & MICA	24,926	27,194	31,200	31,200	30,500
602210	Pension-General	59,590	64,790	74,400	74,400	75,200
602235	Pension-Senior Mgmt	8,209	10,504	11,400	11,400	12,800
602265	Pension-457	843	1,352	1,600	1,600	1,800
602300	Pmt In Lieu Of Insurance	6,301	6,001	9,300	9,300	6,200
602304	Health Insurance-PPO	6,398	6,844	7,300	7,300	-
602305	Health Insurance-HMO	48,130	65,687	74,000	74,000	117,500
602306	Dental Insurance-PPO	1,577	2,769	3,000	3,000	2,500
602307	Dental Insurance-HMO	804	619	800	800	1,000
602309	Basic Life Insurance	1,075	1,226	900	900	800
602311	Long-Term Disability Ins	436	488	600	600	500
602400	Workers' Compensation	55,100	62,700	59,300	59,300	37,700
	Sub-Total	542,686	605,502	691,600	636,400	680,700
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	-	100	100	-
603400	Contract Svcs-Other	91,933	90,427	93,000	19,000	100,400
604100	Communication Svcs	2,394	2,623	2,700	2,700	1,600
604311	Street Lights	883,110	769,567	896,400	706,400	953,381
604400	Leased Equipment	138	1,491	1,000	1,000	1,000
604500	Risk Internal Svcs Charge	83,300	60,100	65,500	65,500	29,600
604550	Health Ins Internal Serv Chg	-	-	-	-	19,700
604610	Fleet Internal Svcs Charge	65,388	92,100	101,600	101,600	117,200
604640	R&M Machinery	2,810	508	4,000	4,000	2,000
604666	R&M Street Lights	7,497	5,658	10,000	14,500	10,000
604667	R&M Streets	23,676	25,380	45,100	40,600	46,500
604672	Street Row & Median Maint	12,075	15,825	16,000	16,000	15,800
604673	Landfill & Trash	-	-	400	400	-
604989	IT Internal Svcs Charge	30,000	34,800	50,900	50,900	50,000
605220	Vehicle Fuel-On-Site	10,862	15,664	16,900	16,900	17,400
605240	Uniforms Cost	4,258	3,714	4,700	4,700	4,700
605242	Protective Clothing and Shoes	441	694	700	700	700
605246	Safety Equipment Supplies	4,682	4,645	5,600	5,600	4,600
605251	Noncap Equip (Item less 5000)	11,773	6,675	4,700	8,000	4,700
605290	Other Operating Supplies	-	135	-	-	100
605500	Training-General	-	440	2,000	2,000	400
	Sub-Total	1,234,338	1,130,446	1,321,300	1,060,600	1,379,781
<u>Dept Capital Outlay</u>						
606303	Traffic Calming	-	-	-	-	40,000
606322	Roadway Repairs	-	-	-	33,000	40,000
606441	Vehicle Replacement Program	230,600	200,903	48,200	48,200	32,765
	Sub-Total	230,600	200,903	48,200	81,200	112,765
Total		\$ 2,007,624	\$ 1,936,851	\$ 2,061,100	\$ 1,778,200	\$ 2,173,246



Public Works Expenditures by Object Code

Transit Operations—001-50-507-544

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	794,696	732,701	776,200	776,200	963,900
601201	Salary Attrition	-	-	(28,000)	(28,000)	(98,000)
601205	Lump Sum Payout - Accrued Time	9,928	18,236	13,800	13,800	25,500
601210	Non-Pensionable Earnings	-	-	-	-	6,000
601215	Communication Stipend	650	650	700	700	700
601220	Longevity Pay	1,775	1,539	1,500	1,500	3,100
601400	Overtime-General	60,390	55,873	40,600	40,600	55,900
601410	Overtime-Holiday	2,447	563	-	-	600
601412	Overtime-Emergency	21,504	-	-	-	-
602100	FICA & MICA	65,253	60,298	60,100	60,100	75,900
602210	Pension-General	50,191	56,492	59,200	59,200	102,000
602235	Pension-Senior Mgmt	21,823	12,505	20,300	20,300	11,700
602260	Pension-401	4,312	3,698	-	-	4,400
602265	Pension-457	3,733	5,862	6,200	6,200	7,700
602300	Pmt In Lieu Of Insurance	-	-	-	-	6,200
602304	Health Insurance-PPO	22,607	16,479	14,600	14,600	16,900
602305	Health Insurance-HMO	110,642	124,112	143,600	143,600	255,800
602306	Dental Insurance-PPO	1,378	1,708	2,000	2,000	1,600
602307	Dental Insurance-HMO	1,719	1,473	2,600	2,600	5,100
602309	Basic Life Insurance	1,384	1,382	1,700	1,700	2,100
602311	Long-Term Disability Ins	470	449	1,100	1,100	1,400
602400	Workers' Compensation	75,000	85,300	80,600	80,600	51,200
	Sub-Total	1,249,901	1,179,319	1,196,800	1,196,800	1,499,700
<u>Operating Expense</u>						
603140	New Hire Screening	109	316	500	500	300
603190	Prof Svcs-Other	200	-	-	-	-
603400	Contract Svcs-Other	11,400	5,926	9,600	9,600	8,000
603470	Temporary Help	-	18,822	-	-	10,100
604001	Travel & Training	-	-	2,500	-	1,200
604100	Communication Svcs	4,445	5,417	7,800	7,800	6,400
604300	Water/Wastewater Svcs	370	652	700	700	2,000
604500	Risk Internal Svcs Charge	101,200	73,000	79,500	79,500	37,000
604550	Health Ins Internal Serv Chg	-	-	-	-	43,800
604610	Fleet Internal Svcs Charge	277,200	247,700	279,100	279,100	297,200
604645	R&M Radios	236	-	500	500	200
604700	Printing & Binding Svcs	85	-	300	300	100
604913	Reimburse Internal Event Costs	-	(707)	-	-	-
604989	IT Internal Svcs Charge	20,000	23,200	104,000	104,000	100,400
604993	Field Trips	345	244	900	900	500
605100	Office Supplies	498	417	500	500	400
605220	Vehicle Fuel-On-Site	106,915	126,577	135,200	127,200	138,600
605240	Uniforms Cost	5,594	5,064	8,000	10,500	8,000
605251	Noncap Equip (Item less 5000)	8,615	-	-	-	-
605290	Other Operating Supplies	3,166	3,123	4,000	4,000	4,000
605500	Training-General	1,151	1,070	1,400	1,400	1,100
	Sub-Total	541,529	510,822	634,500	626,500	659,300
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	168,300	66,746	91,000	91,000	77,655
606450	Radio Equipment	43,326	-	-	40,550	-
	Sub-Total	211,626	66,746	91,000	131,550	77,655
Total		\$ 2,003,055	\$ 1,756,887	\$ 1,922,300	\$ 1,954,850	\$ 2,236,655

Public Works Expenditures by Object Code

Solid Waste Management—001-50-508-534

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	222,619	252,431	263,500	258,300	264,200
601201	Salary Attrition	-	-	(12,000)	(12,000)	(27,000)
601205	Lump Sum Payout - Accrued Time	9,409	14,319	14,500	14,500	14,200
601210	Non-Pensionable Earnings	-	-	-	-	4,600
601220	Longevity Pay	321	358	800	800	800
601400	Overtime-General	4,706	6,219	7,700	7,700	8,000
601410	Overtime-Holiday	-	26	-	-	-
601412	Overtime-Emergency	6,767	-	-	-	-
602100	FICA & MICA	17,372	20,075	21,300	21,300	21,700
602210	Pension-General	29,095	26,596	32,900	32,900	36,900
602235	Pension-Senior Mgmt	-	12,205	3,600	3,600	2,700
602260	Pension-401	12,275	12,354	10,100	10,100	10,100
602265	Pension-457	3,716	4,272	7,300	7,300	6,000
602304	Health Insurance-PPO	12,485	13,689	14,600	14,600	16,900
602305	Health Insurance-HMO	49,160	53,711	48,000	48,000	69,000
602306	Dental Insurance-PPO	3,100	2,862	2,400	2,400	2,300
602307	Dental Insurance-HMO	9	65	200	200	200
602309	Basic Life Insurance	706	756	600	600	600
602311	Long-Term Disability Ins	324	328	400	400	400
602400	Workers' Compensation	26,300	29,900	28,300	28,300	18,000
	Sub-Total	398,364	450,167	444,200	439,000	449,600
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	25,000	-	20,000
603400	Contract Svcs-Other	16,357	68,097	125,000	77,300	44,500
603470	Temporary Help	-	16,744	-	5,200	5,000
604001	Travel & Training	434	950	4,200	4,200	2,300
604100	Communication Svcs	2,221	1,571	3,300	3,300	1,100
604440	Leased Copiers	572	-	-	-	-
604500	Risk Internal Svcs Charge	43,400	31,400	34,200	34,200	15,900
604550	Health Ins Internal Serv Chg	-	-	-	-	14,400
604610	Fleet Internal Svcs Charge	15,500	11,900	12,600	12,600	15,000
604624	Solid Waste Container Maint	55	-	-	-	-
604700	Printing & Binding Svcs	-	68	100	100	100
604870	Public Education	14,212	9,092	35,000	32,800	35,000
604989	IT Internal Svcs Charge	30,000	34,800	24,300	24,300	27,100
604997	Other Operating Expenses	4,598	3,838	5,000	7,200	4,800
604998	Contingency	50	65	500	500	100
605100	Office Supplies	744	991	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	7,527	8,499	11,500	11,500	11,800
605240	Uniforms Cost	1,397	1,344	1,500	1,500	1,500
605242	Protective Clothing and Shoes	534	563	1,000	1,000	600
605246	Safety Equipment Supplies	-	576	1,100	1,100	600
605249	Solid Waste Containers	35,334	13,270	11,000	11,000	11,000
605251	Noncap Equip (Item less 5000)	60	-	400	400	300
605410	Subscriptions & Memberships	395	445	600	600	600
605500	Training-General	-	195	1,500	1,500	1,500
	Sub-Total	173,389	204,407	298,800	231,300	214,200
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	5,200	5,313	5,267	5,267	26,500
	Sub-Total	5,200	5,313	5,267	5,267	26,500
Total		\$ 576,953	\$ 659,887	\$ 748,267	\$ 675,567	\$ 690,300



Public Works Expenditures by Object Code

Landscape Maintenance—001-50-509-519

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	390,364	387,242	397,400	391,200	731,600
601201	Salary Attrition	-	-	(16,000)	(16,000)	(70,700)
601205	Lump Sum Payout - Accrued Time	4,024	5,149	7,400	7,400	13,800
601210	Non-Pensionable Earnings	-	-	-	-	2,100
601220	Longevity Pay	666	625	700	700	700
601400	Overtime-General	26,572	43,121	30,000	30,000	43,100
601410	Overtime-Holiday	1,632	139	-	-	-
601412	Overtime-Emergency	30,843	-	-	-	-
602100	FICA & MICA	34,714	35,192	31,000	31,000	57,200
602210	Pension-General	60,790	62,491	47,500	47,500	160,100
602235	Pension-Senior Mgmt	3,203	4,402	4,400	4,400	4,400
602265	Pension-457	406	587	2,100	2,100	2,100
602300	Pmt In Lieu Of Insurance	17,333	24,003	9,300	9,300	6,200
602304	Health Insurance-PPO	6,243	6,845	-	-	-
602305	Health Insurance-HMO	29,552	35,477	44,800	44,800	255,400
602306	Dental Insurance-PPO	1,549	1,715	1,500	1,500	6,900
602307	Dental Insurance-HMO	232	176	400	400	1,500
602309	Basic Life Insurance	1,133	1,287	900	900	1,600
602311	Long-Term Disability Ins	392	413	600	600	1,000
602400	Workers' Compensation	50,500	57,400	54,200	54,200	34,400
	Sub-Total	660,147	666,263	616,200	610,000	1,251,400
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	-	100	100	-
603400	Contract Svcs-Other	12,076	14,794	20,000	7,500	14,800
603460	Landscape Svcs	653,506	660,206	733,600	633,600	646,674
604100	Communication Svcs	2,217	2,573	3,500	3,500	1,200
604400	Leased Equipment	257	2,485	1,000	1,000	1,000
604500	Risk Internal Svcs Charge	86,700	62,700	68,200	68,200	31,700
604550	Health Ins Internal Serv Chg	-	-	-	-	41,200
604610	Fleet Internal Svcs Charge	40,800	32,600	51,300	51,300	61,000
604640	R&M Machinery	4,487	2,989	15,000	6,000	38,500
604669	Landscape & Irrigation	79,724	77,645	86,800	80,300	130,000
604673	Landfill & Trash	-	-	150	150	-
604920	License & Permit Fees	-	100	350	350	100
604989	IT Internal Svcs Charge	20,000	23,200	48,300	48,300	113,800
605220	Vehicle Fuel-On-Site	23,371	21,271	34,400	34,400	40,300
605240	Uniforms Cost	4,102	4,893	6,300	6,300	8,400
605242	Protective Clothing and Shoes	158	778	900	900	2,800
605246	Safety Equipment Supplies	4,961	5,372	5,400	5,400	5,400
605251	Noncap Equip (Item less 5000)	6,000	12,927	8,000	13,000	23,000
605280	Chemicals	4,405	4,986	3,000	3,000	48,000
605290	Other Operating Supplies	1,329	2,253	1,700	3,200	3,300
605500	Training-General	1,060	1,965	2,000	2,000	6,000
	Sub-Total	945,152	933,738	1,090,000	968,500	1,217,174
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	61,159	15,047	-	21,500	170,400
606441	Vehicle Replacement Program	158,300	41,362	108,200	108,200	248,240
	Sub-Total	219,459	56,409	108,200	129,700	418,640
Total		\$ 1,824,758	\$ 1,656,411	\$ 1,814,400	\$ 1,708,200	\$ 2,887,214

Public Works Expenditures by Object Code

Field Operations—001-50-502-519

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	(1,090)	-	-	-	-
601220	Longevity Pay	(6)	-	-	-	-
601400	Overtime-General	(110)	-	-	-	-
601410	Overtime-Holiday	(34)	-	-	-	-
602100	FICA & MICA	(95)	-	-	-	-
	Sub-Total	(1,334)	-	-	-	-
	<u>Operating Expense</u>					
605100	Office Supplies	-	836	-	-	-
605242	Protective Clothing and Shoes	639	-	-	-	-
	Sub-Total	639	836	-	-	-
	Total	\$ (695)	\$ 836	\$ -	\$ -	\$ -

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.
381162	Trfr Fr Fed Grant Fund	Dedicated grant revenue for PW, senior transportation services through the Older Americans Act Grant.
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. Includes \$9,900 (program 100) for Governor's Sterling award and Operational Effectiveness Analysis; \$40,000 (program 501) in an approved above base request for management of Town Center Block 3 parking garage; and \$10,000 for Structural Inspection, Mold Assessments, and Roof Inspections/Survey; and \$20,000 (program 508) for Review of Solid Waste Program Services.
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.
603470	Temporary Help	This account represents costs associated with providing temporary staff from outside, in order to support and maintain continued operations.
604001	Travel & Training	This account is for out-of-county/state travel for conference/seminar, registration, airline, hotel, meals, etc., and includes the National and State APWA Conference and other development seminars.
604100	Communication Svcs	This amount is for 22 cell phones, emergency portable radios, GPS tracking and other related communication services.
604200	Postage	This account represents allocated costs for mailings and delivery services for U.P.S. and Federal Express.
604300	Water/Wastewater Svcs	This line item represents the anticipated cost for water and sewer service to Public Works facilities.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604311	Street Lights	This line item is for anticipated cost for FP&L street light power consumption and maintenance of street lights.
604400	Leased Equipment	This line item is for rental of specialized equipment that are seldomly used to perform various maintenance services.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
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.
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	The budget of \$41,500 covers the cost to repair and maintain all large and small power equipment such as carpentry power tools, pressure cleaning equipment, etc. It also includes \$35,000 for repair and maintenance of equipment used by the landscape crew.
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 \$135,000 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. This budget also includes funding for irrigation supplies for the technicians working on the in-house landscape crew.
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.
604993	Field Trips	This amount is related to senior transportation services for tolls, parking, etc.



Public Works Budget Justification

Object #	Account Description	Justification
604997	Other Operating Expenses	Unanticipated one-time expense that cannot be charged in other budgeted line item.
604998	Contingency	Provided to pay for cost of unexpected occurrences and emergency situations.
605100	Office Supplies	This line item is for the costs of office supplies utilized by administrative, secretarial, and supervisory personnel.
605120	Computer Operating Expenses	The costs for this line item is for Print Management Service Agreement for computer related items.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles as provided by PW-Fleet Maintenance.
605225	Equip Gas Oil & Lube	This account is used for gas, oil and lube for generator and other equipment. Public Works Department provided the budgeted amount.
605240	Uniforms Cost	This line item represents the cost of uniforms, shirts, safety shoes, jackets and caps for employees, 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. Funding includes \$15,000 for parts and equipment for the new landscape crew.
605252	Small Tools	This represents the cost for items such as rakes, shovels, saw blades, hand tools, etc.
605280	Chemicals	This \$48,000 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, as well as equipment for the landscape crew in order to perform these functions.
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	This \$40,000 budget will cover the installation of speed humps on Utopia Drive and SW 62 Avenue.
606322	Roadway Repairs	This \$40,000 budget is for repairs and maintenance of sidewalks around the City.
606400	Machinery & Equipment	The budgeted amount of \$170,400 will cover lawn equipment for additional in-house landscaping functions, including 4 mowers, 6 weed eaters, 4 blowers, 4 edges, 3 pole saws, 1 spreader, and 4 hedgers.
606441	Vehicle Replacement Program	This budgeted amount provides funding for vehicle replacements and escrow for future replacements. In FY 2020, the total budget of \$518,620 is programmed as follows: Program 501: Replacement of 2 vehicles = \$67,800 and escrow = \$23,140. Program 100: Replacement of 1 vehicle = \$34,700, Escrow for future replacements = \$7,820. Program 505: Escrow for future replacements = \$32,765. Program 507: Escrow for future replacements = \$77,655. Program 508: Replacement of 1 vehicle = \$23,400 and escrow = \$3,100. Program 509: Replacement of 2 vehicles = \$93,100, escrow = \$47,140, and to purchase 2 new additions to the Fleet = \$108,000.

Construction & Facilities Management (CFM)





Construction & Facilities Management (CFM)

Department Overview

Construction & facilities Management (CFM) was incorporated in the Utilities Fund beginning FY 2019 Budget.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Development Engineering	649,389	570,597	-	-	-
Expenditures by Program					
Administration	802,706	838,388	-	-	-
Development Engineering	810,229	840,778	-	-	-
Construction & Facilities Management	585,094	643,757	-	-	-
Total	\$ 2,198,029	\$ 2,322,923	\$ -	\$ -	\$ -
Expenditures by Category					
Personnel Services	2,080,960	2,114,209	-	-	-
Operating Expense	117,069	208,714	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 2,198,029	\$ 2,322,923	\$ -	\$ -	\$ -
Positions by Program					
Administration	6.50	5.50	-	-	-
Development Engineering	7.00	7.00	-	-	-
Construction & Facilities Management	5.00	5.00	-	-	-
Total	18.50	17.50	-	-	-
Position Detail					
Administration Services Coordinator	1.00	2.00	-	-	-
Assistant City Engineer	-	1.00	-	-	-
Assistant Director of Construction & Facilities Mgmt.	1.00	-	-	-	-
City Engineer	1.00	1.00	-	-	-
Civil Engineer IV	1.00	1.00	-	-	-
Construction Engineer/Inspector Supervisor	1.00	-	-	-	-
Construction Superintendent	-	1.00	-	-	-
Customer Service Support - Temp Part-time	0.50	0.50	-	-	-
Development Engineer	1.00	-	-	-	-
Director of Construction & Facilities Management	1.00	1.00	-	-	-
Engineer Inspector I	-	1.00	-	-	-
Engineer Inspector II	1.00	-	-	-	-
Engineer Inspector III	1.00	1.00	-	-	-
Engineering Technician	1.00	1.00	-	-	-
Executive Assistant to the Director	1.00	-	-	-	-
Fiscal Operations Management Controller	-	1.00	-	-	-
Interim Director of Human Resources	-	1.00	-	-	-
Operations & Logistics Manager	1.00	1.00	-	-	-
Operations Service Administrator	1.00	-	-	-	-
Project Manager	4.00	3.00	-	-	-
Senior Project Manager	1.00	1.00	-	-	-
Total FTE's	18.50	17.50	-	-	-



CFM Budget Summary by Program

Administration—Program 100

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services		706,652	722,387	-	-	-
Operating Expense		96,054	116,001	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 802,706	\$ 838,388	\$ -	\$ -	\$ -

Percent of Time by Position

Administration Services Coordinator		1.00	1.00	-	-	-
Assistant Director of Construction & Facilities Mgmt.		1.00	1.00	-	-	-
Customer Service Support - Temp PT		.50	0.50	-	-	-
Director of Construction & Facilities Management		1.00	1.00	-	-	-
Executive Assistant to the Director		1.00	-	-	-	-
Operations & Logistics Manager		1.00	1.00	-	-	-
Operations Service Administrator		1.00	1.00	-	-	-
Total		6.50	5.50	-	-	-

CFM Budget Summary by Program

Development Engineering—Program 530

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Engineering Permits	329100	649,389	570,597	-	-	-

Expenditures by Category		FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services		798,005	786,273	-	-	-
Operating Expense		12,223	54,506	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 810,229	\$ 840,778	\$ -	\$ -	\$ -

Percent of Time by Position

Assistant City Engineer	1.00	1.00	-	-	-
City Engineer	1.00	1.00	-	-	-
Civil Engineer IV*	1.00	1.00	-	-	-
Construction Engineer/Inspection Supervisor	1.00	1.00	-	-	-
Development Engineer	-	-	-	-	-
Engineer Inspector I	1.00	1.00	-	-	-
Engineer Inspector II	1.00	1.00	-	-	-
Engineer Inspector III	1.00	1.00	-	-	-
Engineer Technician	-	-	-	-	-
Project Manager	-	-	-	-	-
Total	7.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	576,303	605,549	-	-	-
Operating Expenses	8,791	38,208	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 585,094	\$ 643,757	\$ -	\$ -	\$ -

Percent of Time by Position

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

CFM Expenditures by Object Code

Administration—001-53-100-539

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	479,159	462,077	-	-	-
601205	Lump Sum Payout - Accrued Time	24,668	30,354	-	-	-
601215	Communication Stipend	-	435	-	-	-
601220	Longevity Pay	1,676	1,210	-	-	-
601400	Overtime-General	10	32	-	-	-
601410	Overtime-Holiday	-	5	-	-	-
601412	Overtime-Emergency	196	-	-	-	-
602100	FICA & MICA	39,127	37,927	-	-	-
602210	Pension-General	30,095	32,995	-	-	-
602235	Pension-Senior Mgmt	63,066	89,937	-	-	-
602265	Pension-457	17,808	17,408	-	-	-
602300	Pmt In Lieu Of Insurance	10,274	11,260	-	-	-
602305	Health Insurance-HMO	27,346	25,198	-	-	-
602306	Dental Insurance-PPO	1,258	1,062	-	-	-
602307	Dental Insurance-HMO	371	313	-	-	-
602309	Basic Life Insurance	1,819	1,734	-	-	-
602311	Long-Term Disability Ins	478	441	-	-	-
602400	Workers' Compensation	9,300	10,000	-	-	-
	Sub-Total	706,652	722,387	-	-	-
<u>Operating Expense</u>						
603400	Contract Svcs-Other	2,552	-	-	-	-
604001	Travel & Training	1,981	1,135	-	-	-
604100	Communication Svcs	1,452	1,069	-	-	-
604200	Postage	409	478	-	-	-
604301	Electricity Svcs	11,404	9,838	-	-	-
604440	Leased Copiers	2,949	-	-	-	-
604500	Risk Internal Svcs Charge	68,900	59,900	-	-	-
604610	Fleet Internal Svcs Charge	3,000	2,800	-	-	-
604700	Printing & Binding Svcs	43	-	-	-	-
604916	Administrative Expense	501	287	-	-	-
604989	IT Internal Svcs Charge	-	38,400	-	-	-
605100	Office Supplies	662	765	-	-	-
605220	Vehicle Fuel-On-Site	1,312	1,200	-	-	-
605290	Other Operating Supplies	166	-	-	-	-
605500	Training-General	724	129	-	-	-
	Sub-Total	96,054	116,001	-	-	-
	Total	\$ 802,706	\$ 838,388	\$ -	\$ -	\$ -



CFM Expenditures by Object Code

Development Engineering—001-53-530-539

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	535,291	506,240	-	-	-
601205	Lump Sum Payout - Accrued Time	23,615	35,229	-	-	-
601215	Communication Stipend	3,250	2,900	-	-	-
601220	Longevity Pay	2,728	4,641	-	-	-
601400	Overtime-General	12,568	12,947	-	-	-
601410	Overtime-Holiday	0	767	-	-	-
601412	Overtime-Emergency	638	-	-	-	-
602100	FICA & MICA	45,048	42,905	-	-	-
602210	Pension-General	43,193	49,593	-	-	-
602235	Pension-Senior Mgmt	15,416	-	-	-	-
602260	Pension-401	9,585	10,196	-	-	-
602265	Pension-457	17,299	17,090	-	-	-
602300	Pmt In Lieu Of Insurance	24,583	13,216	-	-	-
602304	Health Insurance-PPO	36,571	47,196	-	-	-
602305	Health Insurance-HMO	10,608	24,767	-	-	-
602306	Dental Insurance-PPO	2,919	2,919	-	-	-
602307	Dental Insurance-HMO	-	233	-	-	-
602309	Basic Life Insurance	1,341	1,253	-	-	-
602311	Long-Term Disability Ins	654	581	-	-	-
602400	Workers' Compensation	12,700	13,600	-	-	-
	Sub-Total	798,005	786,273	-	-	-
<u>Operating Expense</u>						
603110	Engineering Svcs	790	-	-	-	-
603425	Software License & Maint	2,500	-	-	-	-
604610	Fleet Internal Svcs Charge	6,900	6,500	-	-	-
604650	R&M Office Equip	-	941	-	-	-
604700	Printing & Binding Svcs	-	231	-	-	-
604989	IT Internal Svcs Charge	-	41,400	-	-	-
605100	Office Supplies	309	400	-	-	-
605220	Vehicle Fuel-On-Site	174	2,755	-	-	-
605240	Uniforms Cost	1,207	1,148	-	-	-
605290	Other Operating Supplies	147	307	-	-	-
605500	Training-General	198	824	-	-	-
	Sub-Total	12,223	54,506	-	-	-
	Total	\$ 810,229	\$ 840,778	\$ -	\$ -	\$ -

CFM Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	356,596	385,450	-	-	-
601205	Lump Sum Payout - Accrued Time	25,731	27,952	-	-	-
601215	Communication Stipend	1,950	2,235	-	-	-
601220	Longevity Pay	587	2,181	-	-	-
602100	FICA & MICA	29,137	31,590	-	-	-
602235	Pension-Senior Mgmt	94,099	82,434	-	-	-
602265	Pension-457	5,453	6,739	-	-	-
602300	Pmt In Lieu Of Insurance	928	1,446	-	-	-
602304	Health Insurance-PPO	22	-	-	-	-
602305	Health Insurance-HMO	37,184	39,243	-	-	-
602306	Dental Insurance-PPO	1,461	1,684	-	-	-
602307	Dental Insurance-HMO	483	425	-	-	-
602309	Basic Life Insurance	1,234	1,148	-	-	-
602311	Long-Term Disability Ins	438	423	-	-	-
602400	Workers' Compensation	21,000	22,600	-	-	-
	Sub-Total	576,303	605,549	-	-	-
<u>Operating Expense</u>						
603425	Software License & Maint	726	-	-	-	-
604610	Fleet Internal Svcs Charge	6,000	5,500	-	-	-
604700	Printing & Binding Svcs	-	754	-	-	-
604989	IT Internal Svcs Charge	-	29,500	-	-	-
604997	Other Operating Expenses	97	485	-	-	-
604998	Contingency	-	291	-	-	-
605100	Office Supplies	883	-	-	-	-
605220	Vehicle Fuel-On-Site	779	932	-	-	-
605240	Uniforms Cost	-	350	-	-	-
605290	Other Operating Supplies	174	200	-	-	-
605410	Subscriptions & Memberships	74	195	-	-	-
605500	Training-General	58	-	-	-	-
	Sub-Total	8,791	38,208	-	-	-
Total		\$ 585,094	\$ 643,757	\$ -	\$ -	\$ -





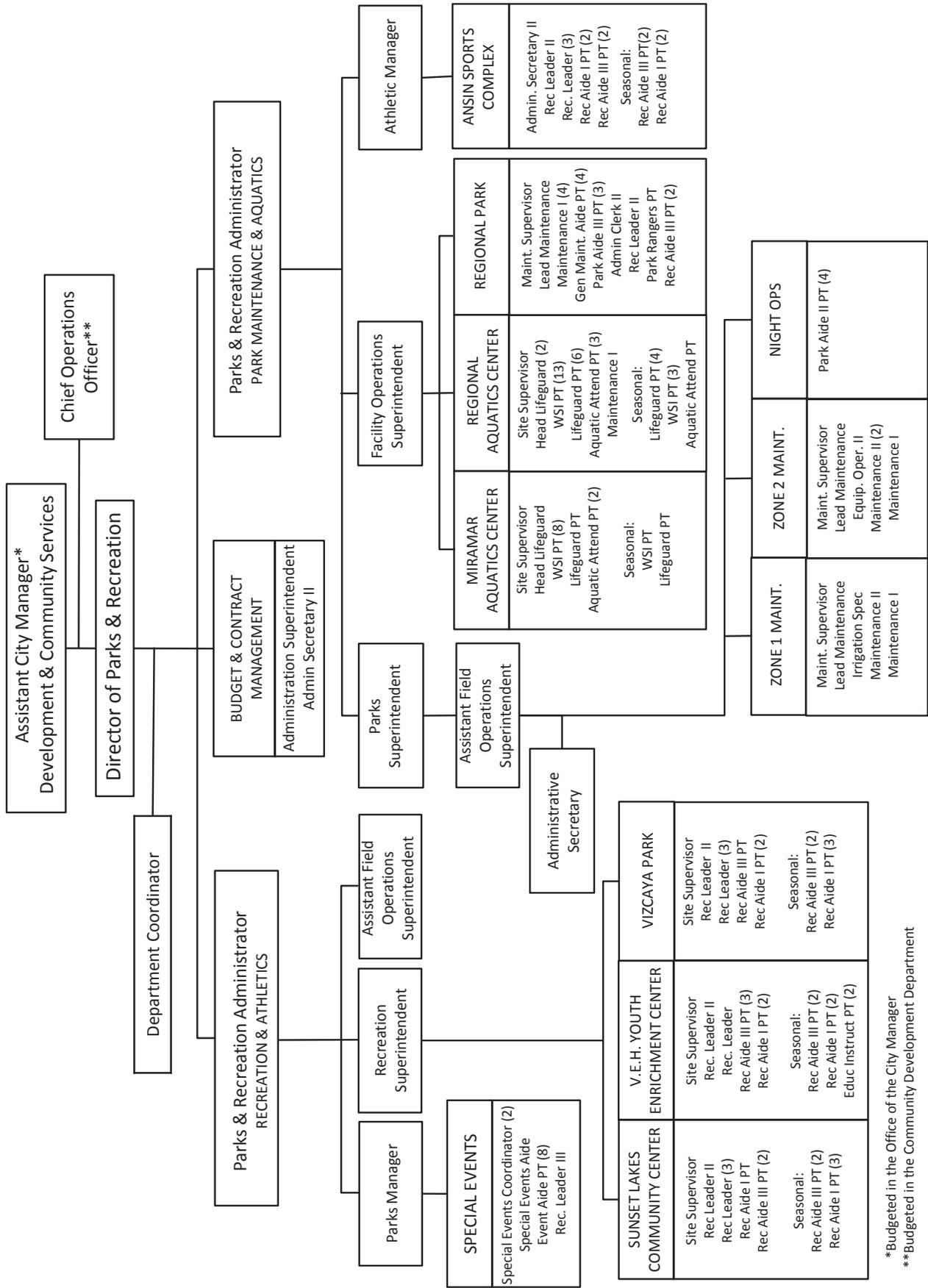
Parks and Recreation

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 107.5 budgeted positions of which 61 are full-time, 63 (31.5 FTE's) part-time, 27 (13.5 FTE's) seasonal part-time and 3 (1.5 FTE's) 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 2019 Accomplishments

- Beautification of the Sunset Lakes Ballroom.
- Various energy and water conservation initiatives (bottle filling water stations, installation of LED lighting, and the addition of recycling bins at various play courts).
- Installation of shade structure at Miramar Regional Park Playground.
- Renovation of Lake Shore Park (existing restroom renovation, the addition of a new pavilion, playground, and restroom facility).
- Resurfacing of the tennis courts at the Vernon E. Hargray Youth Enrichment Center.
- Miramar Regional Park field renovations.
- Vernon E. Hargray Youth Enrichment Center computer room and class room renovations.
- Miramar Regional Park aquatic splash pad and activity pool improvements.
- Resurfacing of the basketball courts at the Ansin Sports Complex and Vizcaya Park.
- Addition of a new weight room facility at Vizcaya Park.
- Country Club Ranches facility renovations.
- Introduction of new specialty camp programs at Vizcaya Park.

Program Revenues, Expenditures and Positions Summary

Dedicated Revenues	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Vernon E. Hargray Youth Enrichment Center	62,721	65,817	88,474	88,474	83,792
Sunset Lakes	182,177	182,969	230,800	230,800	228,800
Miramar Regional Park	204,690	585,097	979,600	979,600	142,500
Special Events (formerly Community Services)	22,387	22,401	23,000	23,000	24,000
Aquatics	509,314	508,781	476,000	476,000	488,500
Ansin Sports Complex	135,120	131,416	127,000	127,000	191,100
Park Maintenance	24,688	37,570	31,000	31,000	45,500
Vizcaya Park	80,836	104,857	97,900	97,900	116,500
Miramar Regional Park Amphitheater	-	-	-	-	707,950
Athletics	69,324	73,029	-	-	-
Total	\$ 1,291,256	\$ 1,711,937	\$ 2,053,774	\$ 2,053,774	\$ 2,028,642



Parks and Recreation

Expenditures by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	1,569,547	1,712,803	1,926,550	2,039,580	1,932,458
Vernon E. Hargray Youth Enrichment Center	745,570	825,269	867,952	814,572	720,570
Sunset Lakes	736,556	785,837	808,490	799,520	756,819
Miramar Regional Park	2,693,039	2,660,045	2,758,170	2,583,000	1,948,713
Special Events (formerly Community Services)	825,654	813,578	2,190,950	2,304,183	1,149,660
Aquatics	2,062,191	2,084,801	1,993,516	1,870,826	2,170,893
Ansin Sports Complex	703,620	811,182	915,200	929,040	1,143,963
Park Maintenance	3,253,393	3,337,445	3,412,730	3,423,865	3,055,002
Vizcaya Park	674,734	636,729	605,850	545,992	732,176
Miramar Regional Park Amphitheater	-	-	-	-	871,900
Athletics	189,528	204,649	-	-	-
Fairway	(2)	-	-	-	-
Other	-	(785)	-	-	-
Total	\$ 13,453,831	\$ 13,871,553	\$ 15,479,408	\$ 15,310,578	\$ 14,482,154

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	7,451,079	7,777,766	8,755,300	8,415,765	7,924,800
Operating Expense	5,669,291	5,632,632	6,661,780	6,498,457	6,301,761
Capital Outlay	333,460	461,154	62,328	396,355	255,593
Total	\$ 13,453,831	\$ 13,871,553	\$ 15,479,408	\$ 15,310,578	\$ 14,482,154

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	7.00	7.00	8.00	9.00	8.50
Vernon E. Hargray Youth Enrichment Center	12.00	11.50	12.00	12.00	8.00
Sunset Lakes	11.50	11.00	11.00	12.00	9.00
Miramar Regional Park	17.50	17.50	16.50	16.50	15.00
Special Events (formerly Community Services)	10.50	10.50	10.50	10.50	3.00
Aquatics (East and West locations)	27.50	28.50	27.50	27.50	27.50
Ansin Sports Complex	6.00	8.00	9.00	9.00	11.50
Park Maintenance	19.00	19.00	20.00	19.00	16.00
Vizcaya Park	8.00	6.50	5.50	5.50	9.00
Miramar Regional Park Amphitheater	-	-	-	-	-
Athletics	2.00	2.00	-	-	-
Total	121.00	121.50	120.00	121.00	107.50

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration Superintendent	-	-	-	1.00	1.00
Administrative Clerk II	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	-	1.00	1.00	-	-
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	1.00	1.00	1.00	2.00	2.00
Administrative Supervisor	-	-	1.00	-	-
Aquatic Attendant - Part-time (5)	2.50	2.50	2.50	2.50	2.50
Aquatic Attendant - Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Aquatic Coordinator	1.00	-	-	-	-
Aquatic Site Supervisor	2.00	2.00	2.00	2.00	2.00
Assistant Director of Operations	1.00	1.00	-	-	-
Assistant Director of Parks and Recreation	1.00	1.00	-	-	-
Assistant Field Operations Superintendent	1.00	2.00	2.00	2.00	2.00
Athletic Program Coordinator	1.00	1.00	1.00	-	-
Athletic Program Manager	-	-	-	1.00	1.00
Benefits Coordinator	-	-	-	1.00	-
Community Relations & Program Administrator	-	-	1.00	1.00	-
Creative Arts & Graphics Designer	-	-	2.00	2.00	-
Customer Service Specialist I	1.00	-	-	-	-

Parks and Recreation

Position Detail	FY 2017	FY 2018	FY 2019	FY 2019	FY 2020
	Actual	Actual	Budget	Revised	Budget
Department Budget Coordinator	-	1.00	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	0.50
Educational Instructor - Temp Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Equipment Operator II	2.00	2.00	2.00	2.00	1.00
Event Aide - Temp Part-time (As Needed) (16)	8.00	8.00	-	-	-
Events & Venue Promotions Manager	-	-	1.00	1.00	-
Executive Administrator	-	-	-	1.00	-
Executive Assistant to the Director	1.00	-	-	-	-
Facility Operations Superintendent	-	-	-	1.00	1.00
General Maintenance Aide - Part-time (3)	2.00	2.50	2.00	2.00	1.50
Grounds Technician	1.00	1.00	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	4.00	4.00	3.00	3.00
Lifeguard - Part-time (7)	3.50	3.50	3.50	3.50	3.50
Lifeguard - Part-time (Seasonal) (5)	2.50	2.50	2.50	2.50	2.50
Maintenance I	8.00	8.00	8.00	8.00	7.00
Maintenance II	3.00	3.00	3.00	3.00	3.00
Maintenance Supervisor I	4.00	4.00	4.00	4.00	3.00
Marketing & Public Relations Administrator	-	-	1.00	-	-
Marketing Coordinator	-	-	1.00	1.00	-
Multimedia & Broadcast Manager	-	-	1.00	1.00	-
Operations Manager	1.00	1.00	-	-	-
Operations Service Administrator	-	1.00	1.00	-	-
Park Aide II - Part-time (4)	2.00	2.00	2.00	2.00	2.00
Park Aide III - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Park Manager	-	-	-	1.00	1.00
Park Ranger - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Parks and Recreation Administrator	1.00	-	3.00	2.00	2.00
Parks and Recreation Department Coordinator	-	1.00	1.00	1.00	1.00
Parks and Recreation Intern - Part-time	-	-	-	-	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) (10)	5.00	5.00	5.00	5.00	5.00
Recreation Aide III - Part-time (9)	5.50	4.50	4.50	4.50	4.50
Recreation Aide III - Part-time (Seasonal) (6)	3.00	3.00	3.00	3.00	3.00
Recreation Aide III - Temp Part-time (Seasonal) (2)	1.00	1.00	1.00	1.00	1.00
Recreation Leader	10.00	9.00	9.00	9.00	10.00
Recreation Leader II	5.00	6.00	6.00	5.00	5.00
Recreation Leader II - Temp Part-time	0.50	-	-	-	-
Recreation Leader III	-	-	-	1.00	1.00
Recreation Site Supervisor	4.00	3.00	3.00	3.00	3.00
Recreation Superintendent	-	1.00	1.00	1.00	1.00
Regional Park Manager	1.00	1.00	1.00	-	-
Regional Park Site Supervisor	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
Special Events Aide - Part-time	-	0.50	0.50	-	-
Special Events Coordinator	2.00	2.00	2.00	2.00	2.00
Water Safety Instructor - Part-time (21)	10.50	10.50	10.50	10.50	10.50
Water Safety Instructor - Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
Total FTE's	121.00	121.50	120.00	121.00	107.50



Parks and Recreation Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of Parks Maintained	 Ensure and maintain Parks and Recreation Fields	Last Quarter 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	Last Quarter Actual	43.00	40.00	
		YTD Actual	125.00	152.00	
		EOY Target	125.00	125.00	125.00
		% Target	100.00%	121.60%	
		% Goal	100.00%	100.00%	
 Number of residents utilizing aquatic facilities	 Increase residents use of Miramar Aquatic facilities	Last Quarter Actual	40,798.00	36,875.00	
		YTD Actual	102,979.00	123,548.00	
		EOY Target	90,000.00	90,000.00	90,000.00
		% Target	114.42%	137.28%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 4,011,445.52	\$ 4,467,170.05	
		YTD Actual	\$ 13,871,553.00	\$ 15,296,204.02	
		EOY Target	\$ 14,360,561.57	\$ 15,539,277.51	\$ 14,482,154.00
		% Target	96.59%	98.44%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 4,011,445.52	\$ 4,467,170.05	
		YTD Actual	\$ 13,871,553.00	\$ 15,296,204.02	
		EOY Projection	\$ 13,531,368.76	\$ 15,305,962.00	\$ 14,482,154.00
		% Target	102.51%	99.94%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 717,340.38	\$ 405,410.04	
		YTD Actual	\$ 1,711,937.50	\$ 1,790,801.75	
		EOY Target	\$ 1,958,942.00	\$ 2,053,774.00	\$ 2,028,642.00
		% Target	87.39%	87.20%	
		% Goal	100.00%	100.00%	

Parks and Recreation Balanced Scorecard

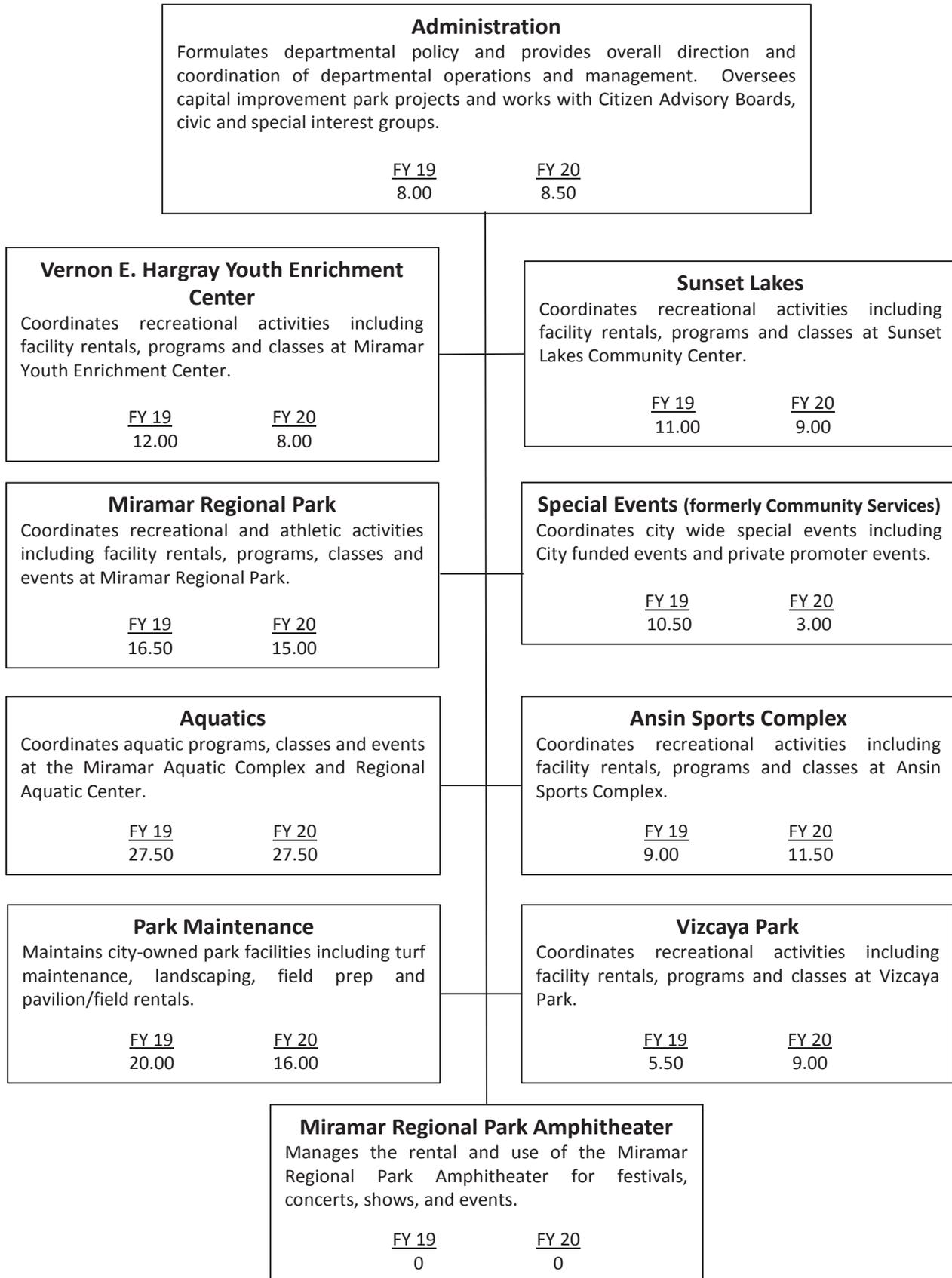
Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 717,340.38	\$ 405,410.04	
		YTD Actual	\$ 1,711,937.50	\$ 1,790,801.75	
		EOY Projection	\$ 1,874,842.00	\$ 1,856,468.00	\$ 2,028,642.00
		% Target	91.31%	96.46%	
		% Goal	100.00%	100.00%	
 Number of City Ran family entertainment events	 Provide family entertainment	Last Quarter Actual	8.00	7.00	
		YTD Actual	25.00	29.00	
		EOY Target	20.00	20.00	20.00
		% Target	125.00%	145.00%	
		% Goal	100.00%	100.00%	
 Number of hosted events	 Events hosted at City Parks by Promoters	Last Quarter Actual	9.00	4.00	
		YTD Actual	35.00	54.00	
		EOY Target	12.00	12.00	12.00
		% Target	291.67%	450.00%	
		% Goal	100.00%	100.00%	
 Attend Conferences, Trainings, & Workshops	 Provide additional learning opportunities and tools	Last Quarter Actual	18.00	5.00	
		YTD Actual	66.00	97.00	
		EOY Target	4.00	4.00	4.00
		% Target	1,650.00%	2,425.00%	
		% Goal	100.00%	100.00%	
 Various Park Improvements (Project #51003) Construction completed %	 Maintain and enhance the City park facilities and amenities for residents use	Last Quarter Actual	0%	3.73%	
		YTD Actual	100.00%	79.38%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	79.38%	
		% Goal	100.00%	100.00%	
 Various Park Improvements (Project #51003) Construction within budget		Last Quarter Actual	\$ 0.00	\$ 10,547.75	
		YTD Actual	\$ 124,960.00	\$ 224,750.27	
		EOY Target	\$ 131,214.00	\$ 283,000.00	\$ 283,000.00
		% Target	95.23%	79.42%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	1,005,429	1,099,724	1,278,200	1,269,200	1,184,800
Operating Expense	541,018	602,650	646,050	645,780	719,100
Capital Outlay	23,100	10,429	2,300	124,600	28,558
Total	\$ 1,569,547	\$ 1,712,803	\$ 1,926,550	\$ 2,039,580	\$ 1,932,458

Percent of Time by Position

Administration Superintendent	-	-	-	1.00	1.00
Administrative Secretary II	1.00	1.00	-	-	1.00
Assistant Director of Operations	1.00	1.00	-	-	-
Assistant Director of Parks & Recreation	1.00	1.00	-	-	-
Athletic Program Coordinator	-	-	1.00	-	-
Athletic Program Manager	-	-	-	1.00	-
Benefits Coordinator	-	-	-	1.00	-
Department Budget Coordinator	-	-	1.00	-	-
Director of Parks & Recreation	1.00	1.00	1.00	1.00	1.00
Executive Assistant to Director	1.00	-	-	-	-
Facility Operations Superintendent	-	-	-	1.00	-
Operations Manager	1.00	1.00	-	-	-
Operations Service Administrator	-	-	1.00	-	-
Parks & Recreation Administrator	1.00	-	3.00	2.00	2.00
Parks & Recreation Department Coordinator	-	1.00	1.00	1.00	1.00
Parks & Recreation Intern	-	-	-	-	0.50
Recreation Leader III	-	-	-	-	1.00
Recreation Superintendent	-	-	-	-	1.00
Senior Human Resources Administrator	-	-	-	1.00	-
Social Services Operations Specialist	-	1.00	-	-	-
Total	7.00	7.00	8.00	9.00	8.50



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Recreation Activities-YEC	347280	11,605	26,021	26,000	26,000	26,000
Summer - YEC	347210	3,828	3,860	4,400	4,400	1,500
Athletic Programs	347296	-	-	-	-	-
Holiday Camp	347299	1,087	1,417	1,500	1,500	1,500
Contractual Services	347260	1,461	1,933	12,000	12,000	12,000
Rentals - YEC	362100	10,877	5,668	7,500	7,500	7,800
Trfr fr State & County Grant Fund	381163	33,862	26,919	37,074	37,074	34,992
Total		\$ 62,721	\$ 65,817	\$ 88,474	\$ 88,474	\$ 83,792

Expenditures

Personnel Services	479,206	519,110	549,300	549,300	397,300
Operating Expense	266,363	237,635	312,840	243,260	288,008
Capital Outlay	-	68,524	5,812	22,012	35,262
Total	\$ 745,570	\$ 825,269	\$ 867,952	\$ 814,572	\$ 720,570

Percent of Time by Position

Department Budget Coordinator	-	1.00	-	-	-
Educational Instructor Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Educational Instructor - Temp Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Recreation Aide I Part-time	1.00	1.00	1.00	1.00	0.50
Recreation Aide I Part-time (Seasonal) (2)	2.00	2.00	2.00	2.00	1.00
Recreation Aide III Part-time (3)	1.50	1.00	1.50	1.50	1.50
Recreation Aide III Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Recreation Aide III - Temp Part-time (Seasonal)	1.00	1.00	1.00	1.00	0.50
Recreation Leader	2.00	2.00	2.00	2.00	1.00
Recreation Leader II	2.00	2.00	2.00	1.00	1.00
Recreation Leader III	-	-	-	1.00	-
Recreation Site Supervisor	1.00	-	1.00	1.00	1.00
Total	12.00	11.50	12.00	12.00	8.00

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Recreation Activities-Sunset Lakes	347280-070	17,442	16,024	45,000	45,000	38,000
Summer Program-Sunset Lakes	347210-070	73,988	61,006	72,000	72,000	70,000
Contracted Programs	347260-070	5,060	6,240	21,000	21,000	21,000
Holiday Camps	347299-070	2,352	3,730	4,000	4,000	3,800
Rentals-Sunset Lakes	362100-070	83,335	95,970	88,800	88,800	96,000
Total		\$ 182,177	\$ 182,969	\$ 230,800	\$ 230,800	\$ 228,800

Expenditures by Category

Personnel Services	485,197	519,278	546,500	546,500	523,100
Operating Expense	224,859	228,361	259,190	244,060	230,919
Capital Outlay	26,500	38,199	2,800	8,960	2,800
Total	\$ 736,556	\$ 785,837	\$ 808,490	\$ 799,520	\$ 756,819

Percent of Time by Position

General Maintenance Aide Part-time	0.50	0.50	-	-	-
Maintenance I	1.00	-	-	-	-
Public Policy Research Assistant	-	-	-	1.00	-
Recreation Aide I Part-time	1.00	-	0.50	0.50	0.50
Recreation Aide I Part-time (Seasonal) (3)	3.00	3.00	3.00	3.00	1.50
Recreation Aide III Part-time (2)	1.50	1.00	1.00	1.00	1.00
Recreation Aide III Part-time (Seasonal) (2)	1.50	1.50	1.50	1.50	1.00
Recreation Leader	1.00	2.00	2.00	2.00	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	1.00	-
Total	11.50	11.00	11.00	12.00	9.00



Parks and Recreation Budget Summary by Program

Miramar Regional Park—Program 604

Description

This program manages the City's largest and only Regional Park which serves participants of all ages. Amenities and activities include, but are not limited to, basketball, baseball, football, soccer, organized youth and adult sports leagues, instructional classes, and fitness circuits. This program 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Contracted Programs - Other	347260-080	4,591	15,610	12,100	12,100	12,500
Admission Fees	347270-080	48,297	59,185	50,000	50,000	50,000
Rec Activities-Parking Fees	347285	30,594	3,183	-	-	-
General Concessions	347309-080	1,261	700	-	-	-
Amphitheater Event Income	347500	-	373,102	-	-	-
Rental Revenue	362100-080	119,947	133,316	75,000	75,000	80,000
Rental - Amphitheater	362204	-	-	842,500	842,500	-
Trfr fr State & Cty Grant Fund	381163	-	-	-	-	-
Total		\$ 204,690	\$ 585,097	\$ 979,600	\$ 979,600	\$ 142,500

Expenditures by Category

Personnel Services	1,009,107	1,083,268	1,065,600	973,200	1,092,200
Operating Expenses	1,558,522	1,505,450	1,692,570	1,572,637	825,913
Capital Outlay	125,410	71,327	-	37,163	30,600
Total	\$ 2,693,039	\$ 2,660,045	\$ 2,758,170	\$ 2,583,000	\$ 1,948,713

Percent of Time by Position

Administrative Clerk II	1.00	1.00	1.00	1.00	1.00
Equipment Operator II	1.00	1.00	1.00	1.00	-
Facility Operations Superintendent	-	-	-	-	1.00
General Maintenance Aide Part-time (3)	1.50	2.00	2.00	2.00	1.50
Lead Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance I	5.00	5.00	5.00	5.00	4.00
Maintenance Supervisor I	1.00	1.00	1.00	1.00	1.00
Park Aide III Part-time (3)	1.50	1.50	1.50	1.50	1.50
Park Manager	-	-	-	1.00	1.00
Park Ranger Part-time (3)	1.50	1.50	1.50	1.50	1.50
Recreation Aide III Part-time	0.50	0.50	0.50	0.50	0.50
Recreation Leader	1.00	-	-	-	-
Recreation Leader II	-	1.00	1.00	1.00	1.00
Recreation Leader II Temp Part-time	0.50	-	-	-	-
Recreation Site Supervisor	-	1.00	-	-	-
Regional Park Manager	1.00	1.00	1.00	-	-
Regional Park Site Supervisor	1.00	-	-	-	-
Total	17.50	17.50	16.50	16.50	15.00

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Marketing	347360-000	-	-	1,000	1,000	-
Special Events	347405-000	2,952	2,227	1,000	1,000	3,000
Special Events - Concessions	347409-000	2,887	2,796	2,500	2,500	2,500
Vendor Registration and Sponsors	347410-000	16,548	17,378	18,500	18,500	18,500
Total		\$ 22,387	\$ 22,401	\$ 23,000	\$ 23,000	\$ 24,000

Expenditures by Category

Personnel Services	385,532	347,133	1,196,700	1,182,765	380,500
Operating Expense	440,122	441,846	973,550	1,085,154	766,700
Capital Outlay	-	24,600	20,700	36,264	2,460
Total	\$ 825,654	\$ 813,578	\$ 2,190,950	\$ 2,304,183	\$ 1,149,660

Percent of Time by Position

Administrative Supervisor	-	-	1.00	-	-
Community Relations & Program Administrator	-	-	1.00	1.00	-
Creative Arts & Graphics Designer	-	-	2.00	2.00	-
Event Aide Temp Part-time (16)	8.00	8.00	-	-	-
Events & Venue Promotions Manager	-	-	1.00	1.00	-
Housekeeping Aide Part-time (2)	-	-	-	0.50	-
Marketing & Public Relations Administrator	-	-	1.00	-	-
Marketing Coordinator	-	-	1.00	1.00	-
Multimedia & Broadcast Manager	-	-	1.00	1.00	-
Recreation Aide III Part-time	0.50	-	-	-	-
Senior Management Administrator	-	-	-	1.00	-
Special Events Aide	-	-	-	1.00	1.00
Special Event Aide Part-time	-	0.50	0.50	-	-
Special Events Coordinator	2.00	2.00	2.00	2.00	2.00
Total	10.50	10.50	10.50	10.50	3.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Summer Program	347210-061	86,631	78,084	55,000	55,000	60,000
Contracted Prog - Aquatics West	347260-061	17,035	7,681	10,000	10,000	7,000
Aquatic Fees - East	347271-060	58,465	62,569	51,000	51,000	60,000
Aquatic Fees - West	347271-061	307,941	318,081	330,000	330,000	330,000
Holiday Camps	347299	-	-	-	-	1,500
Trfr Fr State & Cty Grant Fund	381163	39,243	42,366	30,000	30,000	30,000
Total		\$ 509,314	\$ 508,781	\$ 476,000	\$ 476,000	\$ 488,500

Expenditures by Category

Personnel Services	1,624,455	1,655,526	1,603,700	1,520,500	1,684,000
Operating Expense	412,086	375,102	387,530	348,040	423,350
Capital Outlay	25,650	54,173	2,286	2,286	63,543
Total	\$ 2,062,191	\$ 2,084,801	\$ 1,993,516	\$ 1,870,826	\$ 2,170,893

Percent of Time by Position

Aquatic Attendant Part-time (5)	2.50	2.50	2.50	2.50	2.50
Aquatic Attendant Part-time (Seasonal)	0.50	0.50	0.50	0.50	0.50
Aquatic Coordinator	1.00	-	-	-	-
Aquatic Site Supervisor	2.00	2.00	2.00	2.00	2.00
Head Lifeguard (3)	3.00	3.00	3.00	3.00	3.00
Lifeguard Part-time (7)	3.50	3.50	3.50	3.50	3.50
Lifeguard Part-time (Seasonal) (5)	2.50	2.50	2.50	2.50	2.50
Maintenance I	-	1.00	1.00	1.00	1.00
Operations Service Administrator	-	1.00	-	-	-
Water Safety Instructor Part-time (21)	10.50	10.50	10.50	10.50	10.50
Water Safety Instructor Part-time (Seasonal) (4)	2.00	2.00	2.00	2.00	2.00
Total	27.50	28.50	27.50	27.50	27.50

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Summer Camp-Ansin	347210-090	59,544	58,622	57,000	57,000	63,900
Contracted Programs	347260-090	7,200	2,193	4,500	4,500	2,200
Admission Fees	347270-090	2,773	3,292	7,400	7,400	53,300
Recreation Activities-Ansin	347280-090	13,998	11,329	20,000	20,000	11,700
Holiday Camp	347299-090	2,184	2,040	2,000	2,000	4,300
Track Meet	347284-090	1,375	2,960	5,000	5,000	3,000
Parking Fees-Ansin	347285-090	3,752	3,004	2,000	2,000	3,100
Concession-Ansin	347309-090	4,200	1,441	5,100	5,100	11,100
Rentals-Ansin Bldg.	362100-090	13,698	20,717	-	-	-
Rentals-Ansin Stadium	362100-091	26,397	25,817	24,000	24,000	38,500
Total		\$ 135,120	\$ 131,416	\$ 127,000	\$ 127,000	\$ 191,100

Expenditures by Category

Personnel Services	391,629	482,345	562,200	560,700	693,500
Operating Expense	311,991	256,635	350,300	360,540	447,695
Capital Outlay	-	72,202	2,700	7,800	2,768
Total	\$ 703,620	\$ 811,182	\$ 915,200	\$ 929,040	\$ 1,143,963

Percent of Time by Position

Administrative Secretary II	-	-	1.00	1.00	1.00
Assistant Field Operations Superintendent	-	1.00	1.00	1.00	1.00
Athletic Program Manager	-	-	-	-	1.00
Recreation Aide I Part-time (2)	-	1.00	1.00	1.00	1.00
Recreation Aide I Part-time (Seasonal) (2)	-	-	-	-	1.00
Recreation Aide III Part-time (3)	-	1.00	1.00	1.00	1.50
Recreation Aide III Part-time (Seasonal) (2)	1.00	1.00	1.00	1.00	1.00
Recreation Leader	3.00	3.00	3.00	3.00	3.00
Recreation Leader II	1.00	1.00	1.00	1.00	1.00
Recreation Site Supervisor	1.00	-	-	-	-
Total	6.00	8.00	9.00	9.00	11.50



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Park Field Rentals	362200-000	15,340	25,117	16,000	16,000	25,500
Pavilion Rentals	362301-000	9,349	12,453	15,000	15,000	20,000
Total		\$ 24,688	\$ 37,570	\$ 31,000	\$ 31,000	\$ 45,500

Expenditures by Category

Personnel Services	1,467,668	1,507,349	1,584,100	1,449,500	1,412,400
Operational Expenses	1,679,826	1,735,506	1,806,100	1,823,495	1,556,200
Capital Outlay	105,900	94,590	22,530	150,870	86,402
Total	\$ 3,253,393	\$ 3,337,445	\$ 3,412,730	\$ 3,423,865	\$ 3,055,002

Percent of Time by Position

Administrative Coordinator	-	1.00	1.00	-	-
Administrative Secretary I	-	-	1.00	1.00	1.00
Administrative Secretary II	-	-	-	1.00	-
Asst. Field Operations Superintendent	1.00	1.00	1.00	1.00	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	1.00	1.00	-	-
Irrigation Specialist	1.00	1.00	1.00	1.00	1.00
Lead Maintenance	3.00	3.00	3.00	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	3.00	3.00	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	20.00	19.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Contracted Programs	347260-100	3,244	4,529	3,500	3,500	4,000
Recreation Activities-Vizcaya	347280-100	175	478	8,400	8,400	14,500
Athletics	347296-100	6,008	4,099	6,000	6,000	-
Rentals - Vizcaya	362100-100	70,534	67,903	58,000	58,000	68,000
Summer Program	347210-100	-	26,679	20,000	20,000	28,000
Holiday Camps	347299-100	875	1,170	2,000	2,000	2,000
Total		\$ 80,836	\$ 104,857	\$ 97,900	\$ 97,900	\$ 116,500

Expenditures by Category

Personnel Services	468,175	419,904	369,000	364,100	557,000
Operating Expense	179,659	189,715	233,650	175,491	171,976
Capital Outlay	26,900	27,110	3,200	6,401	3,200
Total	\$ 674,734	\$ 636,729	\$ 605,850	\$ 545,992	\$ 732,176

Percent of Time by Position

Administrative Secretary I	1.00	1.00	-	-	-
Recreation Aide I Part-time (2)	1.00	1.00	1.00	1.00	1.50
Recreation Aide I Part-time (Seasonal) (3)	-	-	-	-	1.50
Recreation Aide III Part-time	1.00	0.50	0.50	0.50	-
Recreation Aide III Part-time (Seasonal) (2)	-	-	-	-	1.00
Recreation Leader	3.00	2.00	2.00	2.00	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	8.00	6.50	5.50	5.50	9.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Rec Activities-Parking Fees	347285	-	-	-	-	217,000
General Concessions	347309	-	-	-	-	263,600
Ticket Sales	347339	-	-	-	-	107,000
Rental - Amphitheater	362204	-	-	-	-	120,350
Total		\$ -	\$ -	\$ -	\$ -	\$ 707,950

Expenditures by Category

Personnel Services	-	-	-	-	-	-
Operating Expense	-	-	-	-	-	871,900
Capital Outlay	-	-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ 871,900

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Contracted Programs	347260	33,458	36,110	-	-	-
Athletic Programs	347296	35,866	36,920	-	-	-
Total		\$ 69,324	\$ 73,029	\$ -	\$ -	\$ -

Expenditures by Category						
Personnel Services		134,683	144,131	-	-	-
Operating Expense		54,845	60,519	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 189,528	\$ 204,649	\$ -	\$ -	\$ -

Percent of Time by Position						
Athletic Program Coordinator		1.00	1.00	-	-	-
Recreation Aide I P/T		0.50	0.50	-	-	-
Recreation Aide III P/T		0.50	0.50	-	-	-
Total		2.00	2.00	-	-	-



Parks and Recreation Expenditures by Object Code

Administration—001-60-100-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	603,664	689,931	766,000	766,000	714,800
601201	Salary Attrition	-	-	(9,000)	(9,000)	(39,000)
601205	Lump Sum Payout - Accrued Time	45,410	59,266	47,100	47,100	36,700
601210	Non-Pensionable Earnings	-	-	-	-	17,900
601215	Communication Stipend	2,600	2,835	3,900	3,900	6,500
601220	Longevity Pay	2,518	2,664	2,100	2,100	1,600
601400	Overtime-General	11,946	10,395	9,000	-	3,000
601410	Overtime-Holiday	629	357	-	-	-
602100	FICA & MICA	47,997	55,469	59,600	59,600	57,000
602210	Pension-General	41,593	52,392	23,400	23,400	51,400
602235	Pension-Senior Mgmt	84,789	47,420	139,000	139,000	101,200
602260	Pension-401	1,736	5,445	12,100	12,100	12,700
602265	Pension-457	25,760	26,578	46,800	46,800	22,800
602300	Pmt In Lieu Of Insurance	5,611	3,518	-	-	-
602304	Health Insurance-PPO	30,550	22,609	29,100	29,100	-
602305	Health Insurance-HMO	49,551	64,324	87,700	87,700	78,900
602306	Dental Insurance-PPO	4,025	3,954	4,300	4,300	3,300
602307	Dental Insurance-HMO	-	79	500	500	700
602309	Basic Life Insurance	1,771	1,733	1,700	1,700	1,500
602311	Long-Term Disability Ins	679	655	1,100	1,100	1,000
602312	HDHP Aetna	-	-	-	-	39,000
602313	HSA Payflex	-	-	-	-	6,800
602400	Workers' Compensation	44,600	50,100	53,800	53,800	67,000
	Sub-Total	1,005,429	1,099,724	1,278,200	1,269,200	1,184,800
<u>Operating Expense</u>						
603140	New Hire Screening	-	-	-	-	2,500
603141	Existing Employee Screening	-	-	-	-	1,500
603190	Prof Svcs-Other	31,176	22,100	10,000	10,000	10,000
603400	Contract Svcs-Other	4,395	-	10,000	10,000	10,000
604001	Travel & Training	5,387	12,710	18,000	8,000	40,000
604100	Communication Svcs	841	776	1,250	2,680	-
604200	Postage	959	333	2,000	2,000	1,000
604301	Electricity Svcs	5,573	4,807	5,700	5,700	5,700
604440	Leased Copiers	3,065	-	-	-	-
604500	Risk Internal Svcs Charge	67,900	63,200	53,400	53,400	46,100
604550	Health Ins Internal Serv Chg	-	-	-	-	20,900
604610	Fleet Internal Svcs Charge	9,900	9,200	11,300	11,300	14,800
604700	Printing & Binding Svcs	1,241	1,183	3,300	9,800	1,400
604890	Special Events-Other	-	-	-	-	10,000
604910	Advertising Costs	50	-	500	500	2,000
604989	IT Internal Svcs Charge	402,413	466,600	504,100	504,100	504,600
604997	Other Operating Expenses	619	1,827	3,000	3,000	3,000
605100	Office Supplies	2,847	4,087	3,000	3,000	3,000
605120	Computer Operating Expenses	200	-	-	-	-
605220	Vehicle Fuel-On-Site	156	569	2,500	2,500	2,600
605240	Uniforms Cost	2,957	8,500	8,500	8,500	20,000
605410	Subscriptions & Memberships	1,310	4,009	3,400	1,200	5,000
605500	Training-General	30	400	1,600	5,600	-
605510	Tuition Reimbursement	-	2,351	4,500	4,500	15,000
	Sub-Total	541,018	602,650	646,050	645,780	719,100
<u>Dept Capital Outlay</u>						
606405	Furniture & Fixtures	-	8,096	-	-	-
606440	Vehicles Purchase	-	-	-	122,300	-
606441	Vehicle Replacement Program	23,100	2,333	2,300	2,300	28,558
	Sub-Total	23,100	10,429	2,300	124,600	28,558
Total		\$ 1,569,547	\$ 1,712,803	\$ 1,926,550	\$ 2,039,580	\$ 1,932,458

Parks and Recreation Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	317,982	324,493	361,900	361,900	257,300
601201	Salary Attrition	-	-	(5,000)	(5,000)	(15,800)
601205	Lump Sum Payout - Accrued Time	4,744	11,076	2,300	2,300	-
601220	Longevity Pay	384	372	400	400	700
601400	Overtime-General	9,591	15,914	15,700	15,700	15,000
601410	Overtime-Holiday	1,814	2,154	800	800	500
601412	Overtime-Emergency	1,581	-	-	-	-
602100	FICA & MICA	25,601	26,734	28,100	28,100	19,900
602210	Pension-General	39,593	40,294	41,600	41,600	29,600
602300	Pmt In Lieu Of Insurance	5,896	4,454	6,200	6,200	6,200
602304	Health Insurance-PPO	-	10,543	14,600	14,600	16,900
602305	Health Insurance-HMO	39,501	46,529	42,500	42,500	19,000
602306	Dental Insurance-PPO	672	1,059	1,400	1,400	800
602307	Dental Insurance-HMO	758	625	600	600	200
602309	Basic Life Insurance	730	788	800	800	600
602311	Long-Term Disability Ins	260	278	500	500	400
602400	Workers' Compensation	30,100	33,800	36,900	36,900	46,000
	Sub-Total	479,206	519,110	549,300	549,300	397,300
<u>Operating Expense</u>						
603400	Contract Svcs-Other	35,988	26,407	40,800	30,648	25,000
603401	Janitorial Svcs	22,137	22,293	24,000	24,000	37,508
603404	Air Condition Svcs	7,458	4,897	5,000	-	-
603460	Landscape Svcs	9,758	12,526	13,800	13,952	-
604100	Communication Svcs	626	589	840	910	-
604300	Water/Wastewater Svcs	11,136	10,719	10,800	10,800	11,700
604301	Electricity Svcs	60,997	53,008	55,700	55,700	55,700
604440	Leased Copiers	4,543	-	-	-	-
604500	Risk Internal Svcs Charge	41,600	38,700	33,400	33,400	28,800
604550	Health Ins Internal Serv Chg	-	-	-	-	11,400
604610	Fleet Internal Svcs Charge	8,700	5,500	7,200	7,200	9,200
604620	R&M Buildings	-	-	-	-	10,000
604625	R&M Equipment	-	1,899	-	-	1,900
604920	License & Permit Fees	-	54	600	-	1,300
604989	IT Internal Svcs Charge	-	-	-	-	800
604991	Summer Programs	31,397	19,115	22,000	25,500	18,200
604992	Recreation Activities	5,173	1,974	18,500	15,500	18,500
604993	Field Trips	3,200	6,786	36,000	2,900	11,000
605100	Office Supplies	2,500	3,379	3,000	3,000	3,000
605220	Vehicle Fuel-On-Site	1,087	506	1,200	1,200	1,300
605225	Equip Gas Oil & Lube	-	500	600	600	700
605230	Program Supplies	10,300	5,005	25,500	10,900	25,500
605247	Janitorial Supplies	1,260	1,998	2,000	750	2,000
605250	Noncap Furn (Item less 5000)	3,000	9,378	3,000	3,000	4,000
605251	Noncap Equip (Item less 5000)	-	4,174	5,250	-	8,200
605290	Other Operating Supplies	5,454	6,627	2,300	2,300	2,300
605500	Training-General	49	1,600	1,350	1,000	-
	Sub-Total	266,363	237,635	312,840	243,260	288,008
<u>Dept Capital Outlay</u>						
606210	Building Renovation	-	-	-	7,400	-
606319	Park Improvement	-	-	-	8,800	-
606400	Machinery & Equipment	-	6,254	-	-	-
606441	Vehicle Replacement Program	-	62,270	5,812	5,812	35,262
	Sub-Total	-	68,524	5,812	22,012	35,262
Total		\$ 745,570	\$ 825,269	\$ 867,952	\$ 814,572	\$ 720,570



Parks and Recreation Expenditures by Object Code

Sunset Lakes—001-60-603-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	303,915	304,939	340,300	340,300	290,800
601201	Salary Attrition	-	-	(4,000)	(4,000)	(12,700)
601205	Lump Sum Payout - Accrued Time	4,154	8,323	6,100	6,100	4,000
601210	Non-Pensionable Earnings	-	-	-	-	1,000
601215	Communication Stipend	-	385	1,300	1,300	-
601220	Longevity Pay	104	378	400	400	400
601400	Overtime-General	33,193	55,568	23,700	23,700	30,000
601410	Overtime-Holiday	5,842	2,161	1,000	1,000	1,000
601412	Overtime-Emergency	9,939	-	-	-	-
602100	FICA & MICA	26,976	28,335	26,900	26,900	22,900
602210	Pension-General	28,095	33,195	34,200	34,200	45,400
602235	Pension-Senior Mgmt	-	-	13,200	13,200	-
602265	Pension-457	-	-	1,900	1,900	1,000
602304	Health Insurance-PPO	580	-	-	-	-
602305	Health Insurance-HMO	38,756	47,918	59,700	59,700	88,200
602306	Dental Insurance-PPO	847	1,053	1,000	1,000	1,000
602307	Dental Insurance-HMO	495	538	1,000	1,000	1,000
602309	Basic Life Insurance	633	862	700	700	600
602311	Long-Term Disability Ins	167	223	500	500	400
602400	Workers' Compensation	31,500	35,400	38,600	38,600	48,100
	Sub-Total	485,197	519,278	546,500	546,500	523,100
<u>Operating Expense</u>						
603400	Contract Svcs-Other	24,180	14,372	19,050	19,050	18,200
603401	Janitorial Svcs	28,796	29,870	30,000	30,000	34,719
603404	Air Condition Svcs	-	-	2,500	-	-
603460	Landscape Svcs	33,440	30,400	54,000	42,620	-
604100	Communication Svcs	626	575	90	810	-
604300	Water/Wastewater Svcs	6,531	9,621	9,800	9,800	10,600
604301	Electricity Svcs	44,173	38,975	37,500	37,500	46,300
604440	Leased Copiers	5,601	-	-	-	-
604500	Risk Internal Svcs Charge	43,300	40,300	34,800	34,800	30,100
604550	Health Ins Internal Serv Chg	-	-	-	-	13,100
604610	Fleet Internal Svcs Charge	-	2,800	4,300	4,300	3,500
604620	R&M Buildings	-	-	-	-	6,000
604625	R&M Equipment	411	-	-	-	-
604920	License & Permit Fees	-	-	800	580	2,100
604989	IT Internal Svcs Charge	-	-	-	-	800
604991	Summer Programs	23,659	6,159	7,500	7,500	6,500
604992	Recreation Activities	-	5,985	16,200	16,200	15,000
604993	Field Trips	-	9,447	11,000	11,000	11,000
605100	Office Supplies	2,132	3,508	3,000	3,000	3,000
605220	Vehicle Fuel-On-Site	380	306	900	900	1,000
605225	Equip Gas Oil & Lube	-	2,100	2,200	2,200	2,300
605230	Program Supplies	9,125	2,754	8,000	8,000	8,000
605247	Janitorial Supplies	-	-	2,200	700	2,200
605250	Noncap Furn (Item less 5000)	321	17,521	4,500	4,500	4,200
605251	Noncap Equip (Item less 5000)	2,184	9,036	4,500	4,500	7,300
605290	Other Operating Supplies	-	4,631	5,000	5,000	5,000
605500	Training-General	-	-	1,350	1,100	-
	Sub-Total	224,859	228,361	259,190	244,060	230,919
<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	26,500	2,700	2,800	2,800	2,800
	Sub-Total	26,500	38,199	2,800	8,960	2,800
Total		\$ 736,556	\$ 785,837	\$ 808,490	\$ 799,520	\$ 756,819

Parks and Recreation Expenditures by Object Code

Miramar Regional Park—001-60-604-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	619,172	679,627	696,600	621,200	685,600
601201	Salary Attrition	-	-	(10,000)	(10,000)	(36,500)
601205	Lump Sum Payout - Accrued Time	6,411	30,822	8,600	8,600	13,800
601210	Non-Pensionable Earnings	-	-	-	-	4,100
601215	Communication Stipend	1,300	765	-	-	1,300
601220	Longevity Pay	5	272	500	500	1,300
601400	Overtime-General	52,418	40,713	34,100	17,100	20,000
601410	Overtime-Holiday	769	1,690	500	500	1,000
601412	Overtime-Emergency	19,173	-	-	-	-
602100	FICA & MICA	51,766	57,457	54,200	54,200	54,200
602210	Pension-General	76,487	77,988	72,400	72,400	65,000
602235	Pension-Senior Mgmt	12,713	15,706	14,800	14,800	28,600
602260	Pension-401	3,567	5,524	5,700	5,700	5,800
602265	Pension-457	973	2,092	3,600	3,600	5,700
602300	Pmt In Lieu Of Insurance	-	6,093	12,500	12,500	6,200
602304	Health Insurance-PPO	11,822	17,752	29,100	29,100	16,900
602305	Health Insurance-HMO	97,050	85,228	79,300	79,300	142,400
602306	Dental Insurance-PPO	4,142	3,862	3,800	3,800	3,300
602307	Dental Insurance-HMO	701	750	1,100	1,100	900
602309	Basic Life Insurance	1,462	1,701	1,500	1,500	1,500
602311	Long-Term Disability Ins	576	624	1,000	1,000	1,000
602400	Workers' Compensation	48,600	54,600	56,300	56,300	70,100
	Sub-Total	1,009,107	1,083,268	1,065,600	973,200	1,092,200
<u>Operating Expense</u>						
603190	Prof Svcs-Other	693,000	591,795	693,000	693,000	-
603400	Contract Svcs-Other	110,372	115,496	129,000	133,000	25,000
603401	Janitorial Svcs	19,563	24,333	27,500	23,000	28,263
603404	Air Condition Svcs	-	-	1,500	1,500	1,500
603460	Landscape Svcs	180,099	162,767	180,000	105,300	-
604001	Travel & Training	1,003	-	-	-	-
604100	Communication Svcs	15,780	31,017	34,920	34,010	-
604300	Water/Wastewater Svcs	42,165	72,660	76,900	76,900	136,100
604301	Electricity Svcs	175,849	188,768	210,700	210,700	224,900
604400	Leased Equipment	12,080	19,129	36,500	9,500	13,400
604440	Leased Copiers	1,858	-	-	-	-
604500	Risk Internal Svcs Charge	75,200	69,900	57,000	57,000	49,300
604550	Health Ins Internal Serv Chg	-	-	-	-	28,200
604610	Fleet Internal Svcs Charge	27,500	20,100	21,500	21,500	23,900
604625	R&M Equipment	10,420	7,858	11,500	11,500	11,700
604668	R&M Aquatics	10,015	-	-	-	-
604669	Landscape & Irrigation	33,532	18,476	34,000	27,000	39,000
604671	Park Maintenance	61,332	96,139	64,000	72,108	150,000
604700	Printing & Binding Svcs	370	933	1,150	1,150	900
604920	License & Permit Fees	250	729	1,500	1,500	-
604989	IT Internal Svcs Charge	-	-	-	-	1,400
604994	Athletic Activities	309	7,313	6,000	2,000	7,300
605100	Office Supplies	742	1,276	1,500	1,500	1,300
605220	Vehicle Fuel-On-Site	14,622	15,099	17,500	17,500	18,000
605230	Program Supplies	2,804	2,799	-	-	-
605240	Uniforms Cost	3,162	5,159	5,500	5,500	4,200
605242	Protective Clothing and Shoes	1,704	2,944	3,200	2,700	3,200
605246	Safety Equipment Supplies	-	600	850	850	850
605247	Janitorial Supplies	-	1,870	7,200	1,200	3,000
605250	Noncap Furn (Item less 5000)	169	1,370	5,100	5,100	2,500
605251	Noncap Equip (Item less 5000)	16,150	4,753	10,000	10,000	16,700
605252	Small Tools	7,328	7,867	6,500	6,500	3,000



Parks and Recreation Expenditures by Object Code

Miramar Regional Park—001-60-604-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605280	Chemicals	20,302	18,499	30,000	20,000	30,000
605290	Other Operating Supplies	18,629	13,329	15,500	20,500	2,300
605410	Subscriptions & Memberships	175	35	700	-	-
605500	Training-General	2,038	2,438	2,350	619	-
	Sub-Total	1,558,522	1,505,450	1,692,570	1,572,637	825,913
	Dept Capital Outlay					
606319	Park Improvement	-	-	-	15,823	-
606400	Machinery & Equipment	125,410	71,327	-	21,340	-
606441	Vehicle Replacement Program	-	-	-	-	30,600
	Sub-Total	125,410	71,327	-	37,163	30,600
	Total	\$ 2,693,039	\$ 2,660,045	\$ 2,758,170	\$ 2,583,000	\$ 1,948,713

Parks and Recreation Expenditures by Object Code

Special Events—001-60-605-513

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	201,518	177,445	719,900	719,900	209,100
601201	Salary Attrition	-	-	(3,000)	(3,000)	(10,700)
601205	Lump Sum Payout - Accrued Time	6,826	2,404	29,300	29,300	1,800
601215	Communication Stipend	650	1,018	1,300	1,300	1,300
601220	Longevity Pay	512	1,357	1,800	1,800	1,900
601400	Overtime-General	7,373	7,519	17,800	3,865	6,000
601402	Overtime-Special Events	77,722	66,659	65,300	65,300	66,600
601410	Overtime-Holiday	501	195	-	-	700
601412	Overtime-Emergency	956	-	-	-	-
602100	FICA & MICA	22,220	19,419	57,700	57,700	16,400
602210	Pension-General	20,397	24,896	59,300	59,300	30,400
602220	Pension-Police	0	-	-	-	-
602235	Pension-Senior Mgmt	-	-	76,200	76,200	-
602265	Pension-457	-	-	15,500	15,500	-
602304	Health Insurance-PPO	13,459	15,501	14,600	14,600	16,500
602305	Health Insurance-HMO	24,468	21,141	105,300	105,300	28,700
602306	Dental Insurance-PPO	1,489	1,482	4,200	4,200	1,300
602307	Dental Insurance-HMO	111	26	800	800	200
602309	Basic Life Insurance	621	564	1,500	1,500	500
602311	Long-Term Disability Ins	211	205	1,000	1,000	300
602400	Workers' Compensation	6,500	7,300	28,200	28,200	9,500
	Sub-Total	385,532	347,133	1,196,700	1,182,765	380,500
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	58,200	76,417	-
603400	Contract Svcs-Other	-	-	11,750	-	-
603425	Software License & Maint	-	-	11,100	13,200	-
604001	Travel & Training	213	-	24,800	11,621	-
604100	Communication Svcs	869	575	9,300	6,429	-
604200	Postage	-	-	17,000	3,000	-
604402	Leased Vehicles	-	(461)	4,400	4,609	-
604500	Risk Internal Svcs Charge	8,800	8,200	18,700	18,700	5,800
604550	Health Ins Internal Serv Chg	-	-	-	-	7,600
604610	Fleet Internal Svcs Charge	2,992	4,600	10,100	10,100	5,800
604700	Printing & Binding Svcs	976	35	32,000	6,439	1,000
604851	Holiday Lighting Event	56,074	57,824	15,000	13,250	-
604852	Miramar Day	24,551	59,101	-	-	-
604853	Independence Day-4th of July	34,375	36,649	35,000	44,119	75,000
604855	Caribbean Amer. Heritage Celeb	5,489	24,841	30,000	30,000	75,000
604856	Hispanic Heritage	20,503	31,300	30,000	68,685	75,000
604858	Black History Celebration	26,480	31,535	-	-	-
604861	Holiday Decorations (5 sites)	-	-	-	68,800	75,000
604864	Aviation Day	-	-	15,000	15,000	-
604866	5K Run	-	-	5,000	5,000	-
604867	Shirley Branca Fall Festival	-	-	8,500	-	-
604868	Panamanian Independence	-	-	15,000	9,410	-
604869	Senior Prom Gala	-	-	9,000	9,000	-
604871	Rotary Club	150	622	-	-	-
604872	Game Night Extravaganza	-	-	30,000	30,000	-
604873	Puppy Palooza	-	-	5,000	5,000	-
604874	Poetry Slam	-	-	4,000	100	-
604875	Citizenship Drive	-	-	10,000	2,000	50,000
604876	Turkey Giveaway & Health Fair	-	-	10,000	15,000	-
604877	Back to School Event	-	-	8,500	-	-
604878	Haitian Flag Day	-	-	30,000	12,217	50,000
604879	Burger & Brew	-	-	3,500	18,000	-
604881	Breakfast with Santa	7,686	6,437	6,000	5,450	-



Parks and Recreation Expenditures by Object Code

Special Events—001-60-605-513

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
604882	Martin Luther King Parade&Even	24,749	25,460	50,000	50,000	50,000
604883	Veteran's Day	2,262	2,722	2,500	1,900	-
604884	Halloween	8,928	7,991	30,000	28,685	50,000
604886	Jamaican Independence Day	24,181	21,726	30,000	30,000	50,000
604887	Haitian Candelight Vigil	24,319	24,457	30,000	28,000	-
604888	Spec Events-Transportation	18,383	212	13,400	-	-
604889	Marketing & Promotions	76,471	-	119,500	190,741	-
604890	Special Events-Other	67,056	94,637	15,000	37,100	115,000
604893	Movie Night Quarterly	-	-	12,000	1,981	-
604894	Women's Empowerment	-	-	-	10,120	-
604896	Sports Summit	-	-	-	34,954	-
604897	Miramar Family Night	-	-	-	-	75,000
604910	Advertising Costs	-	-	65,000	60,430	-
604916	Administrative Expense	-	-	1,500	979	-
604920	License & Permit Fees	-	-	7,600	4,887	-
604989	IT Internal Svcs Charge	-	-	41,800	41,800	700
604997	Other Operating Expenses	179	-	2,000	13	-
604998	Contingency	-	-	1,500	-	-
605100	Office Supplies	1,009	1,310	4,200	4,200	1,200
605120	Computer Operating Expenses	-	-	500	1,713	-
605220	Vehicle Fuel-On-Site	1,591	1,050	4,800	4,800	2,800
605230	Program Supplies	-	-	27,500	8,762	-
605240	Uniforms Cost	800	-	800	800	800
605250	Noncap Furn (Item less 5000)	-	-	6,000	2,987	-
605251	Noncap Equip (Item less 5000)	-	-	8,350	17,810	-
605266	Photography	-	-	4,500	575	-
605290	Other Operating Supplies	898	928	1,200	15,238	1,000
605410	Subscriptions & Memberships	-	95	6,400	1,350	-
605500	Training-General	139	-	3,650	2,425	-
605510	Tuition Reimbursement	-	-	17,000	1,359	-
	Sub-Total	440,122	441,846	973,550	1,085,154	766,700
	Dept Capital Outlay					
606441	Vehicle Replacement Program	-	24,600	20,700	20,700	2,460
606470	Computer Equipment	-	-	-	15,564	-
	Sub-Total	-	24,600	20,700	36,264	2,460
	Total	\$ 825,654	\$ 813,578	\$ 2,190,950	\$ 2,304,183	\$ 1,149,660

Parks and Recreation Expenditures by Object Code

Aquatics—001-60-606-572-060/061

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,186,905	1,184,303	1,171,000	1,109,300	1,157,400
601201	Salary Attrition	-	-	(17,000)	(17,000)	(57,100)
601205	Lump Sum Payout - Accrued Time	17,785	23,526	8,900	8,900	8,500
601400	Overtime-General	35,821	33,259	40,200	18,700	26,000
601410	Overtime-Holiday	2,654	2,921	2,500	2,500	1,300
601412	Overtime-Emergency	16,686	-	-	-	-
602100	FICA & MICA	95,243	94,638	90,300	90,300	89,200
602210	Pension-General	45,492	58,391	59,500	59,500	65,600
602235	Pension-Senior Mgmt	11,612	14,406	-	-	-
602265	Pension-457	1,800	1,228	-	-	-
602304	Health Insurance-PPO	37,460	37,610	14,600	14,600	-
602305	Health Insurance-HMO	94,265	117,231	139,400	139,400	276,100
602306	Dental Insurance-PPO	2,728	2,522	1,600	1,600	2,800
602307	Dental Insurance-HMO	909	1,195	3,100	3,100	3,800
602309	Basic Life Insurance	1,102	1,181	2,600	2,600	2,500
602311	Long-Term Disability Ins	393	416	1,700	1,700	1,600
602400	Workers' Compensation	73,600	82,700	85,300	85,300	106,300
	Sub-Total	1,624,455	1,655,526	1,603,700	1,520,500	1,684,000
<u>Operating Expense</u>						
603400	Contract Svcs-Other	77,142	12,397	11,000	9,500	12,800
603401	Janitorial Svcs	13,782	13,161	14,000	11,800	5,350
603404	Air Condition Svcs	1,592	499	2,300	-	-
604100	Communication Svcs	2,091	2,451	2,930	2,930	-
604300	Water/Wastewater Svcs	58,006	61,209	63,300	63,300	93,100
604301	Electricity Svcs	27,151	23,368	30,100	30,100	30,100
604440	Leased Copiers	4,115	-	-	-	-
604500	Risk Internal Svcs Charge	107,200	99,700	81,300	81,300	70,300
604550	Health Ins Internal Serv Chg	-	-	-	-	49,100
604610	Fleet Internal Svcs Charge	9,101	8,400	6,100	6,100	5,600
604620	R&M Buildings	204	782	-	-	-
604621	Painting	600	-	-	-	-
604630	R&M Electric	1,405	1,635	-	-	-
604640	R&M Machinery	6,447	4,379	-	-	-
604668	R&M Aquatics	-	6,781	20,000	23,000	20,000
604669	Landscape & Irrigation	1,100	1,099	2,100	2,175	4,400
604700	Printing & Binding Svcs	473	383	700	700	700
604920	License & Permit Fees	1,014	1,625	2,400	1,920	2,400
604989	IT Internal Svcs Charge	-	-	-	-	2,900
604991	Summer Programs	10,991	10,448	15,000	15,000	6,000
604993	Field Trips	-	-	-	-	11,000
604997	Other Operating Expenses	676	546	-	-	-
604998	Contingency	1,000	3,485	3,500	3,500	-
605100	Office Supplies	646	564	900	900	1,400
605220	Vehicle Fuel-On-Site	2,530	2,061	2,500	2,500	2,700
605230	Program Supplies	2,586	2,372	3,000	3,075	-
605242	Protective Clothing and Shoes	375	333	750	750	1,200
605246	Safety Equipment Supplies	402	475	500	500	500
605247	Janitorial Supplies	-	487	2,200	950	2,200
605250	Noncap Furn (Item less 5000)	1,228	15,432	15,700	15,706	11,300
605251	Noncap Equip (Item less 5000)	-	1,385	6,000	6,000	3,000
605280	Chemicals	68,071	79,080	90,000	56,234	74,900
605285	Lab Supplies	389	243	400	400	400
605290	Other Operating Supplies	1,514	1,688	-	-	-
605292	Aquatic Supplies	6,482	15,929	8,200	8,200	12,000
605500	Training-General	1,380	2,325	2,650	1,500	-
605510	Tuition Reimbursement	2,393	380	-	-	-



Parks and Recreation Expenditures by Object Code

Aquatics—001-60-606-572-060/061

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Sub-Total	412,086	375,102	387,530	348,040	423,350
	<u>Dept Capital Outlay</u>					
606319	Park Improvement	-	29,643	-	-	-
606405	Furniture & Fixtures	25,650	-	-	-	-
606441	Vehicle Replacement Program	-	24,530	2,286	2,286	63,543
	Sub-Total	25,650	54,173	2,286	2,286	63,543
	Total	\$ 2,062,191	\$ 2,084,801	\$ 1,993,516	\$ 1,870,826	\$ 2,170,893

Parks and Recreation Expenditures by Object Code

Ansin Sports Complex—001-60-607-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	205,447	271,596	340,900	340,900	433,200
601201	Salary Attrition	-	-	(4,000)	(4,000)	(24,000)
601205	Lump Sum Payout - Accrued Time	6,089	7,134	7,100	7,100	8,600
601210	Non-Pensionable Earnings	-	-	-	-	2,400
601215	Communication Stipend	-	-	-	-	1,300
601220	Longevity Pay	592	657	700	700	1,500
601400	Overtime-General	25,918	33,644	33,400	31,900	30,000
601410	Overtime-Holiday	21,595	20,715	11,000	11,000	2,000
601412	Overtime-Emergency	5,271	-	-	-	-
602100	FICA & MICA	19,960	25,217	27,000	27,000	34,600
602210	Pension-General	35,094	42,094	52,600	52,600	52,000
602235	Pension-Senior Mgmt	-	-	-	-	16,800
602265	Pension-457	-	-	-	-	2,400
602304	Health Insurance-PPO	12,352	13,689	14,600	14,600	16,900
602305	Health Insurance-HMO	38,668	44,604	54,100	54,100	85,400
602306	Dental Insurance-PPO	432	860	1,200	1,200	1,200
602307	Dental Insurance-HMO	782	575	1,000	1,000	1,000
602309	Basic Life Insurance	689	609	700	700	900
602311	Long-Term Disability Ins	240	251	500	500	600
602400	Workers' Compensation	18,500	20,700	21,400	21,400	26,700
	Sub-Total	391,629	482,345	562,200	560,700	693,500
<u>Operating Expense</u>						
603400	Contract Svcs-Other	57,297	35,680	45,300	44,450	40,000
603401	Janitorial Svcs	20,658	17,789	30,900	21,740	17,143
603404	Air Condition Svcs	777	-	1,400	-	-
603460	Landscape Svcs	21,492	31,584	40,000	30,000	76,502
604100	Communication Svcs	628	575	750	750	-
604300	Water/Wastewater Svcs	11,676	11,915	12,200	12,200	12,900
604301	Electricity Svcs	44,980	42,367	48,900	48,900	48,900
604400	Leased Equipment	5,843	-	13,000	9,000	25,000
604440	Leased Copiers	2,245	-	-	-	-
604500	Risk Internal Svcs Charge	29,100	27,000	22,000	22,000	19,000
604550	Health Ins Internal Serv Chg	-	-	-	-	19,800
604610	Fleet Internal Svcs Charge	3,000	2,800	3,000	3,000	3,500
604620	R&M Buildings	498	1,677	-	-	1,700
604700	Printing & Binding Svcs	850	1,460	1,000	1,016	1,000
604857	Ansin Sporting Events	46,879	36,711	64,300	96,300	60,000
604898	Sports & Entertainment	-	-	-	-	70,000
604920	License & Permit Fees	-	-	200	-	250
604989	IT Internal Svcs Charge	-	-	-	-	700
604991	Summer Programs	16,495	10,174	10,500	10,784	6,000
604992	Recreation Activities	6,217	4,765	9,800	10,301	4,500
604993	Field Trips	3,511	6,872	11,000	14,700	11,000
605100	Office Supplies	2,319	667	2,300	2,300	2,300
605230	Program Supplies	16,680	9,101	9,500	9,500	5,000
605240	Uniforms Cost	1,892	-	-	-	-
605247	Janitorial Supplies	-	2,504	3,000	2,000	3,000
605250	Noncap Furn (Item less 5000)	4,126	4,404	4,500	5,350	8,300
605251	Noncap Equip (Item less 5000)	7,400	4,289	7,400	6,899	7,500
605290	Other Operating Supplies	7,429	1,606	8,000	8,000	3,700
605500	Training-General	-	2,696	1,350	1,350	-
	Sub-Total	311,991	256,635	350,300	360,540	447,695
<u>Dept Capital Outlay</u>						
606319	Park Improvement	-	43,902	-	5,100	-
606441	Vehicle Replacement Program	-	28,300	2,700	2,700	2,768
	Sub-Total	-	72,202	2,700	7,800	2,768
Total		\$ 703,620	\$ 811,182	\$ 915,200	\$ 929,040	\$ 1,143,963



Parks and Recreation Expenditures by Object Code

Park Maintenance—001-60-608-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	836,277	858,260	914,500	822,900	784,600
601201	Salary Attrition	-	-	(13,000)	(13,000)	(41,200)
601205	Lump Sum Payout - Accrued Time	36,000	23,426	32,100	32,100	21,600
601210	Non-Pensionable Earnings	-	-	-	-	2,200
601215	Communication Stipend	-	385	1,300	1,300	-
601220	Longevity Pay	5,893	7,333	7,600	7,600	6,300
601400	Overtime-General	58,601	103,900	83,900	40,900	80,000
601410	Overtime-Holiday	22,494	11,916	10,700	10,700	5,000
601412	Overtime-Emergency	45,344	-	-	-	-
602100	FICA & MICA	74,101	76,031	73,100	73,100	62,300
602210	Pension-General	135,777	153,277	165,500	165,500	144,900
602235	Pension-Senior Mgmt	-	-	11,000	11,000	15,700
602260	Pension-401	6,983	3,937	-	-	-
602265	Pension-457	1,904	1,074	1,600	1,600	2,100
602300	Pmt In Lieu Of Insurance	7,455	6,001	6,200	6,200	6,200
602304	Health Insurance-PPO	72,394	75,523	77,000	77,000	101,800
602305	Health Insurance-HMO	106,396	122,555	146,300	146,300	133,600
602306	Dental Insurance-PPO	4,899	4,675	5,000	5,000	3,000
602307	Dental Insurance-HMO	1,067	1,137	1,700	1,700	1,800
602309	Basic Life Insurance	2,405	2,304	2,000	2,000	1,700
602311	Long-Term Disability Ins	1,078	1,016	1,300	1,300	1,100
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	48,600	54,600	56,300	56,300	70,100
	Sub-Total	1,467,668	1,507,349	1,584,100	1,449,500	1,412,400
<u>Operating Expense</u>						
603141	Existing Employee Screening	555	-	600	600	-
603400	Contract Svcs-Other	176,659	242,717	221,500	221,500	230,000
603401	Janitorial Svcs	839	-	-	-	-
603404	Air Condition Svcs	-	-	500	-	-
603460	Landscape Svcs	726,639	711,448	760,000	771,615	407,000
604100	Communication Svcs	5,023	4,634	6,000	5,430	-
604300	Water/Wastewater Svcs	104,747	126,215	135,700	135,700	145,700
604301	Electricity Svcs	213,550	209,154	236,900	236,900	251,100
604400	Leased Equipment	-	-	5,800	3,800	3,000
604500	Risk Internal Svcs Charge	76,800	71,500	58,200	58,200	50,300
604550	Health Ins Internal Serv Chg	-	-	-	-	43,800
604610	Fleet Internal Svcs Charge	73,800	52,500	64,900	64,900	71,400
604625	R&M Equipment	-	-	10,000	10,700	10,000
604630	R&M Electric	7,330	7,500	7,500	5,100	7,500
604640	R&M Machinery	14,058	3,554	-	-	3,600
604669	Landscape & Irrigation	51,428	45,842	55,000	55,000	55,000
604671	Park Maintenance	162,645	178,697	160,000	172,023	180,000
604989	IT Internal Svcs Charge	-	-	-	-	5,300
605220	Vehicle Fuel-On-Site	27,198	31,721	34,600	34,600	35,500
605240	Uniforms Cost	6,125	9,289	8,500	8,500	7,500
605242	Protective Clothing and Shoes	1,452	1,545	2,000	2,000	1,500
605246	Safety Equipment Supplies	1,285	1,255	1,500	1,500	1,300
605247	Janitorial Supplies	-	1,507	2,500	-	1,500
605250	Noncap Furn (Item less 5000)	671	800	2,500	2,500	10,000
605251	Noncap Equip (Item less 5000)	1,977	2,299	2,000	3,700	5,000
605252	Small Tools	-	-	1,500	1,500	3,000
605280	Chemicals	25,002	24,971	25,000	25,000	25,000
605290	Other Operating Supplies	1,489	8,284	1,000	1,177	2,200
605500	Training-General	555	75	2,400	1,550	-
	Sub-Total	1,679,826	1,735,506	1,806,100	1,823,495	1,556,200

Parks and Recreation Expenditures by Object Code

Park Maintenance—001-60-608-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Dept Capital Outlay</u>					
606319	Park Improvement	-	47,778	-	26,000	-
606400	Machinery & Equipment	-	-	-	102,340	-
606441	Vehicle Replacement Program	105,900	46,812	22,530	22,530	86,402
	Sub-Total	105,900	94,590	22,530	150,870	86,402
	Total	\$ 3,253,393	\$ 3,337,445	\$ 3,412,730	\$ 3,423,865	\$ 3,055,002



Parks and Recreation Expenditures by Object Code

Vizcaya Park—001-60-609-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	298,268	264,011	228,300	228,300	359,200
601201	Salary Attrition	-	-	(4,000)	(4,000)	(13,000)
601205	Lump Sum Payout - Accrued Time	(324)	1,836	-	-	4,600
601220	Longevity Pay	532	330	500	500	1,100
601400	Overtime-General	9,777	9,008	16,900	12,000	6,000
601410	Overtime-Holiday	4,365	(0)	900	900	500
601412	Overtime-Emergency	2,840	114	-	-	-
602100	FICA & MICA	23,761	20,769	17,800	17,800	28,300
602210	Pension-General	44,592	42,694	34,900	34,900	62,500
602304	Health Insurance-PPO	12,570	13,689	14,600	14,600	33,900
602305	Health Insurance-HMO	53,010	47,041	38,600	38,600	47,800
602306	Dental Insurance-PPO	1,504	1,312	800	800	1,200
602307	Dental Insurance-HMO	496	438	600	600	800
602309	Basic Life Insurance	672	685	500	500	800
602311	Long-Term Disability Ins	311	278	300	300	500
602400	Workers' Compensation	15,800	17,700	18,300	18,300	22,800
	Sub-Total	468,175	419,904	369,000	364,100	557,000
<u>Operating Expense</u>						
603400	Contract Svcs-Other	17,752	16,578	19,500	19,500	16,600
603401	Janitorial Svcs	9,430	7,113	10,000	10,000	15,726
603404	Air Condition Svcs	-	-	500	-	-
603460	Landscape Svcs	46,593	47,340	42,000	31,690	-
604100	Communication Svcs	626	575	750	750	-
604300	Water/Wastewater Svcs	8,144	7,791	8,200	8,200	8,200
604301	Electricity Svcs	31,541	26,559	27,700	27,700	39,500
604440	Leased Copiers	3,513	-	-	-	-
604500	Risk Internal Svcs Charge	21,500	20,000	16,300	16,300	14,100
604550	Health Ins Internal Serv Chg	-	-	-	-	9,200
604610	Fleet Internal Svcs Charge	6,100	8,300	8,900	8,900	9,000
604625	R&M Equipment	943	-	-	-	-
604700	Printing & Binding Svcs	24	-	-	-	500
604920	License & Permit Fees	-	-	-	-	250
604989	IT Internal Svcs Charge	-	-	-	-	700
604991	Summer Programs	170	8,886	8,700	8,700	10,100
604992	Recreation Activities	6,863	6,764	11,500	11,500	6,000
604993	Field Trips	-	2,589	11,000	11,000	8,500
605100	Office Supplies	2,634	1,936	3,000	3,000	2,300
605220	Vehicle Fuel-On-Site	1,052	3,506	2,900	2,900	3,000
605230	Program Supplies	8,737	7,173	7,500	7,500	5,500
605247	Janitorial Supplies	-	3,000	3,000	1,500	3,000
605250	Noncap Furn (Item less 5000)	-	4,140	5,000	552	6,000
605251	Noncap Equip (Item less 5000)	-	5,000	5,000	2,199	3,000
605280	Chemicals	13,962	11,350	38,200	-	8,000
605290	Other Operating Supplies	-	1,115	2,800	2,800	2,800
605500	Training-General	75	-	1,200	800	-
	Sub-Total	179,659	189,715	233,650	175,491	171,976
<u>Dept Capital Outlay</u>						
606319	Park Improvement	-	24,010	-	3,201	-
606441	Vehicle Replacement Program	26,900	3,100	3,200	3,200	3,200
	Sub-Total	26,900	27,110	3,200	6,401	3,200
Total		\$ 674,734	\$ 636,729	\$ 605,850	\$ 545,992	\$ 732,176

Parks and Recreation Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	-	700,000
603400	Contract Svcs-Other	-	-	-	-	100,000
604100	Communication Svcs	-	-	-	-	33,000
604301	Electricity Svcs	-	-	-	-	10,700
604400	Leased Equipment	-	-	-	-	4,000
604920	License & Permit Fees	-	-	-	-	1,500
605290	Other Operating Supplies	-	-	-	-	22,700
	Sub-Total	-	-	-	-	871,900
	Total	\$ -	\$ -	\$ -	\$ -	\$ 871,900

Athletics—001-60-602-572

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	95,436	97,812	-	-	-
601205	Lump Sum Payout - Accrued Time	2,202	3,386	-	-	-
601220	Longevity Pay	-	106	-	-	-
601400	Overtime-General	(79)	-	-	-	-
601412	Overtime-Emergency	99	-	-	-	-
602100	FICA & MICA	7,203	7,647	-	-	-
602235	Pension-Senior Mgmt	11,212	13,706	-	-	-
602265	Pension-457	-	1,066	-	-	-
602304	Health Insurance-PPO	12,485	13,689	-	-	-
602305	Health Insurance-HMO	5	-	-	-	-
602306	Dental Insurance-PPO	388	388	-	-	-
602307	Dental Insurance-HMO	0	-	-	-	-
602309	Basic Life Insurance	348	347	-	-	-
602311	Long-Term Disability Ins	85	85	-	-	-
602400	Workers' Compensation	5,300	5,900	-	-	-
	Sub-Total	134,683	144,131	-	-	-
<u>Operating Expense</u>						
604100	Communication Svcs	643	557	-	-	-
604500	Risk Internal Svcs Charge	7,300	6,800	-	-	-
604610	Fleet Internal Svcs Charge	4,100	3,700	-	-	-
604700	Printing & Binding Svcs	20	430	-	-	-
604994	Athletic Activities	41,395	44,874	-	-	-
605100	Office Supplies	471	958	-	-	-
605220	Vehicle Fuel-On-Site	341	1,010	-	-	-
605230	Program Supplies	545	66	-	-	-
605251	Noncap Equip (Item less 5000)	-	1,182	-	-	-
605410	Subscriptions & Memberships	30	-	-	-	-
605500	Training-General	-	942	-	-	-
	Sub-Total	54,845	60,519	-	-	-
	Total	\$ 189,528	\$ 204,649	\$ -	\$ -	\$ -



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. Addtl \$50,000 revenue added due to Approved Above Base Request for Track Event Bids, to have funding in place to submit bids to host a major national track & field event at Ansin Sports Complex, the 2020 USATF U20 National Outdoor Championships. Fees generated from Admissions to the event.
347271	Aquatic Fees	Fees for swimming-class registrations and pool admission as well as Funbrella rentals at Miramar Regional Aquatic Complex and Miramar Aquatic Center.
347280	Recreation Activities	Yearly membership fees to utilize facility amenities such as game room, weight room and computer labs at the Miramar Youth Enrichment Center, Sunset Lakes, Ansin and Vizcaya Park.
347284	Rec Activities-Track Meet	Athlete registrations for track meets at Ansin Sports Complex.
347285	Rec Activities-Parking Fees	Fees collected from events through Rentals, Special Events, and Agreements at Miramar Regional Park and Ansin Sports Complex.
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. Addtl \$10,000 revenue added due to Approved Above Base Request for Track Event Bids, to have funding in place to submit bids to host a major national track & field event at Ansin Sports Complex (Program 607), the 2020 USATF U20 National Outdoor Championships. Funds generated from General Concession fees.
347339	Ticket Sales	Revenue from ticket sales at Miramar Amphitheater.
347405	Special Events Fees	Vendor registration and application fees for private-promoter events.
347409	Special Events-Concessions	Revenue generated from the City having a concession area (i.e. alcohol, t-shirts, etc.). These fees may vary in cost depending on the event type.
347410	Vendor Registration & Sponsors	Vendor registration fees and sponsorships for City special events.
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>		
601215	Communication Stipend	Cell phone stipend.
601400	Overtime-General	The cost for coverage for emergencies and unanticipated personnel shortages for GAME employees.
601402	Overtime-Special Events	This represents overtime generated from the development and management of City sponsored special events, community initiatives and private/third party events held in Parks.
601410	Overtime-Holiday	This represents the cost of holiday pay when employees work on a City observed holiday either due to an event or park/facility being opened, mostly during the summer months when usage is in high demand (Labor Day, July 4th and Memorial Day).
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: Off-site storage agreement \$3,120 Fire and burglar security services \$8,000 Locksmith services \$5,000 Pest control \$7,760 Weight room equipment servicing and maintenance \$8,500 Basketball gymnasium equipment servicing and maintenance \$6,000 Annual buffing and deep cleaning of facility floors \$14,800 Thor Guard maintenance(lighting detection system) \$8,200 Temporary staffing \$4,880 Mondo track bi-annual cleaning and maintenance \$30,000 Pool, splash pad, wadding pool, and water playground maintenance and repairs \$13,640 Building equip repairs: sound systems, fence/gate, key pads, indoor scoreboards, ice machines, fridges, golf carts, elevators, bay doors, wheel chair lift, etc. \$37,700 Ball field lighting repairs, tennis court repairs and maint., outdoor basketball courts maint., athletic fields, playground equip, outdoor fitness stations, ball field safety netting repairs/replacement, and sidewalk/trail repairs \$230,000 Amphitheater: Auditor services \$10,000 Management services \$65,000 Appetize POS contract \$25,000
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 greenspaces and fields, including mowing, trimming, pesticide/herbicide treatment, cleaning and irrigation services. The following parks will be maintained by the vendor with this funding Silver Lakes Park \$185,000,; Forzano Park \$193,000, as well as, Turf \$30,000 & Other \$10,468.
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 dost 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: Revarnishing-Basketball Gyms, Multipurpose Rm, Aerobics Rm & Boxing Rm floors at both the VEH Youth Enrichment Ctr & Sunset Lakes Community Ctr \$11,000 Annual pressure washing-Restroom floors & walls \$5,000 Blinds-Ansin Sports Complex Multipurpose Rm \$1,700
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.
604630	R&M Electric	Electrical repairs and maintenance of equipment and components such as pumps, circuits, switches, lighting, etc. at the City's park facilities.
604640	R&M Machinery	This cost is for the purchasing of repair and maintenance machinery such as sod cutter, rotary mower, real master mower, chain saws, etc.
604668	R&M Aquatics	Repair and maintenance needs for the Regional Aquatics Complex (West) and the Miramar Aquatics Complex (East).



Parks and Recreation Budget Justification

Object #	Account Description	Justification
604669	Landscape & Irrigation	Repairs and supplies to address irrigation systems at all parks. Irrigation pump repairs and maint \$45,000 Replacement irrigation parts (pvc pipe, valves, sprinkler heads) \$35,000 Replacement soil & sod \$11,000 Mulch \$5,000 Palm pruning \$1,700 Aquatic centers plant bed replenishing material \$700
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
604856	Hispanic Heritage	Latin Heritage Celebration
604857	Ansin Sporting Events	Cost associated to carry out a variety of sporting events at the Ansin Sports Complex such as track, soccer, football, etc. Addtl \$40,000 added due to Approved Above Base Request for Track Event Bids, to have funding in place to submit bids to host a major national track & field event at Ansin Sports Complex, the 2020 USATF U20 National Outdoor Championships.
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.
604878	Haitian Flag Day	Haitian Flag Day Celebration
604882	Martin Luther King Parade&Even	Martin Luther King Jr. Day Celebration
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 splash pad, wading pool, and water playground \$2,750 Wheelchair pool lifts \$300 Elevators \$250 Oven exhaust system \$750 Fuel storage tank & generators at Regional Park, Aquatic Complex, VEH Youth Enrichment Ctr & Sunset Lakes Community Ctr \$2,700 Liquor license \$250 Health Food License \$800 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.
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.

Parks and Recreation Budget Justification

Object #	Account Description	Justification
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 \$200 Rescue tubes \$150 Caution tape \$150 Marker flags \$150 First aid supplies \$500 Flashing barricade lights \$250 Fire extinguishers \$350 Reflective cones \$300 Rubber boot covers \$200 Rain gear \$200 Earplugs and protective goggles \$200
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 \$19,700 Replace pool furniture East & West Aquatic facilities incl, chaise lounge chairs for the pool decks & Funbrellas \$11,300 Purchase pavilion furniture/fixtures incl, picnic benches, waste receptacles, & BBQ grills \$15,300
605251	Noncap Equip (Item less 5000)	Purchase new weight room equip: Vertimax Machine, a leg press, new cross bars, 2 stair masters, a fly machine and a treadmill \$23,000 New Splash Pad Fixtures, Pool Pump & Vacuum, New Park/Field Equipment \$6,000 Bleachers, Players Benches, Football/Soccer Goals, and Field Maintenance Equipment \$21,700
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) \$2000 National Alliance for Youth Sports (NAYS)\$700 National Recreation and Parks Association \$500 Florida Premier Labor Relations \$500 Florida Public Human Resources Association \$500 Amateur Athletic Union (AAU) \$500 istock and Envato Eliments \$300
605510	Tuition Reimbursement	Financial assistance for full time employees seeking a degree from a college or university. Education must be related to the employee's position or serve to enhance the employee skills and knowledge. Cost covers tuition, books and any applicable lab fees.
606441	Vehicle Replacement Program	This budgeted amount is for vehicle replacement \$186,500 and escrow \$69,093. (Total \$255,593)





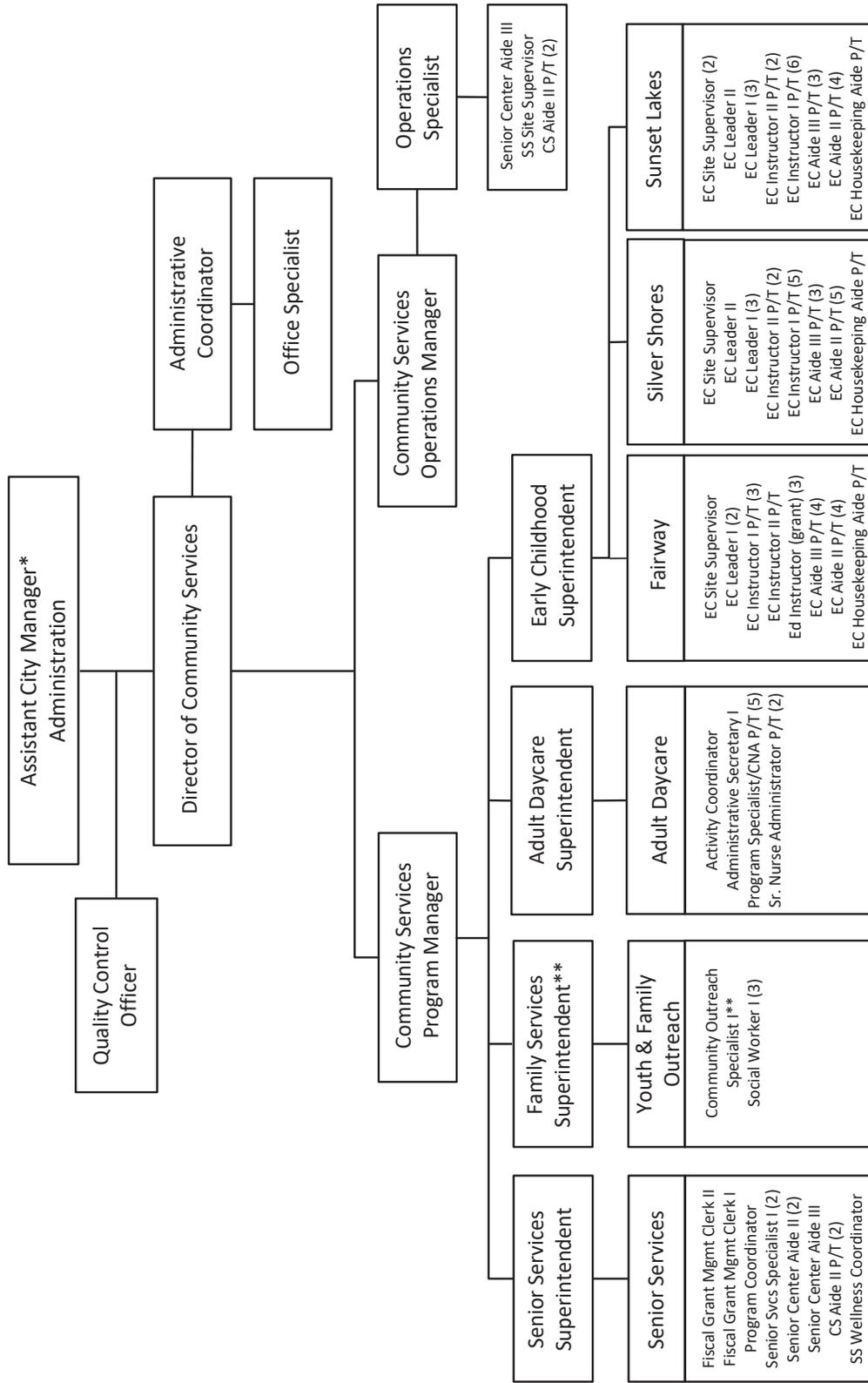
Community Services

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

In FY 2020, the Social Services Department was renamed to the Community Services Department to better describe the services provided within the department.

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 72 budgeted positions, 44 full-time and 56 (28 FTE's) part-time employees. The four programs provided by Community Services are:

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

FY 2019 Accomplishments

- Childcare implemented Science Technology Engineering Art and Math (STEAM) to enrich the student's curriculum.
- Childcare established a partnership with Utica College of Nursing to integrate nutrition and safety education.
- Outreach established partnerships with outside agencies; SunServe, Showering Love, and Healthy Mother's Healthy Babies to provide wrap-around services.
- Adult Daycare increased enrollment by 30%.
- The Adult Daycare Program implemented a Monthly Caregiver Support Group.
- Senior Services accredited by The National Council On Aging (NCOA). The accreditation indicates official recognition that the program is meeting its mission in a nationally accepted, professional fashion.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Senior Services	334,507	353,532	310,761	314,514	338,161
Adult Daycare Center	148,108	242,003	244,750	245,559	237,550
Childcare Services	1,771,080	1,663,761	1,720,343	1,720,343	1,382,303
Unassigned	-	4,785	-	-	-
Total	\$ 2,253,696	\$ 2,264,081	\$ 2,275,854	\$ 2,280,416	\$ 1,958,014
Expenditures by Program					
Administration	817,870	773,795	1,092,800	976,500	856,800
Senior Services	1,632,250	1,789,964	2,005,000	1,814,200	2,012,504
Adult Daycare Center	320,345	478,665	512,600	510,900	553,900
Childcare Services	2,925,371	3,034,474	3,340,100	3,244,800	3,584,004
Total	\$ 5,695,835	\$ 6,076,898	\$ 6,950,500	\$ 6,546,400	\$ 7,007,208
Expenditures by Category					
Personnel Services	4,339,958	4,789,352	5,450,900	4,884,100	5,335,900
Operating Expense	1,259,825	1,207,176	1,380,700	1,543,054	1,547,243
Capital Outlay	29,962	21,185	9,800	11,546	65,665
Grants & Aids	66,090	58,307	109,100	107,700	58,400
Total	\$ 5,695,835	\$ 6,076,020	\$ 6,950,500	\$ 6,546,400	\$ 7,007,208



Community Services

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	5.00	6.00	7.00	7.00	6.00
Senior Services	19.00	17.00	17.00	18.00	19.00
Adult Daycare Center	6.00	6.50	6.50	6.50	6.50
Childcare Services	39.00	39.00	39.00	38.50	40.50
Total	69.00	68.50	69.50	70.00	72.00

Position Detail

Activity Coordinator	1.00	1.00	1.00	1.00	1.00
Administrative Clerk I	1.00	-	-	-	-
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Adult Day Care Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant Director of Social Services	1.00	1.00	1.00	-	-
Community Services Aide II - Part-time (3)	-	-	-	-	1.50
Community Services Department Coordinator	-	-	-	-	1.00
Community Services Facilities Aide II - Part-time (2)	-	-	-	-	1.00
Community Services Operations Manager	-	-	-	-	1.00
Community Services Operations Specialist	-	-	-	-	1.00
Community Services Program Coordinator	-	-	-	-	1.00
Community Services Program Manager	-	-	-	-	1.00
Director of Community Services	-	-	-	-	1.00
Director of Social Services	1.00	-	-	1.00	-
Early Childcare Site Supervisor	4.00	4.00	4.00	4.00	4.00
Early Childhood Aide II - Part-time (13)	6.50	6.50	6.50	6.50	6.50
Early Childhood Aide III - Part-time (9)	5.00	5.00	5.00	4.50	4.50
Early Childhood Housekeeping Aide - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Early Childhood Instructor	-	-	-	-	4.00
Early Childhood Instructor I - Part-time (12)	7.00	7.00	7.00	7.00	6.00
Early Childhood Instructor II - Part-time (3)	2.50	2.50	2.50	2.50	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 Administrator	-	-	-	-	-
Executive Assistant to the Director	1.00	1.00	1.00	-	-
Fiscal Grant Management Clerk I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk II	1.00	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)	3.00	2.50	2.50	2.50	2.50
Quality Control Officer	-	1.00	1.00	1.00	1.00
Senior Center Aide II	2.00	2.00	2.00	3.00	3.00
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	1.00
Senior Wellness Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Aide II - Part-time	2.50	1.50	1.50	1.50	-
Social Services Aide III - Part-time	0.50	0.50	0.50	-	-
Social Services Department Coordinator	-	-	-	1.00	-
Social Services Facilities Aide II - Part-time	-	1.00	1.00	1.00	-
Social Services Operations Manager	1.00	1.00	1.00	1.00	-
Social Services Operations Specialist	-	-	1.00	1.00	-
Social Services Program Coordinator	1.00	1.00	1.00	1.00	-
Social Services Program Manager	1.00	-	-	1.00	-
Social Services Program Officer	-	1.00	1.00	-	-
Social Worker I	3.00	3.00	3.00	3.00	3.00
Total FTE's	69.00	68.50	69.50	70.00	72.00

Community Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of unduplicated enrolled in VPK annually	 Increase registration in the Child Care Program	Last Quarter Actual	107.00	99.00	
		YTD Actual	107.00	106.00	
		EOY Target	150.00	110.00	110.00
		% Target	71.33%	96.36%	
		% Goal	100.00%	100.00%	
 Number of unduplicated enrolled in MOST annually	 Increase registration in the Child Care Program	Last Quarter Actual	50.00	66.00	
		YTD Actual	56.50	59.50	
		EOY Target	70.00	50.00	50.00
		% Target	80.71%	119.00%	
		% Goal	100.00%	100.00%	
 Number of unduplicated enrollment senior services	 Increase membership in Senior Services Program	Last Quarter Actual	686.00	812.00	
		YTD Actual	639.75	769.00	
		EOY Target	700.00	800.00	800.00
		% Target	91.39%	96.13%	
		% Goal	100.00%	100.00%	
 Number of total senior transportation segments	 Increase membership in Senior Services Program	Last Quarter Actual	16,077.00	13,638.00	
		YTD Actual	65,488.00	58,700.00	
		EOY Target	100,000.00	60,000.00	60,000.00
		% Target	65.49%	97.83%	
		% Goal	100.00%	100.00%	
 Number of unduplicated enrollments Adult Day Care	 Increase membership in Senior Services Program	Last Quarter Actual	48.00	59.00	
		YTD Actual	190.00	210.00	
		EOY Target	55.00	50.00	50.00
		% Target	345.45%	420.00%	
		% Goal	100.00%	100.00%	
 Number of meals served through the Childcare program	 Increase membership in Senior Services Program	Last Quarter Actual	26,254.00	31,542.00	
		YTD Actual	130,722.00	142,166.00	
		EOY Target	150,000.00	100,000.00	100,000.00
		% Target	87.15%	142.17%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 1,621,393.45	\$ 1,850,120.36	
		YTD Actual	\$ 6,076,898.00	\$ 6,441,062.16	
		EOY Target	\$ 6,323,285.00	\$ 6,950,500.00	\$ 7,007,208.00
		% Target	96.10%	92.67%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 1,621,393.45	\$ 1,850,120.36	
		YTD Actual	\$ 6,076,898.00	\$ 6,441,062.16	
		EOY Target	\$ 6,102,526.00	\$ 6,429,157.00	\$ 7,007,208.00
		% Target	99.58%	100.19%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	632,929.94	580,001.12	
		YTD Actual	2,264,081.00	2,065,252.22	
		EOY Target	2,434,736.06	2,276,090.48	1,958,014.00
		% Target	92.99%	90.74%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	632,929.94	580,001.12	
		YTD Actual	2,264,081.00	2,065,252.22	
		EOY Projection	2,191,629.00	1,911,807.00	1,958,014.00
		% Target	103.31%	108.03%	
		% Goal	100.00%	100.00%	
 Provide at least 200 hours of department wide training	 Develop and increase skill levels of staff	Last Quarter Actual	361.50	128.00	
		YTD Actual	604.00	1,572.75	
		EOY Target	200.00	200.00	200.00
		% Target	302.00%	786.38%	
		% Goal	100.00%	100.00%	
 Provide at least 80 hours of department wide cross training	 Develop and increase skill levels of staff	Last Quarter Actual	25.50	130.00	
		YTD Actual	127.50	376.50	
		EOY Target	80.00	100.00	100.00
		% Target	159.38%	376.50%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Provide customer services and leadership training	 Develop supervisory and management staff	Last Quarter Actual	1.00	3.00	
		YTD Actual	2.00	10.00	
		EOY Target	1.00	1.00	1.00
		% Target	200.00%	1,000.00%	
		% Goal	100.00%	100.00%	
 Number of new activities offered at Adult Day Care		Last Quarter Actual	8.00	19.00	
		YTD Actual	12.00	50.00	
		EOY Target	6.00	6.00	6.00
		% Target	200.00%	833.33%	
		% Goal	100.00%	100.00%	
 Number of meals served in senior services and adult day care		Last Quarter Actual	5,142.00	4,961.00	
		YTD Actual	18,567.00	20,942.00	
		EOY Target	15,000.00	20,000.00	20,000.00
		% Target	123.78%	104.71%	
		% Goal	100.00%	100.00%	
 Number of youth and family outreach clients served		Last Quarter Actual	400.00	208.00	
		YTD Actual	3,041.00	1,004.00	
		EOY Target	2,500.00	2,500.00	2,500.00
		% Target	121.64%	40.16%	
		% Goal	100.00%	100.00%	
 Number of recreation units for seniors		Last Quarter Actual	1,906.25	2,146.25	
		YTD Actual	7,022.50	8,371.50	
		EOY Target	6,000.00	6,000.00	6,000.00
		% Target	117.04%	139.53%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of outreach events attended		Last Quarter Actual	4.00	6.00	
		YTD Actual	30.00	13.00	
		EOY Target	16.00	25.00	25.00
		% Target	187.50%	52.00%	
		% Goal	100.00%	100.00%	
 Number of presentations to the community		Last Quarter Actual	2.00	6.00	
		YTD Actual	15.00	13.00	
		EOY Target	12.00	12.00	12.00
		% Target	125.00%	108.33%	
		% Goal	100.00%	100.00%	
 Number of Media Publicity		Last Quarter Actual	1.00	6.00	
		YTD Actual	8.00	12.00	
		EOY Target	8.00	8.00	8.00
		% Target	100.00%	150.00%	
		% Goal	100.00%	100.00%	
 Number of contacts through marketing		Last Quarter Actual	4.00	14.00	
		YTD Actual	20.00	14.00	
		EOY Target	20.00	20.00	20.00
		% Target	100.00%	70.00%	
		% Goal	100.00%	100.00%	
 Cost recovery ratio of Senior Services Program		Last Quarter Actual	20.00%	20.00%	
		YTD Actual	70.40%	104.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	70.40%	104.00%	
		% Goal	100.00%	100.00%	
 % of participants 60 years old or older rating the City of Miramar SCSEFP as Good or Excellent in meeting their		Last Quarter Actual	98.00%	80.00%	
		YTD Actual	98.00%	80.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	98.00%	80.00%	
		% Goal	100.00%	100.00%	

Community Services Balanced Scorecard

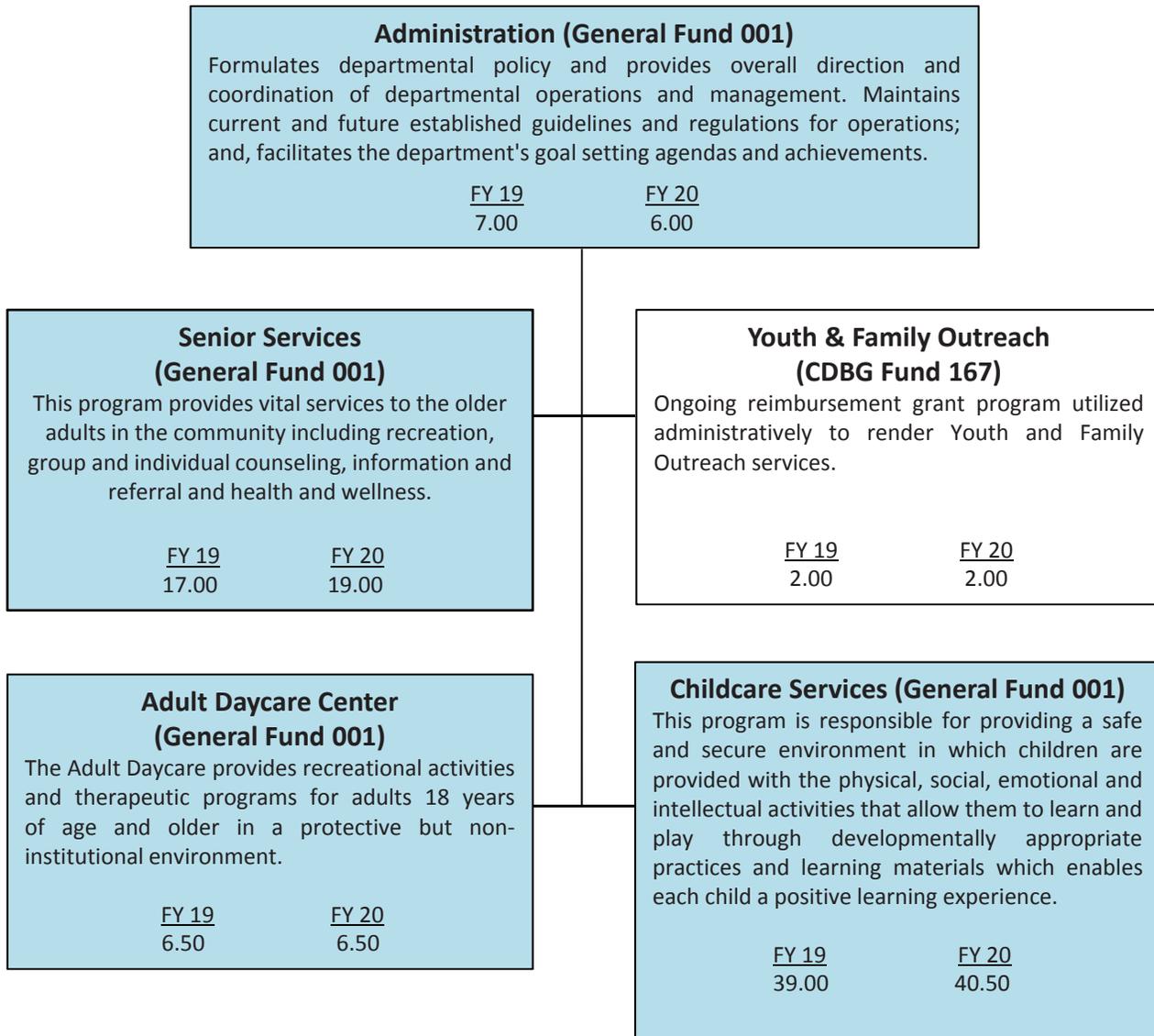
Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of Early Childhood Intergenerational Events		Last Quarter Actual	6.00	1.00	
		YTD Actual	8.00	10.00	
		EOY Target	3.00	8.00	8.00
		% Target	266.67%	125.00%	
		% Goal	100.00%	100.00%	
 Number of Senior Services Special Events		Last Quarter Actual	6.00	3.00	
		YTD Actual	24.00	21.00	
		EOY Target	3.00	12.00	12.00
		% Target	800.00%	175.00%	
		% Goal	100.00%	100.00%	
 Number of presentations for senior services		Last Quarter Actual	3.00	6.00	
		YTD Actual	17.00	23.00	
		EOY Target	6.00	20.00	20.00
		% Target	283.33%	115.00%	
		% Goal	100.00%	100.00%	
 Conduct Annual re-assessments on all Adult Day-Care Clients		Last Quarter Actual	15.00	15.00	
		YTD Actual	84.00	39.00	
		EOY Target	100.00	100.00	100.00
		% Target	84.00%	39.00%	
		% Goal	100.00%	100.00%	
 Cost recovery ratio of Adult Day Care Center		Last Quarter Actual	59.00%	19.00%	
		YTD Actual	249.30%	91.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	249.30%	91.00%	
		% Goal	100.00%	100.00%	
 Cost recovery ratio of Childcare Services Program		Last Quarter Actual	74.00%	14.00%	
		YTD Actual	246.20%	73.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	246.20%	73.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None		\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	617,557	571,331	854,100	725,200	654,100
Operating Expense	140,274	134,612	152,400	164,654	146,000
Capital Outlay	1,162	18,400	7,200	8,946	7,200
Grants & Aids	58,877	49,452	79,100	77,700	49,500
Total	\$ 817,870	\$ 773,795	\$ 1,092,800	\$ 976,500	\$ 856,800

Percent of Time by Position

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



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Contracted Programs - Multi Svc Ctr	347260-180	2,200	1,543	1,500	1,500	1,500
Contracted Programs	347260-000	-	15,620	1,000	1,000	12,000
Rental-Multi Svc Center	362100-180	70,940	97,219	78,600	78,600	95,000
Trfr fr Fed Grant Fund	381162	261,367	239,150	229,661	233,414	229,661
Total		\$ 334,507	\$ 353,532	\$ 310,761	\$ 314,514	\$ 338,161

Expenditures by Category

Personnel Services	1,120,320	1,305,723	1,485,100	1,260,300	1,531,800
Operating Expense	478,316	475,254	489,900	523,900	471,804
Capital Outlay	26,400	133	-	-	-
Grants & Aids	7,213	8,855	30,000	30,000	8,900
Total	\$ 1,632,250	\$ 1,789,964	\$ 2,005,000	\$ 1,814,200	\$ 2,012,504

Percent of Time by Position

Administrative Clerk	1.00	-	-	-	-
Administrative Secretary I	1.00	1.00	1.00	1.00	1.00
Community Services Aide II Part-time (3)	-	-	-	-	1.50
Community Services Facilities Aide II Part-time (2)	-	-	-	-	1.00
Community Services Program Coordinator	-	-	-	-	1.00
Fiscal Grant Management Clerk I	1.00	1.00	1.00	1.00	1.00
Fiscal Grant Management Clerk II	1.00	2.00	2.00	2.00	2.00
Senior Center Aide II	2.00	2.00	2.00	3.00	3.00
Senior Center Aide II Part-time	-	-	-	0.50	0.50
Senior Nurse Administrator Part-time (2)	1.00	-	-	-	-
Senior Services Site Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Services Specialist I	2.00	2.00	2.00	2.00	2.00
Senior Services Superintendent	1.00	1.00	1.00	1.00	1.00
Senior Wellness Coordinator	1.00	1.00	1.00	1.00	1.00
Social Services Aide II - Part-time (3)	2.50	1.50	1.50	1.50	-
Social Services Aide III - Part-time	0.50	0.50	0.50	-	-
Social Services Facilities Aide II Part-time (2)	-	1.00	1.00	1.00	-
Social Services Program Manager	1.00	-	-	-	-
Social Worker I	3.00	3.00	3.00	3.00	3.00
Total	19.00	17.00	17.00	18.00	19.00

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Adult Daycare Fees	346912	35,665	41,430	40,200	40,200	45,600
Adult Daycare - Long Term Care	346913	27,900	52,479	63,000	63,000	50,400
Trfr fr State & Cty Grant Fund	381163	84,543	148,094	141,550	142,359	141,550
Total		148,108	242,003	244,750	245,559	237,550

Expenditures by Category

Personnel Services	218,642	391,546	407,900	393,200	426,300
Operating Expense	101,703	87,119	104,700	117,700	120,400
Capital Outlay	-	-	-	-	7,200
Grants & Aids	-	-	-	-	-
Total	\$ 320,345	\$ 478,665	\$ 512,600	\$ 510,900	\$ 553,900

Percent of Time by Position

Activity Coordinator	1.00	1.00	1.00	1.00	1.00
Adult Day Care Superintendent	1.00	1.00	1.00	1.00	1.00
Office Specialist	1.00	1.00	1.00	1.00	1.00
Program Specialist/CNA Part-time (5)	3.00	2.50	2.50	2.50	2.50
Senior Nurse Administrator Part-time (2)	-	1.00	1.00	1.00	1.00
Total	6.00	6.50	6.50	6.50	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 2017	FY 2018	FY 2019	FY 2019	FY 2020
		Actual	Actual	Budget	Revised	Budget
Local Grant - Child Svcs Council	337602-040	12,233	15,010	12,000	12,000	12,000
Childcare-Fairway	346910-040	276,677	306,037	272,040	272,040	260,000
Childcare-Sunset Lakes	346910-070	599,108	607,929	585,600	585,600	585,600
Childcare-Silver Shores	346910-110	536,031	461,338	502,500	502,500	410,000
Childcare-Sunset Lakes	346910-120	239,539	172,876	233,500	233,500	-
Trfr fr State & Cty Grant Fund	381163-040	107,492	100,571	114,703	114,703	114,703
Total		\$ 1,771,080	\$ 1,663,761	\$ 1,720,343	\$ 1,720,343	\$ 1,382,303

Expenditures

Personnel Services	2,383,438	2,520,751	2,703,800	2,505,400	2,723,700
Operating Expense	539,533	511,071	633,700	736,800	809,039
Capital Outlay	2,400	2,652	2,600	2,600	51,265
Total	\$ 2,925,371	\$ 3,034,474	\$ 3,340,100	\$ 3,244,800	\$ 3,584,004

Percent of Time by Position

Early Childcare Site Supervisor	4.00	4.00	4.00	4.00	4.00
Early Childhood Aide II - Part-time (13)	6.50	6.50	6.50	6.50	6.50
Early Childhood Aide III - Part-time (9)	5.00	5.00	5.00	4.50	4.50
Early Childhood Housekeeping Aide - Part-time (3)	1.50	1.50	1.50	1.50	1.50
Early Childhood Instructor	-	-	-	-	4.00
Early Childhood Instructor I - Part-time (12)	7.00	7.00	7.00	7.00	6.00
Early Childhood Instructor II - Part-time (3)	2.50	2.50	2.50	2.50	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	39.00	39.00	38.50	40.50

Community Services Expenditures by Object Code

Administration—001-63-100-569

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	381,080	340,310	559,300	453,200	430,400
601201	Salary Attrition	-	-	-	-	(55,400)
601205	Lump Sum Payout - Accrued Time	46,843	39,178	33,500	20,900	33,800
601210	Non-Pensionable Earnings	-	-	-	-	15,400
601215	Communication Stipend	-	(125)	-	-	-
601220	Longevity Pay	-	-	2,800	2,800	2,800
601400	Overtime-General	80	49	1,300	1,300	3,000
601412	Overtime-Emergency	282	-	-	-	-
602100	FICA & MICA	31,065	25,644	44,800	34,600	36,100
602210	Pension-General	-	8,799	22,200	22,200	45,700
602235	Pension-Senior Mgmt	64,268	69,629	80,900	80,900	33,700
602265	Pension-457	21,448	18,937	16,800	16,800	12,800
602304	Health Insurance-PPO	12,095	13,299	29,000	29,000	33,000
602305	Health Insurance-HMO	37,613	31,524	38,300	38,300	35,800
602306	Dental Insurance-PPO	2,447	1,056	1,200	1,200	1,400
602307	Dental Insurance-HMO	-	260	600	600	500
602309	Basic Life Insurance	1,501	1,213	1,200	1,200	900
602311	Long-Term Disability Ins	434	358	800	800	600
602400	Workers' Compensation	18,400	21,200	21,400	21,400	23,600
	Sub-Total	617,557	571,331	854,100	725,200	654,100
<u>Operating Expense</u>						
603134	Prof Svcs-Marketing	-	-	3,900	13,900	3,900
603141	Existing Employee Screening	223	43	200	200	200
603190	Prof Svcs-Other	-	-	500	500	500
603425	Software License & Maint	1,555	-	400	-	-
603455	Security Svcs	31,986	33,096	36,000	34,140	36,200
604001	Travel & Training	7,056	7,879	10,600	10,400	7,900
604100	Communication Svcs	2,781	3,063	3,200	3,200	-
604200	Postage	392	439	800	800	700
604300	Water/Wastewater Svcs	320	652	700	700	2,000
604301	Electricity Svcs	6,008	5,522	6,100	6,100	6,100
604402	Leased Vehicles	2,077	6,283	-	660	-
604440	Leased Copiers	4,504	-	-	-	-
604500	Risk Internal Svcs Charge	51,200	42,300	41,400	41,400	16,200
604550	Health Ins Internal Serv Chg	-	-	-	-	12,500
604610	Fleet Internal Svcs Charge	4,100	4,300	6,900	6,900	4,200
604613	Vehicle Detail	201	308	400	300	400
604700	Printing & Binding Svcs	138	426	1,200	1,200	1,200
604916	Administrative Expense	1,425	1,678	3,000	3,000	3,000
604920	License & Permit Fees	-	425	500	354	400
604989	IT Internal Svcs Charge	19,200	22,300	31,300	31,300	36,200
604998	Contingency	942	795	1,000	1,000	800
605100	Office Supplies	602	519	1,000	1,000	1,000
605220	Vehicle Fuel-On-Site	2,038	317	1,100	1,100	1,200
605410	Subscriptions & Memberships	565	1,149	200	300	200
605500	Training-General	2,961	3,116	2,000	6,200	11,200
	Sub-Total	140,274	134,612	152,400	164,654	146,000
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	18,400	7,200	7,200	7,200
606470	Computer Equipment	1,162	-	-	1,746	-
	Sub-Total	1,162	18,400	7,200	8,946	7,200
<u>Grants & Aides</u>						
608210	Area Agency on Aging	58,877	49,452	49,100	51,700	49,500
608306	Grants to others	-	-	30,000	26,000	-
	Sub-Total	58,877	49,452	79,100	77,700	49,500
Total		\$ 817,870	\$ 773,795	\$ 1,092,800	\$ 976,500	\$ 856,800



Community Services Expenditures by Object Code

Senior Services—001-63-632-569

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	685,869	785,048	881,100	684,700	917,000
601201	Salary Attrition	-	-	-	-	(94,000)
601205	Lump Sum Payout - Accrued Time	18,939	16,221	24,000	11,400	13,200
601210	Non-Pensionable Earnings	-	-	-	-	5,800
601220	Longevity Pay	2,231	2,562	2,600	2,600	3,500
601400	Overtime-General	2,265	3,967	3,700	3,700	4,000
601410	Overtime-Holiday	301	192	1,000	1,000	200
601412	Overtime-Emergency	7,544	1,263	-	-	-
602100	FICA & MICA	51,935	59,052	69,900	54,100	72,300
602210	Pension-General	107,182	125,281	155,800	155,800	151,300
602235	Pension-Senior Mgmt	9,810	16,307	13,800	13,800	29,800
602265	Pension-457	-	283	5,300	5,300	5,800
602304	Health Insurance-PPO	36,937	44,280	58,300	58,300	50,800
602305	Health Insurance-HMO	99,082	134,861	155,100	155,100	186,300
602306	Dental Insurance-PPO	3,143	3,073	3,300	3,300	4,700
602307	Dental Insurance-HMO	1,454	2,048	2,700	2,700	2,600
602309	Basic Life Insurance	2,377	2,937	1,900	1,900	2,000
602311	Long-Term Disability Ins	852	1,015	1,200	1,200	1,300
602312	HDHP Aetna	-	-	-	-	51,000
602313	HSA Payflex	-	-	-	-	8,100
602400	Workers' Compensation	90,400	107,333	105,400	105,400	116,100
	Sub-Total	1,120,320	1,305,723	1,485,100	1,260,300	1,531,800
<u>Operating Expense</u>						
603141	Existing Employee Screening	314	764	500	500	800
603183	Accreditation Fees	-	1,800	-	-	1,800
603190	Prof Svcs-Other	15,428	13,250	18,800	16,300	18,800
603400	Contract Svcs-Other	752	2,193	2,800	2,900	2,200
603401	Janitorial Svcs	51,464	50,749	54,700	57,700	64,604
603425	Software License & Maint	4,991	4,612	4,700	4,700	4,600
604001	Travel & Training	5,594	6,818	6,600	3,500	6,800
604100	Communication Svcs	2,195	2,419	2,900	2,900	-
604300	Water/Wastewater Svcs	5,596	5,220	5,500	5,500	16,300
604301	Electricity Svcs	54,071	49,701	53,300	53,300	53,300
604302	Gas-Propane	440	652	500	500	700
604402	Leased Vehicles	-	5,963	6,000	6,000	6,000
604440	Leased Copiers	2,768	-	-	-	-
604500	Risk Internal Svcs Charge	196,400	161,800	158,300	158,300	61,900
604550	Health Ins Internal Serv Chg	-	-	-	-	47,000
604610	Fleet Internal Svcs Charge	8,900	6,500	7,000	7,000	4,800
604613	Vehicle Detail	107	102	400	400	100
604620	R&M Buildings	5,371	19,552	-	-	19,600
604700	Printing & Binding Svcs	5,740	5,182	7,100	7,100	7,100
604890	Special Events-Other	8,959	10,515	12,200	12,200	10,500
604916	Administrative Expense	-	-	2,500	2,500	-
604920	License & Permit Fees	416	-	-	-	-
604989	IT Internal Svcs Charge	77,000	89,300	109,700	109,700	114,700
604998	Contingency	702	1,346	2,000	1,700	1,300
605100	Office Supplies	3,779	3,428	3,000	3,000	3,400
605120	Computer Operating Expenses	1,896	881	300	300	900
605220	Vehicle Fuel-On-Site	1,149	724	1,100	1,100	1,200
605225	Equip Gas Oil & Lube	-	800	800	800	900
605230	Program Supplies	14,296	9,180	11,400	8,700	9,200
605240	Uniforms Cost	2,657	3,481	4,200	4,200	3,500
605250	Noncap Furn (Item less 5000)	2,832	13,437	6,400	43,100	5,000
605251	Noncap Equip (Item less 5000)	3,299	2,046	1,600	4,400	2,000
605410	Subscriptions & Memberships	607	432	1,800	1,800	400

Community Services Expenditures by Object Code

Senior Services—001-63-632-569

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605500	Training-General	592	2,409	3,000	3,000	2,400
605510	Tuition Reimbursement	-	-	800	800	-
	Sub-Total	478,316	475,254	489,900	523,900	471,804
	Dept Capital Outlay					
606441	Vehicle Replacement Program	26,400	133	-	-	-
	Sub-Total	26,400	133	-	-	-
	Grants & Aides					
608301	MASH Grt Energy Assistance	7,213	8,855	30,000	30,000	8,900
	Sub-Total	7,213	8,855	30,000	30,000	8,900
	Total	\$ 1,632,250	\$ 1,789,964	\$ 2,005,000	\$ 1,814,200	\$ 2,012,504



Outdoor activities are part of the programs offered to seniors in the City of Miramar.

Community Services Expenditures by Object Code

Adult Daycare Center—001-63-634-569

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	161,359	294,906	304,100	291,100	308,000
601201	Salary Attrition	-	-	-	-	(35,700)
601205	Lump Sum Payout - Accrued Time	-	-	-	-	1,100
601210	Non-Pensionable Earnings	-	-	-	-	3,000
601220	Longevity Pay	-	-	-	-	500
601400	Overtime-General	1,151	1,319	1,500	1,500	1,500
601410	Overtime-Holiday	104	-	-	-	-
601412	Overtime-Emergency	1,607	-	-	-	-
602100	FICA & MICA	12,225	22,007	23,300	21,600	23,900
602210	Pension-General	15,797	16,997	17,300	17,300	20,700
602235	Pension-Senior Mgmt	-	12,205	12,400	12,400	12,300
602265	Pension-457	814	1,170	4,200	4,200	3,000
602305	Health Insurance-HMO	18,646	34,445	36,300	36,300	60,100
602306	Dental Insurance-PPO	589	872	1,000	1,000	-
602307	Dental Insurance-HMO	219	350	300	300	1,700
602309	Basic Life Insurance	535	801	700	700	700
602311	Long-Term Disability Ins	94	173	400	400	400
602312	HDHP Aetna	-	-	-	-	15,300
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	5,500	6,300	6,400	6,400	7,100
	Sub-Total	218,642	391,546	407,900	393,200	426,300
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	-	200	200	300
603190	Prof Svcs-Other	-	1,785	3,000	3,000	2,400
603400	Contract Svcs-Other	9,498	1,386	-	-	-
603401	Janitorial Svcs	-	800	2,600	1,600	-
603425	Software License & Maint	328	-	-	-	-
603470	Temporary Help	6,182	5,511	-	13,000	8,500
604001	Travel & Training	2,400	18	600	600	600
604100	Communication Svcs	634	836	900	900	-
604300	Water/Wastewater Svcs	5,629	5,526	5,700	5,700	6,100
604301	Electricity Svcs	1,192	6,298	6,600	6,600	7,200
604440	Leased Copiers	602	-	-	-	-
604500	Risk Internal Svcs Charge	26,700	21,800	21,400	21,400	8,400
604550	Health Ins Internal Serv Chg	-	-	-	-	13,000
604610	Fleet Internal Svcs Charge	5,100	4,700	7,000	7,000	6,700
604613	Vehicle Detail	25	191	400	400	400
604700	Printing & Binding Svcs	4,700	2,640	3,000	3,000	3,100
604890	Special Events-Other	2,263	2,422	2,700	3,700	3,000
604920	License & Permit Fees	650	353	500	500	500
604989	IT Internal Svcs Charge	6,300	7,300	28,700	28,700	36,400
604998	Contingency	5,354	2,755	2,000	2,000	2,000
605100	Office Supplies	2,026	1,206	2,000	2,000	1,500
605220	Vehicle Fuel-On-Site	138	-	900	900	1,000
605230	Program Supplies	8,165	8,885	8,100	8,100	11,700
605240	Uniforms Cost	1,637	2,238	3,000	3,000	2,200
605250	Noncap Furn (Item less 5000)	4,799	1,226	1,500	500	1,500
605251	Noncap Equip (Item less 5000)	3,384	5,875	1,200	1,200	1,200
605290	Other Operating Supplies	3,353	-	-	-	-
605410	Subscriptions & Memberships	485	549	500	500	500
605500	Training-General	158	2,820	2,200	3,200	2,200
	Sub-Total	101,703	87,119	104,700	117,700	120,400
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	-	-	-	7,200
	Sub-Total	-	-	-	-	7,200
Total		\$ 320,345	\$ 478,665	\$ 512,600	\$ 510,900	\$ 553,900

Community Services Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,657,844	1,684,121	1,795,200	1,611,600	1,756,700
601201	Salary Attrition	-	-	-	-	(189,900)
601205	Lump Sum Payout - Accrued Time	9,868	21,875	18,800	18,800	18,100
601210	Non-Pensionable Earnings	-	-	-	-	1,800
601220	Longevity Pay	3,818	4,145	4,100	4,100	5,300
601400	Overtime-General	3,805	4,425	6,000	6,000	4,700
601410	Overtime-Holiday	70	0	-	-	-
601412	Overtime-Emergency	5,889	-	-	-	-
602100	FICA & MICA	125,623	128,198	139,200	124,400	136,400
602210	Pension-General	115,480	141,379	125,900	125,900	140,400
602235	Pension-Senior Mgmt	-	-	12,000	12,000	11,800
602265	Pension-457	1,840	1,190	1,600	1,600	1,800
602300	Pmt In Lieu Of Insurance	5,611	3,733	-	-	-
602304	Health Insurance-PPO	16,767	13,689	14,600	14,600	-
602305	Health Insurance-HMO	299,481	361,021	421,600	421,600	614,100
602306	Dental Insurance-PPO	4,864	5,247	5,100	5,100	4,100
602307	Dental Insurance-HMO	3,388	3,344	7,800	7,800	8,700
602309	Basic Life Insurance	3,728	3,919	3,900	3,900	3,800
602311	Long-Term Disability Ins	763	765	2,600	2,600	2,500
602400	Workers' Compensation	124,600	143,700	145,400	145,400	203,400
	Sub-Total	2,383,438	2,520,751	2,703,800	2,505,400	2,723,700
<u>Operating Expense</u>						
603134	Prof Svcs-Marketing	-	-	-	-	6,900
603141	Existing Employee Screening	2,683	388	1,200	1,200	900
603183	Accreditation Fees	750	1,700	5,700	5,700	900
603400	Contract Svcs-Other	4,279	1,131	1,100	4,800	4,500
603401	Janitorial Svcs	14,310	16,351	21,600	21,600	35,639
603425	Software License & Maint	-	-	-	11,400	-
604001	Travel & Training	-	4,390	3,300	2,400	4,100
604100	Communication Svcs	1,501	3,476	5,200	5,200	-
604105	Internet-Computer Lab	7,486	8,101	9,600	9,600	6,300
604300	Water/Wastewater Svcs	10,578	9,561	10,000	10,000	10,300
604301	Electricity Svcs	31,710	24,764	26,800	26,800	29,800
604440	Leased Copiers	7,295	-	-	-	-
604500	Risk Internal Svcs Charge	198,900	163,700	160,000	160,000	213,000
604550	Health Ins Internal Serv Chg	-	-	-	-	103,500
604610	Fleet Internal Svcs Charge	8,101	7,500	5,000	5,000	10,500
604613	Vehicle Detail	116	20	800	800	400
604700	Printing & Binding Svcs	2,054	1,862	4,000	4,000	4,500
604916	Administrative Expense	442	3,954	4,000	4,000	2,700
604920	License & Permit Fees	1,587	1,530	1,800	1,800	1,300
604989	IT Internal Svcs Charge	99,800	115,600	203,900	203,900	213,500
604990	Pre-School Activities	35,240	36,929	38,800	35,000	31,800
604991	Summer Programs	21,966	13,441	15,200	15,200	19,600
604992	Recreation Activities	28,213	22,403	25,000	25,000	25,000
604993	Field Trips	6,037	6,809	9,500	6,900	13,000
604998	Contingency	1,396	1,637	2,000	2,000	1,500
605100	Office Supplies	3,645	3,496	4,200	4,200	3,000
605120	Computer Operating Expenses	-	-	500	500	-
605220	Vehicle Fuel-On-Site	183	67	1,400	1,400	2,700
605230	Program Supplies	8,711	7,825	9,700	9,700	13,800
605235	General Food & Beverage	18,444	26,096	29,200	20,500	23,400
605240	Uniforms Cost	2,593	8,090	6,000	6,000	8,200
605250	Noncap Furn (Item less 5000)	9,678	8,960	9,200	100,200	6,600
605251	Noncap Equip (Item less 5000)	7,676	4,616	5,400	18,400	3,900
605410	Subscriptions & Memberships	1,198	1,079	2,800	2,800	1,200



Community Services Expenditures by Object Code

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

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605500	Training-General	1,150	4,962	7,600	7,600	6,000
605510	Tuition Reimbursement	1,812	632	3,200	3,200	600
	Sub-Total	539,533	511,071	633,700	736,800	809,039
	Dept Capital Outlay					
606441	Vehicle Replacement Program	2,400	2,652	2,600	2,600	51,265
	Sub-Total	2,400	2,652	2,600	2,600	51,265
	Total	\$ 2,925,371	\$ 3,034,474	\$ 3,340,100	\$ 3,244,800	\$ 3,584,004



Children are encouraged to learn while enjoying fun activities.

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 PW, senior transportation services through the Older Americans Act Grant.
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.
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 \$1,800 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 @ \$65/session \$2,340; Administration: Misc costs for extra pick-ups & shredding \$560
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)
603401	Janitorial Svcs	Cost allocated for janitorial services-All facilities(contract #422) Multi-Service Complex: Janitorial Services & Supply Delivery \$36,510; Addtl cleaning: \$7,800; Office & Lobby Furniture & Lobby/Carpet Cleaning: \$890; Floor Cleaning \$4,000; Cleaning of 300 banquet chairs \$1,500 Adult Day Care Center: Chair cleaning/Office Furniture \$200; Floor Cleaning \$1,000; Detail cleaning \$800 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 \$12,900; Chair cleaning/Office Furniture \$200; Carpet Cleaning (Rugs) \$500; Floor Cleaning \$1,100 Addtl misc expenses = \$29,243
603425	Software License & Maint	ServTracker Program Web Hosting Fee per agreement with Accessible Solutions, Inc. at \$4,600.00.
603455	Security Svcs	Cost for security services at the Multi-Service Complex (MMSC).



Community Services Budget Justification

Object #	Account Description	Justification
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.
604402	Leased Vehicles	This account represents the cost for city leased vehicles.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
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
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 \$425 Child Care: Child Care Food Program - Food Permit - annual 3 locations - \$610 Child care license annual renewal \$470 Miscellaneous fees and increase annually \$220 Adult Daycare: Brow. Cnty CEMP Comprehensive Emergency Management Plan \$45 Sanitation Certificate \$190 CNA License Renewal \$165 RN License Renewal \$75
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	This line item represents costs associated with field trips throughout the fiscal year to attend enrichment activities.
604998	Contingency	The cost for unanticipated expenses and emergencies.
605100	Office Supplies	This line item represents the costs associated with purchasing office supplies.
605120	Computer Operating Expenses	Costs associated with repairs and maintenance of computer equipment in computer labs.
605220	Vehicle Fuel-On-Site	This account covers the cost of fuel used for city vehicles as provided by PW-Fleet Maintenance. Funds added for approved Above Base Request for vehicle replacement for Childcare Program 650.

Community Services Budget Justification

Object #	Account Description	Justification
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) 30 chairs \$1,500 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
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 Miscellaneous Memberships as needed \$100
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 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 \$ 2,200 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 \$3,480 Administration General provides training to staff training and Professional Development Training; Department of Elder Affairs (DOEA) certifications; and First Aid & CPR for 1 employee at \$320. Annual Strategic Planning Workshop for 1 employee at \$6,200. Team building training workshop for 1 employee at \$4,500
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.
606441	Vehicle Replacement Program	This budgeted amount consists of \$44,000 for 2 vehicles, \$4,600 for escrow for additions reserve and \$17,065 budgeted amount is for escrow for future vehicle replacements. (Total = \$65,665)
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.





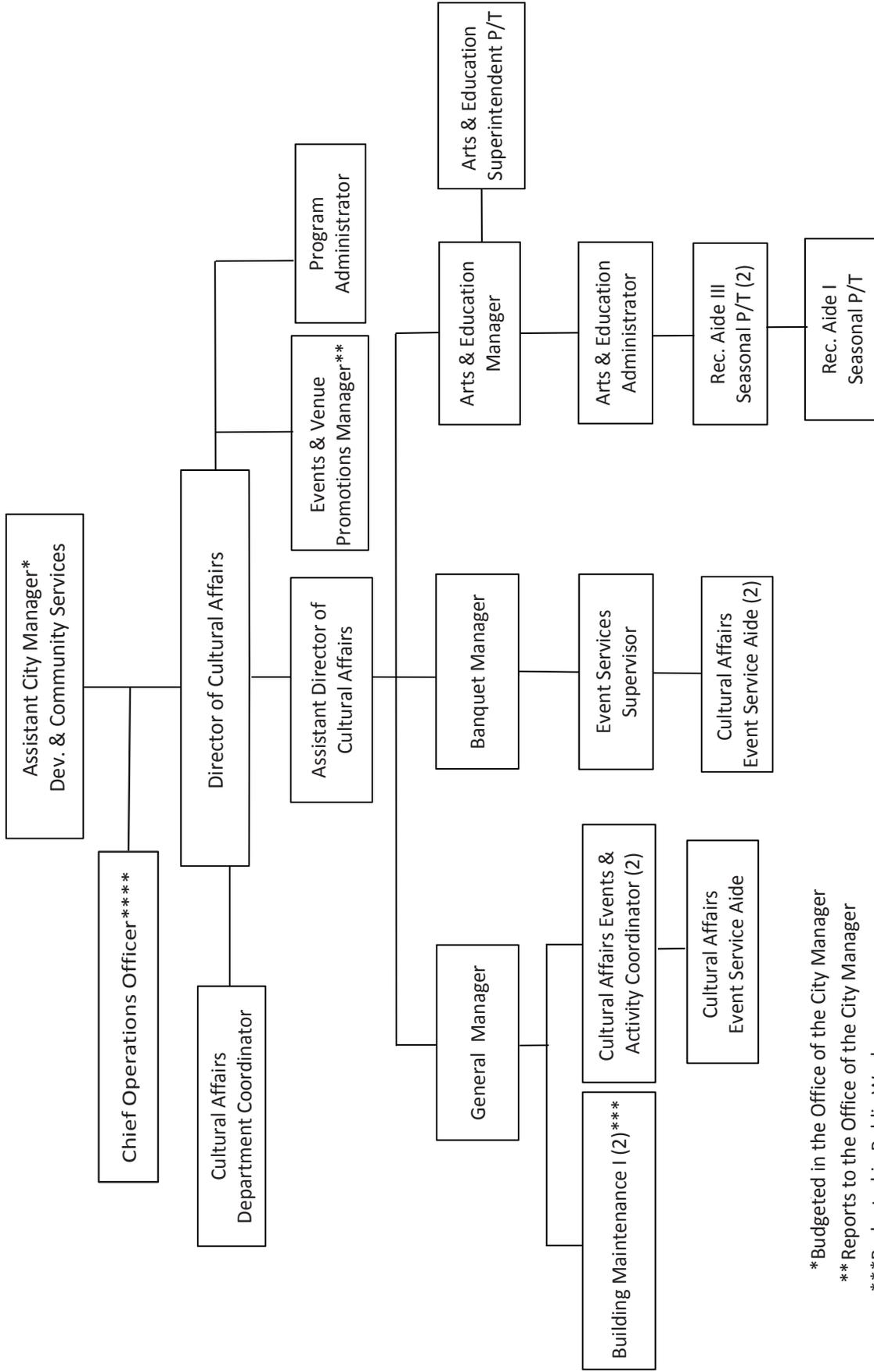
Cultural Affairs

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
- ** Reports to the Office of the City Manager
- *** Budgeted in Public Works
- **** Budgeted in Community Development

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 17 budgeted positions, 15 full-time, 1 (.5 FTE) part-time and 3 (1.5 FTE's) 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 2019 Accomplishments

- Completed 23 MCC presentations including seven performances by Resident Artists.
- Presented five educational matinees, one master class and one workshop, with a total of more than 4,500 attendees.
- Conducted the annual Little Broadway Summer Camp serving over 100 campers ages 8 - 14.
- The Miramar Cultural Center presented its inaugural Spring Break Camp with a total of 12 children, ages 8 to 13 years.
- Created new institutional campaign video and collateral to spotlight MCC as well as two highly visible graphic installations inside and around the Cultural Center.
- Expanded publicity, media outlets, and advertising of MCC rental facilities with a new institutional campaign via television, web and social media.

Program Revenues, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Administration	(3,104)	2,120	400,000	400,000	-
Arts & Education	66,400	86,919	154,850	154,850	154,850
Food & Beverage Services	529,508	827,006	662,250	662,250	826,350
Theatre Production	729,441	768,626	753,850	753,850	531,250
Marketing & Sales Services	5,085	2,925	-	-	-
Client Management Services	(849)	24	-	-	-
Total	\$ 1,326,481	\$ 1,687,619	\$ 1,970,950	\$ 1,970,950	\$ 1,512,450



Cultural Affairs

Expenditures by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	484,921	475,060	821,600	945,400	650,000
Arts & Education	289,864	327,294	660,400	650,400	667,600
Food & Beverage Services	605,961	681,182	536,600	589,583	686,203
Theatre Production	1,116,706	1,237,318	1,715,533	1,653,733	1,816,230
Marketing & Sales Services	409,602	330,890	-	5,017	-
Theatre Facilities	264,862	327,642	-	-	-
Client Management Services	37	146	-	-	-
Total	\$ 3,171,953	\$ 3,379,532	\$ 3,734,133	\$ 3,844,133	\$ 3,820,033

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	1,827,157	1,975,266	1,753,300	1,930,800	1,697,700
Operating Expense	1,343,496	1,381,023	1,979,600	1,912,100	2,115,903
Capital Outlay	1,300	23,243	1,233	1,233	6,430
Total	\$ 3,171,953	\$ 3,379,532	\$ 3,734,133	\$ 3,844,133	\$ 3,820,033

Positions by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administration	2.25	2.25	3.50	5.00	4.00
Arts & Education	3.25	3.50	5.50	6.00	6.00
Food & Beverage Services	2.50	2.50	2.00	2.50	2.50
Theatre Production	5.25	4.75	4.50	4.50	4.50
Marketing & Sales Services	-	-	-	-	-
Theatre Facilities	0.75	0.75	-	-	-
Total	14.00	13.75	15.50	18.00	17.00

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administrative Coordinator	1.00	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
Assistant Director of Cultural Affairs	1.00	1.00	1.00	1.00	1.00
Banquet Manager	-	-	1.00	1.00	1.00
Banquet Supervisor	1.00	1.00	-	-	-
Box Office Manager	1.00	1.00	-	-	-
Communications & Audience Development Manager	1.00	1.00	-	-	-
Community Relations & Marketing Coordinator	-	-	1.00	-	-
Creative Arts & Graphics Designer	-	-	-	1.00	-
Cultural Affairs Department Coordinator	-	-	1.00	1.00	1.00
Cultural Affairs Event Service Aide	-	-	-	3.00	3.00
Cultural Affairs Event Service Aide - Part-time	-	-	1.50	-	-
Cultural Affairs Events & Activity Coordinator	-	-	2.00	2.00	2.00
Cultural Affairs Manager	1.00	-	-	-	-
Director of Cultural Affairs	1.00	1.00	1.00	1.00	1.00
Event Services Manager	1.00	1.00	-	-	-
Event Services Supervisor	-	-	2.00	1.00	1.00
Events & Venue Promotions Manager	-	-	-	1.00	1.00
Food and Beverage Operations Manager	1.00	1.00	-	-	-
General Manager	-	-	-	1.00	1.00
Guest Relations & Ticketing Coordinator	1.00	1.00	-	-	-
Operations Manager	-	1.00	1.00	-	-
Production Manager	1.00	1.00	-	-	-
Program Administrator	-	-	-	1.00	1.00
Recreation Aide I - Part-time (Seasonal)	1.00	1.00	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	-	-	-
Senior Sales Manager	1.00	-	-	-	-
Total FTE's	15.00	15.00	15.50	18.00	17.00

Cultural Affairs Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Return contract within 12 business days	 Ensure timely delivery of signed contracts	Last Quarter Actual	98.00%	100.00%	
		YTD Actual	98.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	98.00%	100.00%	
		% Goal	100.00%	100.00%	
 Increase attendance at Summer Camp Performances	 Strengthen sales	Last Quarter Actual	1,300.00	325.00	
		YTD Actual	1,300.00	1,300.00	
		EOY Target	1,300.00	1,300.00	1,300.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Return settlement funds within 12 business days (less deposit)	 Ensure timely disbursement of settlement funds	Last Quarter Actual	25.00%	25.00%	
		YTD Actual	100.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Increase both Town Center and surrounding street signage	 Improve MCC community experience	Last Quarter Actual	25.00%	10.00%	
		YTD Actual	25.00%	39.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	25.00%	39.00%	
		% Goal	100.00%	100.00%	
 Send bi-weekly e-blast by last day of week.	 Provide information efficiently	Last Quarter 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%	
 Update website weekly	 Provide information efficiently	Last Quarter Actual	12.00	12.00	
		YTD Actual	48.00	48.00	
		EOY Target	48.00	48.00	48.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	

Cultural Affairs Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Host 3000 community leaders and organization members annually at facility	 Ensure the community feels welcome	Last Quarter Actual	922.00	987.00	
		YTD Actual	3,444.00	3,663.00	
		EOY Target	3,000.00	3,000.00	3,000.00
		% Target	114.80%	122.10%	
		% Goal	100.00%	100.00%	
 Conference with Arts Advisory Members once per quarter	 Ensure the community feels welcome	Last Quarter Actual	3.00	1.00	
		YTD Actual	6.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	150.00%	100.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 1,024,818.74	\$ 708,724.26	
		YTD Actual	\$ 3,379,520.29	\$ 3,821,737.16	
		EOY Target	\$ 3,757,133.00	\$ 3,844,133.00	\$ 3,820,033.00
		% Target	89.95%	99.42%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 1,024,818.74	\$ 708,724.26	
		YTD Actual	\$ 3,379,520.29	\$ 3,821,737.16	
		EOY Projection	\$ 3,300,633.00	\$ 3,726,622.00	\$ 3,820,033.00
		% Target	102.39%	102.55%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 254,042.31	\$ 149,292.33	
		YTD Actual	\$ 1,687,619.23	\$ 1,153,532.83	
		EOY Target	\$ 1,495,052.00	\$ 1,970,950.00	\$ 1,512,450.00
		% Target	112.88%	58.53%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 254,042.31	\$ 149,292.33	
		YTD Actual	\$ 1,687,619.23	\$ 1,153,532.83	
		EOY Projection	\$ 1,466,752.00	\$ 1,487,312.79	\$ 1,512,450.00
		% Target	115.06%	77.56%	
		% Goal	100.00%	100.00%	

Cultural Affairs Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Apply for 8 grants for FY 18 in FY17	 Develop fundraising arm	Last Quarter Actual	4.00	2.00	
		YTD Actual	7.00	8.00	
		EOY Target	8.00	8.00	8.00
		% Target	87.50%	100.00%	
		% Goal	100.00%	100.00%	
 Develop fundraising strategic plan to include identifying sponsorship partners	 Develop fundraising arm	Last Quarter Actual	90.00%	25.00%	
		YTD Actual	90.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	90.00%	100.00%	
		% Goal	100.00%	100.00%	
 Add at minimum 500 email addresses per quarter	 Strengthen marketing	Last Quarter Actual	503.00	746.00	
		YTD Actual	2,102.00	2,236.00	
		EOY Target	2,000.00	2,000.00	2,000.00
		% Target	105.10%	111.80%	
		% Goal	100.00%	100.00%	
 Create at least 1 new marketing partner per quarter	 Strengthen marketing	Last Quarter 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%	
 Create 1 clear goal per program per quarter	 Develop program targets	Last Quarter Actual	1.00	1.00	
		YTD Actual	5.00	4.00	
		EOY Target	4.00	4.00	4.00
		% Target	125.00%	100.00%	
		% Goal	100.00%	100.00%	
 Enact monthly financial review in Q2	 Strengthen financial understanding among staff	Last Quarter Actual	0.00	1.00	
		YTD Actual	1.00	4.00	
		EOY Target	1.00	1.00	1.00
		% Target	100.00%	400.00%	
		% Goal	100.00%	100.00%	

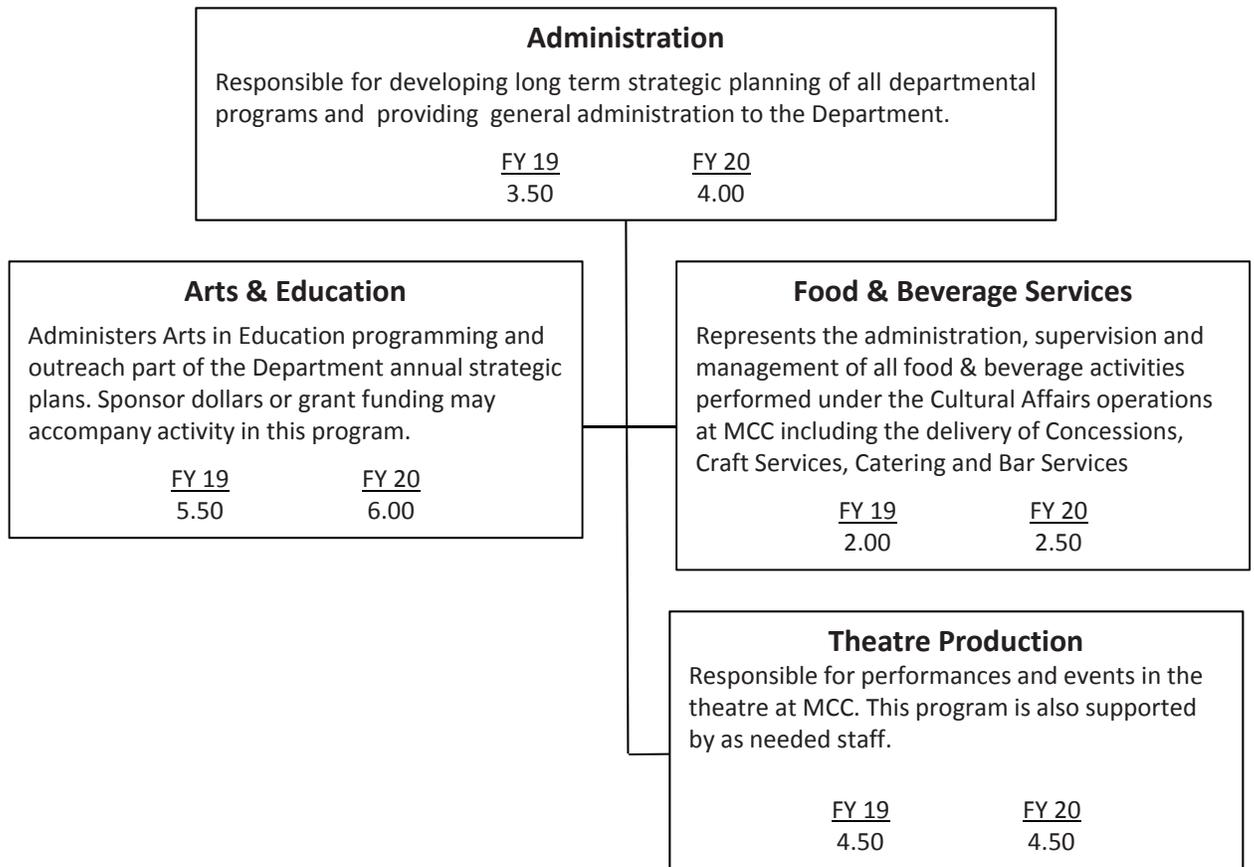
Cultural Affairs Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Create FY19 budget	 Strengthen financial understanding among staff	Last Quarter Actual	100.00%	25.00%	
		YTD Actual	200.00%	100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	200.00%	100.00%	
		% Goal	100.00%	34.00%	
 Book 30 events per quarter	 Strengthen sales	Last Quarter Actual	32.00	32.00	
		YTD Actual	164.00	129.00	
		EOY Target	120.00	120.00	120.00
		% Target	136.67%	107.50%	
		% Goal	100.00%	100.00%	
 Staff attend 7 internal or external workshops/conferences or	 Professional development for staff	Last Quarter Actual	8.00	7.00	
		YTD Actual	32.00	30.00	
		EOY Target	28.00	28.00	28.00
		% Target	114.29%	107.14%	
		% Goal	100.00%	100.00%	
 Invite 2 business or community leaders to event per quarter	 Professional development for staff	Last Quarter Actual	2.00	2.00	
		YTD Actual	10.00	8.00	
		EOY Target	8.00	8.00	8.00
		% Target	125.00%	100.00%	
		% Goal	100.00%	100.00%	
 Work cross-departmentally in support of 6 city events per quarter	 Strengthen staff relationships with internal and external parties	Last Quarter Actual	6.00	6.00	
		YTD Actual	35.00	24.00	
		EOY Target	24.00	24.00	24.00
		% Target	145.83%	100.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

End of year targets exclude year-end budget amendments.

Cultural Affairs FTE's by Program



Cultural Affairs Budget Summary by Program

Administration—Program 100

Description

This program is responsible for developing long term strategic planning and general administration for the Cultural Affairs Department. This includes developing the department's vision, managing major relationships, contract administration, providing policy, budgeting, and accounting.

Dedicated Revenues	Object Code	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Fed Grant-FEMA	331507	\$ -	\$ 1,817	\$ -	\$ -	\$ -
State Grant-FEMA	334500	\$ -	\$ 303	\$ -	\$ -	\$ -
Miscellaneous	369900	\$ (3,104)	\$ -	\$ -	\$ -	\$ -
Progr Support-MCC Presents	366210	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ -
Total		\$ (3,104)	\$ 2,120	\$ 400,000	\$ 400,000	\$ -

Expenditures by Category

Personnel Services	344,834	315,142	516,000	544,800	427,800
Operating Expense	140,087	159,917	305,600	400,600	222,200
Capital Outlay	-	-	-	-	-
Total	\$ 484,921	\$ 475,060	\$ 821,600	\$ 945,400	\$ 650,000

Percent of Time by Position

Administrative Coordinator	1.00	1.00	-	-	-
Assistant Director of Cultural Affairs	0.75	0.75	1.00	1.00	1.00
Community Relations & Marketing Coordinator	-	-	0.50	-	-
Creative Arts & Graphics Designer	-	-	-	1.00	-
Cultural Affairs Department Coordinator	-	-	1.00	1.00	1.00
Director of Cultural Affairs	0.50	0.50	1.00	1.00	1.00
Events & Venue Promotions Manager	-	-	-	1.00	1.00
Total	2.25	2.25	3.50	5.00	4.00

Cultural Affairs Budget Summary by Program

Arts & Education—Program 683

Description

This program will develop and manage children’s programming, educational performances and workshops, and exhibitions and activities in the Ansin Family Art Gallery. Programs will include master classes and workshops, school performances, Little Broadway Summer Camp and additional educational opportunities. The exhibitions in the Ansin Family Art Gallery will be presented in partnership with prestigious local arts organizations and be offered as further educational opportunities for schools, community organizations, and the public.

Dedicated Revenues	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Souvenirs	347350	-	20	750	750	750
Registration Fees - EDU Programs	347308	-	-	10,500	10,500	10,500
Ticket Sales	347339	12,882	18,964	60,000	60,000	60,000
Summer Programs	347210	53,518	67,935	73,600	73,600	73,600
Program Support - Education	366212	-	-	10,000	10,000	10,000
Total		\$ 66,400	\$ 86,919	\$ 154,850	\$ 154,850	\$ 154,850

Expenditures by Category

Personnel Services	155,881	163,097	499,900	499,900	481,200
Operating Expense	133,984	164,197	160,500	150,500	186,400
Capital Outlay	-	-	-	-	-
Total	\$ 289,864	\$ 327,294	\$ 660,400	\$ 650,400	\$ 667,600

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
Assistant Director of Cultural Affairs	0.25	0.25	-	-	-
Cultural Affairs Event Service Aide	-	-	-	1.00	1.00
Cultural Affairs Event Service Aide - Part time	-	-	0.50	-	-
Cultural Affairs Events & Activity Coordinator	-	-	1.00	1.00	1.00
Guest Relations & Ticketing Coordinator	-	0.25	-	-	-
Recreation Aide I (PT-Seasonal)	1.00	1.00	0.50	0.50	0.50
Recreation Aide III (2 PT-Seasonal)	1.00	1.00	1.00	1.00	1.00
Total	3.25	3.50	5.50	6.00	6.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Banquet Hall Service Fee	347304-000	41,241	83,597	45,000	45,000	30,000
Concession-Food	347310-170	17,435	18,062	15,000	15,000	15,000
Concession-Beverage	347311-170	14,238	15,316	9,750	9,750	9,750
Concession-Alcohol	347312-170	75,403	77,004	75,000	75,000	75,000
Catering-Food	347313-170	84,035	9,139	33,600	33,600	33,600
Catering-Beverage	347314-170	9,678	208	6,000	6,000	6,000
Catering-Alcohol	347315-170	10,025	5,944	65,000	65,000	65,000
Reception Package	347316-000	166,086	575,931	100,000	100,000	418,000
Food & Beverage Svcs	347320-170	13,853	132	27,500	27,500	27,500
Food & Bev Staff- Reimbursable	347330-170	29,532	4,511	22,500	22,500	22,500
Rental-In House Equip-Banquet	362209-170	626	150	1,000	1,000	1,000
Rental-Banquet Hall	362215-170	62,842	36,862	192,000	192,000	120,000
Rental-Kitchen	362216-170	-	-	59,500	59,500	-
Rental-Small Wares	362217-170	4,514	150	10,400	10,400	3,000
Total		\$ 529,508	\$ 827,006	\$ 662,250	\$ 662,250	\$ 826,350

Expenditures by Category

Personnel Services	370,213	421,392	295,700	295,700	283,800
Operating Expense	235,748	259,790	240,900	293,883	402,403
Capital Outlay	-	-	-	-	-
Total	\$ 605,961	\$ 681,182	\$ 536,600	\$ 589,583	\$ 686,203

Percent of Time by Position

Banquet Manager	-	-	1.00	1.00	1.00
Banquet Supervisor	1.00	1.00	-	-	-
Cultural Event Service Aide	-	-	-	0.50	0.50
Event Services Supervisor	-	-	1.00	0.50	1.00
Food and Beverage Operations Manager	1.00	1.00	-	-	-
Program Administrator	-	-	-	0.50	-
Senior Sales & Engagement Manager	-	0.50	-	-	-
Senior Sales Manager	0.50	-	-	-	-
Total	2.50	2.50	2.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Ticket Sales	347339-000	130,307	100,886	261,900	261,900	200,000
Box Office Svcs Fee	347340-000	35,069	30,443	20,000	20,000	20,000
Ticket Printing Fee-For Profit	347341-000	13,785	10,884	-	-	-
Credit Card Fee	347345-000	25,978	24,748	30,000	30,000	30,000
Facility Ticket Fee	347346-000	83,817	84,921	75,000	75,000	75,000
Internet Convenience Fee	347347-000	62,250	61,276	-	-	-
Marketing	347360-000	-	-	3,000	3,000	500
Production Staff Reimbursable	347371-000	94,927	115,377	140,000	140,000	-
Production Equipment Rental	347372-000	36,606	49,583	40,000	40,000	30,000
Production Outside Equip Renta	347373-000	1,588	5,052	-	-	-
Production Svcs Fee	347374-000	8,914	14,120	-	-	-
Production Svcs Incidental	347375-000	4,130	6,061	-	-	-
Theater Svcs Package	347380-000	52,399	56,762	52,000	52,000	52,000
Theater Svcs Package Half	347381-000	-	500	-	-	-
Theater Addtl Svc Fmt of Hou	347382-000	-	-	-	-	-
Theater Insurance	347386-000	6,800	8,800	3,200	3,200	5,000
Rental-Theater	362205-000	-	-	108,000	108,000	108,000
Rental-Rooms	362206-000	66,753	62,361	10,750	10,750	10,750
Trfr Fr Fed Grant Fund	381162-000	-	40,000	-	-	-
Trfr Fr State & Cty Grant Fund	381163-000	106,119	96,852	10,000	10,000	-
Total		\$ 729,441	\$ 768,626	\$ 753,850	\$ 753,850	\$ 531,250

Expenditures by Category

Personnel Services	763,190	828,405	441,700	590,400	504,900
Operating Expense	352,216	385,670	1,272,600	1,062,100	1,304,900
Capital Outlay	1,300	23,243	1,233	1,233	6,430
Total	\$ 1,116,706	\$ 1,237,318	\$ 1,715,533	\$ 1,653,733	\$ 1,816,230

Percent of Time by Position

Box Office Manager	1.00	1.00	-	-	-
Community Relations & Marketing Coordinator	-	-	0.50	-	-
Cultural Affairs Event Service Aide	-	-	-	1.50	1.50
Cultural Affairs Event Service Aide - Part time	-	-	1.00	-	-
Cultural Affairs Events & Activity Coordinator	-	-	1.00	1.00	1.00
Cultural Affairs Manager	0.25	-	-	-	-
Director of Cultural Affairs	0.50	0.50	-	-	-
Event Services Manager	1.00	1.00	-	-	-
Events Services Supervisor	-	-	1.00	0.50	-
General Manager	-	-	-	1.00	1.00
Guest Relations & Ticketing Coordinator	1.00	0.50	-	-	-
Operations Manager	-	0.25	1.00	-	-
Production Manager	1.00	1.00	-	-	-
Program Administrator	-	-	-	0.50	1.00
Senior Sales & Engagement Manager	-	0.50	-	-	-
Senior Sales Manager	0.50	-	-	-	-
Total	5.25	4.75	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Marketing	347360-170	\$ 5,085	\$ 2,925	\$ -	\$ -	\$ -

Expenditures by Category

Personnel Services	109,755	137,007	-	-	-
Operating Expense	299,847	193,883	-	5,017	-
Capital Outlay	-	-	-	-	-
Total	\$ 409,602	\$ 330,890	\$ -	\$ 5,017	\$ -

Percent of Time by Position

Communications & Audience Development Manager	1.00	1.00	-	-	-
Guest Relations & Ticketing Coordinator	-	0.25	-	-	-
Total	1.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None		-	-	-	-	-

Expenditures by Category

Personnel Services	83,285	110,223	-	-	-
Operating Expense	181,577	217,419	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 264,862	\$ 327,642	\$ -	\$ -	\$ -

Percent of Time by Position

Cultural Affairs Manager	0.75	-	-	-	-
Operations Manager	-	0.75	-	-	-
Total	0.75	0.75	-	-	-



Cultural Affairs Budget Summary by Program

Client Management Services—Program 680

Description

In FY 17, the Client Management Services Program was replaced with Theatre Production and Theatre Facilities Programs.

	Object #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues						
Group Sales Convenience Fee	347338	67	24	-	-	-
Ticket Sales	347339	-	-	-	-	-
Box Office Service Fee	347340	(1,000)	-	-	-	-
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	84	-	-	-	-
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	-	-	-	-	-
Trfr Fr State & Cty Grant Fund	381163	-	-	-	-	-
Total		\$ (849)	\$ 24	\$ -	\$ -	\$ -
Expenditures by Category						
Personnel Services		-	-	-	-	-
Operating Expense		37	146	-	-	-
Capital Outlay		-	-	-	-	-
Total		\$ 37	\$ 146	\$ -	\$ -	\$ -

Cultural Affairs Expenditures by Object Code

Administration—001-68-100-573

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	209,051	187,055	306,000	334,800	237,200
601205	Lump Sum Payout - Accrued Time	15,907	5,004	17,000	17,000	12,300
601210	Non-Pensionable Earnings	-	-	-	-	9,700
601215	Communication Stipend	-	-	1,300	1,300	2,600
601220	Longevity Pay	-	255	1,400	1,400	-
601400	Overtime-General	201	2,089	-	-	2,100
601410	Overtime-Holiday	(10)	693	-	-	700
601412	Overtime-Emergency	379	-	-	-	-
602100	FICA & MICA	17,567	14,362	23,500	23,500	20,300
602210	Pension-General	9,298	11,398	11,500	11,500	-
602235	Pension-Senior Mgmt	28,029	35,014	53,400	53,400	50,000
602260	Pension-401	260	-	-	-	-
602265	Pension-457	12,947	8,354	17,700	17,700	7,000
602300	Pmt In Lieu Of Insurance	4,165	1,047	6,200	6,200	-
602304	Health Insurance-PPO	-	-	7,300	7,300	-
602305	Health Insurance-HMO	5,805	6,112	24,800	24,800	9,300
602306	Dental Insurance-PPO	319	471	2,200	2,200	1,600
602307	Dental Insurance-HMO	10	-	-	-	-
602309	Basic Life Insurance	812	466	700	700	500
602311	Long-Term Disability Ins	194	121	400	400	300
602312	HDHP Aetna	-	-	-	-	16,400
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	39,900	42,700	42,600	42,600	55,100
	Sub-Total	344,834	315,142	516,000	544,800	427,800
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	3,250	20,000	13,000	30,000
603400	Contract Svcs-Other	2,346	47,114	-	1,926	-
603401	Janitorial Svcs	4,300	6,519	-	-	-
603455	Security Svcs	34,863	36,208	77,000	77,000	95,000
604001	Travel & Training	58	-	7,000	7,806	8,000
604100	Communication Svcs	1,935	1,451	3,000	3,000	-
604200	Postage	911	1,258	18,000	18,000	200
604301	Electricity Svcs	62,793	14,533	21,700	21,700	21,700
604400	Leased Equipment	-	-	1,000	1,000	-
604440	Leased Copiers	1,043	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	3,400
604610	Fleet Internal Svcs Charge	1,176	2,800	3,000	3,000	3,000
604620	R&M Buildings	-	25	20,000	15,000	-
604700	Printing & Binding Svcs	874	793	-	50,000	-
604889	Marketing & Promotions	-	8,590	90,000	155,000	-
604916	Administrative Expense	-	-	-	-	5,500
604920	License & Permit Fees	-	-	6,500	1,000	6,500
604989	IT Internal Svcs Charge	21,200	24,600	23,500	23,500	25,600
604997	Other Operating Expenses	400	-	1,000	1,000	2,000
604998	Contingency	-	-	-	-	10,000
605100	Office Supplies	1,674	4,553	2,000	2,000	2,000
605120	Computer Operating Expenses	3,374	3,901	2,000	2,000	2,000
605220	Vehicle Fuel-On-Site	-	610	1,000	1,000	1,100
605225	Equip Gas Oil & Lube	-	100	400	400	500
605250	Noncap Furn (Item less 5000)	-	1,157	2,500	-	1,200
605251	Noncap Equip (Item less 5000)	-	890	1,000	1,000	900
605290	Other Operating Supplies	-	-	1,000	194	1,000
605410	Subscriptions & Memberships	3,140	1,565	4,000	2,074	1,600
605500	Training-General	-	-	-	-	1,000
	Sub-Total	140,087	159,917	305,600	400,600	222,200
Total		\$ 484,921	\$ 475,060	\$ 821,600	\$ 945,400	\$ 650,000



Cultural Affairs Expenditures by Object Code

Arts & Education—001-68-683-573

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	97,947	93,277	340,000	340,000	325,700
601205	Lump Sum Payout - Accrued Time	6,392	7,133	15,600	15,600	9,900
601210	Non-Pensionable Earnings	-	-	-	-	6,900
601400	Overtime-General	-	2,201	-	-	2,200
601410	Overtime-Holiday	-	70	-	-	100
602100	FICA & MICA	8,495	8,367	27,200	27,200	26,200
602210	Pension-General	-	2,400	21,600	21,600	17,700
602235	Pension-Senior Mgmt	15,416	19,308	36,600	36,600	32,600
602265	Pension-457	3,692	1,798	7,600	7,600	6,900
602300	Pmt In Lieu Of Insurance	3,604	5,611	9,300	9,300	6,200
602305	Health Insurance-HMO	291	1,667	19,200	19,200	4,600
602306	Dental Insurance-PPO	870	870	1,500	1,500	600
602307	Dental Insurance-HMO	-	32	200	200	400
602309	Basic Life Insurance	451	357	700	700	700
602311	Long-Term Disability Ins	123	107	500	500	500
602312	HDHP Aetna	-	-	-	-	12,300
602313	HSA Payflex	-	-	-	-	2,000
602400	Workers' Compensation	18,600	19,900	19,900	19,900	25,700
	Sub-Total	155,881	163,097	499,900	499,900	481,200
<u>Operating Expense</u>						
603140	New Hire Screening	-	-	500	500	-
603400	Contract Svcs-Other	14,453	5,000	15,000	15,000	-
603480	Artist Contract	40,016	32,951	40,000	40,000	93,000
604001	Travel & Training	-	-	5,000	100	-
604300	Water/Wastewater Svcs	5,727	3,834	4,000	4,000	4,200
604301	Electricity Svcs	-	9,205	10,900	10,900	-
604440	Leased Copiers	789	-	-	-	-
604500	Risk Internal Svcs Charge	17,500	29,200	2,900	2,900	2,300
604550	Health Ins Internal Serv Chg	-	-	-	-	3,200
604610	Fleet Internal Svcs Charge	1,200	1,100	1,200	1,200	1,700
604870	Public Education	-	-	7,000	6,400	-
604892	Art Gallery	4,505	17,225	15,000	10,500	17,200
604916	Administrative Expense	-	941	-	-	900
604989	IT Internal Svcs Charge	30,600	35,500	23,500	23,500	25,400
604991	Summer Programs	18,503	26,643	23,800	23,800	26,600
605220	Vehicle Fuel-On-Site	32	-	500	500	600
605225	Equip Gas Oil & Lube	-	200	200	200	300
605230	Program Supplies	659	2,398	11,000	11,000	11,000
	Sub-Total	133,984	164,197	160,500	150,500	186,400
Total		\$ 289,864	\$ 327,294	\$ 660,400	\$ 650,400	\$ 667,600

Cultural Affairs Expenditures by Object Code

Food & Beverage Services—001-68-684-579

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	251,382	266,550	169,600	169,600	146,800
601205	Lump Sum Payout - Accrued Time	7,166	13,952	8,200	8,200	9,400
601210	Non-Pensionable Earnings	-	-	-	-	3,700
601215	Communication Stipend	1,300	1,300	1,300	1,300	1,300
601400	Overtime-General	137	3,406	-	-	3,400
601402	Overtime-Special Events	578	-	7,000	7,000	-
601410	Overtime-Holiday	57	584	-	-	600
601412	Overtime-Emergency	810	-	-	-	-
602100	FICA & MICA	20,003	21,732	13,700	13,700	12,300
602210	Pension-General	-	9,499	8,500	8,500	4,000
602235	Pension-Senior Mgmt	24,025	29,612	17,600	17,600	17,500
602260	Pension-401	4,604	4,985	2,700	2,700	2,700
602265	Pension-457	4,552	5,066	4,500	4,500	3,800
602300	Pmt In Lieu Of Insurance	-	-	-	-	3,100
602305	Health Insurance-HMO	20,077	26,433	24,800	24,800	27,100
602306	Dental Insurance-PPO	846	1,345	1,100	1,100	1,100
602307	Dental Insurance-HMO	169	43	100	100	-
602309	Basic Life Insurance	567	551	400	400	300
602311	Long-Term Disability Ins	238	234	200	200	200
602400	Workers' Compensation	33,700	36,100	36,000	36,000	46,500
	Sub-Total	370,213	421,392	295,700	295,700	283,800
<u>Operating Expense</u>						
603400	Contract Svcs-Other	8,202	8,951	10,000	54,983	95,000
603401	Janitorial Svcs	39,865	41,157	41,500	41,500	69,003
603425	Software License & Maint	-	2,304	1,000	1,000	2,300
603460	Landscape Svcs	426	-	500	500	-
603470	Temporary Help	2,498	1,048	5,000	5,000	1,000
604001	Travel & Training	20	-	2,500	-	-
604300	Water/Wastewater Svcs	5,727	3,834	4,000	4,000	4,200
604301	Electricity Svcs	-	9,205	10,900	10,900	-
604302	Gas-Propane	1,558	1,596	2,500	2,500	1,600
604500	Risk Internal Svcs Charge	47,400	31,500	65,300	65,300	52,100
604550	Health Ins Internal Serv Chg	-	-	-	-	4,600
604610	Fleet Internal Svcs Charge	1,196	1,100	1,200	1,200	800
604625	R&M Equipment	3,661	8,132	5,000	5,000	8,100
604910	Advertising Costs	5,109	-	-	-	-
604913	Reimburse Internal Event Costs	(9,832)	(17,571)	-	-	-
604916	Administrative Expense	360	539	2,700	700	500
604920	License & Permit Fees	2,574	1,965	3,000	2,000	2,000
604989	IT Internal Svcs Charge	23,600	27,400	13,100	13,100	12,100
605220	Vehicle Fuel-On-Site	32	-	500	500	600
605225	Equip Gas Oil & Lube	-	200	200	200	300
605230	Program Supplies	4,211	13,647	8,000	21,500	35,000
605235	General Food & Beverage	80,826	98,488	60,000	60,000	98,500
605247	Janitorial Supplies	993	3,740	4,000	4,000	3,700
605290	Other Operating Supplies	17,322	22,557	-	-	10,000
605500	Training-General	-	-	-	-	1,000
	Sub-Total	235,748	259,790	240,900	293,883	402,403
Total		\$ 605,961	\$ 681,182	\$ 536,600	\$ 589,583	\$ 686,203



Cultural Affairs Expenditures by Object Code

Theatre Production—001-68-685-573

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	508,983	555,865	252,800	388,700	263,800
601205	Lump Sum Payout - Accrued Time	27,817	11,308	13,200	13,200	2,800
601210	Non-Pensionable Earnings	-	-	-	-	7,600
601215	Communication Stipend	-	96	-	-	1,300
601220	Longevity Pay	-	255	-	-	-
601400	Overtime-General	1,780	7,168	-	-	7,200
601410	Overtime-Holiday	49	141	-	-	200
601412	Overtime-Emergency	372	-	-	-	-
602100	FICA & MICA	40,836	43,864	20,300	33,100	21,100
602210	Pension-General	-	4,799	13,100	13,100	13,700
602235	Pension-Senior Mgmt	66,370	82,134	27,500	27,500	35,500
602260	Pension-401	-	-	2,700	2,700	2,700
602265	Pension-457	8,824	11,018	5,800	5,800	7,400
602300	Pmt In Lieu Of Insurance	-	1,047	3,100	3,100	3,100
602304	Health Insurance-PPO	-	-	7,300	7,300	16,500
602305	Health Insurance-HMO	34,537	32,491	19,200	19,200	18,600
602306	Dental Insurance-PPO	1,341	1,250	1,000	1,000	600
602307	Dental Insurance-HMO	173	277	100	100	400
602309	Basic Life Insurance	1,621	1,451	500	500	600
602311	Long-Term Disability Ins	489	442	400	400	400
602312	HDHP Aetna	-	-	-	-	4,100
602313	HSA Payflex	-	-	-	-	700
602400	Workers' Compensation	70,000	74,800	74,700	74,700	96,600
	Sub-Total	763,190	828,405	441,700	590,400	504,900
<u>Operating Expense</u>						
603190	Prof Svcs-Other	5,064	-	278,500	338,500	352,400
603400	Contract Svcs-Other	5,860	7,999	13,700	13,700	50,000
603401	Janitorial Svcs	27,867	31,457	25,500	25,500	-
603470	Temporary Help	-	1,048	3,000	1,000	1,000
604001	Travel & Training	-	162	1,000	1,114	600
604100	Communication Svcs	1,914	2,934	4,000	4,000	-
604300	Water/Wastewater Svcs	11,454	7,667	8,000	8,000	8,400
604301	Electricity Svcs	-	11,604	32,400	32,400	51,900
604440	Leased Copiers	2,481	-	-	-	-
604500	Risk Internal Svcs Charge	64,900	51,800	97,000	97,000	77,300
604550	Health Ins Internal Serv Chg	-	-	-	-	6,700
604610	Fleet Internal Svcs Charge	1,200	3,900	4,200	4,200	3,500
604625	R&M Equipment	3,003	7,573	10,000	10,000	7,600
604630	R&M Electric	1,797	12,515	7,000	4,000	12,700
604890	Special Events-Other	375	227	1,500	1,500	200
604891	Theatre Productions	167,621	191,200	750,000	486,500	699,500
604910	Advertising Costs	5,758	-	-	-	-
604916	Administrative Expense	-	-	2,500	386	-
604920	License & Permit Fees	-	-	1,500	1,500	-
604989	IT Internal Svcs Charge	44,700	51,800	26,100	26,100	27,300
605220	Vehicle Fuel-On-Site	1,054	-	500	500	600
605225	Equip Gas Oil & Lube	-	200	200	200	300
605240	Uniforms Cost	-	102	1,000	1,000	1,000
605247	Janitorial Supplies	7,168	3,482	5,000	5,000	3,900
	Sub-Total	352,216	385,670	1,272,600	1,062,100	1,304,900
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	22,010	-	-	-
606441	Vehicle Replacement Program	1,300	1,233	1,233	1,233	6,430
	Sub-Total	1,300	23,243	1,233	1,233	6,430
Total		\$ 1,116,706	\$ 1,237,318	\$ 1,715,533	\$ 1,653,733	\$ 1,816,230

Cultural Affairs Expenditures by Object Code

Marketing & Sales Services—001-68-682-573

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	75,855	88,322	-	-	-
601205	Lump Sum Payout - Accrued Time	-	2,616	-	-	-
601400	Overtime-General	-	18	-	-	-
601410	Overtime-Holiday	-	70	-	-	-
602100	FICA & MICA	5,878	7,101	-	-	-
602210	Pension-General	-	2,400	-	-	-
602235	Pension-Senior Mgmt	13,614	18,208	-	-	-
602265	Pension-457	1,374	2,301	-	-	-
602304	Health Insurance-PPO	12,095	13,299	-	-	-
602305	Health Insurance-HMO	-	1,667	-	-	-
602306	Dental Insurance-PPO	388	388	-	-	-
602307	Dental Insurance-HMO	-	32	-	-	-
602309	Basic Life Insurance	443	465	-	-	-
602311	Long-Term Disability Ins	108	119	-	-	-
	Sub-Total	109,755	137,007	-	-	-
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	30,360	48,172	-	-	-
603400	Contract Svcs-Other	3,327	-	-	-	-
604001	Travel & Training	330	370	-	-	-
604100	Communication Svcs	522	305	-	-	-
604200	Postage	25,009	839	-	-	-
604440	Leased Copiers	540	-	-	-	-
604610	Fleet Internal Svcs Charge	1,200	1,100	-	-	-
604700	Printing & Binding Svcs	35,103	17,763	-	-	-
604889	Marketing & Promotions	(14)	-	-	-	-
604910	Advertising Costs	194,038	114,335	-	5,017	-
604989	IT Internal Svcs Charge	9,400	10,900	-	-	-
605220	Vehicle Fuel-On-Site	32	-	-	-	-
605225	Equip Gas Oil & Lube	-	100	-	-	-
	Sub-Total	299,847	193,883	-	5,017	-
	Total	\$ 409,602	\$ 330,890	\$ -	\$ 5,017	\$ -

Cultural Affairs Expenditures by Object Code

Client Management Services—001-68-680-573

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>					
605220	Vehicle Fuel-On-Site	37	146	-	-	-
	Sub-Total	37	146	-	-	-
	Total	\$ 37	\$ 146	\$ -	\$ -	\$ -

Theatre Facilities—001-68-689-573

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	58,086	74,423	-	-	-
601205	Lump Sum Payout - Accrued Time	3,523	6,018	-	-	-
601215	Communication Stipend	-	289	-	-	-
602100	FICA & MICA	4,718	6,136	-	-	-
602235	Pension-Senior Mgmt	11,913	14,606	-	-	-
602265	Pension-457	-	355	-	-	-
602305	Health Insurance-HMO	4,537	7,742	-	-	-
602306	Dental Insurance-PPO	276	379	-	-	-
602309	Basic Life Insurance	155	186	-	-	-
602311	Long-Term Disability Ins	77	89	-	-	-
	Sub-Total	83,285	110,223	-	-	-
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	314	217	-	-	-
603400	Contract Svcs-Other	1,700	2,544	-	-	-
603401	Janitorial Svcs	1,119	6,698	-	-	-
603455	Security Svcs	56,855	50,904	-	-	-
604100	Communication Svcs	-	268	-	-	-
604301	Electricity Svcs	-	19,824	-	-	-
604500	Risk Internal Svcs Charge	93,400	112,600	-	-	-
604620	R&M Buildings	20,711	15,555	-	-	-
604630	R&M Electric	-	246	-	-	-
604891	Theatre Productions	(149)	-	-	-	-
604920	License & Permit Fees	528	-	-	-	-
604989	IT Internal Svcs Charge	7,100	8,200	-	-	-
605247	Janitorial Supplies	-	361	-	-	-
	Sub-Total	181,577	217,419	-	-	-
	Total	\$ 264,862	\$ 327,642	\$ -	\$ -	\$ -

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.
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.
347346	Facility Ticket Fee	This revenue account serves to record revenues received from Facility Fee charged per ticket for all ticket types (except lap tickets and administrative comps) as embedded in contracts.
347350	Souvenirs	This revenue source is for souvenirs such as summer camp DVDs.
347360	Marketing	Revenues are generated for banner services at MCC, Regional Park Amphitheater and Shirley Branca Amphitheater.
347372	Production Equipment Rental	This revenue account serves to record revenues received from Production Equipment rented by MCC to renters at their option at rates embedded in contracts.
347380	Theater Svcs Package	This revenue account records revenues received from rental clients for theater service package for rehearsal and performance days as specified in rental contracts.
347386	Theater Insurance	This revenue account records revenues from rental clients who purchase the required event insurance through MCC.
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.
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 \$382,400 is to cover the cost of the contract for Box Office and production services.



Cultural Affairs Budget Justification

Object #	Account Description	Justification
603400	Contract Svcs-Other	This cost is for annual and other contracts including the following: Pest Control, Pressure washing of exterior, Window Cleaning, Food and Beverage: Alarm Service-Fire, Security System Service Contract; Security Guard Services ,Carpet Cleaning, Elevator Maintenance, Generator Maintenance & Inspection, Generator Fuel, Pavers Maintenance in plaza & front of building, Cleaning Upholstery and Public Art Fountain (Botanical Garden) Event Setup and Breakdown Services, Emergency Spot Pressure Cleaning Alternative support services stipend for Theater.
603401	Janitorial Svcs	The \$69,003 requested for FY 2020 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 \$93,000 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 \$699,500 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 account represents budgeted funds for unexpected occurrences.
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.

Cultural Affairs Budget Justification

Object #	Account Description	Justification
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. For FY 2020, this funding will cover replacement of furniture for the Theater lobby and Art Gallery.
605251	Noncap Equip (Item less 5000)	This cost is for equipment that cost less than \$5,000 per item. For FY 2020, 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 2020, \$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 2020, \$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.
606441	Vehicle Replacement Program	This \$6,430 budgeted amount is for escrow for future vehicle replacements.





General Fund Non-Departmental





General Fund Non-Departmental

Description

The Non-Departmental budget is for expenditures that are not directly related to a specific operating department or for activities that are separate from departmental operations for control purposes. As such, goals, objectives, performance measures and accomplishments do not apply to this budget.

All General Fund departments benefit from this budget. Although no positions are assigned to this budget, personnel services are for retired employees pension, health and dental insurance, the City's portion of long term care insurance and medical insurance stipend. Operating expenses include debt service for short term debt payment and transfers out from the General Fund to other funds, including the Debt Service and Capital Projects Funds.

Expenditure Summary

Summary by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	983,661	1,034,091	1,016,500	1,138,400	1,034,000
Operating Expense	4,620,093	4,848,675	3,240,620	3,276,171	3,100,600
Capital Outlay	604,300	131,542	2,800,000	2,924,249	-
Debt Service	124,417	308,586	308,700	391,900	475,200
Transfers	7,301,900	7,446,900	8,080,469	8,175,183	12,820,720
Grants & Aids	-	10,808	730,000	747,000	17,000
Capital Improvement	35,250	52	-	40,000	-
Appropriated Fund Balance	-	-	7,291,339	6,285,620	3,905,400
Total	\$ 13,669,621	\$ 13,780,654	\$ 23,467,628	\$ 22,978,523	\$ 21,352,920

Expenditure Detail Budget—001-70-000 / 001-90-000-519/581-000

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
001-70-Various						
Debt Service-001-70-000-						
607181	Prin-12 BB&T Lease Fire Truck	123,422	-	-	-	-
607183	Prin-2017 Motorola Lse-Radio	-	28,343	29,600	29,600	30,800
607281	Int-12 BB&T Fire Truck Lease	995	-	-	-	-
607283	Int-2017 Motorola Lse-Radio Eq	-	9,562	8,400	8,400	7,100
607184	Prin-2017 BOA M&P Radio Lse	-	239,649	244,100	244,100	248,700
607284	Int-2017 BOA M&P Radio Lse	-	31,032	26,600	26,600	22,100
607189	Prin-US Bancorp FF SCBA Lease	-	-	-	72,600	148,300
607289	Int -US Bancorp FF SCBA Lease	-	-	-	10,600	18,200
	Sub-Total	124,417	308,586	308,700	391,900	475,200



General Fund Non-Departmental

Expenditure Detail Budget—001-90-000-519/581-000

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>					
602245 Pension-Retiree	156,558	171,037	107,500	107,500	171,000
602308 Long-Term Care Insurance	2,338	1,145	11,000	91,000	1,100
602315 GAME Retiree Health & Dental	106,915	42,578	120,000	120,000	42,600
602318 NonRep Retiree Health & Dental	368,969	367,323	400,000	400,000	367,300
602320 PBA Retiree Stipend	230,960	269,500	280,000	263,800	269,500
602321 GAME Retiree Stipend	32,210	41,530	40,000	40,000	41,500
602322 Non-Rep Retiree Stipend	85,711	140,977	58,000	116,100	141,000
Sub-Total	983,661	1,034,091	1,016,500	1,138,400	1,034,000
<u>Operating Expense</u>					
603190 Prof Svcs-Other	300,279	182,878	150,000	454,598	320,800
603192 Consulting Svcs	61,086	84,859	50,000	129,000	84,900
603601 Firefighters Pension Benefits	966,694	989,693	1,175,000	1,175,000	1,000,000
603602 Police Officers Pension Benef	1,032,724	1,120,391	914,000	914,000	1,100,000
604001 Police Officers Pension Benef	-	-	-	32,000	-
604440 Leased Copiers	-	190,228	238,400	114,400	-
604550 Health Ins Internal Serv Chg	-	-	-	-	66,700
604669 Landscape & Irrigation	11,238	13,067	-	-	-
604889 Marketing & Promotions	-	-	-	188,700	-
604890 Special Events-Other	-	2,000	-	10,877	14,000
604901 Credit Card Svcs Fees	-	1,856	-	-	1,900
604905 Bank Svcs Charges	7,430	5,107	5,000	5,000	5,100
604930 Record Storage Charges	21,744	23,441	30,000	30,000	23,400
604995 Special Assessment Expense	18,766	18,784	20,000	20,000	18,800
604998 Contingency	14,095	95,289	633,220	98,045	440,000
605251 Noncap Equip (Item less 5000)	-	-	-	30,800	-
605295 Hurricane Supplies	77,958	56,884	25,000	70,000	25,000
603415 Debris Removal	2,108,080	2,064,198	-	3,751	-
Sub-Total	4,620,093	4,848,675	3,240,620	3,276,171	3,100,600
<u>Dept. Capital Outlay</u>					
606100 Land Acquisition	590,000	1,796	2,800,000	2,800,000	-
Sub-Total	590,000	1,796	2,800,000	2,800,000	-
<u>Grants & Aids</u>					
608250 Economic Incentive	-	-	730,000	730,000	-
608306 Grants to others	-	10,808	-	17,000	17,000
Sub-Total	-	10,808	730,000	747,000	17,000
<u>Capital Improvement</u>					
606210 Building Renovation	-	-	-	25,000	-
606211 Minor Building Repairs	14,300	129,746	-	99,249	-
606502 CIP-Plan/Design/Eng	-	-	-	40,000	-
606510 CIP-Construction	35,250	52	-	-	-
606700 Law Enforce. Memorial/Display	-	-	-	-	-
Sub-Total	49,550	129,798	-	164,249	-
<u>Other</u>					
691006 Transfer to Economic Dev Fd	-	-	-	94,714	3,300,000
691201 Trfr To Debt Svcs	175,000	-	306,500	306,500	763,800
691203 Trfr To CIP Rev Bond	6,333,300	4,265,200	4,098,100	4,098,100	4,875,900
691204 Trfr To Debt Svcs	793,600	3,011,700	2,241,600	2,241,600	1,921,300
691395 Trfr To Capital Projects	-	170,000	1,434,269	1,434,269	1,959,720
609990 Appropriated Fund Balance	-	-	7,291,339	6,285,620	3,905,400
Sub Total	7,301,900	7,446,900	15,371,808	14,460,803	16,726,120
Total	\$ 13,545,204	\$ 13,472,068	\$ 23,158,928	\$ 22,586,623	\$ 20,877,720
Total Non-departmental	\$ 13,669,621	\$ 13,780,654	\$ 23,467,628	\$ 22,978,523	\$ 21,352,920

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 irrevocable trust funds, 12% fund reserves and emergency fund.
691006	Transfer to Economic Dev Fd	These funds are to be transferred to the Economic Development Fund to support Historic Miramar improvements and redevelopment initiatives, as well as, other citywide economic development efforts.
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.
691395	Trfr To Capital Projects	These funds are to be transferred to the CIP Fund in order to fund various governmental CIP projects therein.



General Fund Debt Service Budget Justification

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. These expenditures only reflect what will be the impact on FY 2020 Budget. All other details on these projects are in the Five Year Capital Improvement Budget.

Expenditure Budget Summary

Summary by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Capital Outlay	35,250	52	-	40,000	-
Total	\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -

Summary by Department	Dept. #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Construction & Facilities Management	53	35,250	52	-	40,000	-
Police	20	-	-	-	-	-
Total		\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -

Expenditure Detail Budget

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
CFM - 808							
<i>PBA / Civic Center Park Expansion</i>							
<i>001-53-808-572-000</i>							
606510	CIP-Construction	51015	35,250	52	-	-	-
	Sub Total		35,250	52	-	-	-
CFM - 802							
<i>Add'l N Bnd Right Turn Ln-Dykes Rd</i>							
<i>001-53-802-541-000</i>							
606502	CIP-Plan/Design/Eng	52055	-	-	-	40,000	-
	Sub Total		-	-	-	40,000	-
	Total		\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -
			\$ 35,250	\$ 52	\$ -	\$ 40,000	\$ -



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.

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 94,714
Revenues by Category					
Charges for Services	-	-	-	-	20,000
Transfer In	-	-	-	94,714	3,300,000
Total	\$ -	\$ -	\$ -	\$ 94,714	\$ 3,320,000
Expenditures by Category					
Capital Outlay	-	-	-	-	2,400,000
Grants & Aids	-	-	-	-	920,000
Total Operating Expenditures	-	-	-	-	3,320,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 3,320,000
Excess/Deficiency (actuals)	-	-	-	94,714	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 94,714	\$ 94,714

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Charges for Services</u>					
349011	Billboard revenue	-	-	-	-	20,000
	Sub-total	-	-	-	-	20,000
	<u>Other Sources</u>					
381001	Trfr Fr General Fund	-	-	-	94,714	3,300,000
	Sub-total	-	-	-	94,714	3,300,000
	Total	\$ -	\$ -	\$ -	\$ 94,714	\$ 3,320,000

Expenditure Detail Budget—006-43-432-552-000-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Dept. Capital Outlay</u>					
606100	Land Acquisition	-	-	-	-	2,400,000
	Sub-total	-	-	-	-	2,400,000
	<u>Grants & Aids</u>					
608250	Economic Incentive	-	-	-	-	920,000
	Sub-total	-	-	-	-	920,000
	Total	\$ -	\$ -	\$ -	\$ -	\$ 3,320,000

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.
381001	Trfr Fr General Fund	This transfer from the General Fund represents seed money for the Economic Development Fund. \$2 million of these funds are loan proceeds from the Utility Fund.
<u>Expense</u>		
606100	Land Acquisition	These monies will be used to purchase small land parcels in Historic Miramar, consolidate them into larger parcels, and sell them at a modest profit to developers that are looking for larger parcels to develop.
608250	Economic Incentive	These monies will be used as matching grants to those businesses in Historic Miramar that show an economic need to improve their facades or general structures. Those businesses that are excluded from receiving Federal, State or County grants will be prioritized.

Special Revenue Funds

Description

Special Revenue Funds are used to account for revenues that are legally restricted or committed to expenditures for a specific purpose other than debt service or capital projects. Currently, the City has eight Special Revenue Funds.

Revenues and Expenditures Summary

Revenues by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	4,671,118	7,513,911	1,674,012	12,257,133	1,661,930
Charges for Services	1,445,672	1,650,140	1,609,300	1,685,500	1,759,000
Fines & Forfeitures	318,090	446,207	12,000	374,555	12,000
Miscellaneous Revenues	21,450	30,145	14,600	43,367	4,200
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	500	1,943,739	-
Total	\$ 6,456,329	\$ 9,640,404	\$ 3,310,412	\$ 16,304,294	\$ 3,437,130

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	1,616,547	1,588,599	1,517,000	1,651,499	1,666,600
Operating Expenses	1,319,928	1,503,623	606,330	5,087,085	608,630
Capital Outlay	95,665	240,878	-	388,519	-
Grants & Aids	52,000	65,300	10,000	105,920	10,000
Total Operating Expenditures	3,084,140	3,398,399	2,133,330	7,233,022	2,285,230
Capital Improvement Program	2,123,105	3,716,864	-	6,590,195	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	13,100	1,006,710	-
Transfer Out	1,117,075	1,984,172	1,163,982	1,474,367	1,151,900
Total	\$ 6,324,319	\$ 9,099,435	\$ 3,310,412	\$ 16,304,294	\$ 3,437,130

Revenues by Fund	Fund #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Police Education	110	12,383	13,693	12,900	12,900	12,200
Public Safety Outside Services	145	1,445,672	1,650,140	1,609,300	1,713,300	1,759,000
Law Enforcement Trust	160	318,706	456,100	13,700	2,320,461	-
Federal Grants	162	949,813	1,046,071	630,655	1,494,743	630,655
State & County Grants	163	2,570,832	5,011,688	333,327	7,040,532	321,245
Neighborhood Stabilization Prog (NSP)	164	164,887	9,019	-	866,414	-
S.H.I.P.	166	440,691	508,938	500	1,219,835	4,000
Community Develop Block Grant (CDBG)	167	553,346	944,755	710,030	1,636,109	710,030
Total		\$ 6,456,329	\$ 9,640,404	\$ 3,310,412	\$ 16,304,294	\$ 3,437,130

Expenditures by Fund	Fund #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Police Education	110	5,642	82	12,900	12,900	12,200
Public Safety Outside Services	145	1,505,652	1,469,727	1,609,300	1,713,300	1,759,000
Law Enforcement Trust	160	134,884	112,356	13,700	2,320,461	-
Federal Grants	162	949,813	1,046,071	630,655	1,494,743	630,655
State & County Grants	163	2,570,832	5,011,688	333,327	7,040,532	321,245
Neighborhood Stabilization Prog (NSP)	164	164,887	9,019	-	866,414	-
S.H.I.P.	166	439,264	505,737	500	1,219,835	4,000
Community Develop Block Grant (CDBG)	167	553,346	944,755	710,030	1,636,109	710,030
Total		\$ 6,324,319	\$ 9,099,435	\$ 3,310,412	\$ 16,304,294	\$ 3,437,130



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 59,129	\$ 65,869	\$ 79,480	\$ 79,480	\$ 79,480
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	12,237	13,526	12,000	12,000	12,000
Miscellaneous Revenues	145	167	900	900	200
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 12,383	\$ 13,693	\$ 12,900	\$ 12,900	\$ 12,200
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	5,642	82	12,900	12,900	12,200
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	5,642	82	12,900	12,900	12,200
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 5,642	\$ 82	\$ 12,900	\$ 12,900	\$ 12,200
Excess/Deficiency (actuals)	6,740	13,611	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 65,869	\$ 79,480	\$ 79,480	\$ 79,480	\$ 79,480

Police Education Fund

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Fines & Forfeitures</u>						
351501	Traffic Court Fines-PD Ed	12,237	13,526	12,000	12,000	12,000
	Sub-total	12,237	13,526	12,000	12,000	12,000
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	145	167	900	900	200
	Sub-total	145	167	900	900	200
	Total	\$ 12,383	\$ 13,693	\$ 12,900	\$ 12,900	\$ 12,200

Expenditure Detail Budget—110-20-000-529-000-\110-90-000-519-000-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>						
604905	Bank Svcs Charges	71	82	150	150	100
605500	Training-General	5,572	-	12,750	12,750	12,100
	Total	\$ 5,642	\$ 82	\$ 12,900	\$ 12,900	\$ 12,200

Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
351501	Traffic Court Fines-PD Ed	Two dollars (\$2.00) is received from each paid traffic citation issued within the corporate limits of the City. These revenues are based on historical data and anticipated growth.
361100	Int Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on the 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.
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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 92,483	\$ 32,503	\$ 212,916	\$ 212,916	\$ 185,116
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	1,445,672	1,650,140	1,609,300	1,685,500	1,759,000
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	27,800	-
Total	\$ 1,445,672	\$ 1,650,140	\$ 1,609,300	\$ 1,713,300	\$ 1,759,000
Expenditures by Category					
Personnel Services	1,505,652	1,469,727	1,409,300	1,513,300	1,559,000
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	1,505,652	1,469,727	1,409,300	1,513,300	1,559,000
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	200,000	200,000	200,000
Total	\$ 1,505,652	\$ 1,469,727	\$ 1,609,300	\$ 1,713,300	\$ 1,759,000
Excess/Deficiency (actuals)	(59,980)	180,413	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	(27,800)	-
Ending Fund Balance	\$ 32,503	\$ 212,916	\$ 212,916	\$ 185,116	\$ 185,116

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Charges for Services						
342140	Police Special Details	1,201,520	1,383,021	1,400,000	1,408,800	1,569,700
342150	PD Special Detail Admin Fee	195,446	227,063	200,000	230,000	180,000
342200	Fire Special Details	48,705	40,056	9,300	46,700	9,300
342201	Other	-	-	-	-	-
	Sub-total	1,445,672	1,650,140	1,609,300	1,685,500	1,759,000
Other Source						
399999	Appropriation Of Fund Balance	-	-	-	27,800	-
	Sub-total	-	-	-	27,800	-
Total		\$ 1,445,672	\$ 1,650,140	\$ 1,609,300	\$ 1,713,300	\$ 1,759,000

Public Safety Outside Services Fund

Expenditure Detail Budget—145-20-000-521-000- /145-30-000-529-000-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601310	Special Duty Pay	1,217,254	1,369,388	1,243,300	1,347,300	1,369,400
602100	FICA & MICA	87,343	100,339	82,600	82,600	100,100
602304	Health Insurance-PPO	16,554	-	-	-	-
602305	Health Insurance-HMO	94,351	-	-	-	-
602306	Dental Insurance-PPO	5,638	-	-	-	-
602307	Dental Insurance-HMO	500	-	-	-	-
602309	Basic Life Insurance	1,522	-	-	-	-
602311	Long-Term Disability Ins	1,089	-	-	-	-
602400	Workers' Compensation	81,400	-	83,400	83,400	89,500
	Sub-total	1,505,652	1,469,727	1,409,300	1,513,300	1,559,000
<u>Other</u>						
691001	Trfr To General Fund	-	-	200,000	200,000	200,000
	Sub-total	-	-	200,000	200,000	200,000
	Total	\$ 1,505,652	\$ 1,469,727	\$ 1,609,300	\$ 1,713,300	\$ 1,759,000

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.
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. Due to the unpredictable nature of funding needs no additional funds will be budgeted for FY20.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 1,388,039	\$ 1,571,861	\$ 1,915,604	\$ 1,915,604	\$ 2,917,314
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	305,852	432,681	-	362,555	-
Miscellaneous Revenues	12,853	23,419	13,700	42,467	-
Transfer In	-	-	-	-	-
Other Source	-	-	-	1,915,439	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 318,706	\$ 456,100	\$ 13,700	\$ 2,320,461	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	38,169	47,056	600	1,021,237	-
Capital Outlay	54,715	-	-	244,094	-
Appropriated Fund Balance	-	-	13,100	1,001,710	-
Grants & Aids	42,000	65,300	-	53,420	-
Total Operating Expenditures	134,884	112,356	13,700	2,320,461	-
Capital Improvement	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 134,884	\$ 112,356	\$ 13,700	\$ 2,320,461	\$ -
Excess/Deficiency (actuals)	183,822	343,744	-	-	-
Appropriated Fund Balance	-	-	13,100	1,001,710	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 1,571,861	\$ 1,915,604	\$ 1,928,704	\$ 2,917,314	\$ 2,917,314
Position Detail					
Police Digital Evidence Technician	-	-	-	2.00	2.00
Police Sergeant	-	-	-	1.00	1.00
Total	-	-	-	3.00	3.00

Law Enforcement Trust Fund

Revenue Projections

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Fines & Forfeitures</u>							
355100	Federal Forfeiture-Justice	92220	56,933	288,919	-	142,498	-
355101	Federal Forfeiture-Treasury	92221	11,217	593	-	66,809	-
356100	State Forfeiture	93200	237,703	143,169	-	153,249	-
	Sub-total		305,852	432,681	-	362,555	-
<u>Miscellaneous Revenues</u>							
361100	Int Earnings		12,853	23,419	13,700	28,220	-
361200	Dividend Income		-	-	-	14,246	-
369900	Miscellaneous Revenue		-	-	-	-	-
	Sub-total		12,853	23,419	13,700	42,467	-
<u>Other Source</u>							
399999	Appropriation Of Fund Balance		-	-	-	1,915,439	-
	Total		\$ 318,706	\$ 456,100	\$ 13,700	\$ 2,320,461	\$ -

Expenditure Detail Budget—160-20-000-521-000-

Object #	Account Description	Project	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>							
601400	Non-Pensionable Earnings		-	-	-	-	-
601410	Overtime-Holiday		-	-	-	-	-
601200	Employee Salaries		-	-	-	-	-
602100	FICA & MICA		-	-	-	-	-
602400	Workers' Compensation		-	-	-	-	-
	Sub-total		-	-	-	-	-
<u>Operating Expense</u>							
603124	Legal Svcs-Forfeiture-State		-	-	-	-	-
603425	Software License & Maint		-	-	-	445,524	-
603502	Confidential Informant		4,000	6,000	-	2,000	-
603190	Prof Svcs-Other		-	-	-	21,334	-
604001	Travel & Training		33,767	40,388	-	81,423	-
604905	Bank Svcs Charges		402	668	600	600	-
604997	Other Operating Expenses		-	-	-	70,560	-
604963	Other Law Enforce-Justice		-	-	-	-	-
605240	Uniforms Cost		-	-	-	4,500	-
605251	Noncap Equip (Item less 5000)		-	-	-	395,295	-
	Sub-total		38,169	47,056	600	1,021,237	-
<u>Dept. Capital Outlay</u>							
606400	Machinery & Equipment		9,890	-	-	128,237	-
606402	Communication Equipment		-	-	-	6,500	-
606440	Vehicles Purchase		44,825	-	-	-	-
606441	Vehicle Replacement Program		-	-	-	49,500	-
606471	Software		-	-	-	23,857	-
	Sub-total		54,715	-	-	208,094	-
<u>Capital Improvement</u>							
<i>Equitable Sharing-Justice</i>		52050					
606700	Law Enforce. Memorial/Display		-	-	-	36,000	-
	Sub-total		-	-	-	36,000	-
<u>Grants & Aids</u>							
608304	Crime Prev Program		42,000	65,300	-	53,420	-
	Sub-total		42,000	65,300	-	53,420	-
<u>Other</u>							
609990	Appropriated Fund Balance		-	-	13,100	1,001,710	-
	Sub-total		-	-	13,100	1,001,710	-
	Total		\$ 134,884	\$ 112,356	\$ 13,700	\$ 2,320,461	\$ -



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.

Revenues and Expenditures Budget Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Revenues by Category						
General Taxes	-	-	-	-	-	
Permits, Fees, Special Assessment	-	-	-	-	-	
Intergovernmental Revenues	949,813	1,046,071	630,655	1,494,743	630,655	
Charges for Services	-	-	-	-	-	
Fines & Forfeitures	-	-	-	-	-	
Miscellaneous Revenues	-	-	-	-	-	
Transfer In	-	-	-	-	-	
Appropriation of Fund Balance	-	-	-	-	-	
Total	\$ 949,813	\$ 1,046,071	\$ 630,655	\$ 1,494,743	\$ 630,655	
Expenditures by Category						
Personnel Services	-	-	-	-	-	
Operating Expense	277,974	192,185	-	550,523	-	
Capital Outlay	-	-	-	-	-	
Grants & Aids	-	-	-	-	-	
Total Operating Expenditures	277,974	192,185	-	550,523	-	
Capital Improvement Program	8,895	120,530	-	144,425	-	
Debt Service	-	-	-	-	-	
Transfer Out	662,944	733,355	630,655	799,795	630,655	
Total	\$ 949,813	\$ 1,046,071	\$ 630,655	\$ 1,494,743	\$ 630,655	
Excess/Deficiency (actuals)	-	-	-	-	-	
Appropriated Fund Balance	-	-	-	-	-	
Appropriation of Fund Balance	-	-	-	-	-	
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Summary by Department						
	Dept. #					
Police	20	100,966	97,640	-	119,625	-
Fire-Rescue	30	121,321	119,021	-	232,381	-
Community & Economic Development	41	92,989	136,629	-	377,953	-
Public Works	50	354,573	388,582	400,994	490,763	400,994
Community Services	63	279,963	264,199	229,661	274,022	229,661
Cultural Affairs	68	-	40,000	-	-	-
Total		\$ 949,813	\$ 1,046,071	\$ 630,655	\$ 1,494,743	\$ 630,655

Federal Grants Fund

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Intergovernmental Revenues</u>						
331249	Fed Grant - HVE	8,888	6,800	-	8,579	-
331254	Fed Grant-UASI	117,635	112,818	-	227,381	-
331300	Urban Community Forestry Grant	-	-	-	20,000	-
331508	Fed Grant-USAR	3,687	-	-	-	-
331509	EMPG CERT	-	6,203	-	5,000	-
331710	Fed Grant-Art Works	-	40,000	-	-	-
331248	Fed Grant-BVP	-	-	-	23,947	-
331253	Fed Grant-JAGS	50,584	38,863	-	29,793	-
331620	Fed Grant-HOME	92,989	136,629	-	377,953	-
331621	Fed Grant-EHEAP	50,353	24,467	-	23,869	-
331690	Fed Grant-Area Agency on Aging	584,183	628,314	630,655	720,916	630,655
331796	Fed Grant-VOCA	41,494	51,977	-	57,306	-
	Sub total	949,813	1,046,071	630,655	1,494,743	630,655
Total		\$ 949,813	\$ 1,046,071	\$ 630,655	\$ 1,494,743	\$ 630,655

Expenditure Detail Budget—162 - Various

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>							
<u>162-20-900/901-529</u>							
605251	Noncap Equip (Item less 5000)	- 92245	-	-	-	19,643	-
603190	Prof Svcs-Other	- 92266	24,121	-	-	-	-
605251	Noncap Equip (Item less 5000)	- 92266	9,898	-	-	-	-
605251	Noncap Equip (Item less 5000)	- 92267	2,265	3,522	-	-	-
<u>162-30-901-529/901-525</u>							
603425	Software License & Maint	- 92223	27,628	-	-	-	-
603425	Software License & Maint	- 92224	-	27,628	-	-	-
603425	Software License & Maint	- 92225	-	-	-	27,628	-
603425	Software License & Maint	- 92226	-	-	-	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)	- 92223	90,007	-	-	-	-
605251	Noncap Equip (Item less 5000)	- 92225	-	-	-	55,121	-
605500	Training-General	- 91700	-	804	-	-	-
<u>162-41-900-554</u>							
603114	Admin Svcs-CRA	- 92660	10,160	4,744	-	-	-
603114	Admin Svcs-CRA	- 92661	-	12,130	-	4,760	-
603114	Admin Svcs-CRA	- 92662	-	-	-	16,703	-
603114	Admin Svcs-CRA	- 92663	-	-	-	5,600	-
604680	Home Repairs	- 92662	-	-	-	122,489	-
604680	Home Repairs	- 92660	82,829	18,128	-	-	-
604680	Home Repairs	- 92661	-	101,626	-	22,239	-
604680	Home Repairs	- 92663	-	-	-	206,162	-
<u>162-50-900-539-</u>							
603190	Prof Svcs-Other	- 93701	-	-	-	20,000	-
<u>162-63-900-569</u>							
604301	Electricity Svcs	- 92506	15,598	-	-	-	-
604301	Electricity Svcs	- 92507	15,467	18,203	-	-	-
604301	Electricity Svcs	- 92508	-	-	-	18,455	-
	Sub total		277,974	192,185	-	550,523	-



Federal Grants Fund

Expenditure Detail Budget—162 - Various

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Capital Outlay							
162-20-901-529							
606400	Machinery & Equipment	- 92267	8,895	1,100	-	-	-
606400	Machinery & Equipment	- 92268	-	34,240	-	-	-
606400	Machinery & Equipment	- 92269	-	-	-	29,793	-
162-63-900-543-000							
606450	Radio Equipment	- 92800	-	-	-	-	-
162-53-800-541-000							
606510	CIP-Construction	- 52007	-	-	-	-	-
162-30-901-529							
606400	Machinery & Equipment	- 92224	-	85,190	-	-	-
606400	Machinery & Equipment	- 92226	-	-	-	83,690	-
606471	Software	- 92225	-	-	-	30,942	-
	Sub total		8,895	120,530	-	144,425	-
Other							
162-30-900-525/901-525							
691001	Trfr To General Fund	- 91701	-	-	-	3,276	-
691001	Trfr To General Fund	- 95006	3,687	-	-	-	-
162-20-900-581/902-581							
691001	Trfr To General Fund	- 91263	5,405	-	-	-	-
691001	Trfr To General Fund	- 92245	-	-	-	4,304	-
691001	Trfr To General Fund	- 92287	41,494	-	-	-	-
691001	Trfr To General Fund	- 92288	-	51,977	-	-	-
691001	Trfr To General Fund	- 92289	-	-	-	57,306	-
691001	Trfr To General Fund	- 95005	8,888	6,800	-	8,579	-
162-63-900/901-581							
691001	Trfr To General Fund	- 92506	14,951	-	-	-	-
691001	Trfr To General Fund	- 92507	4,336	6,264	-	-	-
691001	Trfr To General Fund	- 92508	-	-	-	5,414	-
691001	Trfr To General Fund	- 92555	72,895	-	-	-	-
691001	Trfr To General Fund	- 92556	156,715	57,069	-	-	-
691001	Trfr To General Fund	- 92557	-	182,663	72,946	71,285	-
691001	Trfr To General Fund	- 92558	-	-	156,715	178,868	72,946
691001	Trfr To General Fund	- 92559	-	-	-	-	156,715
162-68-900-581							
691001	Trfr To General Fund	- 92600	-	40,000	-	-	-
162-50-901-581							
691001	Trfr To General Fund	- 92556	325,537	86,970	-	-	-
691001	Trfr To General Fund	- 92555	29,036	-	-	-	-
691001	Trfr To General Fund	- 92557	-	301,612	75,457	123,956	-
691001	Trfr To General Fund	- 92558	-	-	325,537	346,807	75,457
691001	Trfr To General Fund	- 92559	-	-	-	-	325,537
	Sub total		662,944	733,355	630,655	799,795	630,655
Total			\$ 949,813	\$ 1,046,071	\$ 630,655	\$ 1,494,743	\$ 630,655

Budget Justification

Object #	Account Description	Justification
Revenue		
331690	Fed Grant-Area Agency on Aging	This is Older Americans Act Grant revenue for program year 2020. Funding Agency: Area Agency on Aging.
Expense		
691001	Trfr To General Fund	To account for grant reimbursed Public Works transportation and Senior Services expenses. Older Americans Grant, program year 2020.

State and County Grants Fund

Description Fund 163

This fund was established to account for revenues and expenditures associated with funding from various State granting agencies which is not recorded in a separate special revenue fund. In prior years, the grant revenues were allocated directly to the applicable funds where the corresponding expenses were budgeted.

Revenues and Expenditures Budget Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	2,563,808	5,008,330	333,327	7,040,532	321,245
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	7,024	3,359	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 2,570,832	\$ 5,011,688	\$ 333,327	\$ 7,040,532	\$ 321,245
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	7,024	3,359	-	23,879	-
Capital Outlay	32,055	41,802	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	39,079	45,161	-	23,879	-
Capital Improvement Program	2,078,105	3,716,864	-	6,590,195	-
Other	-	-	-	5,000	-
Transfer Out	453,648	1,249,663	333,327	421,458	321,245
Total	\$ 2,570,832	\$ 5,011,688	\$ 333,327	\$ 7,040,532	\$ 321,245
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -				
Summary by Department					
	Dept. #				
City Commission	01	-	-	10,000	-
Fire-Rescue	30	32,055	41,802	18,879	-
Community & Economic Development	41	5,198	3,359	-	-
Public Works	50	181,757	84,861	87,322	-
Construction & Facilities Management	53	1,823,726	1,919,899	2,698,594	-
Utilities	55	146,837	2,546,965	3,891,601	-
Parks & Recreation	60	190,597	169,856	181,777	64,992
Social Services	63	84,543	148,094	141,550	256,253
Cultural Affairs	68	106,119	96,852	10,000	-
Total		\$ 2,570,832	\$ 5,011,688	\$ 333,327	\$ 7,040,532
				\$ 321,245	



State and County Grants Fund

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Intergovernmental Revenues</u>						
334381	Highway Beautification Grant	97,542	-	-	-	-
334385	LSP Area Agency on Aging	84,543	148,094	141,550	142,359	141,550
334690	State Grant-EMS Grants	32,055	41,802	-	15,000	-
334691	State Grant-DFS	-	750,000	-	-	-
334832	State Grnt General Prog Supprt	75,319	43,852	10,000	10,000	-
334833	Cult Fac 17.9.300.545	500,000	-	-	-	-
334834	State Grnt FRDAP	-	110,000	-	-	-
337200	Loc Grant-Active Shooter	-	-	-	3,879	-
337301	Local Grant-Miramar Parkway	-	-	-	197,736	-
337376	Loc Grt-Shirley Branca	826,172	49,047	-	-	-
337377	Loc Grt-Complete Streets	-	633,126	-	866,874	-
337382	Loc Grt-Pembroke Road Widening	114,425	377,726	-	1,633,984	-
337383	LOC GRT-USTA TENNIS CT RESURF	10,000	-	-	-	-
337603	Capital Challenge Grant	294,254	-	-	-	-
334380	State Grant-FDOT Hwy Maint	82,389	84,861	-	87,322	-
337378	Civic Center Prk Expand Phase1	75,000	-	-	-	-
337379	Civic Center Prk Expand Phase2	13,875	-	-	-	-
337380	Local Grt-Brwd Water Improve	146,837	2,546,965	-	3,891,601	-
337601	Loc Grant-Water Safety	39,243	42,366	30,000	30,000	30,000
337602	Loc Grant-Child Svcs Council	141,354	127,490	151,777	151,777	149,695
337606	Local Grant-Art of Community	-	53,000	-	-	-
337607	Loc Grant-Cult. Incent. Prog.	30,800	-	-	-	-
337608	NLC LIFT UP	-	-	-	10,000	-
	Sub-total	2,563,808	5,008,330	333,327	7,040,532	321,245
<u>Miscellaneous</u>						
366106	GRO1000 Gardens/Green Space	7,024	3,359	-	-	-
	Sub-total	7,024	3,359	-	-	-
	Total	\$ 2,570,832	\$ 5,011,688	\$ 333,327	\$ 7,040,532	\$ 321,245

State and County Grants Fund

Expenditure Detail Budget—163 - Various

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>						
	<i>GRO1000 GARDENS & GREEN SPACES</i>						
	<i><u>163-41-900-519-000-</u></i>						
603190	Prof Svcs-Other	95004	-	1,500	-	-	-
605230	Program Supplies	95004	5,198	1,859	-	-	-
605230	Program Supplies	95004	1,826	-	-	-	-
	Sub-total		7,024	3,359	-	-	-
	<u>Capital Outlay</u>						
	<i>EMS 2016</i>						
	<i><u>163-30-900-525-000-</u></i>						
606400	Machinery & Equipment	93503	32,055	-	-	-	-
	<i>EMS 2017</i>						
	<i><u>163-30-900-525-000-</u></i>						
606400	Machinery & Equipment	93504	-	41,802	-	-	-
	Sub-total		32,055	41,802	-	-	-
	<u>Capital Improvement</u>						
	<i>Park Improvements-Variou</i>						
	<i><u>163-60-900-572-000-</u></i>						
606510	CIP-Construction	51003	10,000	-	-	-	-
	<i>Ansin Sports Complex-Phase II</i>						
	<i><u>163-53-900-572-000-</u></i>						
606510	CIP-Construction	51005	-	15,000	-	-	-
606511	CIP-Furniture Fixtures & Equip	51005	-	95,000	-	-	-
	<i>Amphitheater-Miramar Regional Park</i>						
	<i><u>163-53-801-572-000-/163-53-802-572-000-</u></i>						
606502	CIP-Plan/Design/Eng	51006	28,905	-	-	-	-
606510	CIP-Construction	51006	265,349	-	-	-	-
606510	CIP-Construction	51006	500,000	-	-	-	-
	<i>Shirley Branca Park Community Band</i>						
	<i><u>163-53-800-572-000-</u></i>						
606502	CIP-Plan/Design/Eng	51009	17,078	2,500	-	-	-
606505	CIP-Permits	51009	1,515	2,051	-	-	-
606510	CIP-Construction	51009	750,902	43,846	-	-	-
606511	CIP-Furniture Fixtures & Equip	51009	56,677	650	-	-	-



State and County Grants Fund

Expenditure Detail Budget—163 - Various

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>PBA / Civic Center Park Expansion</i>							
163-53-900-572-000-163-53-901-572-000-							
606511	CIP-Furniture Fixtures & Equip	51015	75,000	-	-	-	-
606510	CIP-Construction	51015	-	-	-	-	-
606513	CIP-Landscaping	51015	13,875	-	-	-	-
<i>Pembroke Rd Widening Fr Dykes to SS</i>							
163-53-808-541-000-							
606502	CIP-Plan/Design/Eng	52026	114,425	-	-	71,887	-
606510	CIP-Construction	52026	-	377,726	-	1,562,096	-
<i>Land & Beau Mir Pky, Mir Blvd&Red Rd</i>							
163-50-900-539-000-							
606513	CIP-Landscaping	52036	97,542	-	-	-	-
<i>Historic Miramar Complete Streets</i>							
163-53-800-541-000-							
606510	CIP-Construction	52050	-	633,126	-	866,874	-
<i>Miramar Pkwy (SW 64 to SW 68)</i>							
163-53-900-541-000-							
606502	CIP-Plan/Design/Eng	52059	-	-	-	-	-
606510	CIP-Construction	52059	-	-	-	197,736	-
606520	CIP-Contingency	52059	-	-	-	-	-
<i>NATIONAL LEAGUE OF CITIES-LIFT UP</i>							
163-01-900-511-000-							
604889	Marketing & Promotions	91800	-	-	-	5,000	-
680116	Utility Bill Payments	91800	-	-	-	5,000	-
<i>Active Shooter/Stop the Bleed</i>							
163-30-900-526-000-							
605251	Noncap Equip (Item less 5000)	93702	-	-	-	3,879	-
<i>EMS 2018</i>							
163-30-900-525-000-							
605251	Noncap Equip (Item less 5000)	93505	-	-	-	15,000	-
<i>Broward Co Waterlines Improvement</i>							
163-55-900-536-000-							
606502	CIP-Plan/Design/Eng	94400	17,216	7,452	-	36,583	-
606505	CIP-Permits	94400	-	-	-	1,512	-
606510	CIP-Construction	94400	129,621	2,539,513	-	3,853,506	-
	Sub-total		2,078,105	3,716,864	-	6,619,074	-
Transfers							
163-01-900-511-000-							
691001	Trfr To General Fund	91800	-	-	-	-	-
163-50-900-581-000-							
691001	Trfr To General Fund	93800	82,389	84,861	-	87,322	-
163-60-900-581-000-							
691001	Trfr To General Fund	94105	39,243	42,366	30,000	30,000	30,000
691001	Trfr To General Fund	94106	-	-	-	-	-
691001	Trfr To General Fund	94107	126,085	-	-	-	-
691001	Trfr To General Fund	93550	-	-	-	-	-
691001	Trfr To General Fund	94108	15,269	127,490	151,777	34,472	34,992
691001	Trfr To General Fund	93551	62,233	-	-	-	-
691001	Trfr To General Fund	93552	22,311	109,189	-	-	-
163-68-900-581-000-							
691001	Trfr To General Fund	92400	75,319	-	-	-	-
691001	Trfr To General Fund	92401	-	43,852	-	-	-
691001	Trfr To General Fund	92402	-	-	10,000	10,000	-
691001	Trfr To General Fund	93900	30,800	-	-	-	-
691001	Trfr To General Fund	93901	-	-	-	-	-
691001	Trfr To General Fund	93400	-	53,000	-	-	-
163-63-900-581-000-							
691001	Trfr To General Fund	93553	-	38,905	106,162	102,645	-
691001	Trfr To General Fund	93554	-	-	35,388	39,713	106,162
691001	Trfr To General Fund	93555	-	-	-	-	35,388
691001	Trfr To General Fund	94108	-	-	-	117,305	114,703
163-53-900-522-000-							
691381	Trfr To Fire CIP Fund	91900	-	135,217	-	-	-
691388	Trans to CIP Revenue Bd Fd	91900	-	614,783	-	-	-
	Sub-total		453,648	1,249,663	333,327	421,458	321,245
Total			\$ 2,570,832	\$ 5,011,688	\$ 333,327	\$ 7,040,532	\$ 321,245



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 2019-Jun 2020
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 FY20.

Revenues and Expenditures Budget Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	164,887	9,019	-	866,414	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 164,887	\$ 9,019	\$ -	\$ 866,414	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	164,405	7,865	-	813,300	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	164,405	7,865	-	813,300	-
Capital Improvement Program	-	-	-	-	-
Renewal & Replacement	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	482	1,154	-	53,114	-
Total	\$ 164,887	\$ 9,019	\$ -	\$ 866,414	\$ -
Excess/Deficiency (actuals)	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

Neighborhood Stabilization Program Fund

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Intergovernmental Revenues</u>						
331503	Fed Grant-NSP	164,887	6,267	-	752,956	-
331625	Fed Grant-Reimb Prog Inc	-	2,752	-	113,459	-
	Total	\$ 164,887	\$ 9,019	\$ -	\$ 866,414	\$ -

Expenditure Detail Budget—164-41-900-554-000

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>							
<u>NSP1</u>							
<i>164-41-900-554-000-</i>							
603114	Admin Svcs-CRA	- 92690	-	-	-	10,000	-
603121	City Attorney Svcs	- 92690	-	-	-	11,868	-
604001	Travel & Training	- 92690	-	-	-	3,700	-
604301	Electricity Svcs	- 92690	-	128	-	872	-
604390	Utilities NSP (50)	- 92690	-	-	-	1,000	-
604692	Rehab Assist (51-120)	- 92690	-	-	-	-	-
604693	Rehab Assistance (50)	- 92690	164,405	1,950	-	-	-
604694	Acq. Rehab (50)	- 92690	-	1,664	-	543,976	-
604695	Acq. Rehab (51-120)	- 92690	-	-	-	-	-
604973	NSP Purch Assist (50)	- 92690	-	-	-	240,000	-
604974	NSP Purch Assist (51-120)	- 92690	-	-	-	-	-
605100	Office Supplies	- 92690	-	-	-	577	-
605250	Noncap Furn (Item less 5000)	- 92690	-	-	-	1,000	-
605290	Other Operating Supplies	- 92690	-	4,123	-	308	-
	Subtotal		164,405	7,865	-	813,300	-
<u>Transfers</u>							
<i>164-41-900-581-000-</i>							
691001	Trfr To General Fund		482	1,154	-	53,114	-
	Sub-total		482	1,154	-	53,114	-
	Total		\$ 164,887	\$ 9,019	\$ -	\$ 866,414	\$ -



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 3,721	\$ 5,149	\$ 8,350	\$ 8,350	\$ 7,850
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	439,264	505,737	-	1,219,335	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	1,428	3,201	-	-	4,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	500	500	-
Total	\$ 440,691	\$ 508,938	\$ 500	\$ 1,219,835	\$ 4,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	439,264	505,737	500	1,219,835	4,000
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	439,264	505,737	500	1,219,835	4,000
Capital Improvement Program	-	-	-	-	-
Debt Service	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 439,264	\$ 505,737	\$ 500	\$ 1,219,835	\$ 4,000
Excess/Deficiency (actuals)	1,428	3,201	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	(500)	(500)	-
Ending Fund Balance	\$ 5,149	\$ 8,350	\$ 7,850	\$ 7,850	\$ 7,850

State Housing Initiatives Partnership

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Intergovernmental Revenues</u>					
334900	State Grant-SHIP	439,264	505,737	-	1,219,335	-
	Sub-total	439,264	505,737	-	1,219,335	-
	<u>Miscellaneous Revenues</u>					
361100	Int Earnings	1,428	3,201	-	-	4,000
399999	Appropriation Of Fund Balance	-	-	500	500	-
	Sub-total	1,428	3,201	500	500	4,000
	Total	\$ 440,691	\$ 508,938	\$ 500	\$ 1,219,835	\$ 4,000



State Housing Initiatives Partnership

Expenditure Detail Budget—166-43-900-554-000

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>							
604905	Bank Svcs Charges		-	-	500	500	4,000
	Subtotal		-	-	500	500	4,000
<u>SHIP (14/15)</u>							
<u>166-41-900-554-000-</u>							
603185	Counseling Svcs	- 93606	1,000	-	-	-	-
604680	Home Repairs	- 93606	12,879	-	-	-	-
	Subtotal		13,879	-	-	-	-
<u>SHIP (15/16)</u>							
<u>166-41-900-554-000-</u>							
603185	Counseling Svcs	- 93607	10,000	-	-	-	-
604680	Home Repairs	- 93607	116,316	120,845	-	-	-
604685	Purchase Assistance		80,000	-	-	-	-
	Subtotal		206,316	120,845	-	-	-
<u>SHIP (16/17)</u>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93608	64,563	-	-	5,557	-
603185	Counseling Svcs	- 93608	3,500	16,500	-	21,873	-
604680	Home Repairs	- 93608	84,236	120,265	-	307,872	-
604682	Emergency Repair	- 93608	-	-	-	-	-
604685	Purchase Assistance	- 93608	50,000	140,000	-	40,000	-
604686	Security/Utility Deposits	- 93608	-	-	-	-	-
	Subtotal		202,299	276,765	-	375,302	-
<u>SHIP (17/18)</u>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93609	16,770	43,244	-	4,374	-
603185	Counseling Svcs	- 93609	-	-	-	18,000	-
604680	Home Repairs	- 93609	-	60,113	-	358,404	-
604682	Emergency Repair	- 93609	-	-	-	25,000	-
604685	Purchase Assistance	- 93609	-	-	-	120,000	-
604686	Security/Utility Deposits	- 93609	-	-	-	18,000	-
604688	Disaster Repair	- 93609	-	-	-	26,042	-
	Subtotal		16,770	103,357	-	569,819	-
<u>SHIP (18/19)</u>							
<u>166-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 93610	-	4,770	-	18,114	-
604685	Purchase Assistance	- 93610	-	-	-	124,822	-
604680	Home Repairs	- 93610	-	-	-	131,278	-
	Subtotal		-	4,770	-	274,214	-
Total			\$ 439,264	\$ 505,737	\$ 500	\$ 1,219,835	\$ 4,000

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.
<u>Expense</u>		
604905	Bank Svcs Charges	Bank Service Charges.

Community Development Block Grant

Description Fund 167

The Community Development Block Grant (CDBG) fund was established to award money to eligible applicants for minor home repair/weatherization, commercial rehabilitation and to provide for the cost of equipment and renovations for community parks. This program is a Federal entitlement grant program administered by the U.S. Department of Housing and Urban Development. The primary objective of this program is for the development of viable urban communities by providing decent housing, suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.

This CDBG Program is ongoing and is a reimbursement grant. As such, funds not used in one year are rolled over to the next year. The Community 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	553,346	944,755	710,030	1,636,109	710,030
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 553,346	\$ 944,755	\$ 710,030	\$ 1,636,109	\$ 710,030
Expenditures by Category					
Personnel Services	110,896	118,871	107,700	138,199	107,600
Operating Expense	387,451	747,339	592,330	1,445,411	592,430
Capital Outlay	-	78,545	-	-	-
Grants & Aids	10,000	-	10,000	52,500	10,000
Total Operating Expenditures	508,346	944,755	710,030	1,636,109	710,030
Capital Improvement Program	45,000	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 553,346	\$ 944,755	\$ 710,030	\$ 1,636,109	\$ 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Intergovernmental Revenues</u>					
331623	Fed Grant-CDBG	553,346	944,755	710,030	1,636,109	710,030
	Sub-total	553,346	944,755	710,030	1,636,109	710,030
	Total	\$ 553,346	\$ 944,755	\$ 710,030	\$ 1,636,109	\$ 710,030

Expenditure Detail Budget—167-41/43-900-554-000

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>						
601200	Employee Salaries		4,266	9,396	-	15,494	-
602100	FICA & MICA		326	719	-	1,185	-
602100	FICA & MICA		-	-	-	-	-
602400	Workers' Compensation		10	22	-	36	-
	Sub-total		\$ 4,602	\$ 10,136	\$ -	\$ 16,715	\$ -
	<u>Operating Expense</u>						
603114	Admin Svcs-CRA	- 92625	92,120	-	-	-	-
603410	Grant Administration	- 92624	-	9,433	-	244	-
603410	Grant Administration	- 92625	18,056	16,160	-	2,924	-
604360	Util Connect-Residential	- 92621	3,950	-	-	-	-
604360	Util Connect-Residential	- 92624	-	5,000	-	-	-
604680	Home Repairs	- 92625	104,721	525,298	-	202,157	-
604680	Home Repairs	- 92621	47	-	-	-	-
604680	Home Repairs	- 92622	16,425	-	-	-	-
604680	Home Repairs	- 92623	90,274	-	-	-	-
604680	Home Repairs	- 92624	61,858	-	-	-	-
604681	Commercial Rehab	- 92625	-	-	-	100,000	-
604681	Commercial Rehab	- 92627	-	-	-	100,000	-
603114	Admin Svcs-CRA	- 92628	-	-	-	-	92,121
603410	Grant Administration	- 92628	-	-	-	-	49,604
604680	Home Repairs	- 92628	-	-	-	-	450,705
	Sub-total		\$ 387,451	\$ 555,892	\$ -	\$ 405,325	\$ 592,430
	<u>Capital Outlay</u>						
606319	Park Improvement	- 92622	-	78,545	-	-	-
	Sub-total		\$ -	\$ 78,545	\$ -	\$ -	\$ -
	<u>Grants And Aides</u>						
608270	Small Business Assistance	- 92622	2,500	-	-	-	-
608270	Small Business Assistance	- 92624	7,500	-	-	-	-
608270	Small Business Assistance	- 92625	-	-	-	32,500	-
608270	Small Business Assistance	- 92628	-	-	-	-	10,000
	Sub-total		\$ 10,000	\$ -	\$ -	\$ 32,500	\$ 10,000
	Total		\$ 402,052	\$ 644,573	\$ -	\$ 454,539	\$ 602,430

Community Development Block Grant

Outreach—167-41-905-569-000/167-41-900-554-000

Object #	Account Description	Project #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>							
<u>167-41-905-569-000-</u>							
601200	Employee Salaries		72,768	70,597	67,000	77,000	69,000
601205	Lump Sum Payout - Accrued Ti		-	-	1,500	1,243	-
601210	Non-Pensionable Earnings		-	-	-	-	400
601400	Overtime-General		-	37	-	27	-
602100	FICA & MICA		5,713	5,363	5,200	5,200	5,400
602210	Pension-General		5,773	6,180	6,000	6,000	5,400
602235	Pension-Senior Mgmt		9,442	9,981	8,200	11,984	5,000
602260	Pension-401		-	-	-	-	100
602265	Pension-457		-	181	1,200	1,200	1,000
602304	Health Insurance-PPO		-	-	-	-	1,000
602305	Health Insurance-HMO		11,235	15,143	14,500	14,500	14,300
602306	Dental Insurance-PPO		699	318	300	300	200
602307	Dental Insurance-HMO		-	196	200	200	200
602309	Basic Life Insurance		374	459	100	330	100
602300	Pmt In Lieu Of Insurance		-	-	-	-	300
602311	Long-Term Disability Ins		113	114	100	100	100
602312	HDHP Aetna		-	-	-	-	500
602313	HSA Payflex		-	-	-	-	100
602400	Workers' Compensation		178	167	3,400	3,400	4,500
	Subtotal		106,294	108,735	107,700	121,484	107,600
<u>CDBG 2014</u>							
<u>167-41-900-554-000-</u>							
606510	CIP-Construction	92623	45,000	-	-	-	-
	Sub-total		45,000	-	-	-	-
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92626	-	94,180	-	5,840	-
603410	Grant Administration	- 92626	-	6,740	-	30,055	-
604680	Home Repairs	- 92626	-	90,526	-	276,110	-
604681	Commercial Rehab	- 92626	-	-	-	100,000	-
608270	Small Business Assistance	- 92626	-	-	-	10,000	-
	Subtotal		-	191,447	-	422,005	-
<u>167-41-900-554-000-</u>							
603114	Admin Svcs-CRA	- 92627	-	-	92,121	120,339	-
603410	Grant Administration	- 92627	-	-	49,604	48,594	-
604680	Home Repairs	- 92627	-	-	450,605	459,148	-
608270	Small Business Assistance	- 92627	-	-	10,000	10,000	-
	Subtotal		-	-	602,330	638,081	-
	Total		\$ 151,294	\$ 300,182	\$ 710,030	\$ 1,181,570	\$ 107,600
	Expense Total		\$ 553,346	\$ 944,755	\$ 710,030	\$ 1,636,109	\$ 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 2019 to be available in FY2020
<u>Expense</u>		
601200	Employee Salaries	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602100	FICA & MICA	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602210	Pension-General	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602235	Pension-Senior Mgmt	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602265	Pension-457	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602305	Health Insurance-HMO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602306	Dental Insurance-PPO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602307	Dental Insurance-HMO	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602309	Basic Life Insurance	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602311	Long-Term Disability Ins	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
602400	Workers' Compensation	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
603114	Admin Svcs-CRA	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020
603410	Grant Administration	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
604680	Home Repairs	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.
608270	Small Business Assistance	Community Development Block Grant (CDBG). Funder: HUD. Program Year 2019 to be available in FY2020.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	
Beginning Fund Balance	\$ 8,081,688	\$ 7,104,896	\$ 4,115,220	\$ 4,115,220	\$ 2,715,220	
Revenues by Category						
General Taxes	-	-	-	-	-	
Permits, Fees, Special Assessment	-	-	-	-	-	
Intergovernmental Revenues	-	-	-	-	-	
Charges for Services	-	-	-	-	-	
Fines & Forfeitures	-	-	-	-	-	
Miscellaneous Revenues	40,538	43,497	9,600	9,600	1,200	
Transfer In	9,408,000	9,786,900	11,472,300	11,472,300	12,747,800	
Appropriation of Fund Balance	-	-	1,400,000	1,400,000	350,500	
Total	\$ 9,448,538	\$ 9,830,397	\$ 12,881,900	\$ 12,881,900	\$ 13,099,500	
Expenditures by Category						
Personnel Services	-	-	-	-	-	
Operating Expense	1,765	1,794	2,800	2,800	2,300	
Capital Outlay	-	-	-	-	-	
Total Operating Expenditures	1,765	1,794	2,800	2,800	2,300	
Debt Service	10,423,565	12,818,279	12,879,100	12,879,100	13,097,200	
Transfer Out	-	-	-	-	-	
Total	\$ 10,425,330	\$ 12,820,073	\$ 12,881,900	\$ 12,881,900	\$ 13,099,500	
Excess/Deficiency (actuals)	(976,792)	(2,989,676)	-	-	-	
Appropriation of Fund Balance	-	-	(1,400,000)	(1,400,000)	(350,500)	
Ending Fund Balance	\$ 7,104,896	\$ 4,115,220	\$ 2,715,220	\$ 2,715,220	\$ 2,364,720	
Revenues by Fund	Fund #					
Debt Service	201	1,753,599	1,023,454	1,976,100	1,976,100	2,143,700
Capital Improvement Rev. Bonds 2015	203	6,352,763	4,279,987	6,304,700	6,304,700	6,293,700
CIP Bonds 2013	204	1,342,176	4,526,956	4,601,100	4,601,100	4,662,100
Total		\$ 9,448,538	\$ 9,830,397	\$ 12,881,900	\$ 12,881,900	\$ 13,099,500
Expenditures by Fund						
Debt Service	201	1,394,988	1,970,949	1,976,100	1,976,100	2,143,700
Capital Improvement Rev. Bonds 2015	203	6,335,149	6,319,410	6,304,700	6,304,700	6,293,700
CIP Revenue Bonds 2013	204	2,695,193	4,529,714	4,601,100	4,601,100	4,662,100
Total		\$ 10,425,330	\$ 12,820,073	\$ 12,881,900	\$ 12,881,900	\$ 13,099,500



Debt Service—Fund 201

Description Fund 201—Debt Service

This is the City's major debt service fund. Currently, the 2012 BB&T Transportation Improvement Revenue Note, the FY 2017 CIP Loan, and related administrative costs are being accounted for in this fund.

Revenues and Expenditures Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 1,961,628	\$ 2,320,238	\$ 1,372,744	\$ 1,372,744	\$ 872,744
Revenues by Category					
General Government Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	20,299	28,354	6,000	6,000	600
Transfer In	1,733,300	995,100	1,470,100	1,470,100	1,978,100
Appropriation of Fund Balance	-	-	500,000	500,000	165,000
Total	\$ 1,753,599	\$ 1,023,454	\$ 1,976,100	\$ 1,976,100	\$ 2,143,700
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	363	204	500	500	700
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	363	204	500	500	700
Capital Improvement Program	-	-	-	-	-
Debt Service	1,394,625	1,970,744	1,975,600	1,975,600	2,143,000
Transfer Out	-	-	-	-	-
Total	\$ 1,394,988	\$ 1,970,949	\$ 1,976,100	\$ 1,976,100	\$ 2,143,700
Excess/Deficiency (actuals)	358,610	(947,495)	-	-	-
Appropriation of Fund Balance	-	-	(500,000)	(500,000)	(165,000)
Ending Fund Balance	\$ 2,320,238	\$ 1,372,744	\$ 872,744	\$ 872,744	\$ 707,744

Debt Service—Fund 201

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Misc. Revenues</u>					
361100	Int Earnings	20,299	28,354	6,000	6,000	600
	Sub-total	20,299	28,354	6,000	6,000	600
	<u>Other Sources</u>					
381001	Trfr Fr General Fund	175,000	-	306,500	306,500	763,800
381381	Transfer from Fire and EMS CIP	-	-	122,000	122,000	54,200
381385	Trfr Fr Street Constr&Maint Fd	808,300	995,100	963,100	963,100	1,104,800
381387	Transfer from Park Development	-	-	78,500	78,500	55,300
381395	Trfr Fr Capital Projects Fund	750,000	-	-	-	-
399999	Appropriation of Fund Balance	-	-	500,000	500,000	165,000
	Sub-total	1,733,300	995,100	1,970,100	1,970,100	2,143,100
	Total	\$ 1,753,599	\$ 1,023,454	\$ 1,976,100	\$ 1,976,100	\$ 2,143,700

Expenditure Detail Budget—201-70-000-517-000

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>					
604905	Bank Svcs Charges	363	204	500	500	700
	Sub-total	363	204	500	500	700
	<u>Debt Service</u>					
607125	Prin-2017 CIP Loan	410,000	885,000	910,000	910,000	945,000
607150	Prin-12 Trans Imp Rev Note	726,800	742,900	759,400	759,400	776,300
607225	Int-2017 CIP Loan	131,188	269,880	243,700	243,700	216,800
607250	Int-12 Trans Imp Rev Note	82,413	72,965	60,500	60,500	39,900
607322	Admin Costs	44,224	-	2,000	2,000	165,000
	Sub-total	1,394,625	1,970,744	1,975,600	1,975,600	2,143,000
	Total	\$ 1,394,988	\$ 1,970,949	\$ 1,976,100	\$ 1,976,100	\$ 2,143,700



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.
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.
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.
381387	Transfer from Park Development	This transfer is to help pay the debt service 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.
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.
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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 4,730,408	\$ 4,748,022	\$ 2,708,599	\$ 2,708,599	\$ 1,808,599
Revenues by Category					
General Government Taxes	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	19,463	14,787	3,000	3,000	600
Transfer In	6,333,300	4,265,200	5,401,700	5,401,700	6,107,600
Appropriation of Fund Balance	-	-	900,000	900,000	185,500
Total	\$ 6,352,763	\$ 4,279,987	\$ 6,304,700	\$ 6,304,700	\$ 6,293,700
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	1,058	1,419	2,000	2,000	1,400
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	1,058	1,419	2,000	2,000	1,400
Capital Improvement Program	-	-	-	-	-
Debt Service	6,334,090	6,317,990	6,302,700	6,302,700	6,292,300
Transfer Out	-	-	-	-	-
Total	\$ 6,335,149	\$ 6,319,410	\$ 6,304,700	\$ 6,304,700	\$ 6,293,700
Excess/Deficiency (actuals)	17,614	(2,039,423)	-	-	-
Appropriation of Fund Balance	-	-	(900,000)	(900,000)	(185,500)
Ending Fund Balance	\$ 4,748,022	\$ 2,708,599	\$ 1,808,599	\$ 1,808,599	\$ 1,623,099

Capital Improvement Revenue Bonds 2015—Fund 203

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Miscellaneous</u>					
361100	Int Earnings	19,463	14,787	3,000	3,000	600
	Sub-total	19,463	14,787	3,000	3,000	600
	<u>Other Sources</u>					
381001	Trfr Fr General Fund	6,333,300	4,265,200	4,098,100	4,098,100	4,875,900
381381	Transfer from Fire and EMS CIP	-	-	392,300	392,300	276,400
381385	Trfr Fr Street Constr&Maint Fd	-	-	259,600	259,600	304,400
381387	Transfer from Park Development	-	-	651,700	651,700	650,900
399999	Appropriation Of Fund Balance	-	-	900,000	900,000	185,500
	Sub-total	6,333,300	4,265,200	6,301,700	6,301,700	6,293,100
	Total	\$ 6,352,763	\$ 4,279,987	\$ 6,304,700	\$ 6,304,700	\$ 6,293,700

Expenditure Detail Budget—203-70-000-517-000

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>					
604905	Bank Svcs Charges	1,058	1,419	2,000	2,000	1,400
	Subtotal	1,058	1,419	2,000	2,000	1,400
	<u>Debt Service</u>					
607131	Prin-15 Cap Imp Rev Bond	2,700,000	2,780,000	2,890,000	2,890,000	3,030,000
607182	Prin-USBancorp Fire Truck Leas	306,226	311,152	316,200	316,200	321,300
607231	Int-15 Cap Imp Rev Bond	3,296,425	3,200,325	3,072,500	3,072,500	2,924,500
607282	Int-USBancorp Fire Truck Leas	31,440	26,514	21,500	21,500	16,500
607322	Admin Costs	-	-	2,500	2,500	-
	Subtotal	6,334,090	6,317,990	6,302,700	6,302,700	6,292,300
	Total	\$ 6,335,149	\$ 6,319,410	\$ 6,304,700	\$ 6,304,700	\$ 6,293,700

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.
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.
381387	Transfer from Park Development	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 1,389,651	\$ 36,634	\$ 33,876	\$ 33,876	\$ 33,876
Revenues	-	-	-	-	-
General Government Taxes	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	776	356	600	600	-
Transfer In	1,341,400	4,526,600	4,600,500	4,600,500	4,662,100
Other Sources	-	-	-	-	-
Total	\$ 1,342,176	\$ 4,526,956	\$ 4,601,100	\$ 4,601,100	\$ 4,662,100
Expenditures	-	-	-	-	-
Personnel Services	-	-	-	-	-
Operating Expense	343	170	300	300	200
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	343	170	300	300	200
Capital Improvement Program	-	-	-	-	-
Debt Service	2,694,850	4,529,544	4,600,800	4,600,800	4,661,900
Transfer Out	-	-	-	-	-
Total	\$ 2,695,193	\$ 4,529,714	\$ 4,601,100	\$ 4,601,100	\$ 4,662,100
Excess/Deficiency (actuals)	(1,353,017)	(2,758)	-	-	-
Ending Fund Balance	\$ 36,634	\$ 33,876	\$ 33,876	\$ 33,876	\$ 33,876

CIP Revenue Bonds 2013—Fund 204

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Miscellaneous</u>					
361100	Int Earnings	776	356	600	600	-
	Sub-total	776	356	600	600	-
	<u>Other Sources</u>					
381001	Trfr Fr General Fund	793,600	3,011,700	2,241,600	2,241,600	1,921,300
381380	Transfer from Police CIP Fund	100,000	400,400	625,400	625,400	637,500
381381	Transfer from Fire and EMS CIP	133,500	411,500	156,700	156,700	160,300
381385	Trfr Fr Street Constr&Maint Fd	-	-	31,900	31,900	87,900
381387	Transfer from Park Development	314,300	703,000	1,544,900	1,544,900	1,855,100
	Sub-total	1,341,400	4,526,600	4,600,500	4,600,500	4,662,100
	Total	\$ 1,342,176	\$ 4,526,956	\$ 4,601,100	\$ 4,601,100	\$ 4,662,100

Expenditure Detail Budget—204-70-000-517-000

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>					
604905	Bank Svcs Charges	343	170	300	300	200
	Subtotal	343	170	300	300	200
	<u>Debt Service</u>					
607151	Prin- 13 Improve Rev Bond	-	1,865,000	2,000,000	2,000,000	2,135,000
607251	Interest-13 Improve Revenue Bonds	2,694,850	2,664,544	2,599,300	2,599,300	2,526,900
607322	Admin Costs	-	-	1,500	1,500	-
	Subtotal	2,694,850	4,529,544	4,600,800	4,600,800	4,661,900
	Total	\$ 2,695,193	\$ 4,529,714	\$ 4,601,100	\$ 4,601,100	\$ 4,662,100



CIP Revenue Bonds 2013 Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
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.
381387	Transfer from Park Development	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.

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 nine capital project funds: Police CIP, Fire & EMS CIP, Street Construction and Maintenance, Park Development, CIP Revenue Bonds 2013, 2017 CIP Loan, 2020 CIP Loan, Capital Grants and Capital Projects.

Revenues and Expenditures Summary

Revenues by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	2,209,590	689,186	5,948,500	5,948,500	4,497,600
Intergovernmental Revenues	3,498,763	3,555,553	3,612,259	5,078,278	3,720,700
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	10,336,755	648,296	91,200	91,200	10,202,500
Transfer In	-	920,000	1,434,269	1,434,269	1,959,720
Other/Loan Proceeds	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	2,331,741	20,909,672	4,184,500
Total	\$ 16,045,108	\$ 5,813,035	\$ 13,417,969	\$ 33,461,919	\$ 24,565,020

Expenditures by Category

Personnel Services	-	-	-	-	-
Operating Expense	5,433	5,265	8,500	8,500	5,300
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	5,433	5,265	8,500	8,500	5,300
Capital Improvement Program	14,063,930	7,610,109	4,921,010	24,964,960	14,038,220
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Transfer Out	5,293,820	5,193,763	7,171,600	7,171,600	7,421,500
Appropriated Fund Balance	-	-	1,316,859	1,316,859	3,100,000
Total	\$ 19,363,183	\$ 12,809,137	\$ 13,417,969	\$ 33,461,919	\$ 24,565,020

Revenues by Fund

Revenues by Fund	Fund #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Police CIP	380	193,196	201,312	625,900	895,509	637,700
Fire & EMS CIP	381	232,348	353,200	671,500	671,500	491,200
Street Construction & Maintenance	385	3,516,639	3,556,981	3,620,659	6,893,320	4,232,700
Park Development	387	1,829,047	325,657	5,624,400	6,009,403	6,262,200
CIP Bonds 2013	388	148,440	778,117	603,616	6,292,141	765,700
2017 CIP Loan	389	10,063,003	146,362	191,622	6,978,710	190,800
2020 CIP Loan	391	-	-	-	-	10,000,000
Capital Grants	393	-	-	-	1,076,650	-
Capital Projects	395	62,436	451,406	2,080,272	4,644,686	1,984,720
Total		\$ 16,045,108	\$ 5,813,035	\$ 13,417,969	\$ 33,461,919	\$ 24,565,020

Expenditures by Fund

Police CIP	380	219,493	691,131	625,900	895,509	637,700
Fire & EMS CIP	381	1,453,907	411,760	671,500	671,500	491,200
Street Construction & Maintenance	385	4,052,857	4,023,219	3,620,659	6,893,320	4,232,700
Park Development	387	2,094,422	750,286	5,624,400	6,009,403	6,262,200
CIP Bonds 2013	388	6,188,233	4,343,338	603,616	6,292,141	765,700
2017 CIP Loan	389	986,646	2,067,942	191,622	6,978,710	190,800
2020 CIP Loan	391	-	-	-	-	10,000,000
Capital Grants	393	-	-	-	1,076,650	-
Capital Projects	395	4,367,626	521,461	2,080,272	4,644,686	1,984,720
Total		\$ 19,363,183	\$ 12,809,137	\$ 13,417,969	\$ 33,461,919	\$ 24,565,020



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 785,727	\$ 759,429	\$ 269,610	\$ 269,610	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	188,293	194,525	624,400	624,400	635,200
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	4,903	6,786	1,500	1,500	2,500
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	269,609	-
Total	\$ 193,196	\$ 201,312	\$ 625,900	\$ 895,509	\$ 637,700
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	453	241	500	500	200
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	453	241	500	500	200
Capital Improvement Program	119,041	290,491	-	269,609	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	100,000	400,400	625,400	625,400	637,500
Total	\$ 219,493	\$ 691,131	\$ 625,900	\$ 895,509	\$ 637,700
Excess/Deficiency	(26,298)	(489,820)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	(269,609)	-
Ending Fund Balance	\$ 759,429	\$ 269,610	\$ 269,610	\$ -	\$ -

Police CIP

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Licenses, Permits & Fees</u>						
324110	Impact Fees-PD-Residential	188,293	194,525	624,400	624,400	635,200
	Sub-total	188,293	194,525	624,400	624,400	635,200
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	4,903	6,786	1,500	1,500	2,500
	Sub-total	4,903	6,786	1,500	1,500	2,500
<u>Other Sources</u>						
399900	CIP Carryover	-	-	-	269,609	-
	Sub-total	-	-	-	269,609	-
Total		\$ 193,196	\$ 201,312	\$ 625,900	\$ 895,509	\$ 637,700

Expenditure Detail Budget—380-90-000-519-000/53-800-521-000

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense: 380-90-000-519-000-</u>							
604905	Bank Svcs Charges		453	241	500	500	200
691204	Trfr To Debt Svcs		100,000	400,400	625,400	625,400	637,500
	Sub-total		100,453	400,641	625,900	625,900	637,700
<u>Capital Improvement</u>							
<i>Historic Public Safety Complex</i>							
<u>380-53-800-521-000-</u>							
606502	CIP-Plan/Design/Eng	53018	119,041	290,491	-	104,481	-
606510	CIP-Construction		-	-	-	165,129	-
	Sub-total		119,041	290,491	-	269,609	-
Total			\$ 219,493	\$ 691,131	\$ 625,900	\$ 895,509	\$ 637,700

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>		
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
691204	Transfer to Debt Service	This is the proportional amount that can be utilized to fund Capital Improvement Plan (CIP) related debt service, as determined by Finance.



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 1,520,251	\$ 298,692	\$ 240,132	\$ 240,132	\$ 140,132
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	223,504	217,036	570,700	570,700	488,200
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	8,844	947	800	800	3,000
Transfer In	-	135,217	-	-	-
Appropriation of Fund Balance/Carryover	-	-	100,000	100,000	-
Total	\$ 232,348	\$ 353,200	\$ 671,500	\$ 671,500	\$ 491,200
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	402	260	500	500	300
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	402	260	500	500	300
Capital Improvement Program	1,320,005	-	-	-	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	133,500	411,500	671,000	671,000	490,900
Total	\$ 1,453,907	\$ 411,760	\$ 671,500	\$ 671,500	\$ 491,200
Excess/Deficiency	(1,221,559)	(58,559)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	(100,000)	(100,000)	-
Ending Fund Balance	\$ 298,692	\$ 240,132	\$ 140,132	\$ 140,132	\$ 140,132

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Licenses, Permits & Fees</u>						
324115	Impact Fees-Fire-Residential	223,504	217,036	570,700	570,700	488,200
	Sub-total	223,504	217,036	570,700	570,700	488,200
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	8,844	947	800	800	3,000
381163	Trfr Fr State & Cty Grant Fund	-	135,217	-	-	-
	Sub-total	8,844	136,164	800	800	3,000
<u>Other Sources</u>						
399999	Appropriation Of Fund Balance	-	-	100,000	100,000	-
	Sub-total	-	-	100,000	100,000	-
	Total	\$ 232,348	\$ 353,200	\$ 671,500	\$ 671,500	\$ 491,200

Expenditure Detail Budget—381-various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense: 381-90-000-519-000-</u>							
604905	Bank Svcs Charges		402	260	500	500	300
	Sub-total		402	260	500	500	300
<u>Capital Improvement Projects</u>							
<i>Temporary Fire Station 107</i>							
<u>381-30-800-522-000-</u>							
606520	CIP-Contingency	53011	7,355	-	-	-	-
	Sub-total		7,355	-	-	-	-
<i>Fire Station 107</i>							
<u>381-53-800-522-000-</u>							
606510	CIP-Construction	53012	1,312,650	-	-	-	-
	Sub-total		1,312,650	-	-	-	-
<u>Other: 381-90-000-519-000-</u>							
691201	Trfr To Debt Svcs		-	-	122,000	122,000	54,200
691203	Trfr To CIP Rev Bond		-	-	392,300	392,300	276,400
691204	Trfr To Debt Svcs		133,500	411,500	156,700	156,700	160,300
	Sub-total		133,500	411,500	671,000	671,000	490,900
	Total		\$ 1,453,907	\$ 411,760	\$ 671,500	\$ 671,500	\$ 491,200

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.
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.
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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 4,804,842	\$ 4,268,624	\$ 3,802,386	\$ 3,802,386	\$ 548,784
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	3,498,763	3,537,922	3,612,259	3,612,259	3,720,700
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	17,875	19,059	8,400	8,400	12,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	3,272,661	500,000
Total	\$ 3,516,639	\$ 3,556,981	\$ 3,620,659	\$ 6,893,320	\$ 4,232,700
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	924	868	1,500	1,500	900
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	924	868	1,500	1,500	900
Capital Improvement Program	762,912	493,488	-	3,272,661	500,000
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	19,059	19,059	-
Transfer Out	3,289,020	3,528,863	3,600,100	3,600,100	3,731,800
Total	\$ 4,052,857	\$ 4,023,219	\$ 3,620,659	\$ 6,893,320	\$ 4,232,700
Excess/Deficiency	(536,218)	(466,238)	19,059	19,059	-
Appropriation of Fund Balance/Carryovers	-	-	-	(3,272,661)	(500,000)
Ending Fund Balance	\$ 4,268,624	\$ 3,802,386	\$ 3,821,445	\$ 548,784	\$ 48,784



Street Construction and Maintenance

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Intergovernmental Revenues</u>						
312410	Local Option Gas Tax-First	1,429,999	1,426,060	1,473,993	1,473,993	1,518,200
312420	Local Option Gas Tax-Second	1,018,224	1,017,494	1,045,066	1,045,066	1,076,500
335120	State Revenue Sharing-Proceeds	1,050,540	1,094,368	1,093,200	1,093,200	1,126,000
	Sub-total	3,498,763	3,537,922	3,612,259	3,612,259	3,720,700
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	17,875	19,059	8,400	8,400	12,000
	Sub-total	17,875	19,059	8,400	8,400	12,000
<u>Other Sources</u>						
399900	CIP Carryover	-	-	-	3,272,661	-
399999	Appropriation Of Fund Balance	-	-	-	-	500,000
	Sub-total	-	-	-	3,272,661	500,000
	Total	\$ 3,516,639	\$ 3,556,981	\$ 3,620,659	\$ 6,893,320	\$ 4,232,700

Street Construction and Maintenance

Expenditure Detail Budget—385- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Operating Expense: 385-90-000-519-000-							
604905	Bank Svcs Charges		924	868	1,500	1,500	900
	Sub-total		924	868	1,500	1,500	900
Capital Improvement Projects							
<i>Pembroke Road Overpass</i>							
<u>385-53-801-541-000-</u> 52008							
606510	CIP-Construction		360,000	-	-	-	-
	Sub-total		360,000	-	-	-	-
<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		79,846	-	-	1,465,918	400,000
606520	CIP-Contingency		9,990	-	-	-	-
	Sub-total		89,836	-	-	1,470,274	400,000
<i>Traffic Sig-Silver Shores/Pembroke</i>							
<u>385-53-807-541-000-</u> 52025							
606502	CIP-Plan/Design/Eng		9,711	-	-	-	-
606510	CIP-Construction		221,292	-	-	-	-
	Sub-total		231,003	-	-	-	-
<i>Pembroke Rd Widening Fr Dykes to SS</i>							
<u>385-53-808-541-000-</u> 52026							
606502	CIP-Plan/Design/Eng		(114,425)	-	-	114,425	-
606510	CIP-Construction		-	387,713	-	1,639,202	-
	Sub-total		(114,425)	387,713	-	1,753,627	-
<i>Drainage Improvements</i>							
<u>385-50/53-809-541-000-</u> 52035							
606502	CIP-Plan/Design/Eng		-	-	-	23,489	-
	Sub-total		-	-	-	23,489	-
<i>Land & Beau Mir Pky,Mir Blvd&Red Rd</i>							
<u>385-50/53-800-539-000-</u> 52036							
606502	CIP-Plan/Design/Eng		1,484	934	-	-	-
606505	CIP-Permits		1,140	-	-	13,387	-
606510	CIP-Construction		102,267	(1,227)	-	11,883	-
	Sub-total		104,891	(292)	-	25,270	-
<i>Historic Miramar Complete Streets</i>							
<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		91,608	8,392	-	-	-
	Sub-total		91,608	8,392	-	-	-
<i>Repair/Replace Existing Sidewalks</i>							
<u>385-50-801-541-000-</u> 52063							
606510	CIP-Construction		-	-	-	-	100,000
	Sub-total		-	-	-	-	100,000
<u>Other: 385-90-000-581-000-</u>							
609990	Appropriated Fund Balance		-	-	19,059	19,059	-
691001	Trfr To General Fund		2,480,720	2,533,763	2,345,500	2,345,500	2,234,700
691201	Trfr To Debt Svcs		808,300	995,100	963,100	963,100	1,104,800
691203	Trfr To CIP Rev Bond		-	-	259,600	259,600	304,400
691204	Trfr To Debt Svcs		-	-	31,900	31,900	87,900
	Sub-total		3,289,020	3,528,863	3,619,159	3,619,159	3,731,800
Total			\$ 4,052,857	\$ 4,023,219	\$ 3,620,659	\$ 6,893,320	\$ 4,232,700



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. 76.3% of the revenues received are from sales and use tax collections and are included in the General Fund and 23.7% 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.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.

Expense

604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
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.

Capital Improvement Projects

Object #	Project	Justification
<u>Street Construction & Resurfacing - Various Locations</u>		
606510	52022	This project includes asphalt overlay (and milling if necessary); pavement installation, re-construction, patching, asphalt crack sealing and surface seal treatments. This includes replacement of surface safety stripping and MOT (maintenance of traffic) throughout the project's construction phase.
<u>Repair/Replacement of Existing Sidewalks</u>		
606510	52063	This project will repair the existing sidewalks to increase pedestrian mobility, reduce tripping hazards and enhance the City's efforts at satisfying the Americans with Disabilities Act (ADA) requirements.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 3,544,559	\$ 3,279,184	\$ 2,854,555	\$ 2,854,555	\$ 2,917,352
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	1,797,794	277,624	4,753,400	4,753,400	3,374,200
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	31,253	48,033	21,000	21,000	60,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	850,000	1,235,003	2,828,000
Total	\$ 1,829,047	\$ 325,657	\$ 5,624,400	\$ 6,009,403	\$ 6,262,200
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	600	808	1,500	1,500	900
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	600	808	1,500	1,500	900
Capital Improvement Program	1,779,522	46,477	2,050,000	2,435,003	3,700,000
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	1,297,800	1,297,800	-
Transfer Out	314,300	703,000	2,275,100	2,275,100	2,561,300
Total	\$ 2,094,422	\$ 750,286	\$ 5,624,400	\$ 6,009,403	\$ 6,262,200
Excess/Deficiency	(265,375)	(424,629)	1,297,800	1,297,800	-
Appropriation of Fund Balance/Carryovers	-	-	(850,000)	(1,235,003)	(2,828,000)
Ending Fund Balance	\$ 3,279,184	\$ 2,854,555	\$ 3,302,355	\$ 2,917,352	\$ 89,352



Park Development

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Permits, Fees, Special Assessment</u>						
324610	Impact Fees-Recreation-Dev	153,557	245,029	912,500	912,500	717,200
324611	Impact Fees-Park	1,644,237	32,595	3,840,900	3,840,900	2,657,000
	Sub-total	1,797,794	277,624	4,753,400	4,753,400	3,374,200
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	31,253	48,033	21,000	21,000	60,000
	Sub-total	31,253	48,033	21,000	21,000	60,000
<u>Other Sources</u>						
399900	CIP Carryover	-	-	-	385,003	-
399999	Appropriation Of Fund Balance	-	-	850,000	850,000	2,828,000
	Sub-total	-	-	850,000	1,235,003	2,828,000
	Total	\$ 1,829,047	\$ 325,657	\$ 5,624,400	\$ 6,009,403	\$ 6,262,200

Expenditure Detail Budget—387- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense: 387-90-000-519-000-</u>							
604905	Bank Svcs Charges		600	808	1,500	1,500	900
	Sub-total		600	808	1,500	1,500	900
<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		-	-	80,000	25,000	-
606505	CIP-Permits		-	-	48,658	48,658	-
606510	CIP-Construction		-	-	547,184	602,184	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	2,497	-
606520	CIP-Contingency		-	-	97,316	97,316	-
	Sub-total		-	-	773,158	775,655	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>387-53-800-572-000-/55-809</u>							
		51006					
606502	CIP-Plan/Design/Eng		107,896	-	-	-	-
606505	CIP-Permits		152,694	-	-	-	-
606510	CIP-Construction		1,326,279	20,822	-	80,001	-
606511	CIP-Furniture Fixtures & Equip		113,104	-	-	220,000	-
606810	CIP-Tech Software/Hardware		-	-	126,842	200,000	-
	Sub-total		1,699,973	20,822	126,842	500,001	-
<i>Monarch Lakes Park</i>							
<u>387-55-801-572-000-/53-801</u>							
		51007					
606502	CIP-Plan/Design/Eng		-	4,580	-	-	10,000
606505	CIP-Permits		-	-	-	-	5,000
606510	CIP-Construction		-	-	-	9,347	35,000
606520	CIP-Contingency		-	-	-	-	10,000
	Sub-total		-	4,580	-	9,347	60,000

Park Development

Expenditure Detail Budget—387- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>PBA / Civic Center Park Expansion</i>							
<u>387-53-806-572-000-</u>							
606502	CIP-Plan/Design/Eng	51015	6,571	-	-	-	-
606505	CIP-Permits		294	-	-	-	-
606510	CIP-Construction		64,000	21,075	-	-	-
606511	CIP-Furniture Fixtures & Equip		8,684	-	-	-	-
	Sub-total		79,549	21,075	-	-	-
<i>Amphitheater at MRP-Concessions</i>							
<u>387-55-808-572-000-</u>							
606502	CIP-Plan/Design/Eng	51018	-	-	-	65,846	-
606510	CIP-Construction		-	-	600,000	534,154	-
	Sub-total		-	-	600,000	600,000	-
<i>Forcina Park Renovations</i>							
<u>387-55-800-572-000-</u>							
606510	CIP-Construction	51020	-	-	400,000	400,000	-
	Sub-total		-	-	400,000	400,000	-
<i>Skate Park</i>							
<u>387-60-800-572-000-</u>							
606502	CIP-Plan/Design/Eng	51022	-	-	-	-	30,000
606505	CIP-Permits		-	-	-	-	15,000
606510	CIP-Construction		-	-	-	-	180,000
606511	CIP-Furniture Fixtures & Equip		-	-	-	-	20,000
606520	CIP-Contingency		-	-	-	-	5,000
	Sub-total		-	-	-	-	250,000
<i>Ansin Sports Complex- Phase IV</i>							
<u>387-55-802-572-000-</u>							
606502	CIP-Plan/Design/Eng	51023	-	-	-	-	250,000
606505	CIP-Permits		-	-	-	-	40,000
606510	CIP-Construction		-	-	-	-	1,600,000
606520	CIP-Contingency		-	-	-	-	110,000
	Sub-total		-	-	-	-	2,000,000
<i>Public Information Signs</i>							
<u>387-55-800-539-000-</u>							
606510	CIP-Construction	52009	-	-	150,000	150,000	-
	Sub-total		-	-	150,000	150,000	-
<i>Cultural Arts Facility Expansion</i>							
<u>387-55-800-573-000-</u>							
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
Other Uses: 387-90-000-572/519-000-							
691201	Trfr To Debt Svcs		-	-	78,500	78,500	55,300
691203	Trfr To CIP Rev Bond		-	-	651,700	651,700	650,900
691204	Trfr To Debt Svcs		314,300	703,000	1,544,900	1,544,900	1,855,100
609990	Appropriated Fund Balance		-	-	1,297,800	1,297,800	-
	Sub-total		314,300	703,000	3,572,900	3,572,900	2,561,300
Total			\$ 2,094,422	\$ 750,286	\$ 5,624,400	\$ 6,009,403	\$ 6,262,200



Park Development Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
324610	Impact Fees-Recreation-Dev	These are impact fees paid for by new development that will fund additional Recreation related capital items caused by the impact of increased demand for services on the community.
324611	Impact Fees-Park	These are impact fees paid for by new development that will fund additional Parks related capital items caused by the impact of the increased demand for services on the community.
361100	Interest Earnings	Revenues received from interest and Pooled cash earnings allowance and is allocated across funds based on cash balance of each fund as compared to the total cash, unless directly related to a specific investment instrument.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.
<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.
<u>Capital Improvement Projects</u>		
Object #	Project	Justification
<u>Monarch Lakes Park</u>		
606502 / 606505 / 606510 / 606520	51007	Phase II of this project includes the addition of one pre-engineered pavilion structure, a splash pad and the expansion of the existing parking lot.
<u>Skate Park</u>		
606502 / 606505 / 606510 / 606511 / 606520	51022	This project is for the development of an outdoor skate park of approximately 3,000 sq. ft. which will include ramps, rails, and benches, etc.
<u>Ansin Sports Complex - Phase IV</u>		
606502 / 606505 / 606510 / 606520	51023	This phase will consist of various improvements, including the construction of a new roadway connection with drainage and lighting along the north side of the park; and a new 400-meter practice track with lighting and other associated improvements. New bleachers with shade will also be installed.
<u>Cultural Arts Facility Expansion</u>		
606502 / 606505 / 606510 / 606520	53024	This project includes a +/- 4,500 sq. ft. 2-story addition of classroom, multi-purpose room, restrooms, miscellaneous storage room, and elevator at the Cultural Arts Facility.

CIP Revenue Bonds 2013

Description Fund 388

In FY13, this special obligation refunding and improvement revenue bonds fund was established to account for various capital projects.

Revenues and Expenditures Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 16,676,052	\$ 10,636,259	\$ 7,071,038	\$ 7,071,038	\$ 816,396
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	148,440	163,334	37,500	37,500	50,000
Transfer In	-	614,783	-	-	-
Appropriation of Fund Balance/Carryover	-	-	566,116	6,254,641	715,700
Total	\$ 148,440	\$ 778,117	\$ 603,616	\$ 6,292,141	\$ 765,700
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	1,011	748	500	500	700
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ 1,011	\$ 748	\$ 500	\$ 500	\$ 700
Capital Improvement Program	6,187,222	4,342,590	603,116	6,291,641	765,000
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 6,188,233	\$ 4,343,338	\$ 603,616	\$ 6,292,141	\$ 765,700
Excess/Deficiency	(6,039,793)	(3,565,221)	-	0	-
Appropriation of Fund Balance/Carryovers	-	-	(566,116)	(6,254,641)	(715,700)
Ending Fund Balance	\$ 10,636,259	\$ 7,071,038	\$ 6,504,922	\$ 816,396	\$ 100,696



CIP Revenue Bonds 2013

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Miscellaneous/Other Sources						
361100	Int Earnings	149,991	163,334	37,500	37,500	50,000
361300	Net Inc/Dec in FMV of Invest	(1,552)	-	-	-	-
381163	Trfr Fr State & Cty Grant Fund	-	614,783	-	-	-
399900	CIP Carryover	-	-	-	5,688,525	-
399999	Appropriation Of Fund Balance	-	-	566,116	566,116	715,700
Total		\$ 148,440	\$ 778,117	\$ 603,616	\$ 6,292,141	\$ 765,700

Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Operating Expense: 388-90-000-519-000-							
604905	Bank Svcs Charge		1,011	748	500	500	700
	Sub-total		1,011	748	500	500	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>Miramar Regional Park-Phase III</i>							
<u>388-53-801-572-000-</u>							
606502	CIP-Plan/Design/Eng	51002	2,715	-	-	-	-
606510	CIP-Construction		1,171,681	-	-	-	-
	Sub-total		1,174,396	-	-	-	-
<i>Park Improvements-Variou</i>							
<u>388-60-800-572-000-</u>							
606510	CIP-Construction	51003	-	-	-	-	100,000
	Sub-total		-	-	-	-	100,000
<i>Ansin Sports Complex-Phase II</i>							
<u>388-53-803-572-000-/60-801</u>							
606502	CIP-Plan/Design/Eng	51005	14,597	3,664	-	45,368	-
606505	CIP-Permits		-	3,957	-	11,130	-
606510	CIP-Construction		110,475	131,429	-	-	100,000
	Sub-total		125,072	139,050	-	56,498	100,000
<i>Amphitheater-Miramar Regional Park</i>							
<u>388-53-802-572-000-</u>							
606502	CIP-Plan/Design/Eng	51006	-	-	-	16,299	-
606510	CIP-Construction		1,330,424	-	-	-	-
	Sub-total		1,330,424	-	-	16,299	-
<i>Monarch Lakes Park</i>							
<u>388-53-804-572-000-</u>							
606502	CIP-Plan/Design/Eng	51007	48,199	12,240	-	-	-
606505	CIP-Permits		-	10,000	-	-	-
606510	CIP-Construction		352,224	727,876	-	4,582	-
606513	CIP-Landscaping		-	-	-	1,307	-
	Sub-total		400,423	750,116	-	5,889	-

CIP Revenue Bonds 2013

Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<i>Corp Pav Reno/Admin Bldg Mir Reg Pk</i>						
	<u>388-53-807-572-000-</u>						
		51010					
606505	CIP-Permits		24,200	-	-	-	-
606510	CIP-Construction		511,552	-	-	-	-
606520	CIP-Contingency		-	8,580	-	-	-
606810	CIP-Tech Software/Hardware		6,077	-	-	-	-
	Sub-total		541,829	8,580	-	-	-
	<i>Forzano Park Improvements</i>						
	<u>388-50/53-808-572-000-</u>						
		51011					
606502	CIP-Plan/Design/Eng		1,845	-	-	-	-
606505	CIP-Permits		864	-	-	-	-
606510	CIP-Construction		189,000	12,484	-	-	-
	Sub-total		191,709	12,484	-	-	-
	<i>Lakeshore Park Improvements</i>						
	<u>388-53-809-572-000-</u>						
		51012					
606502	CIP-Plan/Design/Eng		23,477	13,162	-	700	-
606505	CIP-Permits		250	-	-	-	-
606510	CIP-Construction		-	224,364	-	-	-
	Sub-total		23,727	237,526	-	700	-
	<i>River Run Park Improvements</i>						
	<u>388-53-810-572-000-</u>						
		51013					
606502	CIP-Plan/Design/Eng		1,240	-	-	-	-
	Sub-total		1,240	-	-	-	-
	<i>Parks Restrooms Facilities</i>						
	<u>388-60-812-572-000-</u>						
		51017					
606502	CIP-Plan/Design/Eng		-	6,145	-	13,855	-
606505	CIP-Permits		-	639	-	9,361	-
606510	CIP-Construction		-	6,000	-	44,000	-
606520	CIP-Contingency		-	-	-	20,000	-
	Sub-total		-	12,784	-	87,216	-
	<i>Amphitheater at MRP-Concessions</i>						
	<u>388-55-813-572-000-</u>						
		51018					
606502	CIP-Plan/Design/Eng		-	-	21,070	68,650	-
	Sub-total		-	-	21,070	68,650	-
	<i>City of Mir 911 Remembrance Monument</i>						
	<u>388-55-800-572-000-</u>						
		51024					
606502	CIP-Plan/Design/Eng		-	-	-	-	15,000
	Sub-total		-	-	-	-	15,000
	<i>Historic Miramar Canal Improvements</i>						
	<u>388-50-800-537-000-</u>						
		52021					
606510	CIP-Construction		(10,100)	244,929	-	52,461	-
606520	CIP-Contingency		35	-	-	-	-
	Sub-total		(10,065)	244,929	-	52,461	-
	<i>Street Construction & Resurfacing-Variou</i>						
	<u>388-50-802-541-000-</u>						
		52022					
606510	CIP-Construction		-	-	172,138	415,000	-
	Sub-total		-	-	172,138	415,000	-
	<i>Land & Beau Mir Pky, Mir Blvd&Red Rd</i>						
	<u>388-53-802-539-000-/55-800</u>						
		52036					
606502	CIP-Plan/Design/Eng		71,814	18,848	-	26,673	-
606510	CIP-Construction		-	115	-	182,550	50,000
	Sub-total		71,814	18,963	-	209,223	50,000



CIP Revenue Bonds 2013

Expenditure Detail Budget—388- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>Historic Miramar Complete Streets</i>							
<i>388-53-803-541-000-</i>							
606502	CIP-Plan/Design/Eng	52050	91,502	28,338	-	29,794	-
606505	CIP-Permits		1,070	73	-	-	-
606510	CIP-Construction		-	31,293	-	-	-
606520	CIP-Contingency		280	-	-	-	-
	Sub-total		92,852	59,704	-	29,794	-
<i>Historic Downtown Revitalization</i>							
<i>388-53-801-541-000-</i>							
606502	CIP-Plan/Design/Eng	52051	30,960	28,840	-	-	-
606505	CIP-Permits		805	-	-	-	-
606510	CIP-Construction		-	1,088,907	-	-	-
606520	CIP-Contingency		530	-	-	-	-
	Sub-total		32,295	1,117,747	-	-	-
<i>ADA Evaluation and Corrective Action</i>							
<i>388-55-800-541-000-</i>							
606502	CIP-Plan/Design/Eng	52074	-	-	-	-	200,000
606510	CIP-Construction		-	-	-	-	100,000
	Sub-total		-	-	-	-	300,000
<i>Mir Cultural Center Breezeway Enclosure</i>							
<i>388-55-800-573-000-</i>							
606502	CIP-Plan/Design/Eng	52079	-	-	-	-	20,000
606505	CIP-Permits		-	-	-	-	5,000
606510	CIP-Construction		-	-	-	-	165,000
606520	CIP-Contingency		-	-	-	-	10,000
	Sub-total		-	-	-	-	200,000
<i>Police Headquarters Facility</i>							
<i>388-53-800-521-000-</i>							
606511	CIP-Furniture Fixtures & Equip	53001	14,449	-	-	-	-
	Sub-total		14,449	-	-	-	-
<i>Fire Station 107</i>							
<i>388-53-800-522-000-</i>							
606502	CIP-Plan/Design/Eng	53012	161,312	-	-	74,007	-
606505	CIP-Permits		68,082	10,103	-	14,083	-
606510	CIP-Construction		1,900,441	1,447,411	-	46,151	-
606511	CIP-Furniture Fixtures & Equip		39,840	89,132	-	-	-
606520	CIP-Contingency		-	12,203	-	-	-
	Sub-total		2,169,675	1,558,849	-	134,241	-
<i>Facilities Capital Improvement</i>							
<i>388-53-800-519-000-</i>							
606502	CIP-Plan/Design/Eng	53016	25,500	65,998	-	28,841	-
606505	CIP-Permits		-	700	-	20,000	-
606510	CIP-Construction		-	25,897	-	327,590	-
606520	CIP-Contingency		-	-	-	36,116	-
	Sub-total		25,500	92,594	-	412,547	-
<i>Historic Public Safety Complex</i>							
<i>388-53-804-521-000-</i>							
606501	CIP-Pre-Construction	53018	958	47,459	-	22,028	-
606502	CIP-Plan/Design/Eng		23	31,231	-	7,344	-
606505	CIP-Permits		-	10,573	-	-	-
606510	CIP-Construction		-	-	409,908	4,769,351	-
606520	CIP-Contingency		900	-	-	-	-
	Sub-total		1,881	89,263	409,908	4,798,723	-
Total			\$ 6,188,233	\$ 4,343,338	\$ 603,616	\$ 6,292,141	\$ 765,700

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.
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.

Capital Improvement Projects

Object #	Project	Justification
<u>Park Improvements - Various</u>		
606510	51003	This project will include improvements to various parks, courts, restrooms and playgrounds throughout the City.
<u>Ansin Sports Complex - Phase II/III</u>		
606510	51005	Fiscal Year 2020 scope of work is to perform necessary repairs to the MONDO track surface in order to carry out upcoming competitive track events.
<u>City of Miramar 911 Remembrance Monument</u>		
606502	51024	This project includes the creation of a permanent memorial for the men and women in fire and police forces that assisted in the 911 terrorist attack on the New York City Twin Towers and lost their lives.
<u>Landscaping & Beautification-Miramar Parkway, Miramar Boulevard, Red Road Gateway & University Drive</u>		
606510	52036	This project is to improve the landscaping and irrigation within the right-of-way of Miramar Parkway from SW 69 Way to Palm Avenue and beautification along Red Road, Miramar Boulevard and University Drive.
<u>ADA Evaluation & Corrective Action</u>		
606502 / 606510	52074	This project will evaluate and implement corrective actions for all of the City programs, facilities, roadways and parks that were identified in the ADA Transition Plan so that the City is in compliance with the American with Disabilities Act (ADA).
<u>Miramar Cultural Center Breezeway Enclosure</u>		
606502 / 606505 / 606510 / 606520	52079	This project includes enclosing the existing 2nd floor open air breezeway connector between the Cultural Arts Center and the Main City Hall Building.



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ 9,076,358	\$ 7,154,778	\$ 7,154,778	\$ 196,068
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	10,063,003	146,362	20,000	20,000	50,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	171,622	6,958,710	140,800
Total	\$ 10,063,003	\$ 146,362	\$ 191,622	\$ 6,978,710	\$ 190,800
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	954	845	1,000	1,000	800
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ 954	\$ 845	\$ 1,000	\$ 1,000	\$ 800
Capital Improvement Program	985,692	2,067,097	190,622	6,977,710	190,000
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 986,646	\$ 2,067,942	\$ 191,622	\$ 6,978,710	\$ 190,800
Excess/Deficiency	9,076,358	(1,921,580)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	(171,622)	(6,958,710)	(140,800)
Ending Fund Balance	\$ 9,076,358	\$ 7,154,778	\$ 6,983,156	\$ 196,068	\$ 55,268

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Miscellaneous/Other Sources						
361100	Int Earnings	63,003	146,362	20,000	20,000	50,000
384200	Other Financing Sources	10,000,000	-	-	-	-
399900	CIP Carryover	-	-	-	6,787,088	-
399999	Appropriation Of Fund Balance	-	-	171,622	171,622	140,800
	Total	\$ 10,063,003	\$ 146,362	\$ 191,622	\$ 6,978,710	\$ 190,800

2017 CIP Loan

Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Operating Expense: 389-90-000-519-000-							
604905	Bank Svcs Charge		954	845	1,000	1,000	800
	Sub-total		954	845	1,000	1,000	800
Capital Improvement Projects							
<i>Park Improvements-Variou</i>							
<u>389-60-800-572-000-</u>							
		51003					
606510	CIP-Construction		49,985	93,746	-	1,494	-
606511	CIP-Furniture Fixtures & Equip		50,000	-	-	4,760	-
	Sub-total		99,985	93,746	-	6,254	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>389-53-805-572-000-</u>							
		51006					
606502	CIP-Plan/Design/Eng		-	-	-	58,501	-
606510	CIP-Construction		-	-	-	175,200	-
	Sub-total		-	-	-	233,701	-
<i>Monarch Lakes Park</i>							
<u>389-55-800-572-000-/53-800</u>							
		51007					
606510	CIP-Construction		-	16,299	-	-	190,000
	Sub-total		-	16,299	-	-	190,000
<i>Lakeshore Park Improvements</i>							
<u>389-53-803-572-000-</u>							
		51012					
606502	CIP-Plan/Design/Eng		23	2,140	-	4,510	-
606505	CIP-Permits		-	5,269	-	7,201	-
606511	CIP-Furniture Fixtures & Equip		-	14,976	-	-	-
606520	CIP-Contingency		-	84	-	15,795	-
	Sub-total		23	22,470	-	27,506	-
<i>Park Field Reno and Drainage Imprvmnts</i>							
<u>389-60-801-572-000-</u>							
		51016					
606510	CIP-Construction		99,980	99,573	-	427	-
	Sub-total		99,980	99,573	-	427	-
<i>Public Information Signs</i>							
<u>389-53-801-539-000-</u>							
		52009					
606502	CIP-Plan/Design/Eng		-	8,500	-	30,000	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		30,000	5,000	-	200,500	-
606520	CIP-Contingency		-	-	-	16,000	-
	Sub-total		30,000	13,500	-	256,500	-
<i>Street Construction & Resurfacing-Variou</i>							
<u>389-50-801-541-000-</u>							
		52022					
606510	CIP-Construction		-	-	-	15,000	-
	Sub-total		-	-	-	15,000	-
<i>Land & Beau Mir Pky, Mir Blvd&Red Rd</i>							
<u>389-53-800-539-000-</u>							
		52036					
606510	CIP-Construction		-	-	-	300,000	-
	Sub-total		-	-	-	300,000	-
<i>Historic Miramar Complete Streets</i>							
<u>389-53-803-541-000-</u>							
		52050					
606501	CIP-Pre-Construction		-	1,654	-	-	-
606502	CIP-Plan/Design/Eng		-	-	-	11,290	-
606505	CIP-Permits		-	18,465	-	42,557	-
606510	CIP-Construction		-	198,920	-	83,922	-
	Sub-total		-	219,039	-	137,769	-



2017 CIP Loan

Expenditure Detail Budget—389- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>Historic Downtown Revitalization</i>							
<u>389-53-801-541-000-</u>							
606502	CIP-Plan/Design/Eng	52051	-	26,224	-	5,847	-
606505	CIP-Permits		-	11,629	-	14,371	-
606510	CIP-Construction		-	136,333	-	205,690	-
606520	CIP-Contingency		-	-	-	99,907	-
	Sub-total		-	174,185	-	325,815	-
<i>Miramar Pkwy (SW 64 to SW 68)</i>							
<u>389-53-802-541-000-</u>							
606502	CIP-Plan/Design/Eng	52059	-	8,309	-	54,178	-
606505	CIP-Permits		4,792	-	-	45,208	-
606510	CIP-Construction		-	-	-	1,235,535	-
606520	CIP-Contingency		-	-	-	250,000	-
	Sub-total		4,792	8,309	-	1,584,920	-
<i>AC Replacement Program</i>							
<u>389-50-800-539-000-</u>							
606511	CIP-Furniture Fixtures & Equip	52060	15,416	118,584	-	-	-
	Sub-total		15,416	118,584	-	-	-
<i>Repair/Replace Existing Sidewalks</i>							
<u>389-50-800-541-000-</u>							
606510	CIP-Construction	52063	101,413	185,665	-	112,923	-
	Sub-total		101,413	185,665	-	112,923	-
<i>Fire Station 107</i>							
<u>389-53-800-522-000-</u>							
606510	CIP-Construction	53012	-	1,604	-	179	-
606511	CIP-Furniture Fixtures & Equip		10,883	84,056	-	-	-
606520	CIP-Contingency		-	5,020	-	41,239	-
606810	CIP-Tech Software/Hardware		6,880	3,140	-	-	-
	Sub-total		17,763	93,820	-	41,418	-
<i>Facilities Capital Improvement</i>							
<u>389-53-800-519-000-</u>							
606502	CIP-Plan/Design/Eng	53016	6,984	25,745	-	7,000	-
606505	CIP-Permits		-	-	-	5,000	-
606510	CIP-Construction		63,689	39,686	-	251,896	-
	Sub-total		70,673	65,431	-	263,896	-
<i>Historic Public Safety Complex</i>							
<u>389-53-800-521-000-</u>							
606505	CIP-Permits	53018	-	-	-	-	-
606510	CIP-Construction		-	23	190,622	3,449,626	-
606520	CIP-Contingency		-	-	-	100,000	-
	Sub-total		-	23	190,622	3,549,626	-
<i>Portable & Mobile Radios</i>							
<u>389-30-800-529-000-</u>							
606511	CIP-Furniture Fixtures & Equip	54008	345,989	-	-	-	-
606519	CIP-Contract Labor		80,000	-	-	-	-
	Sub-total		425,989	-	-	-	-
<i>Phone System Replacement</i>							
<u>389-58-800-516-000-</u>							
606517	CIP-Implementation Fees	54009	84,125	-	-	-	-
	Sub-total		84,125	-	-	-	-
<i>Building Plans Digital Conversion</i>							
<u>389-41-800-524-000-</u>							
606511	CIP-Furniture Fixtures & Equip	54011	28,084	15,614	-	2,408	-
606519	CIP-Contract Labor		-	26,773	-	116,869	-
606810	CIP-Tech Software/Hardware		7,450	-	-	2,678	-
	Sub-total		35,534	42,388	-	121,954	-
<i>Advanced Life Support Rescue St-107</i>							
<u>389-30-800-522-000-</u>							
606514	CIP-Vehicles	54012	-	370,884	-	-	-
	Sub-total		-	370,884	-	-	-
<i>Advanced Life Support Engine St-107</i>							
<u>389-30-801-522-000-</u>							
606514	CIP-Vehicles	54013	-	543,183	-	-	-
	Sub-total		-	543,183	-	-	-
	Total		\$ 986,646	\$ 2,067,942	\$ 191,622	\$ 6,978,710	\$ 190,800

2017 CIP Loan Budget Justification

Object #	Account Description	Justification
<u>Revenue</u>		
361100	Interest Earnings	Revenues received from interest on 2017 CIP Loan.
399999	Appropriation of Fund Balance	This account is primarily for the use of fund balance.
<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.

Capital Improvement Projects

Object #	Project	Justification
<u>Monarch Lakes Park</u>		
606510	51007	Phase II of this project includes the addition of one pre-engineered pavilion structure, a splash pad and the expansion of the existing parking lot.



2020 CIP Loan

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 capital improvement projects within the City.

Revenues and Expenditures Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	10,000,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Improvement Program	-	-	-	-	6,900,000
Debt Service	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	3,100,000
Transfer Out	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000
Excess/Deficiency	-	-	-	-	3,100,000
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 3,100,000

2020 CIP Loan

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Miscellaneous/Other Sources					
384200	Other Financing Sources	-	-	-	-	10,000,000
	Total	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000

Expenditure Detail Budget—391- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Capital Improvement Projects						
	<i>Amphitheater-Miramar Regional Park</i>						
	391-55-801-572-000-	51006					
606502	CIP-Plan/Design/Eng		-	-	-	-	100,000
606505	CIP-Permits		-	-	-	-	30,000
606510	CIP-Construction		-	-	-	-	500,000
606520	CIP-Contingency		-	-	-	-	70,000
	Sub-total		-	-	-	-	700,000
	<i>Harbour Lakes Park Improvements</i>						
	391-60-800-572-000-	51026					
606510	CIP-Construction		-	-	-	-	100,000
	Sub-total		-	-	-	-	100,000
	<i>Street Construction & Resurfacing-Variou</i>						
	391-50-800-541-000-	52022					
606510	CIP-Construction		-	-	-	-	300,000
	Sub-total		-	-	-	-	300,000
	<i>Pemb Rd fr SW 184 to US27/Mir Ext</i>						
	391-55-800-541-000-	52061					
606500	CIP-Land Acquisition		-	-	-	-	1,500,000
	Sub-total		-	-	-	-	1,500,000
	<i>Buffer Wall Pemb Rd Univ Pk Plat</i>						
	391-55-801-541-000-	52077					
606502	CIP-Plan/Design/Eng		-	-	-	-	30,000
606505	CIP-Permits		-	-	-	-	15,000
606510	CIP-Construction		-	-	-	-	255,000
	Sub-total		-	-	-	-	300,000
	<i>Historic Mir Innovation & Tech Village</i>						
	391-55-800-559-000-	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
	Sub-total		-	-	-	-	3,100,000
	Total		\$ -	\$ -	\$ -	\$ -	\$ 10,000,000



2020 CIP Loan Budget Justification

Object #	Account Description	Justification
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Revenue

384200	Other Financing Sources	Loan proceeds associated with capital improvement projects.
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Expense

609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.
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Capital Improvement Projects

Object #	Project	Justification
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Amphitheater at Miramar Regional Park

606502 / 606505 / 606510 / 606520	51006	This proposed project includes enclosing the upper area of the existing Regional Park Amphitheater Stage.
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Harbour Lakes Park Improvements

606510	51026	This project would enhance the park by installing a playground and swings, providing a recreational element for children.
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Street Construction & Resurfacing - Various Locations

606510	52022	This project includes asphalt overlay (and milling if necessary); pavement installation, re-construction, patching, asphalt crack sealing and surface seal treatments. This includes replacement of surface safety stripping and MOT (maintenance of traffic) throughout the project's construction phase.
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Pembroke Road-SW 184 Avenue to US 27/Miramar Parkway Extension

606500	52061	This project includes right-of-way acquisition and offsetting the impact on approximately 8 acres of wetland area by purchasing mitigation credits in a designated professionally managed mitigation bank. It consists of widening Pembroke Road from two lanes to four lanes from SW 184 Avenue to SW 196 Avenue.
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Buffer Wall-Pembroke Road adjacent to University Park Plat

606502 / 606505 / 606510	52077	This project includes the construction of a six feet high buffer wall along the south side of Pembroke Road from the east end of Forzano Park to the west end of Walmart site, adjacent to University Park Plat.
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Historic Miramar Innovation & Technology Village

606500 / 606501 / 606502 / 606515 / 606520	53025	This project is comprised of workforce housing, transit hub, educational facilities, enhanced public recreational amenities, mixed use development and a technology village for new business start ups and smart city innovation.
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Capital Grants

Description Fund 393

This fund was established to account for capital improvements funded through grant proceeds.

Revenues and Expenditures Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	1,076,650	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
Transfer In	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 1,076,650	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	-	-	-	-	-
Capital Improvement Program	-	-	-	1,076,650	-
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 1,076,650	\$ -
Excess/Deficiency	-	-	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -



Capital Grants

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Intergovernmental Revenues</u>					
331491	Transportation Alt Prog-TAP	-	-	-	1,076,650	-
	Sub-total	-	-	-	1,076,650	-
	Total	\$ -	\$ -	\$ -	\$ 1,076,650	\$ -

Expenditure Detail Budget—393- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Capital Improvement Projects</u>						
	<i>Miramar Pkwy (SW 64 to SW 68)</i>						
	393-55-900-541-000-	52059					
606510	CIP-Construction		-	-	-	1,076,650	-
	Sub-total		-	-	-	1,076,650	-
	Total		\$ -	\$ -	\$ -	\$ 1,076,650	\$ -

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 7,257,810	\$ 2,952,621	\$ 2,882,566	\$ 2,882,566	\$ 63,518
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	17,631	-	389,369	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	62,436	263,775	2,000	2,000	25,000
Transfer In	-	170,000	1,434,269	1,434,269	1,959,720
Other Source	-	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	644,003	2,819,048	-
Total	\$ 62,436	\$ 451,406	\$ 2,080,272	\$ 4,644,686	\$ 1,984,720
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	1,090	1,495	3,000	3,000	1,500
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	1,090	1,495	3,000	3,000	1,500
Capital Improvement Program	2,909,536	369,966	2,077,272	4,641,686	1,983,220
Debt Service	-	-	-	-	-
Reserve	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	1,457,000	150,000	-	-	-
Total	\$ 4,367,626	\$ 521,461	\$ 2,080,272	\$ 4,644,686	\$ 1,984,720
Excess/Deficiency	(4,305,189)	(70,055)	-	-	-
Appropriation of Fund Balance/Carryovers	-	-	(644,003)	(2,819,048)	-
Ending Fund Balance	\$ 2,952,621	\$ 2,882,566	\$ 2,238,563	\$ 63,518	\$ 63,518



Capital Projects

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Miscellaneous</u>						
334381	Highway Beautification Grant	-	-	-	100,000	-
331391	U.S.Dept Agriculture EWP#5072	-	-	-	289,369	-
337376	Loc Grt-Shirley Branca	-	17,631	-	-	-
361100	Int Earnings	27,961	31,546	2,000	2,000	25,000
361300	Net Inc/Dec in FMV of Invest	(525)	-	-	-	-
366202	Developer Contrib/Donations	35,000	232,229	-	-	-
	Sub-total	62,436	281,406	2,000	391,369	25,000
<u>Other Sources</u>						
381001	Trfr Fr General Fund	-	170,000	1,434,269	1,434,269	1,959,720
399900	CIP Carryover	-	-	-	2,175,045	-
399999	Appropriation Of Fund Balance	-	-	644,003	644,003	-
	Sub-total	-	170,000	2,078,272	4,253,317	1,959,720
	Total	\$ 62,436	\$ 451,406	\$ 2,080,272	\$ 4,644,686	\$ 1,984,720

Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Operating Expense: 395-90-000-519-000							
604905	Bank Svcs Charges		1,090	1,495	3,000	3,000	1,500
	Sub-Total		1,090	1,495	3,000	3,000	1,500
Capital Improvement Projects							
<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>							
606502	CIP-Plan/Design/Eng	51002	11,491	-	-	-	-
606505	CIP-Permits		6,084	-	-	-	-
606510	CIP-Construction		216,106	12,000	-	-	-
606520	CIP-Contingency		-	20,868	-	-	-
	Sub-total		233,682	32,868	-	-	-
<i>Park Improvements-Variou</i>							
<u>395-60-800-572-000-</u>							
606510	CIP-Construction	51003	21,207	-	283,000	283,000	300,000
	Sub-total		21,207	-	283,000	283,000	300,000
<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	-
<i>Amphitheater-Miramar Regional Park</i>							
<u>395-53-806-572-000-</u>							
606510	CIP-Construction	51006	141,834	-	-	-	-
	Sub-total		141,834	-	-	-	-



Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>Shirley Branca Park Community Band</i>							
<u>395-53-805-572-000-</u>							
		51009					
606502	CIP-Plan/Design/Eng		819	665	-	-	-
606505	CIP-Permits		-	75	-	-	-
606510	CIP-Construction		42,082	1,683	-	-	-
606520	CIP-Contingency		17,370	140	-	-	-
	Sub-total		60,271	2,563	-	-	-
<i>Forzano Park Improvements</i>							
<u>395-53-814-572-000-</u>							
		51011					
606510	CIP-Construction		2,843	-	-	-	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	-	-
	Sub-total		2,843	-	-	-	-
<i>Lakeshore Park Improvements</i>							
<u>395-53-809-572-000-</u>							
		51012					
606510	CIP-Construction		-	231,811	-	6,475	-
606511	CIP-Furniture Fixtures & Equip		-	11,646	-	68	-
	Sub-total		-	243,457	-	6,543	-
<i>River Run Park Improvements</i>							
<u>395-53-811-572-000-</u>							
		51013					
606502	CIP-Plan/Design/Eng		4,945	-	-	-	-
606505	CIP-Permits		1,080	-	-	-	-
606510	CIP-Construction		11,443	-	-	-	-
	Sub-total		17,469	-	-	-	-
<i>Harbour Lakes Park</i>							
<u>395-53-810-572-000-</u>							
		51014					
606505	CIP-Permits		284	-	-	-	-
606510	CIP-Construction		1,500	-	-	-	-
	Sub-total		1,784	-	-	-	-
<i>PBA / Civic Center Park Expansion</i>							
<u>395-53-808-572-000-</u>							
		51015					
606510	CIP-Construction		39,698	2,440	-	-	-
	Sub-total		39,698	2,440	-	-	-
<i>Parks Restrooms Facilities</i>							
<u>395-60-802-572-000-</u>							
		51017					
606510	CIP-Construction		-	-	150,000	150,000	-
	Sub-total		-	-	150,000	150,000	-
<i>Amphitheater at MRP-Concessions</i>							
<u>395-55-815-572-000-</u>							
		51018					
606502	CIP-Plan/Design/Eng		-	-	-	73,231	-
606505	CIP-Permits		-	-	-	23,870	-
606510	CIP-Construction		-	-	-	34,249	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	75,000	-
606520	CIP-Contingency		-	-	-	25,000	-
	Sub-total		-	-	-	231,351	-
<i>Bark Park</i>							
<u>395-60-803-572-000-</u>							
		51019					
606510	CIP-Construction		-	-	-	100,000	-
	Sub-total		-	-	-	100,000	-
<i>Forcina Park Renovations</i>							
<u>395-55-800-572-000-</u>							
		51020					
606502	CIP-Plan/Design/Eng		-	-	-	68,378	-
606505	CIP-Permits		-	-	-	10,000	-
606510	CIP-Construction		-	-	-	773	-
606520	CIP-Contingency		-	-	-	21,623	-
	Sub-total		-	-	-	100,773	-
<i>Playground Resurfacing</i>							
<u>395-60-804-572-000-</u>							
		51021					
606505	CIP-Permits		-	-	-	-	2,500
606510	CIP-Construction		-	-	-	-	77,500
	Sub-total		-	-	-	-	80,000

Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<i>Miramar Regional Park-Wi-Fi Infrastructure</i>						
	<u>395-58-800-572-000-</u>						
		51027					
606517	CIP-Implementation Fees		-	-	-	-	72,000
	Sub-total		-	-	-	-	72,000
	<i>Street Construction & Resurfacing-Variou</i>						
	<u>395-50-804-541-000-</u>						
		52022					
606502	CIP-Plan/Design/Eng		-	-	-	-	15,000
606510	CIP-Construction		-	-	-	170,000	185,000
	Sub-total		-	-	-	170,000	200,000
	<i>Historical Mir Nghbhd Streetlight Upgrade</i>						
	<u>395-50-800-541-000-</u>						
		52034					
606510	CIP-Construction		54,765	-	-	16,690	-
606520	CIP-Contingency		-	-	-	10,000	-
	Sub-total		54,765	-	-	26,690	-
	<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		-	-	-	16,694	100,000
606505	CIP-Permits		-	-	-	23,000	-
606510	CIP-Construction		-	-	-	348,006	-
606513	CIP-Landscaping		-	-	-	100,000	-
606520	CIP-Contingency		-	-	-	12,300	-
	Sub-total		-	-	-	500,000	100,000
	<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	-	21,965	-
	Sub-total		-	67,495	-	36,965	-
	<i>Pemb Rd fr SW 184 to US27/Mir Ext</i>						
	<u>395-53-804-541-000-</u>						
		52061					
606500	CIP-Land Acquisition		-	-	-	100,000	-
606502	CIP-Plan/Design/Eng		-	-	-	70,000	-
	Sub-total		-	-	-	170,000	-
	<i>Left-Turn from Red Rd to Town Ctr</i>						
	<u>395-53-805-541-000-</u>						
		52062					
606502	CIP-Plan/Design/Eng		21,505	9,901	-	3,594	-
	Sub-total		21,505	9,901	-	3,594	-
	<i>Repair/Replace Existing Sidewalks</i>						
	<u>395-50-807-541-000-</u>						
		52063					
606510	CIP-Construction		-	-	200,000	200,000	-
	Sub-total		-	-	200,000	200,000	-
	<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	-
	<i>Installation of Addt'l Streeights</i>						
	<u>395-50-805-541-000-</u>						
		52068					
606502	CIP-Plan/Design/Eng		-	-	-	10,000	-
606510	CIP-Construction		-	-	-	90,000	-
	Sub-total		-	-	-	100,000	-



Capital Projects

Expenditure Detail Budget—395- Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>CW Streetlights Upgrade LED</i>							
<u>395-50-806-541-000-</u>							
		52069					
606505	CIP-Permits		-	-	-	5,000	-
606510	CIP-Construction		-	-	-	135,000	-
606520	CIP-Contingency		-	-	-	10,000	-
	Sub-total		-	-	-	150,000	-
<i>Monument Signs for Social Svcs Facilities</i>							
<u>395-55-800-539-000-</u>							
		52073					
606502	CIP-Plan/Design/Eng		-	-	-	20,000	-
606505	CIP-Permits		-	-	5,000	5,000	-
606510	CIP-Construction		-	-	97,159	87,159	-
606520	CIP-Contingency		-	-	10,000	-	-
	Sub-total		-	-	112,159	112,159	-
<i>ADA Evaluation and Corrective Action</i>							
<u>395-55-800-541-000-</u>							
		52074					
606502	CIP-Plan/Design/Eng		-	-	100,000	100,000	-
	Sub-total		-	-	100,000	100,000	-
<i>IT Office Remodel</i>							
<u>395-55-801-539-000-</u>							
		52075					
606501	CIP-Pre-Construction		-	-	17,195	17,195	-
606505	CIP-Permits		-	-	3,931	3,931	-
606510	CIP-Construction		-	-	61,420	61,420	-
606511	CIP-Furniture Fixtures & Equip		-	-	800	800	-
606515	CIP-Professional Fees		-	-	5,503	5,503	-
606520	CIP-Contingency		-	-	11,792	11,792	-
	Sub-total		-	-	100,641	100,641	-
<i>Buffer Wall Pemb Rd Univ Pk Plat</i>							
<u>395-55-801-541-000-</u>							
		52077					
606502	CIP-Plan/Design/Eng		-	-	-	55,000	-
606510	CIP-Construction		-	-	-	-	300,000
	Sub-total		-	-	-	55,000	300,000
<i>Childcare Playgrounds Soft Surface</i>							
<u>395-55-800-572-000-</u>							
		52081					
606505	CIP-Permits		-	-	-	-	5,000
606510	CIP-Construction		-	-	-	-	191,000
606520	CIP-Contingency		-	-	-	-	10,000
	Sub-total		-	-	-	-	206,000
<i>Police Headquarters Facility</i>							
<u>395-53-800-521-000-</u>							
		53001					
606505	CIP-Permits		241	-	-	-	-
606510	CIP-Construction		-	-	-	81,428	-
606511	CIP-Furniture Fixtures & Equip		23,054	-	-	3,355	-
606520	CIP-Contingency		-	225	-	32,662	-
	Sub-total		23,295	225	-	117,445	-
<i>Adult Daycare Facility</i>							
<u>395-53-801-569-000-</u>							
		53014					
606502	CIP-Plan/Design/Eng		2,500	-	-	-	-
606511	CIP-Furniture Fixtures & Equip		50,000	-	-	-	-
606520	CIP-Contingency		50	-	-	-	-
	Sub-total		52,550	-	-	-	-

Capital Projects

Expenditure Detail Budget—395- Various

Object #	Project Number	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>Facilities Capital Improvement</i>							
<u>395-55-800-519-000-</u>							
		53016					
606502	CIP-Plan/Design/Eng		-	-	-	-	10,000
606505	CIP-Permits		-	-	-	-	15,000
606510	CIP-Construction		-	-	-	-	475,000
606520	CIP-Contingency		-	-	-	-	20,000
	Sub-total		-	-	-	-	520,000
<i>Historic Public Safety Complex</i>							
<u>395-53-803-521-000-</u>							
		53018					
606502	CIP-Plan/Design/Eng		-	-	10,000	10,000	-
606505	CIP-Permits		-	-	30,000	30,000	-
606510	CIP-Construction		-	-	554,003	572,125	-
606520	CIP-Contingency		-	-	50,000	50,000	-
	Sub-total		-	-	644,003	662,125	-
<i>Repl Bay Doors & Instal Trf FS 19</i>							
<u>395-50-800-522-000-</u>							
		53020					
606510	CIP-Construction		-	-	105,840	105,840	-
606520	CIP-Contingency		-	-	5,000	5,000	-
	Sub-total		-	-	110,840	110,840	-
<i>Repl Bay Doors & Install Trf FS 70</i>							
<u>395-50-801-522-000-</u>							
		53021					
606510	CIP-Construction		-	-	128,111	128,111	-
606520	CIP-Contingency		-	-	4,277	4,277	-
	Sub-total		-	-	132,388	132,388	-
<i>Repl Bay Doors & Install Trf FS 84</i>							
<u>395-50-802-522-000-</u>							
		53022					
606510	CIP-Construction		-	-	137,028	137,028	-
606520	CIP-Contingency		-	-	4,440	4,440	-
	Sub-total		-	-	141,468	141,468	-
<i>Repl Bay Doors & Install Trf FS 100</i>							
<u>395-50-803-522-000-</u>							
		53023					
606510	CIP-Construction		-	-	99,773	99,773	-
606520	CIP-Contingency		-	-	3,000	3,000	-
	Sub-total		-	-	102,773	102,773	-
<i>Enterprise Resource Plan Sys-STEAM</i>							
<u>395-10/58-800-513-000-</u>							
		54002					
606515	CIP-Professional Fees		37,845	5,916	-	36,174	-
606517	CIP-Implementation Fees		3,994	5,100	-	186,253	106,250
606810	CIP-Tech Software/Hardware		9,846	-	-	17,511	-
	Sub-total		51,686	11,016	-	239,938	106,250
<i>Fire-Rescue Vehicles Leasing</i>							
<u>395-30-801-522-000-</u>							
		54010					
606514	CIP-Vehicles		2,186,948	-	-	-	-
	Sub-total		2,186,948	-	-	-	-
<i>Building Plans Digital Conversion</i>							
<u>395-41-800-524-000-</u>							
		54011					
606519	CIP-Contract Labor		-	-	-	-	85,668
606810	CIP-Tech Software/Hardware		-	-	-	-	13,302
	Other		-	-	-	-	98,970
<i>Emergency Watershed Protection-EWP</i>							
<u>395-50-900-539-000-</u>							
		93700					
606502	CIP-Plan/Design/Eng		-	-	-	26,306	-
606510	CIP-Construction		-	-	-	263,063	-
	Other		-	-	-	289,369	-
<u>Transfers: 395-90-000-581/590-000-</u>							
691001	Trfr To General Fund		-	150,000	-	-	-
691201	Trfr To Debt Svcs		750,000	-	-	-	-
691503	Trfr To Fleet Fund		707,000	-	-	-	-
	Sub-Total		1,457,000	150,000	-	-	-
Total			\$ 4,367,626	\$ 521,461	\$ 2,080,272	\$ 4,644,686	\$ 1,984,720



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.
381001	Transfer from General Fund	Funds transferred in from the General Fund to provide financial resources needed for Capital Improvement projects.
<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.
<u>Capital Improvement Projects</u>		
Object #	Project	Justification
<u>Park Improvements - Various</u>		
606510	51003	This project will include improvements to various parks, courts, restrooms and playgrounds throughout the City.
<u>Playground Resurfacing</u>		
606505 / 606510	51021	This project entails the replacement of sand with ADA approved surface material at designated playgrounds. This project will be done in various phases.
<u>Miramar Regional Park - Wi-Fi Infrastructure</u>		
606517	51027	This project is to implement Wi-Fi throughout Regional Park for use by all visitors.
<u>Street Construction & Resurfacing - Various Locations</u>		
606502 / 606510	52022	This project includes asphalt overlay (and milling if necessary); pavement installation, re-construction, patching, asphalt crack sealing and surface seal treatments. This includes replacement of surface safety stripping and MOT (maintenance of traffic) throughout the project's construction phase.
<u>Landscaping & Beautification-Miramar Parkway, Miramar Boulevard, Red Road Gateway & University Drive</u>		
606502	52036	This project is to improve the landscaping and irrigation within the right-of-way of Miramar Parkway from SW 69 Way to Palm Avenue and beautification along Red Road, Miramar Boulevard and University Drive.
<u>Buffer Wall-Pembroke Road adjacent to University Park Plat</u>		
606510	52077	This project includes the construction of a six feet high buffer wall along the south side of Pembroke Road from the east end of Forzano Park to the west end of Walmart site, adjacent to University Park Plat.
<u>Childcare Playgrounds Soft Surface Covering</u>		
606505 / 606510 / 606520	52081	This project eliminates sand on child care facility playgrounds and substitute with a poured in place rubber playground surface at four Childcare Sites.
<u>Facilities Capital Improvement</u>		
606502 / 606505 / 606510 / 606520	53016	This project provides funds for repair and maintenance work on City facilities, including HVAC upgrades to various facilities at the Public Works Department request.
<u>Enterprise Resource Planning System-STEAM</u>		
606517	54002	This additional phase will include a complete Munis assessment and Business Process Review of all modules, followed by remediation of all findings and recommendations.
<u>Building Plans Digital Conversion</u>		
606519 / 606810	54011	This project is to convert all property data such as plans, construction documentation, permit applications, contractor's information, inspection information, and Certificates of Occupancy, etc. into digital format.

Utility Funds





Utility Fund

Revenues and Expenditures Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 257,424,452	259,443,577	273,588,771	273,588,771	255,409,582
Revenues					
Current Revenues	43,258,795	43,653,595	44,645,448	66,078,529	47,834,660
Transfer In	202,905	11,838,424	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	21,159,636	-
Total	\$ 43,461,700	\$ 55,492,019	\$ 44,645,448	\$ 87,238,166	\$ 47,834,660
Expenditures					
Departmental					
Financial Services-Utility Billing	1,400,735	1,405,626	1,634,300	1,634,300	1,783,950
Utilities	19,990,228	20,916,248	25,353,500	25,801,150	30,984,703
Sub-Total	21,390,963	22,321,874	26,987,800	27,435,450	32,768,653
Non-Departmental					
Non-Departmental	6,603,513	7,201,063	7,170,601	7,170,601	7,602,900
Debt Service	1,809,660	2,470,968	3,276,200	3,276,200	3,343,300
Transfers to Other Funds	808,430	526,600	530,400	530,400	530,500
Grants and Aides	-	-	2,000,000	2,000,000	-
Other	3,233,356	(15,905,292)	-	-	-
Appropriated Fund Balance	-	-	2,980,447	2,980,447	802,475
Sub-Total	12,454,959	(5,706,661)	15,957,648	15,957,648	12,279,175
Capital Improvement (CIP)					
Public Works	-	50,933	-	1,000,000	-
Community & Economic Development	-	-	-	-	-
Construction & Facilities Management	524	-	-	1,276	-
Utilities	4,965,830	24,680,679	1,700,000	42,497,917	2,450,000
Information Technology	35,005	-	-	345,875	336,832
Sub-Total	5,001,359	24,731,612	1,700,000	43,845,068	2,786,832
Total	\$ 38,847,281	\$ 41,346,825	\$ 44,645,448	\$ 87,238,166	\$ 47,834,660
Excess/Deficiency (actuals)	4,614,419	14,145,194	-	-	-
Appropriated Fund Balance	-	-	2,980,447	2,980,447	802,475
Appropriation of Fund Balance	-	-	-	(21,159,636)	-
Restatement Adjustment*	(2,595,294)	-	-	-	-
Ending Fund Balance	\$ 259,443,577	273,588,771	276,569,218	255,409,582	256,212,057

* - per 2018 CAFR

Revenue by Category

Permits, Fees, Special Assessment	17,237	26,964	821,750	821,750	1,391,360
Intergovernmental Revenues	-	150,000	-	-	-
Charges for Services	41,139,284	41,978,037	43,358,698	43,358,698	45,091,500
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	2,102,273	1,498,595	465,000	21,898,081	1,351,800
Other Sources	-	-	-	-	-
Transfer In	202,905	11,838,424	-	-	-
Appropriation of Fund Balance	-	-	-	21,159,636	-
Total	\$ 43,461,700	\$ 55,492,019	\$ 44,645,448	\$ 87,238,166	\$ 47,834,660

Expenditure by Category

Personnel Services	12,094,261	13,342,020	15,807,200	15,764,406	18,901,020
Operating Expense	15,214,656	15,838,812	17,750,601	17,829,529	20,356,533
Capital Outlay	685,559	342,104	600,600	1,012,116	1,114,000
Grants & Aids	-	-	2,000,000	2,000,000	-
Total Operating Expenditures	27,994,476	29,522,935	36,158,401	36,606,051	40,371,553
Capital Improvement Program	5,001,359	24,731,612	1,700,000	43,845,068	2,786,832
Debt Service	1,809,660	2,470,968	3,276,200	3,276,200	3,343,300
Depreciation	8,571,017	8,699,072	-	-	-
Capital Asset Clearing	(5,337,661)	(24,604,364)	-	-	-
Transfer Out	808,430	526,600	530,400	530,400	530,500
Other Uses	-	-	2,980,447	2,980,447	802,475
Total	\$ 38,847,281	\$ 41,346,824	\$ 44,645,448	\$ 87,238,166	\$ 47,834,660



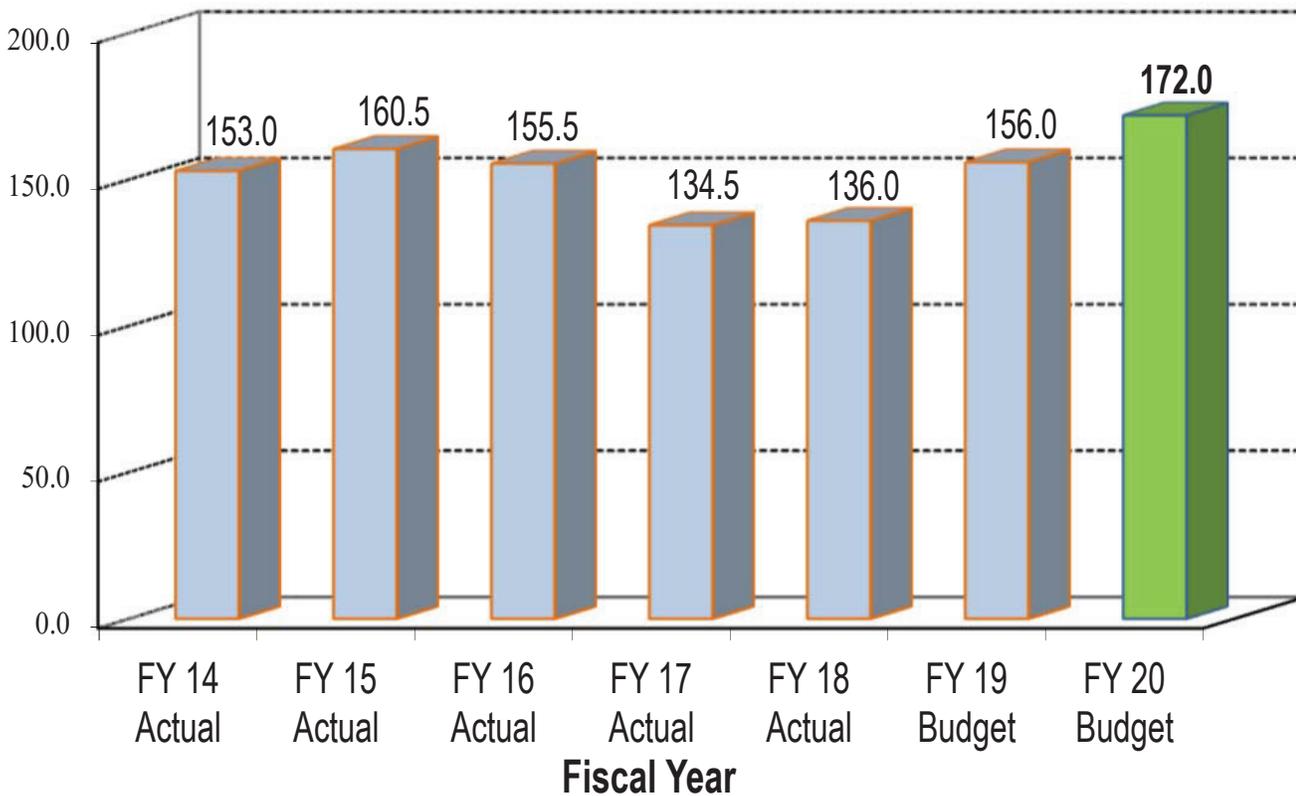
Utility Fund

Position Comparison Summary

As indicated, FY 2020 Utility Fund budget includes a total of 172 FTE's (Full-time equivalent) authorized positions. This reflects an increase of 16 FTE's compared to the FY19 Budget. This total is comprised of 167 full-time positions, 5 (2.5 FTE's) part-time and 5 (2.5 FTE's) temporary part-time budgeted positions.

Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget	# of FTE Change
Financial Services-Utility Billing	8.50	9.00	9.00	9.00	10.00	1.00
Utilities	126.00	127.00	147.00	157.50	162.00	15.00
Total Full and Part-time Positions	134.50	136.00	156.00	166.50	172.00	16.00

Number of Full-Time Equivalent Positions



Utility Fund Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Permits, Fees, Special Assessment</u>						
322110	Permits Surcharge	\$ -	\$ -	\$ -	\$ -	\$ 101,360
329100	Engineering Permits	-	-	803,750	803,750	1,267,000
329102	Pretreatment Permit	17,237	26,964	18,000	18,000	23,000
	Sub-Total	\$ 17,237	\$ 26,964	\$ 821,750	\$ 821,750	\$ 1,391,360
<u>Charges for Services</u>						
343312	Water Sales	17,384,191	17,726,582	18,286,017	18,286,017	19,200,000
343313	New Occupant Account	114,475	105,175	120,000	120,000	120,000
343314	Delinquent Charge	1,134,113	1,095,020	1,189,300	1,189,300	1,100,000
343315	Other Svcs Charge	90,638	82,917	100,000	100,000	100,000
343321	Meter Purchase	32,029	4,282	35,000	35,000	4,000
343322	Termination Fee	118,250	106,700	150,000	150,000	110,000
343323	After Hours Turn-On	10,445	12,420	13,000	13,000	12,000
343324	Turn-Ons/Offs Fee	317,800	352,702	325,000	325,000	350,000
343333	Sewer Connection Loan	5,193	4,715	-	-	-
343511	Wastewater Sales	21,061,955	21,582,232	22,129,881	22,129,881	23,200,000
343512	Wastewater- Broward	519,211	532,670	550,000	550,000	525,000
343517	Wastewater Blockage	255	-	500	500	500
343520	Backflow Fees	66,701	65,820	70,000	70,000	70,000
343910	Lab Testing Fees	210	1,920	-	-	-
347345	Credit Card Fee	283,818	304,883	390,000	390,000	300,000
	Sub-Total	\$ 41,139,284	\$ 41,978,037	\$ 43,358,698	\$ 43,358,698	\$ 45,091,500
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	487,897	891,591	350,000	350,000	1,261,800
361105	Int-UB Residential	85,027	57,209	90,000	90,000	55,000
361300	Net Inc/Dec in FMV of Invest	(1,253)	-	-	-	-
369900	Miscellaneous Revenue	18,251	33,761	25,000	25,000	35,000
384200	Other Financing Sources	-	-	-	21,433,081	-
389801	Capital Cont from Developer	1,512,351	516,007	-	-	-
	Sub-Total	\$ 2,102,273	\$ 1,498,595	\$ 465,000	\$ 21,898,081	\$ 1,351,800
<u>Other Source</u>						
337381	Local Grt-Reclaim Wtr Sys Exp	-	150,000	-	-	-
381413	Trfr Fr Util Cons Bo	-	11,899,114	-	-	-
381414	Trfr Fr CIAC	202,905	(60,690)	-	-	-
399900	CIP Carryover	-	-	-	21,159,636	-
	Sub-Total	\$ 202,905	\$ 11,988,424	\$ -	\$ 21,159,636	\$ -
Total		\$ 43,461,700	\$ 55,492,019	\$ 44,645,448	\$ 87,238,166	\$ 47,834,660



Utility Fund Budget Justification—Revenues

Object #	Account Description	Justification
<u>Revenue</u>		
322110	Permits Surcharge	This revenue represents a surcharge of Engineering permits.
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.
369900	Miscellaneous Revenue	Collections that cannot be classified in any other account.

Utility Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	6,922,762	7,420,164	9,349,900	9,306,900	10,572,100
601205	Lump Sum Payout - Accrued Time	215,224	303,536	348,000	348,000	325,800
601210	Non-Pensionable Earnings	-	-	-	-	107,700
601215	Communication Stipend	2,763	5,350	9,800	10,006	13,800
601220	Longevity Pay	33,933	43,355	50,600	50,600	60,200
601400	Overtime-General	831,415	1,230,647	801,900	801,900	1,213,400
601410	Overtime-Holiday	175,227	144,985	239,400	239,400	223,620
601412	Overtime-Emergency	261,483	1,314	-	-	1,300
601600	Compensated Absences	(82,492)	73,070	-	-	-
602100	FICA & MICA	625,147	688,798	740,100	740,100	839,800
602210	Pension-General	777,759	809,453	1,324,700	1,324,700	1,582,400
602235	Pension-Senior Mgmt	173,007	304,879	494,200	494,200	545,900
602260	Pension-401	16,846	17,291	27,900	27,900	18,600
602265	Pension-457	60,075	73,908	149,700	149,700	124,800
602300	Pmt In Lieu Of Insurance	75,056	91,027	112,100	112,100	99,500
602304	Health Insurance-PPO	257,105	324,180	394,400	394,400	506,700
602305	Health Insurance-HMO	919,336	1,013,136	1,239,600	1,239,600	1,934,900
602306	Dental Insurance-PPO	45,887	49,975	56,200	56,200	55,400
602307	Dental Insurance-HMO	8,879	7,630	11,000	11,000	14,100
602309	Basic Life Insurance	21,321	23,016	20,100	20,100	23,000
602311	Long-Term Disability Ins	9,237	9,403	13,200	13,200	15,000
602312	HDHP Aetna	-	-	-	-	150,300
602313	HSA Payflex	-	-	-	-	24,300
602322	Non-Rep Retiree Stipend	1,920	2,080	-	-	-
602400	Workers' Compensation	343,100	376,000	424,400	424,400	448,400
602600	OPEB	399,269	328,822	-	-	-
	Sub-Total	12,094,261	13,342,020	15,807,200	15,764,406	18,901,020
<u>Operating Expense</u>						
603110	Engineering Svcs	41,551	28,459	160,300	115,700	188,000
603121	City Attorney Svcs	32,566	25,000	25,000	25,000	25,000
603190	Prof Svcs-Other	135,903	185,688	319,900	330,800	540,000
603200	Audit Fees	47,280	44,600	40,000	43,000	40,000
603400	Contract Svcs-Other	1,671,953	1,809,626	1,784,700	1,900,364	2,634,900
603401	Janitorial Svcs	17,524	17,595	26,700	26,700	32,759
603402	Contracted Lab Testing	88,308	75,856	100,000	100,000	100,000
603404	Air Condition Svcs	15,000	31,141	32,000	34,500	32,000
603425	Software License & Maint	72,942	70,253	91,200	96,352	192,040
603455	Security Svcs	37,156	35,836	50,000	50,000	42,000
603460	Landscape Svcs	107,491	159,331	157,300	142,182	67,320
603470	Temporary Help	31,553	15,782	2,000	86,000	30,000
604001	Travel & Training	13,132	13,760	33,000	29,940	45,300
604100	Communication Svcs	33,674	33,796	49,400	49,400	47,600
604200	Postage	211,968	220,319	231,600	231,600	242,600
604300	Water/Wastewater Svcs	37,585	53,125	65,100	65,100	65,100
604301	Electricity Svcs	2,334,466	2,166,085	2,632,400	2,532,400	2,635,500
604302	Gas-Propane	2,973	3,382	8,000	8,000	10,000
604320	Hollywood Large User	108,175	152,030	140,000	158,258	140,000
604330	Brow Cty Wtr/Wst Collect Fee	21,256	21,309	20,000	20,000	21,300
604400	Leased Equipment	9,051	10,242	14,600	32,606	25,000
604440	Leased Copiers	16,548	-	66,500	66,500	-
604500	Risk Internal Svcs Charge	439,500	412,700	385,100	385,100	261,400
604550	Health Ins Internal Serv Chg	-	-	-	-	435,100
604605	Fleet Intr Chrg-Collision Rpr	121	4,991	-	-	-
604610	Fleet Internal Svcs Charge	389,444	348,100	401,200	401,200	441,800
604613	Vehicle Detail	-	21	1,000	1,000	1,000
604620	R&M Buildings	15,061	70,674	189,900	153,917	308,800



Utility Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
604625	R&M Equipment	9,924	9,781	10,000	9,580	10,000
604630	R&M Electric	65,993	90,103	84,400	104,400	81,400
604640	R&M Machinery	110,805	215,670	245,300	268,487	370,005
604641	R&M Membrane Elements	176,823	21,240	49,500	-	79,500
604650	R&M Office Equip	900	-	3,000	1,700	14,600
604661	R&M Distribution System	156,680	208,641	185,000	197,000	248,600
604662	R&M Lift Station-Minor	211,386	110,527	200,000	200,000	190,400
604664	R&M Telemetry	32,487	69,845	72,400	72,400	98,600
604665	R&M Air Conditioning	1,899	14,724	10,000	7,500	10,000
604669	Landscape & Irrigation	-	-	2,500	2,500	2,500
604700	Printing & Binding Svcs	5,084	9,629	12,300	12,300	17,600
604870	Public Education	27,491	19,721	30,000	30,000	30,000
604889	Marketing & Promotions	-	-	-	-	10,000
604901	Credit Card Svcs Fees	287,144	299,516	390,000	390,000	300,000
604905	Bank Svcs Charges	54,818	48,779	60,000	60,000	48,800
604910	Advertising Costs	-	2,163	7,000	7,000	55,000
604915	Pmt in Lieu of Taxes	1,877,000	2,127,000	2,255,000	2,255,000	2,331,800
604916	Administrative Expense	2,347	684	4,500	4,500	4,300
604920	License & Permit Fees	40,667	52,873	129,500	99,500	114,475
604931	Recording Fees	90	-	1,500	1,500	1,500
604989	IT Internal Svcs Charge	566,500	548,600	814,900	814,900	957,300
604996	Admin Chg from Gen Fund	4,153,200	4,368,200	3,949,201	3,949,201	3,740,000
604997	Other Operating Expenses	16,017	24,458	15,400	16,631	52,000
604998	Contingency	-	2,745	151,000	52,795	705,000
605100	Office Supplies	14,657	17,064	24,500	26,800	26,950
605120	Computer Operating Expenses	16,952	13,959	15,700	24,013	22,300
605210	Water Meters	-	20,220	15,000	15,000	5,000
605220	Vehicle Fuel-On-Site	121,810	149,604	169,000	169,000	173,700
605225	Equip Gas Oil & Lube	66,108	48,700	55,900	115,900	92,700
605240	Uniforms Cost	38,264	35,171	72,800	73,650	54,100
605242	Protective Clothing and Shoes	20,387	27,632	31,700	31,700	31,700
605246	Safety Equipment Supplies	6,826	9,979	14,900	16,058	17,700
605250	Noncap Furn (Item less 5000)	4,904	2,839	7,800	15,998	23,300
605251	Noncap Equip (Item less 5000)	21,795	53,376	78,600	41,817	47,300
605280	Chemicals	979,499	980,308	1,244,100	1,333,600	1,394,892
605285	Lab Supplies	71,312	111,413	109,400	134,229	132,000
605290	Other Operating Supplies	74,962	64,292	94,200	97,181	118,392
605410	Subscriptions & Memberships	10,418	6,158	17,300	17,300	21,550
605500	Training-General	19,846	25,834	53,400	46,687	94,050
605510	Tuition Reimbursement	17,479	17,661	37,000	28,083	23,000
	Sub-Total	15,214,656	15,838,812	17,750,601	17,829,529	20,356,533

Utility Fund Expenditure Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Capital Improvement Program</u>						
606502	CIP-Plan/Design/Eng	592,126	410,189	300,000	1,252,842	123,333
606510	CIP-Construction	4,150,617	24,010,613	1,150,000	41,603,867	1,700,000
606810	CIP-Tech Software/Hardware	-	-	50,000	199,500	99,666
606501	CIP-Pre-Construction	524	-	-	-	-
606505	CIP-Permits	16,635	99,047	-	88,872	-
606511	CIP-Furniture Fixtures & Equip	193,372	211,764	200,000	638,056	750,000
606515	CIP-Professional Fees	13,080	-	-	-	-
606517	CIP-Implementation Fees	35,005	-	-	-	106,250
606520	CIP-Contingency	-	-	-	61,931	7,583
	Sub-Total	5,001,359	24,731,612	1,700,000	43,845,068	2,786,832
<u>Capital Asset Clearing</u>						
606900	Capital Asset Clearing Account	(5,337,661)	(24,604,364)	-	-	-
	Sub-Total	(5,337,661)	(24,604,364)	-	-	-
<u>Dept Capital Outlay</u>						
606360	Lift Station Rehab	161,251	44,561	78,600	112,639	-
606400	Machinery & Equipment	328,768	193,842	334,800	318,023	625,000
606440	Vehicles Purchase	195,541	91,406	187,200	581,453	487,000
606450	Radio Equipment	-	5,300	-	-	2,000
606470	Computer Equipment	-	6,995	-	-	-
	Sub-Total	685,559	342,104	600,600	1,012,116	1,114,000
<u>Grants & Aides</u>						
609501	Econom.Dev.Init.-Int. Loan	-	-	2,000,000	2,000,000	-
	Sub-Total	-	-	2,000,000	2,000,000	-
<u>Debt Service</u>						
607128	Princ-15 Util System Bond	465,000	490,000	480,000	480,000	515,000
607135	Prin-07 Util System Bond	1,127,825	1,172,150	-	-	-
607138	2017 Util Sys Rev Bd-Prin	-	-	950,000	950,000	1,030,000
607228	Int-15 Util System Bond	279,147	266,442	256,900	256,900	243,800
607235	Int-Util Sys Bond 07	1,504,699	183,805	-	-	-
607238	2017 Util Sys Rev Bd-Int	-	1,424,655	1,587,300	1,587,300	1,542,500
607240	Int-SRF Loans	-	23,457	-	-	-
607290	Int-Custom Deposits	10,002	11,979	1,000	1,000	12,000
607320	Cost Of Issuance	8,513	249,331	-	-	-
607322	Admin Costs	500	311,300	1,000	1,000	-
607324	Bond Discount Amortization	6,798	-	-	-	-
607999	Debt Svcs Clearing	(1,592,825)	(1,662,150)	-	-	-
	Sub-Total	1,809,660	2,470,968	3,276,200	3,276,200	3,343,300
<u>Depreciation</u>						
605915	Depreciation-Proprietary	8,571,017	8,699,072	-	-	-
	Sub-Total	8,571,017	8,699,072	-	-	-
<u>Other</u>						
609990	Appropriated Fund Balance	-	-	2,980,447	2,980,447	802,475
	Sub-Total	-	-	2,980,447	2,980,447	802,475
<u>Transfers</u>						
691413	Trfr To Utility Const Rev Bond	286,430	-	-	-	-
691414	Trfr To CIAC	522,000	526,600	530,400	530,400	530,500
	Sub-Total	808,430	526,600	530,400	530,400	530,500
Total		\$ 38,847,281	\$ 41,346,824	\$ 44,645,448	\$ 87,238,166	\$ 47,834,660





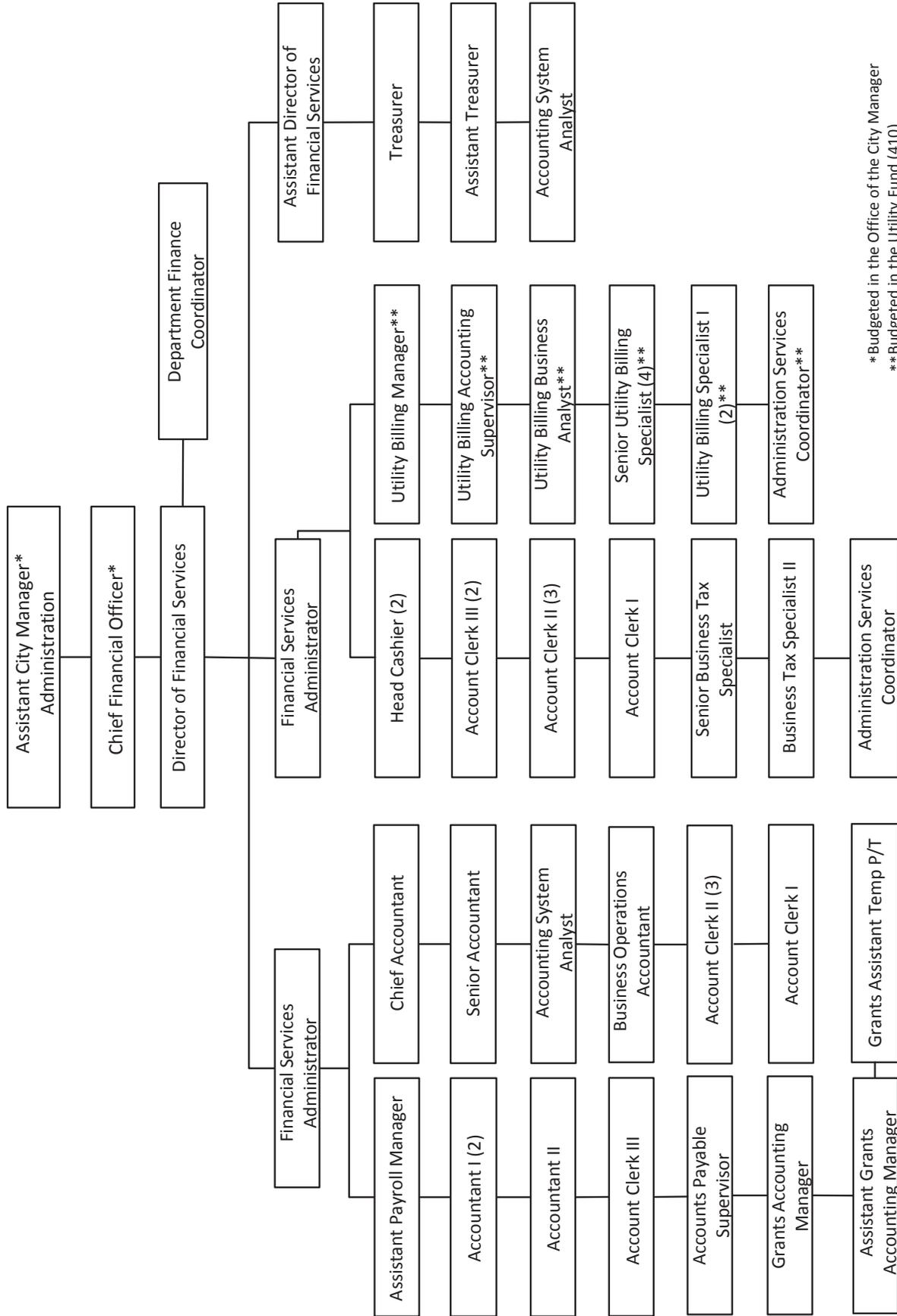
Utility Billing Financial Services Department

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 2019 Accomplishments

- Implemented New Customer Welcome Packages.
- Completed the Rollout of New Meter Installation.
- Assisted in the issuance of the FY 2018 Comprehensive Annual Financial Report (CAFR).

Program Revenues, Expenditures and Position Summary

	Object Code	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues						
New Occupant Account	343313	114,475	105,175	120,000	120,000	120,000
Delinquent Charge	343314	1,134,113	1,095,020	1,189,300	1,189,300	1,100,000
Other Service Charge	343315	90,638	82,917	100,000	100,000	100,000
Termination Fee	343322	118,250	106,700	150,000	150,000	110,000
Credit Card Fee	347345	283,818	304,883	390,000	390,000	300,000
Total		\$ 1,741,294	\$ 1,694,695	\$ 1,949,300	\$ 1,949,300	\$ 1,730,000
Expenditures by Program						
Utility Billing		\$ 1,400,735	\$ 1,405,626	\$ 1,634,300	\$ 1,634,300	\$ 1,783,950
Expenditures by Category						
Personnel Services		749,340	705,934	811,100	811,100	1,001,400
Operating Expense		651,395	699,692	823,200	823,200	782,550
Capital Outlay		-	-	-	-	-
Total		\$ 1,400,735	\$ 1,405,626	\$ 1,634,300	\$ 1,634,300	\$ 1,783,950
Positions by Program						
Utility Billing		8.50	9.00	9.00	9.00	10.00
Position Detail						
Account Clerk III		1.00	-	-	-	-
Administration Services Coordinator		-	-	-	1.00	1.00
Senior Utility Billing Specialist		1.00	5.00	5.00	4.00	4.00
Utility Billing Accounting Supervisor		-	-	-	1.00	1.00
Utility Billing Business Analyst		-	1.00	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	1.00	2.00
Utility Billing Specialist I - Part-time		0.50	-	-	-	-
Utility Billing Specialist II		4.00	-	-	-	-
Utility Billing Supervisor		1.00	1.00	1.00	-	-
Total FTE's		8.50	9.00	9.00	9.00	10.00



Utility Billing Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of Open Payment Arrangement reports issued for the fiscal year		Last Quarter Actual	1.00	0.00	
		YTD Actual	3.00	32.00	
		EOY Target	3.00	5.00	5.00
		% Target	100.00%	640.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	381,434.70	472,250.48	
		YTD Actual	1,405,626.00	1,494,139.81	
		EOY Target	1,591,500.00	1,634,300.00	1,783,950.00
		% Target	88.32%	91.42%	
		% Goal	100.00%	100.00%	
 Number of training sessions held/offered	 Improve supervisory leadership skills	Last Quarter Actual	0.00	1.00	
		YTD Actual	1.00	4.00	
		EOY Target	1.00	2.00	2.00
		% Target	100.00%	200.00%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Actual	381,434.70	472,250.48	
		YTD Actual	1,405,626.00	1,494,139.81	
		EOY Projection	1,647,087.96	1,623,997.00	1,783,950.00
		% Target	85.34%	92.00%	
		% Goal	100.00%	100.00%	
 Number of training sessions held/offered	 Career track to enhance staff training and development	Last Quarter Actual	0.00	1.00	
		YTD Actual	1.00	4.00	
		EOY Target	1.00	2.00	2.00
		% Target	100.00%	200.00%	
		% Goal	100.00%	100.00%	

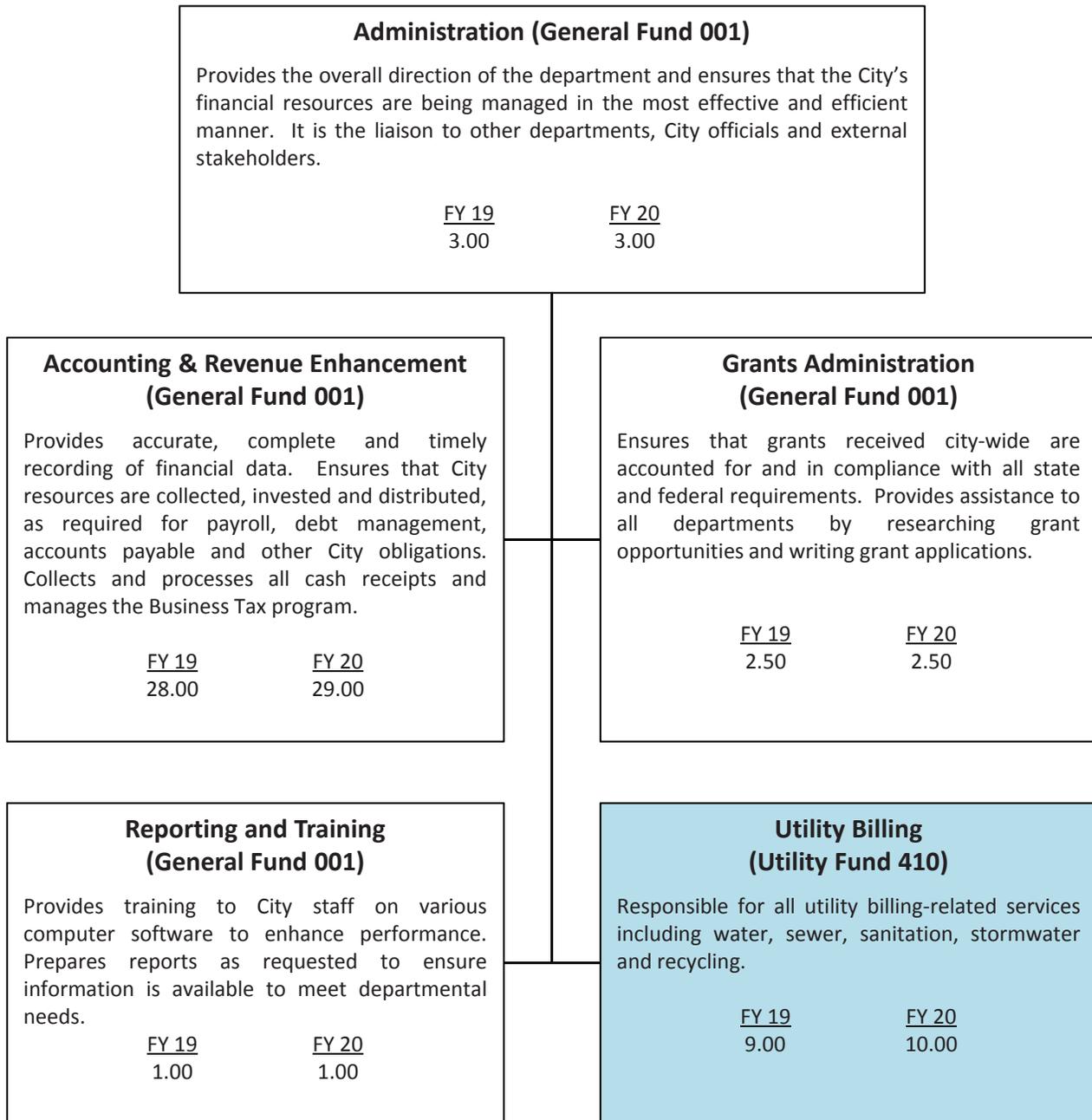
Utility Billing Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Revenues	 Finances	Last Quarter Actual	430,044.81	471,525.97	
		YTD Actual	1,694,695.00	1,633,852.17	
		EOY Target	1,933,200.00	1,949,300.00	1,730,000.00
		% Target	87.66%	83.82%	
		% Goal	100.00%	100.00%	
 Number of updates per fiscal year	 Maintain updated ownership records of water billing	Last Quarter Actual	0.00	0.00	
		YTD Actual	1.00	4.00	
		EOY Target	1.00	3.00	3.00
		% Target	100.00%	133.33%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	430,044.81	\$ 471,525.97	
		YTD Actual	1,694,695.00	\$ 1,633,852.17	
		EOY Projection	\$ 1,908,825.00	\$ 1,615,400.00	\$ 1,730,000.00
		% Target	88.78%	101.14%	
		% Goal	100.00%	100.00%	
 Test and Develop Plan to implement field computer tablets	 Improve service order updates by field technician	Last Quarter Actual	0%	20.00%	
		YTD Actual	100.00%	90.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	100.00%	90.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	461,064	434,161	514,300	514,300	567,300
601205	Lump Sum Payout - Accrued Time	28,624	13,403	17,300	17,300	23,700
601210	Non-Pensionable Earnings	-	-	-	-	5,800
601215	Communication Stipend	650	583	-	-	-
601220	Longevity Pay	1,136	1,269	1,400	1,400	1,500
601400	Overtime-General	4,315	5,843	5,000	5,000	25,000
601410	Overtime-Holiday	2,348	2,594	1,000	1,000	2,600
601412	Overtime-Emergency	842	213	-	-	200
602100	FICA & MICA	36,007	32,958	41,400	41,400	46,400
602210	Pension-General	47,335	53,403	70,000	70,000	86,800
602235	Pension-Senior Mgmt	16,988	18,972	23,400	23,400	40,500
602265	Pension-457	1,618	1,826	5,600	5,600	5,800
602300	Pmt In Lieu Of Insurance	6,001	6,001	6,200	6,200	6,200
602304	Health Insurance-PPO	-	10,299	14,500	14,500	-
602305	Health Insurance-HMO	87,601	75,260	78,700	78,700	119,000
602306	Dental Insurance-PPO	3,520	3,213	2,700	2,700	2,800
602307	Dental Insurance-HMO	908	677	1,100	1,100	1,300
602309	Basic Life Insurance	1,140	1,075	1,100	1,100	1,200
602311	Long-Term Disability Ins	626	551	700	700	800
602312	HDHP Aetna	-	-	-	-	31,300
602313	HSA Payflex	-	-	-	-	5,400
602400	Workers' Compensation	24,600	24,000	26,700	26,700	27,800
602600	OPEB	24,016	19,631	-	-	-
	Sub-Total	749,340	705,934	811,100	811,100	1,001,400
<u>Operating Expense</u>						
603190	Prof Svcs-Other	66,726	85,673	126,900	77,000	100,000
603200	Audit Fees	47,280	44,600	40,000	43,000	40,000
603425	Software License & Maint	3,254	1,806	4,000	2,300	4,000
603470	Temporary Help	-	15,782	-	43,000	30,000
604001	Travel & Training	2,199	5,717	8,000	1,500	8,000
604200	Postage	207,693	211,771	220,000	220,000	231,000
604301	Electricity Svcs	4,597	3,966	4,700	4,700	4,700
604440	Leased Copiers	3,485	-	-	-	-
604500	Risk Internal Svcs Charge	23,100	22,400	17,300	17,300	12,500
604550	Health Ins Internal Serv Chg	-	-	-	-	26,000
604650	R&M Office Equip	125	-	1,000	-	500
604700	Printing & Binding Svcs	997	1,841	1,000	1,000	2,500
604901	Credit Card Svcs Fees	287,144	291,183	390,000	390,000	300,000
604931	Recording Fees	90	-	1,500	1,500	1,500
605100	Office Supplies	1,739	3,003	4,300	4,300	4,400
605120	Computer Operating Expenses	1,389	9,647	1,900	7,000	7,500
605240	Uniforms Cost	470	320	600	600	600
605250	Noncap Furn (Item less 5000)	913	1,800	1,200	9,200	3,200
605290	Other Operating Supplies	193	147	800	800	2,000
605410	Subscriptions & Memberships	-	35	-	-	150
605510	Tuition Reimbursement	-	-	-	-	4,000
	Sub-Total	651,395	699,692	823,200	823,200	782,550
Total		\$ 1,400,735	\$ 1,405,626	\$ 1,634,300	\$ 1,634,300	\$ 1,783,950



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. \$25,000 - 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
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 charges incurred for the mailing of utility bills, late notices and customer communication including those sent to the Lockbox processor and subsequently re-routed to the Utility Billing department for follow up. US Postal service charges for providing customer address updates/changes are also recorded in this account.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
604500	Risk Internal Svcs Charge	This 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. This includes an additional \$2,000 for a standard workstation and monitor for the new approved Utility Billing Specialist I FTE 1.0.

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. \$2,400- (CDW 2 Monitors \$700; Office Depot (File Cabinet) \$800; CDW (Scanners) \$900. \$800 - (Desk and chair for a new approved Utility Billing Specialist I FTE 1.0 \$800).
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 new approved Utility Billing Specialist I FTE 1.0.
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





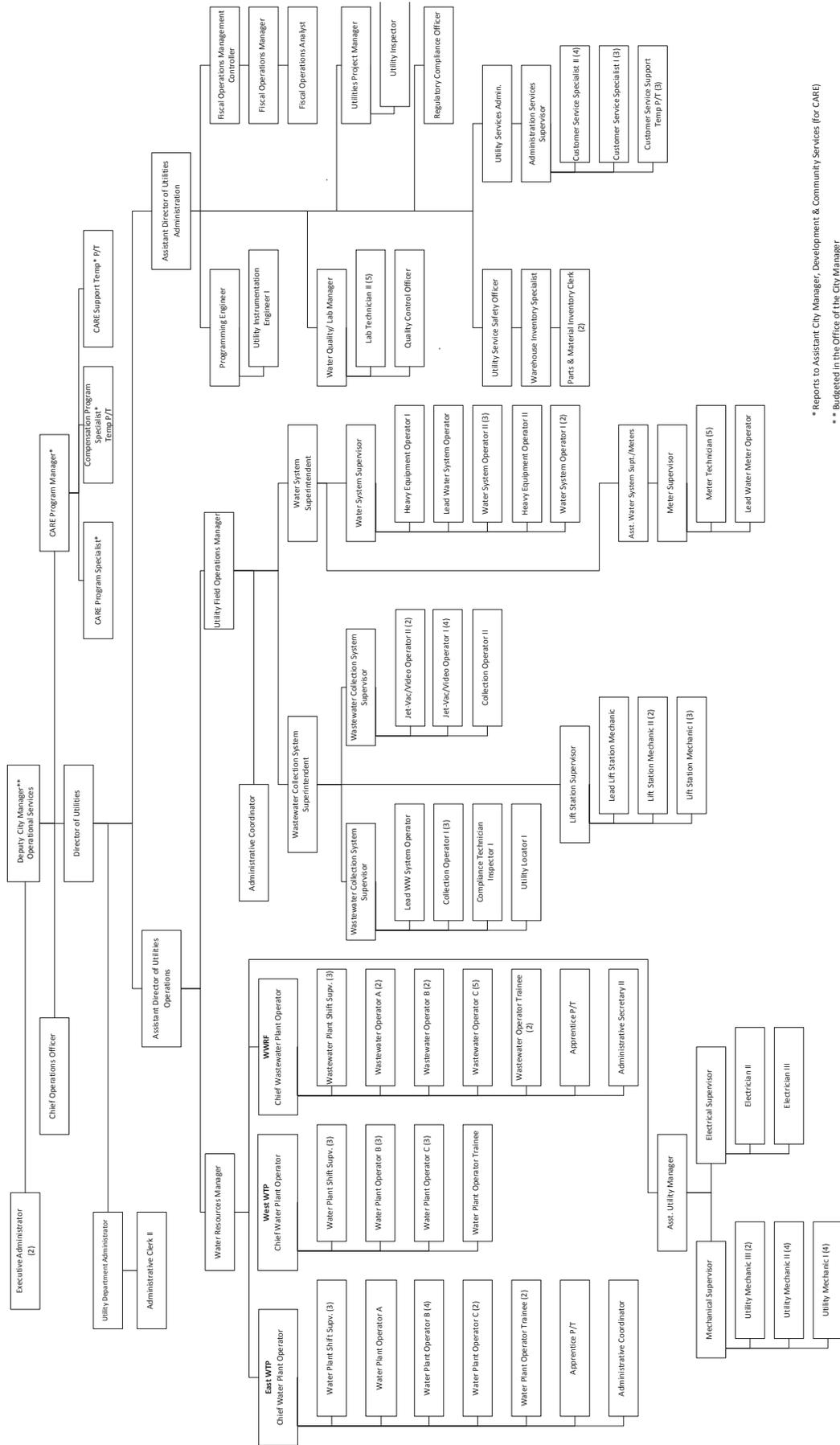
Utilities Department

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.

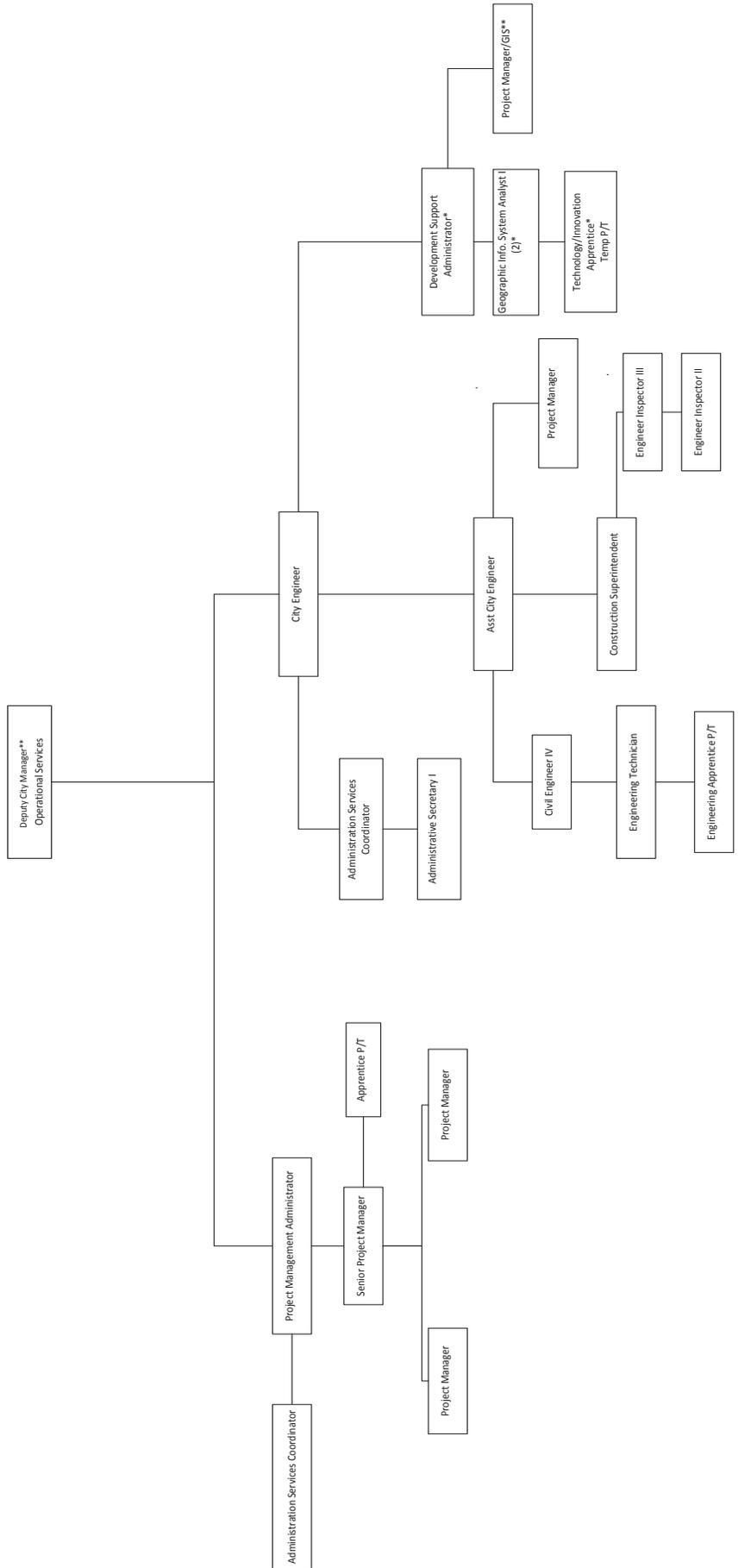


Utilities Organizational Chart



* Reports to Assistant City Manager, Development & Community Services (for CARE)
 ** Budgeted in the Office of the City Manager

Utilities Organizational Chart



* Reports to Economic & Business Development

** Budgeted in 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 162 budgeted positions, 157 full-time, 5 (2.5 FTE's) part-time and 5 (2.5 FTE's) 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 and Distribution Maintenance
8. Water Accountability
9. Wastewater Collection Maintenance
10. Water and Wastewater Quality Control
11. Support Services
12. Engineering & Strategic Development

FY 2019 Accomplishments

- Rehabilitation of Lift Station No.3.
- Sewer Line Rehabilitation in Historic Miramar (Basin Areas 00D, 00G & 0020).
- City-wide water service line repairs detected by Leak Detection Program (+/- 220 repairs, approximately 400,000 gallons of water saved per day).
- AMI Pilot Program: Installation of the Base Station at the East Water Tank, 97% of the converted meters in Cycle 1 have been captured through the Fixed Base.
- 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 Reclaimed Water Expansion I-75/Piping Project - Phase IA.
- Completed construction of the Historic Miramar Fire Hydrant and Lines Project.
- Completed construction of the Miramar East Water Treatment Plant Expansion Project - Phase 2.
- Completion of Historic Downtown Revitalization Project.
- Completion of Historic Miramar Complete Streets Phase 2 project.
- Issued over 100 combined construction, utility and site work permits for private developments and utility companies.
- Collected over \$1.2M in permit fees.
- Performed over 1,000 inspections.
- Collected over \$1.5M in water and sewer impact fees.
- Collected over \$1.6M in Park impact fee.
- Submitted 5 Complete Streets and Localized Initiatives Program (CSLIP) grant applications, totaling to approximately \$11M; for which we received ranking approval for 2, totaling to approximately \$4.5M.
- Submitted 1 Safe Routes to School (SRTS) grant application for \$1M.
- Completion of 2,500 L.F. of precast concrete Barrier Wall and Landscaping on Miramar Blvd.
- Completion of the Cities first Digital Marquee Sign at Miramar Regional Park.
- Completion of Lakeshore Park.
- Ground Breaking Ceremony for new State-of-the-art Public Safety Complex.

Program Revenue, Expenditures and Positions Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Water Treatment & Supply	-	(455)	-	-	-
Water & Wastewater Quality Control	210	-	-	-	-
Engineering Services	-	-	803,750	803,750	1,267,000
Total	\$ 210	\$ (455)	\$ 803,750	\$ 803,750	\$ 1,267,000

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Expenditures by Program					
Administration	2,276,106	2,565,094	2,687,900	2,709,275	3,068,627
Office of Operational Services	978,279	1,156,695	1,519,300	1,517,305	2,062,600
Electrical Instrumentation & Control	881,688	950,617	983,200	1,064,140	1,146,400
Water Treatment & Supply	4,846,752	4,681,763	5,618,000	5,511,686	6,373,991
Wastewater Treatment & Disposal	3,315,222	3,440,815	4,086,400	4,143,866	5,290,861
Plant Maintenance	716,142	828,742	892,200	927,580	1,344,075
Water Transmission & Distribution Maintenance	1,176,159	1,364,349	1,531,700	1,644,480	1,601,800
Water Accountability	1,016,709	1,071,123	1,064,300	1,082,865	1,310,600
Wastewater Collection Maintenance	3,887,031	3,876,203	3,752,800	3,968,836	4,582,809
Water & Wastewater Quality Control	896,138	980,840	1,074,900	1,088,317	1,387,500
Support Services	-	6	1,142,300	1,142,300	880,400
Engineering & Strategic Development	-	-	1,000,500	1,000,500	1,935,040
Total	\$ 19,990,228	\$ 20,916,248	\$ 25,353,500	\$ 25,801,150	\$ 30,984,703

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Expenditures by Category					
Personnel Services	11,425,492	12,560,936	14,996,100	14,953,306	17,899,620
Operating Expense	7,879,176	8,013,208	9,756,800	9,835,728	11,971,083
Capital Outlay	685,559	342,104	600,600	1,012,116	1,114,000
Total	\$ 19,990,228	\$ 20,916,248	\$ 25,353,500	\$ 25,801,150	\$ 30,984,703

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Positions by Program					
Administration	14.00	15.00	15.00	22.50	20.50
Office of Operational Services	12.00	14.00	14.00	14.00	14.00
Electrical Instrumentation & Control	5.00	5.00	5.00	5.00	6.00
Water Treatment & Supply (East-12 & West-11)	23.00	23.00	25.00	24.00	24.00
Wastewater Treatment & Disposal	14.00	14.00	16.00	15.00	15.00
Plant Maintenance	7.00	7.00	7.00	11.00	11.00
Water Transmission & Distribution Maintenance	11.00	10.00	10.00	10.00	10.00
Water Accountability	8.00	8.00	8.00	8.00	8.00
Wastewater Collection Maintenance	25.00	24.00	24.00	24.00	24.00
Water & Wastewater Quality Control	7.00	7.00	7.00	7.00	8.00
Support Services	-	-	7.50	7.50	6.50
Engineering & Strategic Development	-	-	8.50	9.50	15.00
Total	126.00	127.00	147.00	157.50	162.00

Utilities

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Administrative Clerk II	-	-	-	2.00	1.00
Administrative Coordinator	-	-	-	2.00	2.00
Administration Services Coordinator	-	-	2.00	2.00	2.00
Administration Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary I	-	-	-	-	1.00
Administrative Secretary II	4.00	2.00	2.00	1.00	1.00
Apprentice - Part-time (3)	1.00	1.00	1.50	1.50	1.50
Assistant City Engineer	-	-	1.00	1.00	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
C.A.R.E. Program Manager	-	-	-	1.00	1.00
C.A.R.E. Program Specialist	-	-	-	-	1.00
C.A.R.E. Support - Temp Part-time	-	-	-	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
Civil Engineer IV*	-	-	1.00	1.00	1.00
Collection Operator I	4.00	4.00	4.00	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
Compliance Technician Inspector I	1.00	1.00	1.00	1.00	1.00
Construction Superintendent	-	-	1.00	1.00	1.00
Customer Contact & Marketing Relations Manager	-	1.00	-	-	-
Customer Service Specialist I	2.00	2.00	2.00	3.00	3.00
Customer Service Specialist II	5.00	5.00	5.00	4.00	4.00
Customer Service Support - Temp Part-time (3)	-	-	-	1.50	1.50
Department Administrator	-	1.00	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
Electrician III	1.00	1.00	1.00	1.00	1.00
Engineer Inspector I	-	-	1.00	1.00	-
Engineer Inspector II	-	-	-	-	1.00
Engineer Inspector III	-	-	1.00	1.00	1.00
Engineering Apprentice - Part-time	-	-	0.50	0.50	0.50
Engineering Technician	-	-	1.00	1.00	1.00
Executive Administrator	1.00	1.00	1.00	2.00	2.00
Fiscal Operations Analyst	-	1.00	1.00	1.00	1.00
Fiscal Operations Management Controller	-	-	1.00	1.00	1.00
Fiscal Operations Manager	1.00	1.00	1.00	1.00	1.00
GIS Analyst I	-	-	-	-	2.00
GIS Analyst II	1.00	-	-	-	-
Heavy Equipment Operator I	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator II	1.00	1.00	1.00	1.00	1.00
Jet-Vac/Video Operator I	3.00	3.00	3.00	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 Lift Station Mechanic	1.00	1.00	1.00	1.00	1.00
Lead Wastewater System Operator	1.00	1.00	1.00	1.00	1.00
Lead Water Meter Operator	1.00	1.00	1.00	1.00	1.00



Utilities

Position Detail	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Lead Water System Operator	1.00	1.00	1.00	1.00	1.00
Lift Station Mechanic I	3.00	3.00	3.00	3.00	3.00
Lift Station Mechanic II	2.00	2.00	2.00	2.00	2.00
Lift Station Supervisor	1.00	1.00	1.00	1.00	1.00
Mechanical Supervisor	1.00	1.00	1.00	1.00	1.00
Meter Supervisor	1.00	1.00	1.00	1.00	1.00
Meter Technician	5.00	5.00	5.00	5.00	5.00
Operations & Logistics Manager	-	-	1.00	-	-
Parts & Material Inventory Clerk	2.00	2.00	2.00	2.00	2.00
Programming Engineer	1.00	1.00	1.00	1.00	1.00
Project Management Administrator	-	-	1.00	1.00	1.00
Project Manager	-	-	3.00	3.00	3.00
Project Manager/GIS	-	1.00	1.00	1.00	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 Manager	-	-	1.00	1.00	1.00
Technology/Innovation Apprentice - Part-time	-	-	-	-	0.50
Utilities Department Administrator	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	-	-
Utilities Project Manager	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 Inspector	1.00	1.00	1.00	1.00	1.00
Utility Instrumentation Engineer I	1.00	1.00	1.00	1.00	1.00
Utility Locator I	1.00	1.00	1.00	1.00	1.00
Utility Mechanic I	2.00	2.00	2.00	4.00	4.00
Utility Mechanic II	2.00	2.00	2.00	4.00	4.00
Utility Mechanic III	2.00	2.00	2.00	2.00	2.00
Utility Service Administrator	2.00	2.00	2.00	1.00	1.00
Utility Service Safety Officer	-	-	-	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	4.00	2.00	2.00	2.00	2.00
Wastewater Operator C	2.00	5.00	5.00	5.00	5.00
Wastewater Operator Trainee	1.00	-	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
Water Plant Operator B	6.00	7.00	7.00	7.00	7.00
Water Plant Operator C	7.00	7.00	7.00	5.00	5.00
Water Plant Operator Trainee	-	-	2.00	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	2.00
Water System Operator II	3.00	3.00	3.00	3.00	3.00
Water System Superintendent	1.00	1.00	1.00	1.00	1.00
Water System Supervisor	1.00	1.00	1.00	1.00	1.00
Total FTE's	126.00	127.00	147.00	157.50	162.00

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

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of calls into the call center	 Provide Quality Customer Service	Last Quarter Actual	14,535.00	21,215.00	
		YTD Actual	64,262.00	73,648.00	
		EOY Target	0.00	60,000.00	60,000.00
		% Target		122.75%	
		% Goal	100.00%	100.00%	
 Number of e-mails into the call center	 Provide Quality Customer Service	Last Quarter Actual	3,308.00	1,534.00	
		YTD Actual	13,885.00	7,495.00	
		EOY Target	0.00	12,000.00	12,000.00
		% Target		62.46%	
		% Goal	100.00%	100.00%	
 Average Customer Wait Time to Answer Calls	 Provide Quality Customer Service	Last Quarter Actual	122.00	72.00	
		YTD Actual	108.25	96.25	
		EOY Target	120.00	120.00	120.00
		% Target	90.21%	80.21%	
		% Goal	100.00%	100.00%	
 Number of after hours calls	 Provide Quality Customer Service	Last Quarter Actual	1,408.00	1,463.00	
		YTD Actual	3,741.00	4,619.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of field assessments	 Provide Quality Customer Service	Last Quarter Actual	35.00	54.00	
		YTD Actual	196.00	205.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of Requests Entered	 Promote Accountability by Monitoring the Volume of Work-Orders	Last Quarter Actual	1,434.00	1,055.00	
		YTD Actual	5,107.00	16,066.00	
		EOY Target			
		% Target			
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Percentage of calls answered within two minutes threshold		Last Quarter Actual	90.00%	0%	
		YTD Actual	89.50%	22.38%	
		EOY Target	90.00%	90.00%	90.00%
		% Target	99.44%	24.86%	
		% Goal	100.00%	100.00%	
 Customer service training	 Continued Customer Service Improvements	Last Quarter Actual	4.00	3.00	
		YTD Actual	9.00	15.00	
		EOY Target	4.00	4.00	4.00
		% Target	225.00%	375.00%	
		% Goal	100.00%	100.00%	
 Outreach Events	 Engage Stakeholders in Water Resource Systems, Protection and Conservation Endeavors	Last Quarter Actual	5.00	4.00	
		YTD Actual	28.00	19.00	
		EOY Target	16.00	16.00	16.00
		% Target	175.00%	118.75%	
		% Goal	100.00%	100.00%	
 Proficiency evaluations	 Continued Customer Service Improvements	Last Quarter Actual	2.00	3.00	
		YTD Actual	16.00	6.00	
		EOY Target	12.00	12.00	12.00
		% Target	133.33%	50.00%	
		% Goal	100.00%	100.00%	
 % of Work Orders Completed		Last Quarter Actual	98.00%	1,234.00%	
		YTD Actual	93.25%	1,234.00%	
		EOY Target	90.00%	90.00%	90.00%
		% Target	103.61%	1,371.11%	
		% Goal	100.00%	100.00%	
 Number of meter turn-offs and turn-ons	Promote Accountability by  Monitoring the Volume of Work-Orders	Last Quarter Actual	3,908.00	2,199.00	
		YTD Actual	14,699.00	8,817.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of water accounts read	Promote Accountability by  Monitoring the Volume of Work-Orders	Last Quarter Actual	34,049.00	34,094.00	
		YTD Actual	34,036.75	34,078.25	
		EOY Target	34,359.00	34,359.00	34,359.00
		% Target	99.06%	99.18%	
		% Goal	100.00%	100.00%	
 Percent of zero meters recorded	Promote Accountability by  Monitoring the Volume of Work-Orders	Last Quarter Actual	5.00%	5.00%	
		YTD Actual	3.58%	4.75%	
		EOY Target	5.00%	5.00%	5.00%
		% Target	71.50%	95.00%	
		% Goal	100.00%	100.00%	
 Number of water leaks reported	 Monitor and Trend System Corrective Actions	Last Quarter Actual	311.00	201.00	
		YTD Actual	1,096.00	854.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of service line leaks repaired	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual		100.00	
		YTD Actual		593.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	0%	0%	
 Number of sewer blockage calls	 Monitor and Trend System Corrective Actions	Last Quarter Actual	68.00	20.00	
		YTD Actual	317.00	306.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of fire hydrants repaired	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	10.00	4.00	
		YTD Actual	27.00	49.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	



Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of fire hydrants flushed	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	30.00	98.00	
		YTD Actual	88.00	194.00	
		EOY Target	80.00	100.00	100.00
		% Target	110.00%	194.00%	
		% Goal	100.00%	100.00%	
 Water Distribution Valves exercised	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	261.00	132.00	
		YTD Actual	651.00	446.00	
		EOY Target	700.00	700.00	700.00
		% Target	93.00%	63.71%	
		% Goal	100.00%	100.00%	
 Wastewater Mainline Valves Exercised	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	29.00	12.00	
		YTD Actual	100.00	78.00	
		EOY Target	100.00	100.00	100.00
		% Target	100.00%	78.00%	
		% Goal	100.00%	100.00%	
 Linear feet of sewer lines cleaned	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	5,000.00	4,200.00	
		YTD Actual	22,195.00	14,800.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of manholes inspected/cleaned	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	15.00	12.00	
		YTD Actual	160.00	126.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of underground locate requests	 Monitor and Trend System Corrective Actions	Last Quarter Actual	1,735.00	1,640.00	
		YTD Actual	6,168.00	6,044.00	
		EOY Target	0.00	0.00	
		% Target			
		% Goal	25.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Number of SCADA generated lift station alarms and inspections	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter Actual	306.00	415.00	
		YTD Actual	1,045.00	624.00	
		EOY Target	0.00		
		% Target			
		% Goal	100.00%	100.00%	
 % of Underground Locate Requests Conducted within the Mandatory 2 business		Last Quarter 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 Non-Emergency service line repaired completed in 14 days	 Ensure the operational readiness of the transmission, distribution and collection systems	Last Quarter 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	Last Quarter 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	Last Quarter Actual	98.00%	98.00%	
		YTD Actual	98.00%	98.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	98.00%	98.00%	
		% Goal	100.00%	100.00%	
 Compliance with Drinking Water Standards (% Days)	 Compliance with permitted conditions	Last Quarter Actual	100.00		
		YTD Actual	98.00		
		EOY Target	100.00	100.00	100.00
		% Target	98.00%		
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Compliance with Wastewater Standards (% quarterly)	 Compliance with permitted conditions	Last Quarter Actual	100.00		
		YTD Actual	100.00		
		EOY Target	100.00	100.00	100.00
		% Target	100.00%		
		% Goal	100.00%	100.00%	
 Number of lab tests for plants and water main clearances	 Provide quality testing/lab services	Last Quarter Actual	3,949.00		
		YTD Actual	13,621.00		
		EOY Target	7,500.00	13,000.00	13,000.00
		% Target	181.61%		
		% Goal	100.00%	100.00%	
 Number of water quality complaints	 Monitor and Trend System Corrective Actions	Last Quarter Actual	36.00		
		YTD Actual	110.00		
		EOY Target	0.00	0.00	
		% Target			
		% Goal	100.00%	100.00%	
 Number of water quality tests	 Provide quality testing/lab services	Last Quarter Actual	4,172.00		
		YTD Actual	15,499.00		
		EOY Target	9,000.00	15,000.00	15,000.00
		% Target	172.21%		
		% Goal	100.00%	100.00%	
 20-YR Water Use Permit (WUP) Compliance Rate (in percent %)	 Compliance with permitted conditions	Last Quarter Actual	100.00		
		YTD Actual	100.00		
		EOY Target	100.00	100.00	100.00
		% Target	100.00%		
		% Goal	100.00%	100.00%	
 Total wastewater flow treated vs. permitted capacity	 Ensure safe wastewater treatment and disposal services	Last Quarter Actual	78.00%		
		YTD Actual	76.50%		
		EOY Target	90.00%	90.00%	90.00%
		% Target	85.00%		
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Average effluent disposed vs. treated capacity (deep wells)	 Ensure safe wastewater treatment and disposal services	Last Quarter Actual	57.00%		
		YTD Actual	54.75%		
		EOY Target	65.00%	50.00%	50.00%
		% Target	84.23%		
		% Goal	100.00%	100.00%	
 Percent of reclaimed water utilized	 Ensure Safe & Sustainable Water Supply	Last Quarter Actual	100.00%		
		YTD Actual	99.50%		
		EOY Target	100.00%	100.00%	100.00%
		% Target	99.50%		
		% Goal	100.00%	100.00%	
 Average daily water demand vs. permitted capacity	 Ensure Safe & Sustainable Water Supply	Last Quarter Actual	79.00%		
		YTD Actual	78.75%		
		EOY Target	100.00%	85.00%	85.00%
		% Target	78.75%		
		% Goal	100.00%	100.00%	
 Number of safety training sessions classes	 Promote a Safe and Productive Environment	Last Quarter Actual	4.00		
		YTD Actual	35.00		
		EOY Target	20.00	30.00	30.00
		% Target	175.00%		
		% Goal	100.00%	100.00%	
 Number of full staff meetings to disseminate information	 Promote a Safe and Productive Environment	Last Quarter Actual	3.00		
		YTD Actual	9.00		
		EOY Target	10.00	10.00	10.00
		% Target	90.00%		
		% Goal	100.00%	100.00%	
 East Water Treatment Plant Renovation Project Construction completed %		Last Quarter Actual	4.00%	3.75%	
		YTD Actual	75.00%	98.00%	
		EOY Target	60.00%	100.00%	100.00%
		% Target	125.00%	98.00%	
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 East Water Treatment Plant Renovation Project Construction Budget Expended		Last Quarter Actual	\$ 3,046,569.65	\$ 1,031,000.00	
		YTD Actual	\$ 15,433,107.25	\$ 28,475,493.00	
		EOY Target	\$ 16,000,000.00	\$ 30,540,000.00	\$ 30,540,000.00
		% Target	96.46%	93.24%	
		% Goal	100.00%	100.00%	
 Huntington Well % of Design Budget Expended		Last Quarter Actual	0%	0%	
		YTD Actual	0%	2.50%	
		EOY Target	75.00%	30.00%	30.00%
		% Target	0%	8.33%	
		% Goal	100.00%	100.00%	
 Huntington Well % of Design Completed		Last Quarter Actual	5.00%	30.00%	
		YTD Actual	1.25%	22.50%	
		EOY Target	75.00%	100.00%	100.00%
		% Target	1.67%	22.50%	
		% Goal	100.00%	100.00%	
 Historic Miramar Fire Hydrant and Lines Improvements Project Construction		Last Quarter Actual	1.00%	99.00%	
		YTD Actual	92.00%	394.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	92.00%	394.00%	
		% Goal	100.00%	100.00%	
 Historic Miramar Fire Hydrant and Lines Improvements Project Construction Budget		Last Quarter Actual	\$ 257,766.00	\$ 189,169.00	
		YTD Actual	\$ 4,372,293.00	\$ 6,515,526.00	
		EOY Target	\$ 5,389,122.00	\$ 7,998,607.00	
		% Target	81.13%	81.46%	
		% Goal	100.00%	100.00%	
 Historic Miramar Infrastructure Improvement Phase III Wastewater Construction Budget Expended		Last Quarter Actual	\$ 682,320.00	\$ 1,409,400.00	
		YTD Actual	\$ 1,523,448.00	\$ 4,791,731.00	
		EOY Target	\$ 3,267,699.00	\$ 7,000,035.00	\$ 7,000,035.00
		% Target	46.62%	68.45%	
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Historic Miramar Infrastructure Improvement Phase III Stormwater Construction Budget Expended		Last Quarter Actual	\$ 369,835.00	\$ 576,059.00	
		YTD Actual	\$ 1,857,575.00	\$ 6,789,143.00	
		EOY Target	\$ 4,036,671.75	\$ 8,655,297.00	\$ 8,655,297.00
		% Target	46.02%	78.44%	
		% Goal	100.00%	100.00%	
 Historic Miramar Infrastructure Improvement Phase III Water Construction		Last Quarter Actual	\$ 21,474.00	\$ 1,447,236.00	
		YTD Actual	\$ 2,219,215.00	\$ 6,104,481.00	
		EOY Target	\$ 3,184,014.00	\$ 6,700,000.00	\$ 6,700,000.00
		% Target	69.70%	91.11%	
		% Goal	100.00%	100.00%	
 Miramar Historic Infrastructure Improvement Project - Phase III ,% of		Last Quarter Actual	30.00%	95.00%	
		YTD Actual	17.50%	74.50%	
		EOY Target	50.00%	100.00%	100.00%
		% Target	35.00%	74.50%	
		% Goal	100.00%	100.00%	
 West Water Treatment Plant Improvements % of Design completed		Last Quarter Actual	15.00%	70.00%	
		YTD Actual	5.00%	65.00%	
		EOY Target	75.00%	100.00%	100.00%
		% Target	6.67%	65.00%	
		% Goal	50.00%	100.00%	
 West Water Treatment Plant Improvements % of Design Budget Expended		Last Quarter Actual	15.00%	70.00%	
		YTD Actual	5.00%	42.50%	
		EOY Target	75.00%	100.00%	100.00%
		% Target	6.67%	42.50%	
		% Goal	100.00%	100.00%	
 WWRF Reclaimed Water Distribution System Expansion % of Design Completed		Last Quarter Actual		100.00%	
		YTD Actual		100.00%	
		EOY Target	100.00%	100.00%	100.00%
		% Target		100.00%	
		% Goal	100.00%	100.00%	

Utilities Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 WWRF Reclaimed Water Distribution System Expansion % of Budget Expended		Last Quarter Actual	100.00%	90.00%	
		YTD Actual	100.00%	90.00%	
		EOY Target	100.00%	100.00%	
		% Target	100.00%	90.00%	
		% Goal	100.00%	100.00%	
 ENG-Number of days from permit submittal to plan review	 ENG—Complete permit plan reviews to assist developers	Last Quarter Actual	5.00	5.00	
		YTD Actual	5.00	4.00	
		EOY Target	5.00	5.00	5.00
		% Target	100.00%	80.00%	
		% Goal	100.00%	80.00%	
 ENG/SS -Enhance communication amongst staff; conduct 20 staff meetings in	 ENG/SS - Conduct bi-weekly meetings with all staff to discuss project status and related items.	Last Quarter Actual	3.00	5.00	
		YTD Actual	20.00	20.00	
		EOY Target	20.00	20.00	20.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	90.00%	
 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.	Last Quarter Actual	2.00	0.00	
		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 FY19 within budget	 ENG/SS - Monitor construction costs to deliver completed projects within allocated funding.	Last Quarter 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 FY19 CIP Projects underway	 ENG/ SS - Total percentage of CIP Projects identified for FY 19 that have been initiated and on-going.	Last Quarter 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

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 ENG/SS - Percentage of CIP Projects designed within allocated contract time in FY19	 ENG/SS - Monitor CIP Projects Design Within Allocated Contract Time	Last Quarter Actual	100.00%	100.00%	
		YTD Actual	97.50%	98.88%	
		EOY Target	100.00%	100.00%	100.00%
		% Target	97.50%	98.88%	
		% Goal	100.00%	100.00%	
 ENG/SS - Number of CIP Projects scheduled for completion in FY19	 ENG/SS - Monitor CIP Projects Design Within Allocated Contract Time	Last Quarter Actual	3.00	3.00	
		YTD Actual	10.00	10.00	
		EOY Target	10.00	10.00	10.00
		% Target	100.00%	100.00%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 ENG/SS -Finances	Last Quarter Actual	5,547,144.29	14,295,364.36	
		YTD Actual	39,941,199.00	46,093,377.98	
		EOY Projection	80,514,156.79	82,876,155.00	46,050,710.00
		% Target	49.61%	55.62%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 ENG/SS -Finances	Last Quarter Actual	5,547,144.29	14,295,364.36	
		YTD Actual	39,941,199.00	46,093,377.98	
		EOY Target	73,846,380.28	69,644,914.65	46,050,710.00
		% Target	54.09%	66.18%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 ENG/SS -Finances	Last Quarter Actual	26,936,797.88	13,599,468.16	
		YTD Actual	55,492,019.00	45,134,126.13	
		EOY Projection	42,651,244.34	60,392,590.00	47,834,660.00
		% Target	130.11%	74.73%	
		% Goal	80.00%	100.00%	
 Meets budget target - Revenues	 ENG/SS -Finances	Last Quarter Actual	26,936,797.88	13,599,468.16	
		YTD Actual	55,492,019.00	45,134,126.13	
		EOY Target	86,507,656.28	85,288,865.65	47,834,660.00
		% Target	64.15%	52.92%	
		% Goal	80.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 19</u> 15.00	<u>FY 20</u> 20.50
<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 19</u> <u>FY 20</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 19</u> <u>FY 20</u> 25.00 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 19</u> <u>FY 20</u> 5.00 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 19</u> <u>FY 20</u> 16.00 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 19</u> <u>FY 20</u> 7.00 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 19</u> <u>FY 20</u> 10.00 10.00</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 19</u> <u>FY 20</u> 7.00 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 19</u> <u>FY 20</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 19</u> <u>FY 20</u> 7.50 6.50</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 19</u> <u>FY 20</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 19</u> <u>FY 20</u> 8.50 15.00</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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	1,613,595	1,846,902	1,886,300	1,867,300	2,198,400
Operating Expense	644,729	686,443	794,000	822,045	870,227
Capital Outlay	17,782	31,748	7,600	19,930	-
Total	\$ 2,276,106	\$ 2,565,094	\$ 2,687,900	\$ 2,709,275	\$ 3,068,627

Percent of Time by Position

Administrative Clerk II	-	-	-	2.00	1.00
Administrative Coordinator	-	-	-	2.00	2.00
Administrative Secretary II	1.00	-	-	-	-
Assistant Director of Utilities	2.00	2.00	2.00	2.00	2.00
C.A.R.E. Program Manager	-	-	-	1.00	1.00
C.A.R.E. Program Support - Temp Part-time	-	-	-	0.50	0.50
C.A.R.E. Support - Temp Part-time	-	-	-	0.50	0.50
Customer Service Specialist I	-	-	-	1.00	1.00
Customer Service Support - Temp Part-time (3)	-	-	-	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
Fiscal Operations Manager	1.00	1.00	1.00	1.00	1.00
GIS Analyst II	1.00	-	-	-	-
Parts & Material Inventory Clerk	2.00	2.00	2.00	2.00	2.00
Project Manager/GIS	-	1.00	1.00	1.00	-
Utilities Project Manager	-	1.00	1.00	1.00	1.00
Utilities Department Administrator	1.00	1.00	1.00	1.00	1.00
Utility Engineer	1.00	1.00	1.00	-	-
Utility Inspector	1.00	1.00	1.00	1.00	1.00
Utility Service Administrator	1.00	1.00	1.00	-	-
Utility Service Safety Officer	-	-	-	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	14.00	15.00	15.00	22.50	20.50



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	840,878	1,110,326	1,353,700	1,353,700	1,647,000
Operating Expense	137,402	46,368	165,600	143,675	415,600
Capital Outlay	-	-	-	19,930	-
Total	\$ 978,279	\$ 1,156,695	\$ 1,519,300	\$ 1,517,305	\$ 2,062,600

Percent of Time by Position

Administration Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary II	-	-	-	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	5.00	5.00	4.00	4.00
Department Administrator	-	1.00	1.00	-	-
Executive Administrator	1.00	1.00	1.00	2.00	2.00
Fiscal Operations Management Controller	-	-	1.00	1.00	1.00
Utility Service Administrator	1.00	1.00	1.00	1.00	1.00
Total	12.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures						
Personnel Services		588,054	620,156	632,000	632,000	739,000
Operating Expense		196,512	330,461	291,200	366,200	326,400
Capital Outlay		97,123	-	60,000	65,940	81,000
Total		\$ 881,688	\$ 950,617	\$ 983,200	\$ 1,064,140	\$ 1,146,400

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
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	5.00	5.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Backflow Fees	343520	-	(455)	-	-	-

Expenditures by Category

Personnel Services	2,112,851	2,137,007	2,356,500	2,356,500	2,629,700
Operating Expense	2,539,106	2,442,792	3,124,000	3,046,598	3,682,291
Capital Outlay	194,794	101,964	137,500	108,588	62,000
Total	\$ 4,846,752	\$ 4,681,763	\$ 5,618,000	\$ 5,511,686	\$ 6,373,991

Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	-	-
Chief Water Plant Operator	2.00	2.00	2.00	2.00	2.00
Water Plant Operator A	1.00	-	-	1.00	1.00
Water Plant Operator B	6.00	7.00	7.00	7.00	7.00
Water Plant Operator C	7.00	7.00	7.00	5.00	5.00
Water Plant Operator Trainee	-	-	2.00	3.00	3.00
Water Plant Shift Supervisor	6.00	6.00	6.00	6.00	6.00
Total	23.00	23.00	25.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures						
Personnel Services		1,320,271	1,431,769	1,562,600	1,562,600	1,746,300
Operating Expense		1,994,951	1,963,752	2,483,800	2,519,807	3,015,561
Capital Outlay		-	45,294	40,000	61,459	529,000
Total		\$ 3,315,222	\$ 3,440,815	\$ 4,086,400	\$ 4,143,866	\$ 5,290,861

Percent of Time by Position

Administrative Secretary II	1.00	1.00	1.00	-	-
Chief Wastewater Plant Operator	1.00	1.00	1.00	1.00	1.00
Wastewater Operator A	2.00	2.00	2.00	2.00	2.00
Wastewater Operator B	4.00	2.00	2.00	2.00	2.00
Wastewater Operator C	2.00	5.00	5.00	5.00	5.00
Wastewater Operator Trainee	1.00	-	2.00	2.00	2.00
Wastewater Plant Shift Supervisor	3.00	3.00	3.00	3.00	3.00
Total	14.00	14.00	16.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures						
Personnel Services		519,130	529,804	531,900	531,900	889,920
Operating Expense		197,012	260,631	320,300	319,754	454,155
Capital Outlay		-	38,307	40,000	75,926	-
Total		\$ 716,142	\$ 828,742	\$ 892,200	\$ 927,580	\$ 1,344,075

Percent of Time by Position

Mechanical Supervisor	1.00	1.00	1.00	1.00	1.00
Utility Mechanic I	2.00	2.00	2.00	4.00	4.00
Utility Mechanic II	2.00	2.00	2.00	4.00	4.00
Utility Mechanic III	2.00	2.00	2.00	2.00	2.00
Total	7.00	7.00	7.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	816,883	961,797	909,600	909,600	999,000
Operating Expense	344,504	402,232	442,500	442,500	602,800
Capital Outlay	14,773	320	179,600	292,380	-
Total	\$ 1,176,159	\$ 1,364,349	\$ 1,531,700	\$ 1,644,480	\$ 1,601,800

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 Water System Operator	1.00	1.00	1.00	1.00	1.00
Utilities Project Manager	1.00	-	-	-	-
Water System Operator I	2.00	2.00	2.00	2.00	2.00
Water System Operator II	3.00	3.00	3.00	3.00	3.00
Water System Superintendent	1.00	1.00	1.00	1.00	1.00
Water System Supervisor	1.00	1.00	1.00	1.00	1.00
Total	11.00	10.00	10.00	10.00	10.00



Utilities Budget Summary by Program

Water Accountability—Program 558

Description

The Water Accountability program is responsible for the accurate and timely reading of all water meters throughout the City. This program also provides meter maintenance and tracks the use of all temporary and new development meters as well as responds to customer service calls and a large volume of non-payment service deactivation and reactivation requests from Financial Services-Utility Billing staff.

Dedicated Revenues	Object Code	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures						
Personnel Services		741,140	819,209	771,700	771,700	917,200
Operating Expense		168,693	250,315	292,600	289,555	368,400
Capital Outlay		106,877	1,600	-	21,611	25,000
Total		\$ 1,016,709	\$ 1,071,123	\$ 1,064,300	\$ 1,082,865	\$ 1,310,600

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-
Expenditures by Category						
Personnel Services		2,231,741	2,426,445	2,325,200	2,301,200	2,646,000
Operating Expense		1,444,775	1,350,427	1,329,000	1,372,000	1,534,809
Capital Outlay		210,514	99,332	98,600	295,636	402,000
Total		\$ 3,887,031	\$ 3,876,203	\$ 3,752,800	\$ 3,968,836	\$ 4,582,809

Percent of Time by Position

Administrative Secretary II	1.00	-	-	-	-
Collection Operator II	1.00	1.00	1.00	1.00	1.00
Collection Operator I	4.00	4.00	4.00	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	3.00	3.00	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	25.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Lab Testing Fees	343910	210	-	-	-	-

Expenditures

Personnel Services	640,949	677,521	692,900	692,900	970,100
Operating Expense	211,492	279,780	344,700	344,700	402,400
Capital Outlay	43,697	23,539	37,300	50,717	15,000
Total	\$ 896,138	\$ 980,840	\$ 1,074,900	\$ 1,088,317	\$ 1,387,500

Percent of Time by Position

Laboratory Technician II	5.00	5.00	5.00	5.00	5.00
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	7.00	7.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
None	-	-	-	-	-	-

Expenditures by Category

Personnel Services	-	-	1,070,200	1,070,406	792,200
Operating Expenses	-	6	72,100	71,894	88,200
Capital Outlay	-	-	-	-	-
Total	\$ -	\$ 6	\$ 1,142,300	\$ 1,142,300	\$ 880,400

Percent of Time by Position

Administration Services Coordinator	-	-	1.00	1.00	1.00
Apprentice-PT	-	-	0.50	0.50	0.50
C.A.R.E. Program Specialist	-	-	-	-	1.00
Operations & Logistics Manager	-	-	1.00	-	-
Project Management Administrator	-	-	1.00	1.00	1.00
Project Manager	-	-	3.00	3.00	2.00
Senior Procurement Analyst	-	-	-	1.00	-
Senior Project Manager	-	-	1.00	1.00	1.00
Total FTE's	-	-	7.50	7.50	6.50



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Engineering Permits	329100	-	-	803,750	803,750	1,267,000

Expenditures by Category

Personnel Services	-	-	903,500	903,500	1,724,800	
Operating Expense	-	-	97,000	97,000	210,240	
Capital Outlay	-	-	-	-	-	
Total		\$ -	\$ -	\$ 1,000,500	\$ 1,000,500	\$ 1,935,040

Percent of Time by Position

Administration Services Coordinator	-	-	1.00	1.00	1.00
Administrative Secretary I	-	-	-	-	1.00
Assistant City Engineer	-	-	1.00	1.00	1.00
City Engineer	-	-	1.00	1.00	1.00
Civil Engineer IV*	-	-	1.00	1.00	1.00
Construction Superintendent	-	-	1.00	1.00	1.00
Development Support Administrator	-	-	-	1.00	1.00
Engineering Apprentice - Part-time	-	-	0.50	0.50	0.50
Engineer Inspector I	-	-	1.00	1.00	-
Engineer Inspector II	-	-	-	-	1.00
Engineer Inspector III	-	-	1.00	1.00	1.00
Engineer Technician	-	-	1.00	1.00	1.00
GIS Analyst I	-	-	-	-	2.00
Project Manager	-	-	-	-	1.00
Project Manager /GIS	-	-	-	-	1.00
Technology/Innovation Apprentice - Part-time	-	-	-	-	0.50
Total FTE's			8.50	9.50	15.00

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

Utilities Expenditures by Object Code

Administration—410-55-100-536-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,029,280	1,128,659	1,194,800	1,175,800	1,437,800
601205	Lump Sum Payout - Accrued Time	67,166	108,733	65,500	65,500	47,800
601210	Non-Pensionable Earnings	-	-	-	-	29,700
601215	Communication Stipend	1,835	2,518	2,600	2,600	4,600
601220	Longevity Pay	5,222	5,950	5,300	5,300	5,900
601400	Overtime-General	18,032	34,953	20,000	20,000	35,000
601410	Overtime-Holiday	4,384	10,004	10,000	10,000	10,000
601412	Overtime-Emergency	13,885	455	-	-	500
602100	FICA & MICA	86,664	98,332	93,700	93,700	112,800
602210	Pension-General	51,884	45,060	72,900	72,900	90,100
602235	Pension-Senior Mgmt	99,948	154,132	166,700	166,700	153,600
602260	Pension-401	7,035	7,211	7,200	7,200	7,700
602265	Pension-457	36,259	43,457	52,600	52,600	40,000
602300	Pmt In Lieu Of Insurance	28,444	31,465	31,200	31,200	31,200
602304	Health Insurance-PPO	24,581	26,988	29,100	29,100	33,400
602305	Health Insurance-HMO	54,270	65,419	88,200	88,200	110,800
602306	Dental Insurance-PPO	5,729	5,611	6,100	6,100	3,600
602307	Dental Insurance-HMO	340	430	500	500	1,100
602309	Basic Life Insurance	3,383	3,920	2,600	2,600	3,100
602311	Long-Term Disability Ins	1,125	1,196	1,700	1,700	2,000
602400	Workers' Compensation	32,100	35,600	35,600	35,600	37,700
602600	OPEB	42,028	36,809	-	-	-
	Sub-Total	1,613,595	1,846,902	1,886,300	1,867,300	2,198,400
<u>Operating Expense</u>						
603110	Engineering Svcs	32,265	5,320	40,000	-	40,000
603190	Prof Svcs-Other	-	94,397	150,000	190,000	250,000
603400	Contract Svcs-Other	2,609	6,935	9,600	34,600	6,900
603401	Janitorial Svcs	8,917	9,304	14,800	14,800	18,127
603425	Software License & Maint	17,931	27,053	25,000	25,000	61,200
603455	Security Svcs	37,156	35,836	50,000	50,000	42,000
604001	Travel & Training	4,334	965	6,500	9,545	10,000
604100	Communication Svcs	2,600	2,600	5,400	5,400	5,400
604200	Postage	3,916	8,541	9,600	9,600	9,600
604300	Water/Wastewater Svcs	32,081	49,725	61,200	61,200	61,200
604440	Leased Copiers	7,846	-	-	-	-
604500	Risk Internal Svcs Charge	416,400	390,300	315,600	315,600	213,500
604550	Health Ins Internal Serv Chg	-	-	-	-	22,800
604610	Fleet Internal Svcs Charge	42,700	17,400	21,400	21,400	24,400
604613	Vehicle Detail	-	-	500	500	500
604620	R&M Buildings	87	-	800	800	800
604650	R&M Office Equip	775	-	1,500	1,500	1,500
604700	Printing & Binding Svcs	2,800	5,816	3,500	3,500	5,800
604870	Public Education	1,773	2,432	5,000	5,000	5,000
604910	Advertising Costs	-	2,033	5,000	5,000	30,000
604916	Administrative Expense	516	530	1,000	1,000	1,000
604997	Other Operating Expenses	3,595	5,189	5,500	5,500	5,500
604998	Contingency	-	-	20,000	17,323	20,000
605100	Office Supplies	4,377	3,215	6,000	6,000	6,000
605120	Computer Operating Expenses	569	2,237	2,700	5,377	2,700
605220	Vehicle Fuel-On-Site	5,576	5,851	6,600	6,600	6,800
605240	Uniforms Cost	1,845	1,699	5,800	5,800	3,500
605251	Noncap Equip (Item less 5000)	87	-	500	500	500
605290	Other Operating Supplies	72	200	500	500	500



Utilities Expenditures by Object Code

Administration—410-55-100-536-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605410	Subscriptions & Memberships	8,463	4,888	9,700	9,700	9,700
605500	Training-General	5,438	3,979	5,300	5,300	5,300
605510	Tuition Reimbursement	-	-	5,000	5,000	-
	Sub-Total	644,729	686,443	794,000	822,045	870,227
	<u>Dept Capital Outlay</u>					
606440	Vehicles Purchase	17,782	24,753	7,600	19,930	-
606470	Computer Equipment	-	6,995	-	-	-
	Sub-Total	17,782	31,748	7,600	19,930	-
	Total	\$ 2,276,106	\$ 2,565,094	\$ 2,687,900	\$ 2,709,275	\$ 3,068,627



The Engineering Team of the City of Miramar.

Utilities Expenditures by Object Code

Office of Operational Services—410-55-550-536-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	495,287	648,532	831,500	831,500	961,700
601205	Lump Sum Payout - Accrued Time	11,684	51,939	27,700	27,700	40,100
601210	Non-Pensionable Earnings	-	-	-	-	17,700
601215	Communication Stipend	278	2,250	2,600	2,600	2,600
601220	Longevity Pay	2,076	2,845	1,800	1,800	2,000
601400	Overtime-General	37,341	45,020	40,000	40,000	45,000
601410	Overtime-Holiday	3,112	4,996	8,200	8,200	5,000
601412	Overtime-Emergency	19,752	-	-	-	-
602100	FICA & MICA	42,228	54,921	63,000	63,000	75,300
602210	Pension-General	41,862	45,658	68,100	68,100	76,800
602235	Pension-Senior Mgmt	11,673	48,746	81,100	81,100	103,600
602260	Pension-401	9,811	10,080	9,900	9,900	10,900
602265	Pension-457	12,124	16,739	24,900	24,900	17,800
602300	Pmt In Lieu Of Insurance	2,525	4,165	-	-	6,200
602304	Health Insurance-PPO	-	-	14,500	14,500	16,900
602305	Health Insurance-HMO	73,069	95,610	132,700	132,700	213,200
602306	Dental Insurance-PPO	3,459	3,223	3,600	3,600	5,800
602307	Dental Insurance-HMO	566	902	1,400	1,400	900
602309	Basic Life Insurance	1,625	2,473	1,800	1,800	2,100
602311	Long-Term Disability Ins	581	725	1,200	1,200	1,400
602400	Workers' Compensation	35,800	39,600	39,700	39,700	42,000
602600	OPEB	36,024	31,901	-	-	-
	Sub-Total	840,878	1,110,326	1,353,700	1,353,700	1,647,000
<u>Operating Expense</u>						
603110	Engineering Svcs	7,069	-	20,000	-	20,000
603190	Prof Svcs-Other	48,341	5,618	40,000	60,800	175,000
603400	Contract Svcs-Other	-	3,312	20,000	-	70,000
603425	Software License & Maint	3,775	-	2,500	2,500	2,500
603470	Temporary Help	31,553	-	-	-	-
604001	Travel & Training	4,926	2,251	6,000	6,000	6,000
604100	Communication Svcs	1,500	1,252	3,000	3,000	3,000
604550	Health Ins Internal Serv Chg	-	-	-	-	37,700
604610	Fleet Internal Svcs Charge	6,000	5,500	8,700	8,700	7,000
604700	Printing & Binding Svcs	111	255	2,500	2,500	2,500
604870	Public Education	25,718	17,289	25,000	25,000	25,000
604889	Marketing & Promotions	-	-	-	-	10,000
604910	Advertising Costs	-	131	2,000	2,000	25,000
604916	Administrative Expense	1,831	153	3,000	3,000	3,000
604997	Other Operating Expenses	365	950	2,800	2,800	2,800
604998	Contingency	-	-	10,500	7,775	10,000
605100	Office Supplies	2,294	3,393	3,000	3,000	3,400
605120	Computer Operating Expenses	1,368	2,075	3,500	3,500	3,500
605220	Vehicle Fuel-On-Site	336	-	1,600	1,600	1,700
605240	Uniforms Cost	1,321	850	2,000	2,000	3,000
605290	Other Operating Supplies	424	971	2,000	2,000	2,000
605410	Subscriptions & Memberships	471	-	1,000	1,000	1,000
605500	Training-General	-	149	1,500	1,500	1,500
605510	Tuition Reimbursement	-	2,219	5,000	5,000	-
	Sub-Total	137,402	46,368	165,600	143,675	415,600
<u>Dept Capital Outlay</u>						
606440	Vehicles Purchase	-	-	-	19,930	-
	Sub-Total	-	-	-	19,930	-
Total		\$ 978,279	\$ 1,156,695	\$ 1,519,300	\$ 1,517,305	\$ 2,062,600



Utilities Expenditures by Object Code

Electrical Instrumentation & Controls—410-55-553-539-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	364,136	377,096	379,100	379,100	438,100
601205	Lump Sum Payout - Accrued Time	23,095	31,472	30,700	30,700	26,400
601210	Non-Pensionable Earnings	-	-	-	-	7,600
601220	Longevity Pay	3,108	4,113	4,100	4,100	5,100
601400	Overtime-General	2,831	2,241	4,500	4,500	4,500
601410	Overtime-Holiday	908	1,504	3,000	3,000	2,000
601412	Overtime-Emergency	7,374	-	-	-	-
602100	FICA & MICA	30,852	32,345	31,700	31,700	36,500
602210	Pension-General	36,034	30,106	47,200	47,200	64,900
602235	Pension-Senior Mgmt	18,760	34,658	33,400	33,400	33,200
602265	Pension-457	5,389	5,547	7,400	7,400	7,600
602300	Pmt In Lieu Of Insurance	5,611	5,611	6,200	6,200	6,200
602304	Health Insurance-PPO	30,154	33,319	33,200	33,200	33,900
602305	Health Insurance-HMO	28,547	32,330	34,300	34,300	54,700
602306	Dental Insurance-PPO	1,847	1,847	1,800	1,800	1,600
602307	Dental Insurance-HMO	308	308	300	300	500
602309	Basic Life Insurance	1,208	1,208	800	800	1,000
602311	Long-Term Disability Ins	482	482	500	500	600
602400	Workers' Compensation	12,400	13,700	13,800	13,800	14,600
602600	OPEB	15,010	12,269	-	-	-
	Sub-Total	588,054	620,156	632,000	632,000	739,000
<u>Operating Expense</u>						
603400	Contract Svcs-Other	63,250	109,317	51,700	105,926	42,700
603404	Air Condition Svcs	15,000	31,141	32,000	34,500	32,000
603425	Software License & Maint	10,654	12,532	11,000	17,852	17,000
604100	Communication Svcs	3,317	2,781	3,100	3,100	3,100
604550	Health Ins Internal Serv Chg	-	-	-	-	14,800
604610	Fleet Internal Svcs Charge	11,600	10,900	11,600	11,600	13,900
604630	R&M Electric	49,900	70,477	74,400	94,400	71,400
604664	R&M Telemetry	32,487	69,845	72,400	72,400	98,600
604665	R&M Air Conditioning	1,899	14,724	10,000	7,500	10,000
604920	License & Permit Fees	99	55	400	400	400
604997	Other Operating Expenses	137	8	1,000	1,000	1,000
604998	Contingency	-	-	8,000	1,922	8,000
605100	Office Supplies	417	466	500	500	500
605220	Vehicle Fuel-On-Site	3,876	4,341	6,400	6,400	6,600
605240	Uniforms Cost	1,385	1,561	4,600	4,600	2,500
605242	Protective Clothing and Shoes	330	391	400	400	400
605246	Safety Equipment Supplies	542	-	-	-	300
605251	Noncap Equip (Item less 5000)	900	1,173	1,200	1,200	1,200
605290	Other Operating Supplies	530	430	500	500	500
605500	Training-General	189	320	2,000	2,000	1,500
	Sub-Total	196,512	330,461	291,200	366,200	326,400
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	97,123	-	60,000	65,940	81,000
	Sub-Total	97,123	-	60,000	65,940	81,000
Total		\$ 881,688	\$ 950,617	\$ 983,200	\$ 1,064,140	\$ 1,146,400

Utilities Expenditures by Object Code

Water Treatment & Supply—410-55-554-533-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,224,200	1,220,292	1,370,600	1,370,600	1,414,800
601205	Lump Sum Payout - Accrued Time	4,335	4,278	4,600	4,600	7,600
601220	Longevity Pay	7,722	8,029	8,900	8,900	10,500
601400	Overtime-General	144,935	196,458	155,000	155,000	170,000
601410	Overtime-Holiday	56,485	56,158	77,000	77,000	100,000
601412	Overtime-Emergency	55,923	-	-	-	-
602100	FICA & MICA	108,450	110,558	106,900	106,900	110,600
602210	Pension-General	135,822	154,869	276,700	276,700	294,900
602300	Pmt In Lieu Of Insurance	6,001	8,009	12,400	12,400	12,400
602304	Health Insurance-PPO	30,084	42,034	43,500	43,500	92,100
602305	Health Insurance-HMO	199,096	203,409	224,000	224,000	317,700
602306	Dental Insurance-PPO	5,284	5,708	6,300	6,300	6,200
602307	Dental Insurance-HMO	2,843	2,395	2,700	2,700	2,600
602309	Basic Life Insurance	3,869	3,641	2,900	2,900	3,100
602311	Long-Term Disability Ins	1,756	1,630	1,900	1,900	2,000
602312	HDHP Aetna	-	-	-	-	15,800
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	57,000	63,100	63,100	63,100	66,700
602600	OPEB	69,047	56,440	-	-	-
	Sub-Total	2,112,851	2,137,007	2,356,500	2,356,500	2,629,700
<u>Operating Expense</u>						
603110	Engineering Svcs	2,218	-	-	2,803	35,000
603190	Prof Svcs-Other	19,512	-	-	-	15,000
603400	Contract Svcs-Other	184,821	328,054	278,000	265,598	531,900
603401	Janitorial Svcs	4,540	3,954	6,900	6,900	7,406
603460	Landscape Svcs	32,691	58,474	59,900	62,080	33,476
604001	Travel & Training	-	688	3,000	3,000	3,000
604100	Communication Svcs	2,501	2,056	2,700	2,700	2,400
604300	Water/Wastewater Svcs	5,504	3,401	3,900	3,900	3,900
604301	Electricity Svcs	1,167,963	1,091,615	1,462,900	1,362,900	1,462,900
604400	Leased Equipment	2,445	4,551	4,000	4,000	4,000
604440	Leased Copiers	2,087	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	71,200
604605	Fleet Intr Chrg-Collision Rpr	121	-	-	-	-
604610	Fleet Internal Svcs Charge	9,028	8,400	9,100	9,100	9,100
604620	R&M Buildings	625	18,852	82,400	67,417	102,000
604630	R&M Electric	16,093	19,626	10,000	10,000	10,000
604640	R&M Machinery	-	101	18,000	18,000	18,000
604641	R&M Membrane Elements	176,823	21,240	49,500	-	79,500
604700	Printing & Binding Svcs	43	-	800	800	800
604920	License & Permit Fees	31,885	15,948	20,400	20,400	17,375
604997	Other Operating Expenses	2,437	3,462	2,700	2,700	27,700
604998	Contingency	-	2,745	40,000	-	40,000
605100	Office Supplies	1,743	1,746	1,900	1,900	1,900
605120	Computer Operating Expenses	-	-	2,800	2,800	2,800
605220	Vehicle Fuel-On-Site	1,256	1,871	2,500	2,500	2,700
605225	Equip Gas Oil & Lube	32,611	24,700	31,200	31,200	34,500
605240	Uniforms Cost	8,418	7,505	15,400	15,400	11,500
605242	Protective Clothing and Shoes	4,992	5,557	5,600	5,600	5,600
605246	Safety Equipment Supplies	900	300	900	900	900
605250	Noncap Furn (Item less 5000)	3,991	60	1,100	1,100	2,600
605251	Noncap Equip (Item less 5000)	487	1,524	3,800	3,800	7,300
605280	Chemicals	740,290	750,896	900,000	1,041,500	1,040,192
605285	Lab Supplies	19,429	25,823	26,000	26,000	26,000
605290	Other Operating Supplies	56,960	35,597	58,600	58,600	58,642
605410	Subscriptions & Memberships	700	455	2,500	2,500	2,500



Utilities Expenditures by Object Code

Water Treatment & Supply—410-55-554-533-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605500	Training-General	2,598	1,637	10,500	10,500	10,500
605510	Tuition Reimbursement	3,395	1,957	7,000	-	-
	Sub-Total	2,539,106	2,442,792	3,124,000	3,046,598	3,682,291
	<u>Dept Capital Outlay</u>					
606400	Machinery & Equipment	173,084	95,587	137,500	87,500	-
606440	Vehicles Purchase	21,710	6,377	-	21,088	62,000
	Sub-Total	194,794	101,964	137,500	108,588	62,000
	Total	\$ 4,846,752	\$ 4,681,763	\$ 5,618,000	\$ 5,511,686	\$ 6,373,991

Utilities Expenditures by Object Code

Wastewater Treatment & Disposal—410-55-555-535-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	737,747	804,279	913,200	913,200	928,000
601205	Lump Sum Payout - Accrued Time	9,325	17,458	14,100	14,100	15,600
601210	Non-Pensionable Earnings	-	-	-	-	1,900
601220	Longevity Pay	4,311	6,721	7,000	7,000	6,500
601400	Overtime-General	93,908	140,207	80,000	80,000	150,000
601410	Overtime-Holiday	24,184	25,112	40,000	40,000	40,000
601412	Overtime-Emergency	39,087	-	-	-	-
602100	FICA & MICA	66,472	74,996	73,000	73,000	74,400
602210	Pension-General	104,407	112,346	181,200	181,200	200,500
602235	Pension-Senior Mgmt	-	-	13,100	13,100	13,100
602265	Pension-457	-	-	1,900	1,900	1,900
602304	Health Insurance-PPO	80,095	88,034	91,600	91,600	118,700
602305	Health Insurance-HMO	74,612	82,611	98,600	98,600	145,600
602306	Dental Insurance-PPO	5,309	5,448	6,200	6,200	4,600
602307	Dental Insurance-HMO	873	777	900	900	1,500
602309	Basic Life Insurance	2,079	2,281	2,000	2,000	2,000
602311	Long-Term Disability Ins	1,034	1,099	1,300	1,300	1,300
602400	Workers' Compensation	34,800	38,500	38,500	38,500	40,700
602600	OPEB	42,028	31,901	-	-	-
	Sub-Total	1,320,271	1,431,769	1,562,600	1,562,600	1,746,300
<u>Operating Expense</u>						
603110	Engineering Svcs	-	23,139	50,000	66,298	50,000
603190	Prof Svcs-Other	1,324	-	3,000	3,000	-
603400	Contract Svcs-Other	770,812	655,209	850,000	931,298	1,234,500
603401	Janitorial Svcs	2,476	2,337	3,000	3,000	3,655
603460	Landscape Svcs	63,772	88,994	80,800	63,502	306
604001	Travel & Training	682	-	1,000	1,000	1,000
604100	Communication Svcs	1,148	1,099	1,200	1,200	1,400
604200	Postage	358	-	-	-	-
604301	Electricity Svcs	799,472	738,160	814,000	814,000	814,000
604302	Gas-Propane	2,973	3,382	8,000	8,000	10,000
604330	Brow Cty Wtr/Wst Collect Fee	21,256	21,309	20,000	20,000	21,300
604440	Leased Copiers	1,043	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	44,000
604610	Fleet Internal Svcs Charge	8,600	12,800	13,700	13,700	16,400
604620	R&M Buildings	11,043	46,861	100,000	84,000	194,000
604640	R&M Machinery	9,946	55,741	65,000	78,709	128,200
604669	Landscape & Irrigation	-	-	2,500	2,500	2,500
604700	Printing & Binding Svcs	-	-	500	500	500
604920	License & Permit Fees	4,885	31,230	40,300	10,300	17,900
604997	Other Operating Expenses	961	1,223	1,000	1,810	1,000
604998	Contingency	-	-	20,000	-	20,000
605100	Office Supplies	1,200	1,525	1,500	1,500	2,000
605120	Computer Operating Expenses	2,493	-	2,900	2,236	2,900
605220	Vehicle Fuel-On-Site	1,752	1,575	2,100	2,100	2,200
605225	Equip Gas Oil & Lube	33,486	21,500	22,100	82,100	52,000
605240	Uniforms Cost	5,128	4,944	8,400	8,400	6,500
605242	Protective Clothing and Shoes	6,914	6,288	8,600	8,600	8,600
605246	Safety Equipment Supplies	821	3,552	5,600	6,264	6,100
605250	Noncap Furn (Item less 5000)	-	-	1,000	1,198	1,000
605251	Noncap Equip (Item less 5000)	2,136	2,177	3,500	5,417	3,500
605280	Chemicals	236,812	227,342	340,000	288,000	350,000
605285	Lab Supplies	2,479	5,529	2,000	2,829	6,000
605290	Other Operating Supplies	36	895	1,500	1,500	1,500
605410	Subscriptions & Memberships	-	-	600	600	600
605500	Training-General	943	5,410	5,000	3,163	-



Utilities Expenditures by Object Code

Wastewater Treatment & Disposal—410-55-555-535-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605510	Tuition Reimbursement	-	1,531	5,000	3,083	12,000
	Sub-Total	1,994,951	1,963,752	2,483,800	2,519,807	3,015,561
	Dept Capital Outlay					
606400	Machinery & Equipment	-	45,294	40,000	53,320	529,000
606440	Vehicles Purchase	-	-	-	8,139	-
	Sub-Total	-	45,294	40,000	61,459	529,000
	Total	\$ 3,315,222	\$ 3,440,815	\$ 4,086,400	\$ 4,143,866	\$ 5,290,861

Utilities Expenditures by Object Code

Plant Maintenance—410-55-556-536-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	327,099	345,152	331,400	331,400	507,100
601205	Lump Sum Payout - Accrued Time	(129)	-	2,100	2,100	7,200
601220	Longevity Pay	1,554	2,381	1,300	1,300	1,300
601400	Overtime-General	5,907	8,047	10,000	10,000	25,000
601410	Overtime-Holiday	1,886	(0)	5,000	5,000	6,120
601412	Overtime-Emergency	14,626	-	-	-	-
602100	FICA & MICA	27,345	28,316	25,600	25,600	39,400
602210	Pension-General	44,634	47,862	70,500	70,500	117,400
602300	Pmt In Lieu Of Insurance	16,548	16,456	12,500	12,500	6,200
602305	Health Insurance-HMO	34,857	38,730	48,200	48,200	151,600
602306	Dental Insurance-PPO	2,623	2,471	2,000	2,000	1,800
602307	Dental Insurance-HMO	-	-	200	200	1,800
602309	Basic Life Insurance	999	970	700	700	1,100
602311	Long-Term Disability Ins	466	443	500	500	700
602400	Workers' Compensation	19,700	21,800	21,900	21,900	23,200
602600	OPEB	21,014	17,177	-	-	-
	Sub-Total	519,130	529,804	531,900	531,900	889,920
<u>Operating Expense</u>						
603400	Contract Svcs-Other	49,948	54,695	90,000	92,500	144,500
604001	Travel & Training	-	-	2,500	4,400	2,400
604100	Communication Svcs	698	700	2,000	2,000	2,000
604400	Leased Equipment	2,993	2,845	4,400	2,406	4,800
604550	Health Ins Internal Serv Chg	-	-	-	-	23,000
604610	Fleet Internal Svcs Charge	35,000	29,900	32,000	32,000	24,200
604625	R&M Equipment	9,924	9,781	10,000	9,580	10,000
604640	R&M Machinery	79,082	143,952	150,000	153,454	197,905
604998	Contingency	-	-	5,000	-	5,000
605100	Office Supplies	195	111	200	200	250
605120	Computer Operating Expenses	-	-	200	200	200
605220	Vehicle Fuel-On-Site	3,481	3,260	3,700	3,700	3,800
605240	Uniforms Cost	2,425	2,147	4,400	4,400	4,000
605242	Protective Clothing and Shoes	741	1,597	3,000	3,000	3,000
605246	Safety Equipment Supplies	471	500	500	994	500
605251	Noncap Equip (Item less 5000)	7,586	3,256	4,600	4,600	12,000
605290	Other Operating Supplies	600	778	600	600	600
605410	Subscriptions & Memberships	-	-	200	200	200
605500	Training-General	-	999	2,000	520	8,800
605510	Tuition Reimbursement	3,868	6,111	5,000	5,000	7,000
	Sub-Total	197,012	260,631	320,300	319,754	454,155
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	-	37,987	40,000	40,546	-
606440	Vehicles Purchase	-	320	-	35,380	-
	Sub-Total	-	38,307	40,000	75,926	-
	Total	\$ 716,142	\$ 828,742	\$ 892,200	\$ 927,580	\$ 1,344,075

Utilities Expenditures by Object Code

Water Transmission & Distribution Maintenance—410-55-557-533-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	386,835	462,952	475,600	475,600	488,700
601205	Lump Sum Payout - Accrued Time	18,788	17,570	19,900	19,900	14,600
601210	Non-Pensionable Earnings	-	-	-	-	2,300
601220	Longevity Pay	1,375	2,313	3,200	3,200	4,000
601400	Overtime-General	121,543	182,207	100,000	100,000	150,000
601410	Overtime-Holiday	7,052	2,256	15,000	15,000	3,000
601412	Overtime-Emergency	21,024	-	-	-	-
602100	FICA & MICA	41,180	50,726	38,100	38,100	39,000
602210	Pension-General	60,128	54,605	85,500	85,500	95,200
602235	Pension-Senior Mgmt	11,465	15,592	15,700	15,700	16,300
602265	Pension-457	952	2,169	2,200	2,200	2,300
602304	Health Insurance-PPO	24,971	38,955	43,800	43,800	33,900
602305	Health Insurance-HMO	57,773	70,068	73,200	73,200	69,800
602306	Dental Insurance-PPO	4,568	5,356	5,400	5,400	4,900
602307	Dental Insurance-HMO	209	176	200	200	200
602309	Basic Life Insurance	1,285	1,600	1,000	1,000	1,100
602311	Long-Term Disability Ins	515	615	700	700	700
602312	HDHP Aetna	-	-	-	-	35,800
602313	HSA Payflex	-	-	-	-	5,400
602400	Workers' Compensation	27,200	30,100	30,100	30,100	31,800
602600	OPEB	30,020	24,539	-	-	-
	Sub-Total	816,883	961,797	909,600	909,600	999,000
<u>Operating Expense</u>						
603400	Contract Svcs-Other	130,097	182,376	150,000	150,000	260,700
604100	Communication Svcs	3,000	2,977	3,500	3,500	3,500
604440	Leased Copiers	1,043	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	24,400
604610	Fleet Internal Svcs Charge	85,200	87,300	101,100	101,100	113,200
604640	R&M Machinery	3,768	3,040	3,100	3,100	5,200
604661	R&M Distribution System	58,337	58,990	85,000	97,000	84,900
604700	Printing & Binding Svcs	207	210	600	600	600
604920	License & Permit Fees	-	-	500	500	1,000
604997	Other Operating Expenses	925	844	900	900	1,000
604998	Contingency	-	-	15,000	3,000	20,000
605100	Office Supplies	653	596	1,200	1,200	1,200
605220	Vehicle Fuel-On-Site	29,353	31,139	35,900	35,900	36,800
605240	Uniforms Cost	2,883	2,695	5,900	5,900	4,000
605242	Protective Clothing and Shoes	2,918	2,900	2,900	2,900	2,900
605246	Safety Equipment Supplies	1,862	1,020	2,300	2,300	3,900
605251	Noncap Equip (Item less 5000)	2,579	5,790	5,800	5,800	6,600
605290	Other Operating Supplies	13,395	15,009	13,400	13,400	13,400
605410	Subscriptions & Memberships	385	720	400	400	400
605500	Training-General	4,558	5,783	10,000	10,000	19,100
605510	Tuition Reimbursement	3,343	843	5,000	5,000	-
	Sub-Total	344,504	402,232	442,500	442,500	602,800
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	14,773	-	-	-	-
606440	Vehicles Purchase	-	320	179,600	292,380	-
	Sub-Total	14,773	320	179,600	292,380	-
Total		\$ 1,176,159	\$ 1,364,349	\$ 1,531,700	\$ 1,644,480	\$ 1,601,800

Utilities Expenditures by Object Code

Water Accountability—410-55-558-533-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	359,251	401,513	411,200	411,200	422,900
601205	Lump Sum Payout - Accrued Time	17,004	26,789	23,400	23,400	22,800
601220	Longevity Pay	2,689	3,120	3,600	3,600	4,400
601400	Overtime-General	117,393	151,244	85,000	85,000	150,000
601410	Overtime-Holiday	9,039	2,307	12,000	12,000	12,000
601412	Overtime-Emergency	17,698	304	-	-	300
602100	FICA & MICA	38,775	44,803	33,500	33,500	34,400
602210	Pension-General	52,239	55,205	87,500	87,500	78,400
602300	Pmt In Lieu Of Insurance	4,316	6,001	6,200	6,200	6,200
602304	Health Insurance-PPO	12,485	13,689	14,600	14,600	33,900
602305	Health Insurance-HMO	63,039	69,312	69,300	69,300	125,400
602306	Dental Insurance-PPO	3,984	4,312	4,400	4,400	4,300
602307	Dental Insurance-HMO	377	239	200	200	300
602309	Basic Life Insurance	942	1,008	900	900	900
602311	Long-Term Disability Ins	491	531	600	600	600
602400	Workers' Compensation	17,400	19,200	19,300	19,300	20,400
602600	OPEB	24,016	19,631	-	-	-
	Sub-Total	741,140	819,209	771,700	771,700	917,200
<u>Operating Expense</u>						
603400	Contract Svcs-Other	585	11,421	20,000	20,000	7,000
604100	Communication Svcs	6,337	6,788	9,700	9,700	9,700
604440	Leased Copiers	1,043	-	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	26,700
604610	Fleet Internal Svcs Charge	27,300	25,500	38,900	38,900	45,200
604640	R&M Machinery	1,707	417	1,200	1,200	2,700
604661	R&M Distribution System	98,343	149,651	100,000	100,000	163,700
604700	Printing & Binding Svcs	-	-	200	200	200
604920	License & Permit Fees	-	-	60,300	60,300	60,300
604997	Other Operating Expenses	1,035	-	-	-	-
604998	Contingency	-	-	2,000	2,000	2,000
605100	Office Supplies	189	803	900	900	900
605120	Computer Operating Expenses	10,414	-	-	-	-
605210	Water Meters	-	20,220	15,000	15,000	5,000
605220	Vehicle Fuel-On-Site	13,019	20,489	26,300	26,300	27,000
605240	Uniforms Cost	3,005	3,018	4,300	4,300	4,000
605242	Protective Clothing and Shoes	995	2,975	2,000	2,000	2,000
605246	Safety Equipment Supplies	-	1,285	1,000	1,000	1,000
605251	Noncap Equip (Item less 5000)	1,914	3,497	3,200	3,200	3,200
605290	Other Operating Supplies	351	1,654	800	800	1,000
605410	Subscriptions & Memberships	375	-	200	200	200
605500	Training-General	2,081	2,598	6,600	3,555	6,600
	Sub-Total	168,693	250,315	292,600	289,555	368,400
<u>Dept Capital Outlay</u>						
606440	Vehicles Purchase	106,877	1,600	-	21,611	25,000
	Sub-Total	106,877	1,600	-	21,611	25,000
Total		\$ 1,016,709	\$ 1,071,123	\$ 1,064,300	\$ 1,082,865	\$ 1,310,600

Utilities Expenditures by Object Code

Wastewater Collection Maintenance—410-55-559-535-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	1,144,722	1,200,207	1,219,600	1,195,600	1,259,800
601205	Lump Sum Payout - Accrued Time	27,392	25,864	30,800	30,800	28,500
601210	Non-Pensionable Earnings	-	-	-	-	4,700
601220	Longevity Pay	4,062	5,209	5,400	5,400	7,100
601400	Overtime-General	270,574	430,624	285,000	285,000	430,600
601410	Overtime-Holiday	60,356	35,872	60,000	60,000	35,900
601412	Overtime-Emergency	59,811	342	-	-	300
602100	FICA & MICA	116,206	128,543	96,100	96,100	99,500
602210	Pension-General	150,321	162,945	244,300	244,300	273,000
602235	Pension-Senior Mgmt	14,174	15,873	15,200	15,200	17,000
602265	Pension-457	2,104	2,160	4,300	4,300	4,700
602300	Pmt In Lieu Of Insurance	5,611	10,158	12,500	12,500	6,200
602304	Health Insurance-PPO	37,456	41,026	29,200	29,200	50,800
602305	Health Insurance-HMO	184,553	218,636	235,000	235,000	276,400
602306	Dental Insurance-PPO	8,588	10,486	10,800	10,800	10,600
602307	Dental Insurance-HMO	1,279	1,140	1,400	1,400	1,300
602309	Basic Life Insurance	3,223	3,251	2,600	2,600	2,700
602311	Long-Term Disability Ins	1,559	1,562	1,700	1,700	1,800
602312	HDHP Aetna	-	-	-	-	51,600
602313	HSA Payflex	-	-	-	-	8,100
602400	Workers' Compensation	64,700	71,200	71,300	71,300	75,400
602600	OPEB	75,051	61,347	-	-	-
	Sub-Total	2,231,741	2,426,445	2,325,200	2,301,200	2,646,000
<u>Operating Expense</u>						
603400	Contract Svcs-Other	463,169	436,961	295,600	277,342	296,000
603401	Janitorial Svcs	1,591	2,000	2,000	2,000	3,571
603460	Landscape Svcs	11,028	11,863	16,600	16,600	33,538
603470	Temporary Help	-	-	-	43,000	-
604100	Communication Svcs	11,973	12,527	14,300	14,300	14,600
604301	Electricity Svcs	362,434	332,344	339,200	339,200	342,300
604320	Hollywood Large User	108,175	152,030	140,000	158,258	140,000
604400	Leased Equipment	-	375	1,200	1,200	1,200
604550	Health Ins Internal Serv Chg	-	-	-	-	64,900
604605	Fleet Intr Chrg-Collision Rpr	-	4,991	-	-	-
604610	Fleet Internal Svcs Charge	155,317	142,200	140,400	140,400	159,900
604620	R&M Buildings	3,306	4,961	6,700	1,700	12,000
604640	R&M Machinery	16,304	12,421	8,000	14,024	18,000
604662	R&M Lift Station-Minor	211,386	110,527	200,000	200,000	190,400
604700	Printing & Binding Svcs	43	-	700	700	700
604920	License & Permit Fees	298	1,832	2,600	2,600	2,600
604997	Other Operating Expenses	6,561	2,967	-	420	3,000
604998	Contingency	-	-	20,000	10,275	75,000
605100	Office Supplies	475	874	1,500	1,500	1,500
605120	Computer Operating Expenses	-	-	400	400	400
605220	Vehicle Fuel-On-Site	61,948	79,210	75,400	75,400	77,300
605225	Equip Gas Oil & Lube	12	2,500	2,600	2,600	6,200
605240	Uniforms Cost	8,407	8,605	15,700	15,700	9,000
605242	Protective Clothing and Shoes	2,737	3,356	4,600	4,600	4,600
605246	Safety Equipment Supplies	2,230	2,329	3,600	3,600	3,600
605251	Noncap Equip (Item less 5000)	2,156	5,847	7,000	12,300	8,000
605280	Chemicals	2,396	2,070	4,100	4,100	4,700
605290	Other Operating Supplies	2,400	8,612	15,000	17,981	36,500
605410	Subscriptions & Memberships	-	-	800	800	800
605500	Training-General	3,558	4,026	6,000	6,000	24,500
605510	Tuition Reimbursement	6,872	5,000	5,000	5,000	-
	Sub-Total	1,444,775	1,350,427	1,329,000	1,372,000	1,534,809

Utilities Expenditures by Object Code

Wastewater Collection Maintenance—410-55-559-535-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Dept Capital Outlay					
606360	Lift Station Rehab	161,251	44,561	78,600	112,639	-
606400	Machinery & Equipment	91	14,391	20,000	20,000	-
606440	Vehicles Purchase	49,172	35,080	-	162,997	400,000
606450	Radio Equipment	-	5,300	-	-	2,000
	Sub-Total	210,514	99,332	98,600	295,636	402,000
	Total	\$ 3,887,031	\$ 3,876,203	\$ 3,752,800	\$ 3,968,836	\$ 4,582,809



Utilities Expenditures by Object Code

Water & Wastewater Quality Control—410-55-563-533-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	393,142	397,320	418,100	418,100	543,500
601205	Lump Sum Payout - Accrued Time	7,940	6,031	9,800	9,800	6,000
601210	Non-Pensionable Earnings	-	-	-	-	4,200
601220	Longevity Pay	678	1,404	1,300	1,300	1,300
601400	Overtime-General	14,636	33,804	15,400	15,400	15,400
601410	Overtime-Holiday	5,472	4,183	6,200	6,200	6,200
601412	Overtime-Emergency	11,460	-	-	-	-
602100	FICA & MICA	30,967	32,299	32,800	32,800	42,500
602210	Pension-General	53,092	47,394	74,900	74,900	103,500
602235	Pension-Senior Mgmt	-	16,905	14,000	14,000	16,200
602265	Pension-457	1,629	2,010	3,900	3,900	4,200
602300	Pmt In Lieu Of Insurance	-	3,162	6,200	6,200	-
602304	Health Insurance-PPO	17,279	29,835	33,100	33,100	42,600
602305	Health Insurance-HMO	61,919	61,753	53,700	53,700	158,400
602306	Dental Insurance-PPO	977	2,298	2,200	2,200	2,300
602307	Dental Insurance-HMO	1,176	587	500	500	1,400
602309	Basic Life Insurance	1,570	1,589	900	900	1,200
602311	Long-Term Disability Ins	600	569	600	600	800
602400	Workers' Compensation	17,400	19,200	19,300	19,300	20,400
602600	OPEB	21,014	17,177	-	-	-
	Sub-Total	640,949	677,521	692,900	692,900	970,100
<u>Operating Expense</u>						
603400	Contract Svcs-Other	6,663	21,347	15,400	15,400	35,300
603402	Contracted Lab Testing	88,308	75,856	100,000	100,000	100,000
603425	Software License & Maint	37,328	28,862	42,500	42,500	42,500
604001	Travel & Training	990	4,138	2,300	2,300	6,000
604100	Communication Svcs	600	1,016	1,400	1,400	1,400
604400	Leased Equipment	3,613	2,472	5,000	25,000	15,000
604550	Health Ins Internal Serv Chg	-	-	-	-	33,300
604610	Fleet Internal Svcs Charge	8,700	8,200	8,700	8,700	10,400
604613	Vehicle Detail	-	21	500	500	500
604700	Printing & Binding Svcs	885	1,508	1,000	1,000	1,500
604920	License & Permit Fees	3,500	3,808	5,000	5,000	10,500
604997	Other Operating Expenses	-	9,814	1,500	1,500	10,000
604998	Contingency	-	-	10,500	10,500	5,000
605100	Office Supplies	1,376	1,333	1,500	1,500	2,000
605120	Computer Operating Expenses	719	-	1,300	1,300	1,300
605220	Vehicle Fuel-On-Site	1,212	1,869	2,600	2,600	2,700
605240	Uniforms Cost	2,978	1,827	3,600	3,600	3,000
605242	Protective Clothing and Shoes	761	4,569	4,600	4,600	4,600
605246	Safety Equipment Supplies	-	993	1,000	1,000	1,400
605250	Noncap Furn (Item less 5000)	-	979	2,000	2,000	2,000
605251	Noncap Equip (Item less 5000)	3,950	30,113	49,000	5,000	5,000
605285	Lab Supplies	49,404	80,062	81,400	105,400	100,000
605410	Subscriptions & Memberships	24	60	1,400	1,400	1,500
605500	Training-General	482	933	2,500	2,500	7,500
	Sub-Total	211,492	279,780	344,700	344,700	402,400
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	43,697	583	37,300	50,717	15,000
606440	Vehicles Purchase	-	22,957	-	-	-
	Sub-Total	43,697	23,539	37,300	50,717	15,000
Total		\$ 896,138	\$ 980,840	\$ 1,074,900	\$ 1,088,317	\$ 1,387,500

Utilities Expenditures by Object Code

Support Services—410-55-564-539-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	694,800	694,800	506,900
601205	Lump Sum Payout - Accrued Time	-	-	65,200	65,200	20,700
601210	Non-Pensionable Earnings	-	-	-	-	12,900
601215	Communication Stipend	-	-	2,000	2,206	2,000
601220	Longevity Pay	-	-	1,900	1,900	1,100
601400	Overtime-General	-	-	1,000	1,000	-
602100	FICA & MICA	-	-	57,700	57,700	39,500
602210	Pension-General	-	-	11,800	11,800	13,100
602235	Pension-Senior Mgmt	-	-	113,100	113,100	90,700
602265	Pension-457	-	-	25,400	25,400	12,800
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	-
602305	Health Insurance-HMO	-	-	67,100	67,100	50,300
602306	Dental Insurance-PPO	-	-	1,800	1,800	1,300
602307	Dental Insurance-HMO	-	-	1,100	1,100	900
602309	Basic Life Insurance	-	-	1,500	1,500	1,100
602311	Long-Term Disability Ins	-	-	1,000	1,000	700
602312	HDHP Aetna	-	-	-	-	15,800
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	-	-	18,600	18,600	19,700
	Sub-Total	-	-	1,070,200	1,070,406	792,200
<u>Operating Expense</u>						
603110	Engineering Svcs	-	-	300	300	3,000
603400	Contract Svcs-Other	-	-	4,400	7,700	2,500
603425	Software License & Maint	-	-	3,700	3,700	2,000
603470	Temporary Help	-	-	2,000	-	-
604001	Travel & Training	-	-	3,700	2,194	6,600
604100	Communication Svcs	-	-	2,600	2,600	1,100
604200	Postage	-	6	2,000	2,000	900
604301	Electricity Svcs	-	-	11,600	11,600	11,600
604500	Risk Internal Svcs Charge	-	-	21,500	21,500	14,600
604550	Health Ins Internal Serv Chg	-	-	-	-	15,500
604610	Fleet Internal Svcs Charge	-	-	8,700	8,700	10,400
604650	R&M Office Equip	-	-	-	-	1,500
604700	Printing & Binding Svcs	-	-	1,200	1,200	800
604916	Administrative Expense	-	-	500	500	300
604920	License & Permit Fees	-	-	-	-	4,000
605100	Office Supplies	-	-	1,600	1,600	1,300
605220	Vehicle Fuel-On-Site	-	-	2,700	2,700	2,800
605240	Uniforms Cost	-	-	600	600	900
605250	Noncap Furn (Item less 5000)	-	-	2,500	2,500	2,500
605290	Other Operating Supplies	-	-	500	500	1,400
605410	Subscriptions & Memberships	-	-	500	500	1,400
605500	Training-General	-	-	1,500	1,500	3,100
	Sub-Total	-	6	72,100	71,894	88,200
Total		\$ -	\$ 6	\$ 1,142,300	\$ 1,142,300	\$ 880,400



Utilities Expenditures by Object Code

Engineering & Strategic Development—410-55-565-539-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services						
601200	Employee Salaries	-	-	595,700	595,700	1,095,500
601205	Lump Sum Payout - Accrued Time	-	-	36,900	36,900	64,800
601210	Non-Pensionable Earnings	-	-	-	-	20,900
601215	Communication Stipend	-	-	2,600	2,600	4,600
601220	Longevity Pay	-	-	5,400	5,400	9,500
601400	Overtime-General	-	-	1,000	1,000	12,900
601410	Overtime-Holiday	-	-	2,000	2,000	800
602100	FICA & MICA	-	-	46,600	46,600	89,500
602210	Pension-General	-	-	34,100	34,100	87,800
602235	Pension-Senior Mgmt	-	-	18,500	18,500	61,700
602260	Pension-401	-	-	10,800	10,800	-
602265	Pension-457	-	-	21,500	21,500	27,700
602300	Pmt In Lieu Of Insurance	-	-	12,500	12,500	18,700
602304	Health Insurance-PPO	-	-	47,300	47,300	50,500
602305	Health Insurance-HMO	-	-	36,600	36,600	142,000
602306	Dental Insurance-PPO	-	-	2,900	2,900	5,600
602307	Dental Insurance-HMO	-	-	500	500	300
602309	Basic Life Insurance	-	-	1,300	1,300	2,400
602311	Long-Term Disability Ins	-	-	800	800	1,600
602400	Workers' Compensation	-	-	26,500	26,500	28,000
	Sub-Total	-	-	903,500	903,500	1,724,800
Operating Expense						
603110	Engineering Svcs	-	-	50,000	46,300	40,000
603400	Contract Svcs-Other	-	-	-	-	2,900
603425	Software License & Maint	-	-	2,500	2,500	62,840
604001	Travel & Training	-	-	-	-	2,300
604100	Communication Svcs	-	-	500	500	-
604200	Postage	-	-	-	-	1,100
604500	Risk Internal Svcs Charge	-	-	30,700	30,700	20,800
604550	Health Ins Internal Serv Chg	-	-	-	-	30,800
604610	Fleet Internal Svcs Charge	-	-	6,900	6,900	7,700
604650	R&M Office Equip	-	-	500	200	11,100
604700	Printing & Binding Svcs	-	-	300	300	1,700
604920	License & Permit Fees	-	-	-	-	400
605100	Office Supplies	-	-	400	2,700	1,600
605120	Computer Operating Expenses	-	-	-	1,200	1,000
605220	Vehicle Fuel-On-Site	-	-	3,200	3,200	3,300
605240	Uniforms Cost	-	-	1,500	2,350	1,600
605250	Noncap Furn (Item less 5000)	-	-	-	-	12,000
605290	Other Operating Supplies	-	-	-	-	350
605410	Subscriptions & Memberships	-	-	-	-	3,100
605500	Training-General	-	-	500	150	5,650
	Sub-Total	-	-	97,000	97,000	210,240
	Total	\$ -	\$ -	\$ 1,000,500	\$ 1,000,500	\$ 1,935,040

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 Total: \$440,000.
603400	Contract Svcs-Other	This line item represents funds for services performed by outside contractors such as: cleaning, grounds maintenance, repairs to lift stations, and laboratory equipment maintenance. Includes approved above base requests: \$138,500 (program 555) for increased costs for hauling, sand removal, and grit removal; \$112,400 (program 559) for covered area for generator storage, fence repairs and generator repairs; \$41,800 (program 556) for motor repair, welding services, and air compressor inspection/services for 3 plants; \$15,000 (program 558) for contractual meter replacement work; \$73,000 (program 553) for replacement of two roadway light poles, service electric switchgears, SCADA security assessment, and upgrade to SCADA HMI Software.
603401	Janitorial Svcs	This line item is for services performed by outside contractors for cleaning.
603402	Contracted Lab Testing	This is for outside service for wastewater laboratory analysis required by the City of Hollywood Large User Agreement and for related water laboratory analysis required by Federal, State and Local regulations.
603404	Air Condition Svcs	Repairs and maintenance for A/C equipment as needed.
603425	Software License & Maint	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 \$15,000 Drone2Map (Term License) \$1,500 ArcGIS 3D Analyst for Desktop (Concurrent Use License) \$2,500 Geobullseye for ArcPad \$300 Bentley WaterCAD Maintenance Contract & Support \$7,200 Hansen Maintenance Contract & Support \$20,000 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 \$14,000 Perkin-Elmer: Inst maintenance-Lab/ICP \$12,000 Dionex IC instrument maintenance \$10,000 Ethosoft LIMS maintenance \$3,000 Linko Pretreatment software maintenance \$3,900 Chromelion 7.0 Version for Dionex IC \$10,000 Omnion (Lachat) software \$4,200 Telephonetics Upgrade (Cisco Survey) \$2,500 CADD: \$2,000 GIS software licenses and Real Estate Data Base for Eng \$60,840 Total: \$186,040
603455	Security Svcs	This line item is for outside security services at the water plant.
603460	Landscape Svcs	Costs to maintain landscape and several Utilities plants and lift station properties located throughout the city.
604001	Travel & Training	This costs is for approved out of area travel for trainings, conference, seminars, etc., and includes registration, airline travel, mileage, meals and other related expense.



Utilities Budget Justification

Object #	Account Description	Justification
604100	Communication Svcs	This account is for radios, hand held units and cell phone services. Prog 100: Cellular Phone Monthly Service Charge (7) cell phones \$4,080; Replacement Cellular Phone Accessories (7) \$1,330. Prog 553: Cellular Phone Monthly Service Charge \$2,700; Replacement Cellular Phone Accessories \$400. Prog 555: Cellular Phone Monthly Service Charge (2) \$1,200; Replacement Cellular Phone Accessories \$200. Prog 556: Cellular Phone Monthly Service Charge (3) \$1,700; Replacement Cellular Phone Accessories \$300. Prog 557: Cellular Phone Monthly Service Charge (4) Cell phones \$2,100; Replacement Cellular Phone Accessories \$400; Monthly GPS fee to Synovnia and Verizon \$1,000. Prog 558: Cellular Phone Monthly Service Charge \$5,400; Replacement Cellular Phone Accessories \$1,500; Cell Tower Modem \$1,400.00; Monthly GPS fee to Synovnia and Verizon \$1,400. Prog 559: Cellular Phone Monthly Service Charge (18) \$7,400; Air Card Service Charge \$1,800; Replacement Cellular Phone Accessories \$1,300; Monthly GPS fee to Synovnia and Verizon (17) devices \$4,100. Prog 563: Cellular Phone Monthly Service Charge \$1,200; Replacement Cellular Phone Accessories \$200. Prog 554: Cellular Phone Monthly Service Charge \$2,000; Replacement Cellular Phone Accessories \$400. Prog 550: Cellular Phone Monthly Service Charge \$2,700; Replacement Cellular Phone Accessories \$300. Prog 564: Cellular Phone Monthly Service Charge \$900; Replacement Cellular Phone Accessories \$200.
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 purchase if exceed allotted meter amount.
604500	Risk Internal Svcs Charge	This is a restricted account for allocated property and liability insurance premiums as provided by HR-Risk Management.
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. \$12,000; Painting Digesters \$30,000; Pressure Cleaning Pretreatment/Odor Control \$5,000; Concrete Repair (Filters/Clarifiers) \$50,000; Floor Tile Repair Building A \$3,500; Building Exhaust Fans (Need full replacement - rotted out) \$21,000; Solids Building Crane (Not Working) \$15,000. 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 \$12,000. 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 \$10,000; Door Replacement \$45,000; Piping Color Coding \$7,500; Entry Sign Maintenance/Cleanup \$7,000.
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).

Utilities Budget Justification

Object #	Account Description	Justification
604640	R&M Machinery	This line item represents repair and maintenance of all pumps, motors and power equipment utilized in the Utilities Operations. Includes funding for additional equipment rehabilitation and spare parts for three plants (approved above base request). Actuator Valve Replacement. on Trains 1-6.
604641	R&M Membrane Elements	This budget is to fund the cost of membrane elements.
604650	R&M Office Equip	Repair of office related equipment such as the plans copier and plotter.
604661	R&M Distribution System	This represents funding for the purchase of all materials and supplies required to maintain meters and to upgrade the City's existing water and sewer mains and fire hydrants.
604662	R&M Lift Station-Minor	This represents funding for the maintenance and repair of lift stations city-wide including but not limited to pump repairs, control system services and parts, painting and structural improvements and repairs.
604664	R&M Telemetry	This account is used to pay cost associated with electronic supplies for telemetry system.
604665	R&M Air Conditioning	This represents funding for repairs and maintenance related to city-wide air conditioning systems.
604669	Landscape & Irrigation	The line is for landscape & 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 represents the cost associated with licensing fees related to operating programs. Prog 553: Electrical Master License Renewal (Every 2 Years) \$200; Electrical Journeyman Renewal (Every 2 Years - (1) Supervisor, (1) Electrician III @ \$100.00 each \$200. Prog 555: Fuel Storage & Generator Licensing \$600; Storage Tank State (DEP) (Annual Renewal), Hazardous Material (FDEP)) \$1,650; FDEP Air License \$360; FWPCOA membership (CHAPTER 7) Hazardous Material (FDEP & DPEP) \$1,550; MIT License Renewal (5 year renewal, 2020) \$10,000; License to Operate - Broward County Multisector Storm Water Discharge Permit/NPDES (Annual Renewal) \$500; Elevator Operation - Broward County (Annual) Association (FWPCOA) Annual Renewal, 13 operators. \$3,240. 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 \$350). 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: Hazard Materials Cert. (Annual Renewal due 5/31/20) \$850; Diesel Fuel Storage Tank Cert. @ 10 MGT Facility. (Annual Renewal due 5/31/20) \$500; Diesel Fuel Storage Tank Cert. @ EWTP. (Annual Renewal due 5/31/20) \$500; Storage Tank Registration Placard (Annual Renewal) \$25; Annual Fire Inspection Permit \$750; Annual Elevator Operations Permit \$750; Operator License Exam (2) \$400. 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	For various one time unanticipated expenses.
605100	Office Supplies	This represents funding for miscellaneous office supplies for the department to function.
605120	Computer Operating Expenses	This line item is computer related hardware/items.
605210	Water Meters	This represents funding for renewal and replacement meters.



Utilities Budget Justification

Object #	Account Description	Justification
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. Budget includes funding for file cabinets for filing of records (DEP) \$1,000; File, Storage, & Appliances \$600; Misc. Furniture \$500; Tables & chairs for Break Room, Meeting Room, Laboratory and Operations Center \$4,000, workstations, new chairs, desk, and file cabinets for new staff \$9,000.
605251	Noncap Equip (Item less 5000)	<p>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.</p> <p>All-purpose penetrating oil/WD-40 - \$700; Bar, Johnson, Pry, Breaker, Flat Tip x5 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-All - \$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.) - \$1,200; Operations Tools, Lockers, Need 4 New Chemical Cabinets - \$4,000; Portable Generator - \$800; Portable insect fogger for injection well/pre-treat - \$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 - \$2,500; 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 - \$6,000; 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. - \$6,400; Wrenches, Pipe/Crescent/Hydrant/Meter - \$900.</p>
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	<p>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.</p> <p>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.</p>

Utilities Budget Justification

Object #	Account Description	Justification
605500	Training-General	This expenditure represents funds needed to attend various seminars such as: AWWA, W.E.F., NIGP, GPASE, FAPPO, NFBPA, and Sacramento Training Correspondence Courses. This expenditure represents funds needed to attend various seminars/classes required for PE and PLS license renewals, computer training and other professional development. 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; PITTCO - \$600; Safety Training - \$14,000; SEDA Training (Upcoming Training for Conversion to Membranes) - \$2,500; Special training for new staff - \$3,650; State Approved CEU's/Training/Engineering Certification - \$4,200; State Distribution License & Renewal - \$500; Training for Exec Asst. to Asst City Manager - \$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.
606400	Machinery & Equipment	Funding for machinery and equipment as follows: program 555: Clarifier spray system for 3 clarifiers, air bay valve 3, clarifier 4 rehab to extend its useful life, and replacement of 4 RAS pumps \$529,000; program 553: refrigerated automatic sampler \$6,000; 2 reuse high head pumps VFD upgrade \$32,000; raw water well pumps soft starters \$6,000; injection pump \$7,000; master pump station transfer pump upgrade \$30,000; program 563: ultra pure DI water system \$15,000.
606440	Vehicles Purchase	This budgeted amount is for the replacement of 3 vehicles and equipment in the amount of \$453,000, as follows: \$25,000 - New Ford F-150 to replace Vehicle UT813; \$28,000 - New Ford Escape to replace Vehicle UT346; \$400,000 - New TV Truck to replace Vehicle UT2077. In addition, a new forklift and lift were approved for purchase in FY2020. the cost will be \$34,000, for a total budget of \$487,000.
606450	Radio Equipment	This account is used to purchase or replace radio equipment. The \$2000 budgeted in FY2020 will be used for replacement of hand held communication system for Wastewater Collection Program Video Sealing staff.



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	(80,572)	75,150	-	-	-
Operating Expense	6,684,085	7,125,912	7,170,601	7,170,601	7,602,900
Capital Outlay	-	-	-	-	-
Debt Service	1,809,660	2,470,968	3,276,200	3,276,200	3,343,300
Depreciation	8,571,017	8,699,072	-	-	-
Total Operating Expenditures	16,984,190	18,371,103	10,446,801	10,446,801	10,946,200
Transfer Out	808,430	526,600	530,400	530,400	530,500
Capital Asset Clearing	(5,337,661)	(24,604,364)	-	-	-
Grants & Aids	-	-	2,000,000	2,000,000	-
Other Uses	-	-	-	-	-
Appropriated Fund Balance	-	-	2,980,447	2,980,447	802,475
Total	\$ 12,454,959	\$ (5,706,661)	\$ 15,957,648	\$ 15,957,648	\$ 12,279,175

Utility Fund Non-Departmental

Expenditure Detail Budget—410-70-000-517-000-|410-90-000-519-/536/581/590-000-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Debt Service-70-000-517-000</u>						
607135	Prin-07 Util System Bond	1,127,825	1,172,150	-	-	-
607128	Princ-15 Util System Bond	465,000	490,000	480,000	480,000	515,000
607138	2017 Util Sys Rev Bd-Prin	-	-	950,000	950,000	1,030,000
607228	Int-15 Util System Bond	279,147	266,442	256,900	256,900	243,800
607235	Int-Util Sys Bond 07	1,504,699	183,805	-	-	-
607238	2017 Util Sys Rev Bd-Int	-	1,424,655	1,587,300	1,587,300	1,542,500
607240	Int-SRF Loans	-	23,457	-	-	-
607290	Int-Custom Deposits	10,002	11,979	1,000	1,000	12,000
607320	Cost Of Issuance	8,513	249,331	-	-	-
607322	Admin Costs	500	311,300	1,000	1,000	-
607324	Bond Discount Amortization	6,798	-	-	-	-
607999	Debt Svcs Clearing	(1,592,825)	(1,662,150)	-	-	-
	Sub-Total	1,809,660	2,470,968	3,276,200	3,276,200	3,343,300
<u>Personnel Services-90-000-519/536-000</u>						
601600	Compensated Absences	(82,492)	73,070	-	-	-
602321	GAME Retiree Stipend	-	-	-	-	-
602322	Non-Rep Retiree Stipend	1,920	2,080	-	-	-
	Sub-Total	(80,572)	75,150	-	-	-
<u>Operating Expense-90-000-519/536-000</u>						
603111	Rev Enhancement	-	-	-	-	-
603121	City Attorney Svcs	32,566	25,000	25,000	25,000	25,000
604440	Leased Copiers	-	-	66,500	66,500	-
604901	Credit Card Svcs Fees	-	8,333	-	-	-
604905	Bank Svcs Charges	54,818	48,779	60,000	60,000	48,800
604915	Pmt in Lieu of Taxes	1,877,000	2,127,000	2,255,000	2,255,000	2,331,800
604989	IT Internal Svcs Charge	566,500	548,600	814,900	814,900	957,300
604996	Admin Chg from Gen Fund	4,153,200	4,368,200	3,949,201	3,949,201	3,740,000
604998	Contingency	-	-	-	-	500,000
	Sub-Total	6,684,085	7,125,912	7,170,601	7,170,601	7,602,900
<u>Dept. Capital Outlay-90-000-536-000</u>						
606499	Capital Outlay Reserve	-	-	-	-	-
	Sub-Total	-	-	-	-	-
<u>Other/Appr Fund Bal-90-000-536/590-000</u>						
605915	Depreciation-Proprietary	8,571,017	8,699,072	-	-	-
606900	Capital Asset Clearing Account	(5,337,661)	(24,604,364)	-	-	-
609501	Econom.Dev.Init.-Int. Loan	-	-	2,000,000	2,000,000	-
609990	Appropriated Fund Balance	-	-	2,980,447	2,980,447	802,475
	Sub-Total	3,233,356	(15,905,292)	4,980,447	4,980,447	802,475
<u>Transfers-90-000-581-000</u>						
691413	Trfr To Utility Const Rev Bond	286,430	-	-	-	-
691414	Trfr To CIAC	522,000	526,600	530,400	530,400	530,500
	Sub-Total	808,430	526,600	530,400	530,400	530,500
Total		\$ 12,454,959	\$ (5,706,661)	\$ 15,957,648	\$ 15,957,648	\$ 12,279,175



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 is for one time expenditures that are not budgeted in another line item.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.
691414	Trfr To CIAC	This transfer is for the State Revolving Loan Infrastructure and Wastewater principal and interest debt service.

Utility Fund Debt Service Budget Justification

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 \$38,645,000 Utility System Revenue Bond, Series 2007. Principal is due annually on October 1 through October 1, 2037, to begin October 1, 2018.
607228	Int-15 Util System Bond	This is the Interest portion for the 2015 Utility System Revenue Bond which refunded the Utility System Refunding and Improvement Revenue Bonds, Series 2004. Principal and Interest are due quarterly in Jan, April, July and October 1 through 2034.
607238	2017 Util Sys Rev Bd-Int	This is the Interest for the Utility System Refunding Revenue Bonds, Series 2017 which was used to pay off the then outstanding \$38,645,000 Utility System Revenue Bond, Series 2007. Interest is due annually on October 1 through October 1, 2037, to begin October 1, 2018.
607290	Int-Custom Deposits	This account is for the interest paid on customer deposits.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Public Works	50	-	50,933	-	1,000,000	-
Construction & Facilities Management	53	524	-	-	1,276	-
Utilities	55	4,965,830	24,680,679	1,700,000	42,497,917	2,450,000
Information Technology	58	35,005	-	-	345,875	336,832
Total		\$ 5,001,359	\$ 24,731,612	\$ 1,700,000	\$ 43,845,068	\$ 2,786,832

Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Capital Improvement							
<i>Monarch Lakes Park</i>							
<u>410-53-801-572-000-</u>							
606501	CIP-Pre-Construction	51007	524	-	-	-	-
606510	CIP-Construction		-	-	-	1,276	-
	Subtotal		524	-	-	1,276	-
<i>Sewer Line Rehabilitation Program</i>							
<u>410-55-801-535-000-</u>							
606510	CIP-Construction	52004	397,449	485,117	500,000	514,883	-
	Subtotal		397,449	485,117	500,000	514,883	-
<i>E Mir Fire Hydrant & Lines Imprv</i>							
<u>410-55-800-529-000-</u>							
606510	CIP-Construction	52010	1,699,213	1,880,895	-	1,169,892	-
	Subtotal		1,699,213	1,880,895	-	1,169,892	-
<i>Econ Development & Incentive Prog</i>							
<u>410-55-800-552-000-</u>							
606505	CIP-Permits	52014	-	-	-	2	-
606510	CIP-Construction		-	-	-	171	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	43,385	-
606515	CIP-Professional Fees		13,080	-	-	-	-
606520	CIP-Contingency		-	-	-	556	-
	Subtotal		13,080	-	-	44,113	-
<i>Meter Repair & Replacement</i>							
<u>410-55-800-533-000-</u>							
606511	CIP-Furniture Fixtures & Equip	52016	107,208	193,267	200,000	511,589	250,000
	Subtotal		107,208	193,267	200,000	511,589	250,000
<i>Svc Line Install & Meter Relocation</i>							
<u>410-55-801-533-000-</u>							
606511	CIP-Furniture Fixtures & Equip	52030	86,164	18,497	-	-	-
	Subtotal		86,164	18,497	-	-	-



Utility Fund Capital Improvement

Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Capital Improvement							
<i>West WTP Laboratory & Office Space</i>							
<u>410-55-807-533-000-</u>							
606502	CIP-Plan/Design/Eng	52038	-	62,863	-	70,638	-
606505	CIP-Permits		-	-	-	30,000	-
606510	CIP-Construction		-	-	100,000	676,500	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	60,000	-
606520	CIP-Contingency		-	-	-	50,000	-
606810	CIP-Tech Software/Hardware		-	-	50,000	50,000	-
	Subtotal		-	62,863	150,000	937,138	-
<i>Historic Miramar Improvements III</i>							
<u>410-55-801/901-536-000-</u>							
606502	CIP-Plan/Design/Eng	52040	12,655	7,452	-	193,053	-
606505	CIP-Permits		-	905	-	1,867	-
606510	CIP-Construction		131,840	2,026,707	-	6,127,654	-
	Subtotal		144,495	2,035,064	-	6,322,573	-
<i>East Water Plant Process Enhancement</i>							
<u>410-55-803/900-533-000-</u>							
606502	CIP-Plan/Design/Eng	52041	574,252	151,711	-	302,734	-
606505	CIP-Permits		16,635	94,862	-	57,003	-
606510	CIP-Construction		1,277,460	19,562,784	-	22,846,953	-
	Subtotal		1,868,348	19,809,357	-	23,206,691	-
<i>WWRF Entrance Renovations</i>							
<u>410-55-803-535-000-</u>							
606510	CIP-Construction	52042	(43,769)	-	-	-	-
	Subtotal		(43,769)	-	-	-	-
<i>East Water Treatment Plant Lime Silo</i>							
<u>410-55-804-533-000-</u>							
606510	CIP-Construction	52045	28,000	-	-	-	-
	Subtotal		28,000	-	-	-	-
<i>WWTP Scada System Replacement</i>							
<u>410-55-805-533-000-</u>							
606510	CIP-Construction	52046	188,206	-	-	-	-
	Subtotal		188,206	-	-	-	-
<i>Reclaimed Water Sys Expansion/Piping</i>							
<u>410-55-806-533-000-</u>							
606510	CIP-Construction	52047	-	6,200	-	1,393,800	-
	Subtotal		-	6,200	-	1,393,800	-
<i>Injection Well Equipment Replacement</i>							
<u>410-55-804-535-000-</u>							
606505	CIP-Permits	52048	-	-	-	-	-
606510	CIP-Construction		445,848	(2,023)	-	-	-
	Subtotal		445,848	(2,023)	-	-	-
<i>Reclaimed Water System Expansion/WW</i>							
<u>410-55-808-533-000-/55-900</u>							
606502	CIP-Plan/Design/Eng	52049	5,219	188,164	-	1,418	-
606505	CIP-Permits		-	3,280	-	-	-
606510	CIP-Construction		-	-	-	6,454,320	-
	Subtotal		5,219	191,444	-	6,455,738	-
<i>Embankment Stabilize and Storm Mgmt</i>							
<u>410-50-801-537-000-</u>							
606510	CIP-Construction	52052	-	50,933	-	-	-
	Subtotal		-	50,933	-	-	-
<i>WWRF Valves Replacement</i>							
<u>410-55-805-535-000-</u>							
606510	CIP-Construction	52053	13,200	-	-	-	-
	Subtotal		13,200	-	-	-	-
<i>West Water Plant Process Improvements</i>							
<u>410-55-810-533-000-</u>							
606502	CIP-Plan/Design/Eng	52064	-	-	-	200,000	-
606510	CIP-Construction		-	-	-	250,000	-
	Subtotal		-	-	-	450,000	-

Utility Fund Capital Improvement

Expenditure Detail Budget-410-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<i>Historic Mir Drainage Improvement</i>						
	410-50-800-533-000-						
606510	CIP-Construction	52066	-	-	-	1,000,000	-
	Subtotal		-	-	-	1,000,000	-
	<i>WW Reclamation Fac Digester Clean</i>						
	410-55-806-535-000-						
606510	CIP-Construction	52071	-	-	350,000	350,000	1,200,000
	Subtotal		-	-	350,000	350,000	1,200,000
	<i>Water Service Line & Main Repr/Repl</i>						
	410-55-811-533-000-						
606510	CIP-Construction	52072	-	-	-	-	250,000
	Subtotal		-	-	-	-	250,000
	<i>CC Ranches Wtr Main Impr Ph I</i>						
	410-55-812-533-000-						
606502	CIP-Plan/Design/Eng	52076	-	-	300,000	300,000	-
	Subtotal		-	-	300,000	300,000	-
	<i>SCADA Cybersecurity Improvement</i>						
	410-58-801-536-000-						
606502	CIP-Plan/Design/Eng	52078	-	-	-	185,000	123,333
606810	CIP-Tech Software/Hardware		-	-	-	149,500	99,666
606520	CIP-Contingency		-	-	-	11,375	7,583
	Subtotal		-	-	-	345,875	230,582
	<i>Enterprise Resource Plan Sys-STEAM</i>						
	410-58-800-513-000-						
606517	CIP-Implementation Fees	54002	-	-	-	-	106,250
	Subtotal		-	-	-	-	106,250
	<i>WWRF Equipment Replacements</i>						
	410-55-802-535-000-						
606502	CIP-Plan/Design/Eng	54007	-	-	-	-	-
606510	CIP-Construction		13,170	-	-	618,418	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	23,082	500,000
	Subtotal		13,170	-	-	641,500	500,000
	<i>Phone System Replacement</i>						
	410-58-800-516-000-						
606517	CIP-Implementation Fees	54009	35,005	-	-	-	-
	Subtotal		35,005	-	-	-	-
	<i>Standby Generators for Lift Station</i>						
	410-55-807-535-000-						
606510	CIP-Construction	54015	-	-	200,000	200,000	-
	Subtotal		-	-	200,000	200,000	-
	<i>WWRF Switchgear PLC System Upgrade</i>						
	410-55-808-535-000-						
606510	CIP-Construction	54016	-	-	-	-	250,000
	Subtotal		-	-	-	-	250,000
	Total		\$ 5,001,359	\$ 24,731,612	\$ 1,700,000	\$ 43,845,068	\$ 2,786,832



Utility Fund Capital Improvement Budget Justification

Object #	Account Description	Justification
<u>Capital Improvement Projects</u>		
<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>Wastewater Reclamation Facility Digester Cleaning & Refurbishment</u>		
606510	52071	This project includes the cleaning and refurbishment of the City's Wastewater Reclamation Facility digester system to ensure the required level of service is maintained.
<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>SCADA Cybersecurity Improvement</u>		
606502 / 606520 / 606810	52078	This project includes the full implementation and configuration of equipment, systems, software, and IT security mechanisms associated with the SCADA system that operates the City's water and wastewater plants.
<u>Enterprise Resource Planning System-STEAM</u>		
606517	54002	This additional phase will include a complete Munis assessment and Business Process Review of all modules, followed by remediation of all findings and recommendations.
<u>WWRF Equipment Replacement & Process Rehabilitation</u>		
606511	54007	This project is for the replacement, refurbishment or rehabilitation of aging equipment at the City's Wastewater Reclamation Facility in efforts to avoid equipment failures and operational problems.
<u>WWRF Switchgear PLC System Upgrade</u>		
606510	54016	This project is to replace the Wastewater Reclamation Facility (WWRF) electrical switchgear Programmable Logic Controller (PLC) system, which provides emergency power from four stationary generators to the wastewater treatment processes and office buildings when Florida Power & Light (FP&L) power is unavailable or unstable.

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 Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$11,899,699	\$11,885,246	\$ (306,050)	\$ (306,050)	\$ (306,050)
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	10,397	13,948	-	-	-
Transfer In	286,430	-	-	-	-
Appropriation of Fund Balance/Carryover	-	-	-	-	-
Total	\$ 296,827	\$ 13,948	\$ -	\$ -	\$ -
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	254	79	-	-	-
Capital Outlay	-	-	-	-	-
Grants & Aids	-	-	-	-	-
Total Operating Expenditures	254	79	-	-	-
Capital Improvement Program	-	-	-	-	-
Depreciation	311,026	306,050	-	-	-
Capital Asset Clearing	-	-	-	-	-
Other Uses	-	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Transfer Out	-	11,899,114	-	-	-
Total	\$ 311,280	\$ 12,205,243	\$ -	\$ -	\$ -
Excess/Deficiency	(14,453)	(12,191,295)	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ 11,885,246	\$ (306,050)	\$ (306,050)	\$ (306,050)	\$ (306,050)



Utility Construction Revenue Bonds

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Miscellaneous</u>					
361100	Int Earnings	10,397	13,948	-	-	-
	Sub-total	10,397	13,948	-	-	-
	<u>Other Source</u>					
399999	Appropriation Of Fund Balance	-	-	-	-	-
381410	Trfr Fr Utility Fund	286,430	-	-	-	-
	Sub-total	286,430	-	-	-	-
	Total	\$ 296,827	\$ 13,948	\$ -	\$ -	\$ -

Expenditure Detail Budget—413-55-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Operating Expense</u>						
604905	Bank Svcs Charges		254	79	-	-	-
605915	Depreciation-Proprietary		311,026	306,050	-	-	-
	Sub-total		311,280	306,129	-	-	-
	<u>Other</u>						
691410	Trfr To Utility		-	11,899,114	-	-	-
609990	Appropriated Fund Balance		-	-	-	-	-
	Sub-total		-	11,899,114	-	-	-
	Total		\$ 311,280	\$ 12,205,243	\$ -	\$ -	\$ -

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 Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ (809,428)	\$ 1,703,817	\$ 2,279,380	\$ 2,279,380	\$ (891,997)
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	2,040,249	(15,875)	872,000	872,000	3,233,600
Intergovernmental Revenues	309,876	-	-	-	-
Charges for Services	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	6,804	8,616	200	200	6,000
Other Sources	-	-	-	-	-
Transfer In fr Utility Fund	522,000	526,600	530,400	530,400	530,500
Carryover	-	-	-	3,171,377	-
Total	\$ 2,878,929	\$ 519,341	\$ 1,402,600	\$ 4,573,977	\$ 3,770,100
Expenditures by Category					
Personnel Services	-	-	-	-	-
Operating Expense	3,209	3,748	5,000	5,000	4,000
Departmental Capital Outlay	-	-	-	64,000	-
Total Operating Expenditures	3,209	3,748	5,000	69,000	4,000
Capital Improvement Program	1,752,782	482,189	700,000	3,807,377	2,300,000
Debt Service	109,433	95,686	526,700	526,700	526,700
Depreciation	50,136	55,035	-	-	-
Capital Asset Clearing	(1,752,783)	(632,189)	-	-	-
Other	-	-	170,900	170,900	939,400
Transfer Out	202,905	(60,690)	-	-	-
Total	\$ 365,684	\$ (56,221)	\$ 1,402,600	\$ 4,573,977	\$ 3,770,100
Excess/Deficiency	2,513,245	575,562	-	-	-
Appropriation of Fund Balance	-	-	-	(3,171,377)	-
Ending Fund Balance	\$ 1,703,817	\$ 2,279,380	\$ 2,279,380	\$ (891,997)	\$ (891,997)



Contribution In Aid Of Construction

Revenue Projections

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Permits, Fees, Special Assessment</u>						
324210	Impact Fees-Water	642,194	22,344	390,000	390,000	1,563,300
324211	Impact Fees-Wastewater	1,195,150	22,470	391,000	391,000	1,569,800
324212	Impact Fees-Water-Dev	158,191	(36,388)	71,000	71,000	53,000
324213	Impact Fees-Wastewater-Dev	44,714	(24,302)	20,000	20,000	47,500
	Sub-total	2,040,249	(15,875)	872,000	872,000	3,233,600
<u>Intergovernmental Revenues</u>						
334382	State Grt-LP06085-Wtr Sys Exp	309,876	-	-	-	-
	Sub-total	309,876	-	-	-	-
<u>Miscellaneous Revenues</u>						
361100	Int Earnings	6,804	8,616	200	200	6,000
	Sub-total	6,804	8,616	200	200	6,000
<u>Other Source</u>						
381410	Trfr Fr Utility Fund	522,000	526,600	530,400	530,400	530,500
399900	CIP Carryover	-	-	-	3,171,377	-
	Sub-total	522,000	526,600	530,400	3,701,777	530,500
	Total	\$ 2,878,929	\$ 519,341	\$ 1,402,600	\$ 4,573,977	\$ 3,770,100

Expenditure Detail Budget—414-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense:</u>							
604905	Bank Svcs Charges		3,209	3,748	5,000	5,000	4,000
607322	Admin Costs		7,653	-	-	-	-
	Sub-total		10,862	3,748	5,000	5,000	4,000
<u>Dept Capital Outlay</u>							
606499	Capital Outlay Reserve		-	-	-	64,000	-
	Sub-total		-	-	-	64,000	-
<u>Capital Improvement Projects</u>							
<i>E Mir Fire Hydrant & Lines Imprv</i>							
<i>414-55-800-529-000-53-800</i>							
606502	CIP-Plan/Design/Eng	52010	7,519	-	-	-	-
606505	CIP-Permits		-	-	-	-	-
606510	CIP-Construction		1,043,078	299,893	-	-	-
606511	CIP-Furniture Fixtures & Equip		-	-	-	73	-
606520	CIP-Contingency		-	-	-	-	-
	Sub-total		1,050,597	299,893	-	73	-
<i>Reclaimed Water Distrib Sys Expan</i>							
<i>414-55-802-533-000-</i>							
606502	CIP-Plan/Design/Eng	52012	367	-	-	-	-
606510	CIP-Construction		57,302	-	-	-	-
	Sub-total		57,669	-	-	-	-
<i>West WTP Laboratory & Office Space</i>							
<i>414-55-808-533-000-</i>							
606510	CIP-Construction	52038	-	-	-	-	950,000
606520	CIP-Contingency		-	-	-	-	50,000
	Sub-total		-	-	-	-	1,000,000

Contribution In Aid Of Construction

Expenditure Detail Budget—414-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<i>Historic Miramar Improvements III</i>							
<i><u>414-55-801-536-000-</u></i>							
606502	CIP-Plan/Design/Eng	52040	6,963	-	-	74,727	-
606510	CIP-Construction		-	-	-	319,373	-
	Sub-total		6,963	-	-	394,100	-
<i>Reclaimed Water Sys Expansion/Piping</i>							
<i><u>414-55-806/900-533-000-</u></i>							
606502	CIP-Plan/Design/Eng	52047	37,500	109,500	-	3,000	-
606505	CIP-Permits		-	-	-	3,580	-
606510	CIP-Construction		523,754	-	700,000	2,950,520	-
	Sub-total		561,254	109,500	700,000	2,957,100	-
<i>Reclaimed Water System Expansion/WW</i>							
<i><u>414-55-805-533-000-</u></i>							
606502	CIP-Plan/Design/Eng	52049	76,300	72,796	-	156,104	-
	Sub-total		76,300	72,796	-	156,104	-
<i>Raw Water Main-Huntington Wellfield</i>							
<i><u>414-55-807-533-000-</u></i>							
606502	CIP-Plan/Design/Eng	52065	-	-	-	300,000	-
606510	CIP-Construction		-	-	-	-	-
	Sub-total		-	-	-	300,000	-
<i>CC Ranches Wtr Main Impr Ph I</i>							
<i><u>414-55-809-533-000-</u></i>							
606510	CIP-Construction	52076	-	-	-	-	1,000,000
	Sub-total		-	-	-	-	1,000,000
<i>Sustainable Renew Energy & Conserv Init</i>							
<i><u>414-55-800-539-000-</u></i>							
606502	CIP-Plan/Design/Eng	52085	-	-	-	-	300,000
	Sub-total		-	-	-	-	300,000
Debt Service							
607132	Prin-SRL Infrastructure		404,589	413,089	421,800	421,800	430,700
607136	Prin.-HMI3 SRLWW060800		7,765	15,829	16,300	16,300	16,700
607134	Prin-St Revolv Ln Wstwr		20,873	-	-	-	-
607232	Int-SRL Infrastructure		94,309	85,772	79,000	79,000	70,100
607234	Int-Revolv Ln Wastewater		191	-	-	-	-
607236	Int.-HMI3 SRLWW060800		7,280	9,914	9,600	9,600	9,200
607999	Debt Svcs Clearing		(433,226)	(428,918)	-	-	-
	Sub-total		101,780	95,686	526,700	526,700	526,700
Other							
605915	Depreciation-Proprietary		50,136	55,035	-	-	-
606900	Capital Asset Clearing Account		(1,752,783)	(632,189)	-	-	-
609906	Renewal & Replace Reserve		-	-	170,900	170,900	939,400
691410	Trfr To Utility		202,905	(60,690)	-	-	-
	Sub-total		(1,499,741)	(637,845)	170,900	170,900	939,400
Total			\$ 365,684	\$ (56,221)	\$ 1,402,600	\$ 4,573,977	\$ 3,770,100



Contribution In Aid Of Construction Budget Justification

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 ir 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 ir 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.
381410	Trfr Fr Utility Fund	This transfer is for State Revolving Loan principal and interest debt service.
<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.
609906	Renewal & Replace Reserve	This account is for funds to cover unanticipated expenses for major repairs and replacement of the Utility's facilities, infrastructure and/or related equipment.

Capital Improvement Projects

West WTP Laboratory & Office Space Modification

606510 / 606520 52038 This project includes expansion necessary to address space needs for proper water quality laboratory operations and administration.

Country Club Ranches Water Main Improvements - Phase I

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.

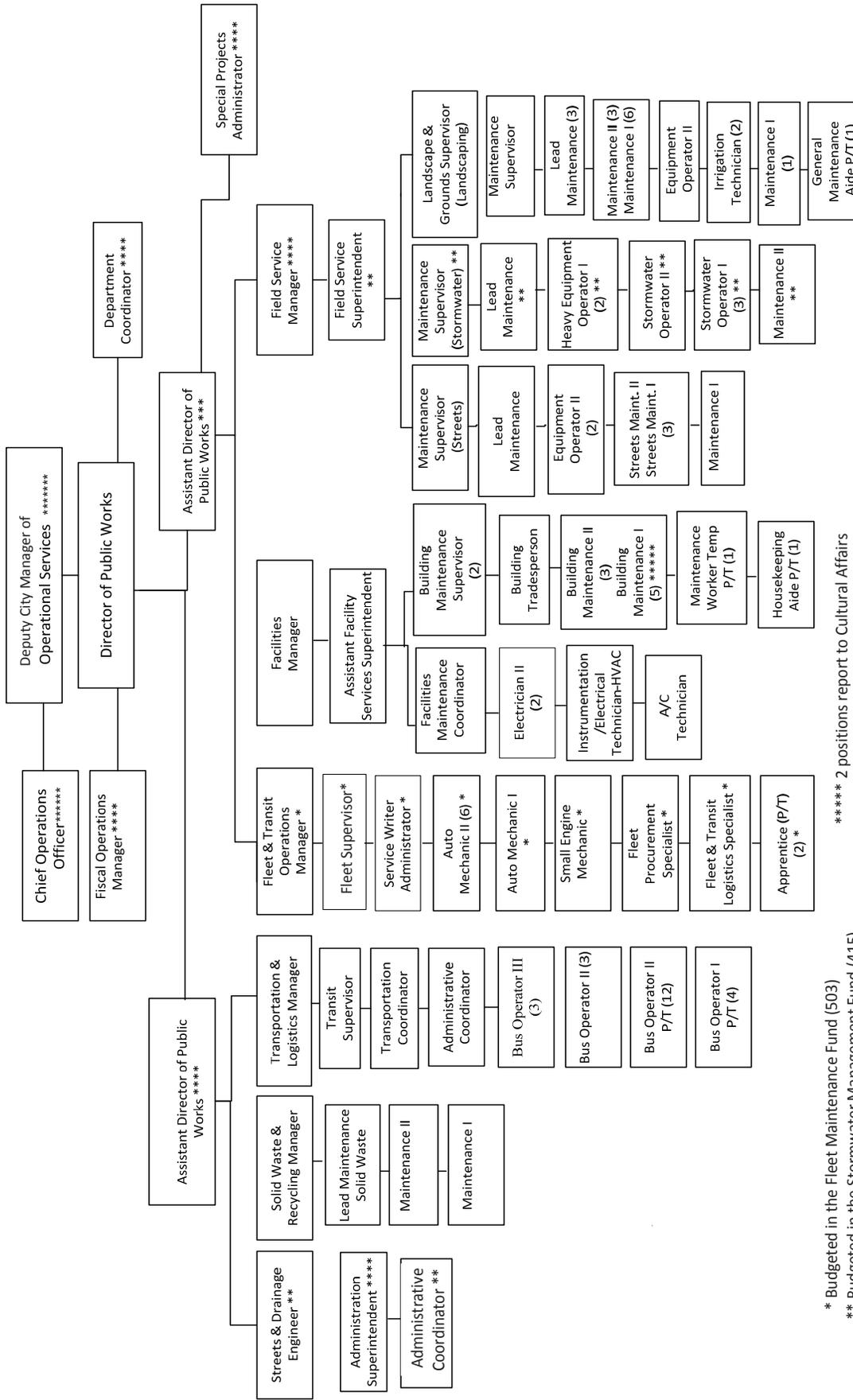
Sustainable Renewable Energy & Conservation Initiatives

606502 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 Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 4,064,632	\$ 5,960,577	\$ 7,914,708	\$ 7,914,708	\$ 8,140,249
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	4,392,743	4,456,860	4,527,100	4,527,100	5,497,147
Intergovernmental Revenues	149,662	-	-	-	-
Charges for Services	132,498	136,009	134,700	134,700	163,553
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	39,504	93,532	15,000	7,126,037	150,000
Transfer In	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	532,499	-
Total	\$ 4,714,408	\$ 4,686,401	\$ 4,676,800	\$ 12,320,336	\$ 5,810,700
Expenditures by Category					
Personnel Services	813,692	1,099,220	1,308,800	1,308,800	1,391,800
Operating Expense	1,093,391	1,175,597	1,355,860	1,355,860	1,352,160
Capital Outlay	224,202	46,401	307,200	531,699	27,200
Total Operating Expenditures	2,131,285	2,321,218	2,971,860	3,196,359	2,771,160
Capital Improvement	475,987	2,549,109	340,000	7,759,037	340,000
Depreciation	310,607	332,141	-	-	-
Capital Asset Clearing	(698,923)	(2,592,753)	-	-	-
Debt Service	148,595	122,555	606,900	606,900	606,900
Renewal & Replacement	-	-	-	-	-
Transfer Out	-	-	-	-	-
Appropriated Fund Balance	-	-	758,040	758,040	2,092,640
Total	\$ 2,367,551	\$ 2,732,269	\$ 4,676,800	\$ 12,320,336	\$ 5,810,700
Excess/Deficiency (actuals)	2,346,857	1,954,131	-	-	-
Appropriated Fund Balance	-	-	758,040	758,040	2,092,640
Appropriation of Fund Balance	-	-	-	(532,499)	-
Restatement Adjustment*	(450,912)	-	-	-	-
Ending Fund Balance	\$ 5,960,577	\$ 7,914,708	\$ 8,672,748	\$ 8,140,249	\$ 10,232,889

* - per 2018 CAFR



Stormwater Management

Revenue Projections

Object Code	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Intergovernmental</u>							
334390	Miramar Historic Drainage Sys	52021	149,662	-	-	-	-
	Sub Total		149,662	-	-	-	-
<u>Charges for Services</u>							
325205	Stormwater Assessment Fees		4,321,733	4,386,153	4,527,100	4,527,100	5,497,147
325206	Stormwater Delinquent Fees		71,010	70,706	-	-	-
343950	Stormwater Fees		132,498	136,009	134,700	134,700	163,553
	Sub Total		4,525,241	4,592,869	4,661,800	4,661,800	5,660,700
<u>Miscellaneous Revenues</u>							
361100	Int Earnings		38,242	91,800	15,000	15,000	150,000
361109	Int-Other		1,263	1,732	-	-	-
399900	CIP Carryover		-	-	-	532,499	-
384200	Other Financing Sources		-	-	-	7,111,037	-
	Sub Total		39,504	93,532	15,000	7,658,536	150,000
	Total		\$ 4,714,408	\$ 4,686,401	\$ 4,676,800	\$ 12,320,336	\$ 5,810,700

Stormwater Management Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Total cubic yards of street debris collected by Streets sweeper		Last Quarter Actual	594.00	548.00	
		YTD Actual	1,730.00	1,857.00	
		EOY Target	1,000.00	830.00	830.00
		% Target	173.00%	223.73%	
		% Goal	100.00%	100.00%	
 Number of catch basins inspected	 Mitigate the potential for flooding.	Last Quarter Actual	499.00	370.00	
		YTD Actual	1,629.00	1,554.00	
		EOY Target	830.00	830.00	830.00
		% Target	196.27%	187.23%	
		% Goal	100.00%	100.00%	
 Number of catch basins cleaned	 Mitigate the potential for flooding.	Last Quarter Actual	425.00	318.00	
		YTD Actual	1,402.00	1,286.00	
		EOY Target	450.00	450.00	450.00
		% Target	311.56%	285.78%	
		% Goal	100.00%	100.00%	
 Number of outfalls inspected and cleared	 Mitigate the potential for flooding.	Last Quarter Actual	2.00	2.00	
		YTD Actual	12.00	20.00	
		EOY Target	12.00	12.00	12.00
		% Target	100.00%	166.67%	
		% Goal	100.00%	100.00%	
 Total miles of streets swept	 Reduce the amount of pollutants in City waterways to comply with the Clean	Last Quarter Actual	854.00	361.00	
		YTD Actual	2,176.00	1,852.00	
		EOY Target	1,100.00	1,100.00	1,100.00
		% Target	197.82%	168.36%	
		% Goal	100.00%	100.00%	

Stormwater Management Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Quantity (CY) of debris and aquatic weeds removed from waterways	 Reduce the amount of pollutants in City waterways to comply with the Clean	Last Quarter Actual	651.00	424.00	
		YTD Actual	2,317.00	1,933.00	
		EOY Target	220.00	2,200.00	2,200.00
		% Target	1,053.18%	87.86%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	559,017.11	2,129,231.95	
		YTD Actual	2,732,269.00	8,252,981.59	
		EOY Target	12,646,263.07	10,955,395.99	5,810,700.00
		% Target	21.61%	75.33%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	559,017.11	2,129,231.95	
		YTD Actual	2,732,269.00	8,252,981.59	
		EOY Projection	13,882,742.57	11,502,211.00	5,810,700.00
		% Target	19.68%	71.75%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	138,413.86	153,323.82	
		YTD Actual	4,686,401.00	4,755,997.75	
		EOY Target	14,313,863.07	12,320,336.00	5,810,700.00
		% Target	32.74%	38.60%	
		% Goal	100.00%	100.00%	

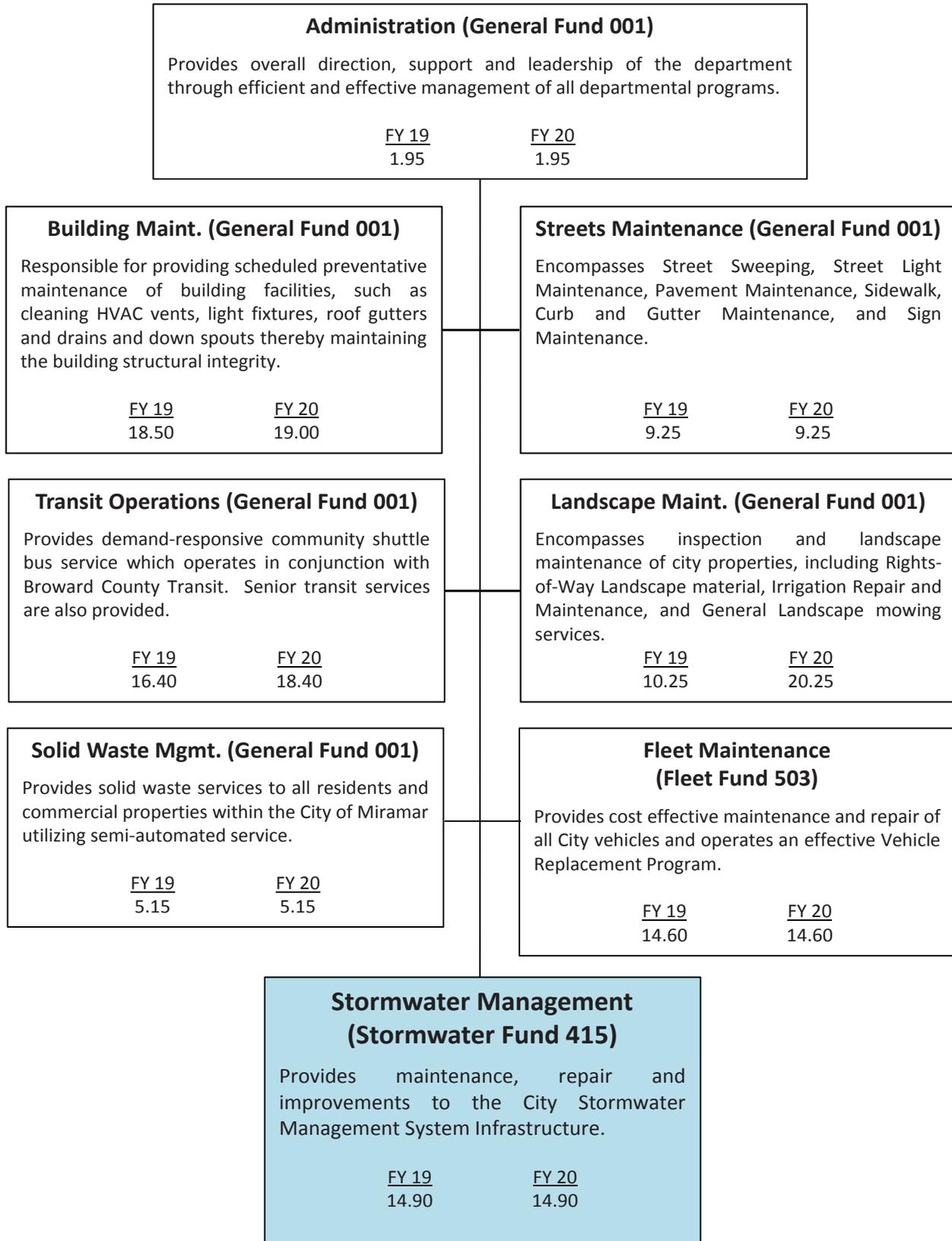
Stormwater Management Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets projected target - Revenues	 Finances	Last Quarter Actual	138,413.86	153,323.82	
		YTD Actual	4,686,401.00	4,755,997.75	
		EOY Projection	5,929,624.66	5,996,756.00	5,810,700.00
		% Target	79.03%	79.31%	
		% Goal	100.00%	100.00%	
 Number of catch basins cleaned per staff	 Enhance productivity.	Last Quarter Actual	213.00	159.00	
		YTD Actual	702.00	643.00	
		EOY Target	225.00	225.00	225.00
		% Target	312.00%	285.78%	
		% Goal	100.00%	100.00%	
 Number of canal related complaints	 Reduce complaints.	Last Quarter Actual	11.00	20.00	
		YTD Actual	68.00	54.00	
		EOY Target	12.00	12.00	12.00
		% Target	566.67%	450.00%	
		% Goal	100.00%	100.00%	
 Number of training sessions attended (per staff)	 Provide Training and Employee Development Opportunities.	Last Quarter Actual	3.00	2.00	
		YTD Actual	17.00	13.00	
		EOY Target	5.00	5.00	5.00
		% Target	340.00%	260.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 complies with the best management practices of the National Pollution Discharge and Elimination System (NPDES) Stormwater ordinance requirements. The City is a participant in the National Flood Insurance Protection (NFIP) and Community Rating System (CRS) which allows residents and business owners, whose properties qualify, to receive a discount on their flood insurance premiums.

Street Sweeping service ensures clean roadways and keeping roadway debris from blocking storm drains. This service also conforms to best management practices as part of the City's NPDES permit requirements.

The Drainage Structure Cleaning and Inspection (VacCon) services remove debris from catch basins and pipes throughout the City to prevent flooding.

Guardrail Maintenance provides protection of vehicular traffic from driving into canals and waterways, and includes periodic inspections of guardrails throughout the City.

As indicated in the Position Detail, this program is comprised of 14.90 full-time budgeted positions, and is managed by the Public Works Department.

FY 2019 Accomplishments

- Completed embankment restoration on 56 properties as part of Historic Miramar Canal Improvement project.
- Obtained \$289,368.75 in grant funds for removal of downed trees in City canal systems that resulted from Hurricane Irma.
- Removed and disposed over 2,200 cubic yards of debris and aquatic weeds from City-maintained waterways.
- Submitted Annual report for Year 2 of National Pollutant Discharge Elimination System (NPDES) Permit Cycle 4.
- Completed street sweeping services of 1,500 miles throughout the City.
- Installed exfiltration drainage structure on Acapulco Drive and Pembroke Road.
- Completed reconstruction of retention pond at Monarch Lakes Park.
- Removal and disposal of downed trees in City canal systems that resulted from Hurricane Irma.



Stormwater Management Program

Program Revenues, Expenditures and Position Summary

Dedicated Revenues	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Stormwater Management	\$ 4,525,241	\$ 4,592,869	\$ 4,661,800	\$ 4,661,800	\$ 5,660,700

Expenditures by Program	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Stormwater Management	\$ 2,051,733	\$ 2,320,479	\$ 2,971,860	\$ 3,196,359	\$ 2,771,160

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	803,680	1,098,481	1,308,800	1,308,800	1,391,800
Operating Expense	1,093,391	1,175,597	1,355,860	1,355,860	1,352,160
Capital Outlay	154,662	46,401	307,200	531,699	27,200
Total Operating	\$ 2,051,733	\$ 2,320,479	\$ 2,971,860	\$ 3,196,359	\$ 2,771,160

Position Detail

Administration Superintendent****	-	0.50	0.50	0.50	0.50
Administrative Coordinator	-	-	-	1.00	1.00
Administrative Secretary II	1.00	1.00	1.00	-	-
Assistant Director of Public Works*	0.40	0.40	0.40	0.40	0.40
Assistant Field Operations Superintendent	1.00	-	-	-	-
Department Coordinator*****	-	-	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
Fiscal Operations Manager***	0.50	0.50	0.50	0.50	0.50
Heavy Equipment Operator I	2.00	2.00	2.00	-	-
Heavy Equipment Operator II	-	-	-	2.00	2.00
Lead Maintenance	1.00	1.00	1.00	1.00	1.00
Maintenance II	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Special Projects Administrator*****	-	-	0.50	0.50	0.50
Stormwater Operator I	3.00	3.00	3.00	3.00	3.00
Stormwater Operator II	1.00	1.00	1.00	1.00	1.00
Streets & Drainage Engineer	1.00	1.00	1.00	1.00	1.00
Total	13.40	13.90	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	421,316	629,248	783,700	783,700	781,300
601205	Lump Sum Payout - Accrued Time	5,378	30,187	25,800	25,800	33,400
601210	Non-Pensionable Earnings	-	-	-	-	10,300
601220	Longevity Pay	2,669	4,865	5,100	5,100	3,800
601400	Overtime-General	18,044	27,733	34,400	34,400	41,400
601410	Overtime-Holiday	26	158	-	-	-
601412	Overtime-Emergency	25,977	-	-	-	-
602100	FICA & MICA	32,936	51,495	62,300	62,300	63,400
602210	Pension-General	48,472	71,715	103,600	103,600	100,600
602235	Pension-Senior Mgmt	39,292	36,538	40,000	40,000	55,700
602260	Pension-401	-	-	11,900	11,900	3,400
602265	Pension-457	1,244	8,161	12,900	12,900	11,700
602304	Health Insurance-PPO	24,837	27,378	29,200	29,200	33,900
602305	Health Insurance-HMO	80,067	109,369	133,000	133,000	187,900
602306	Dental Insurance-PPO	2,233	3,266	3,100	3,100	4,200
602307	Dental Insurance-HMO	1,605	1,629	2,400	2,400	1,700
602309	Basic Life Insurance	1,202	1,981	1,700	1,700	1,700
602311	Long-Term Disability Ins	555	803	1,100	1,100	1,100
602312	HDHP Aetna	-	-	-	-	16,400
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	58,800	59,600	58,600	58,600	37,200
602600	OPEB	39,026	34,355	-	-	-
	Sub-Total	803,680	1,098,481	1,308,800	1,308,800	1,391,800
<u>Operating Expense</u>						
603141	Existing Employee Screening	-	-	100	100	-
603190	Prof Svcs-Other	17,050	8,900	35,000	35,000	25,000
603400	Contract Svcs-Other	9,817	10,563	25,660	25,660	18,160
603450	Aquatic Plant Control	-	-	5,000	5,000	5,000
604100	Communication Svcs	4,454	3,839	6,000	6,000	2,300
604301	Electricity Svcs	30,360	28,031	30,800	30,800	30,800
604400	Leased Equipment	-	2,188	1,000	1,000	1,000
604500	Risk Internal Svcs Charge	67,400	66,500	59,400	59,400	27,600
604550	Health Ins Internal Serv Chg	-	-	-	-	40,100
604610	Fleet Internal Svcs Charge	109,025	118,300	140,800	140,800	109,500
604640	R&M Machinery	3,815	4,909	6,000	6,000	4,900
604663	R&M Stormwater	5,257	1,609	18,300	18,300	8,300
604700	Printing & Binding Svcs	262	462	500	500	500
604870	Public Education	4,190	7,180	9,500	9,500	7,200
604905	Bank Svcs Charges	1,319	1,047	1,500	1,500	1,200
604910	Advertising Costs	-	790	1,100	1,100	1,100
604920	License & Permit Fees	12,607	33,554	35,000	35,000	35,000
604989	IT Internal Svcs Charge	30,400	35,200	77,800	77,800	92,600
604995	Special Assessment Expense	19,382	19,486	19,600	19,600	19,600
604996	Admin Chg from Gen Fund	740,500	780,500	822,700	822,700	867,100
605220	Vehicle Fuel-On-Site	16,148	24,823	21,700	21,700	22,300
605240	Uniforms Cost	3,151	4,427	5,300	5,300	5,300
605242	Protective Clothing and Shoes	884	2,520	2,800	2,800	2,500
605246	Safety Equipment Supplies	2,816	883	4,900	4,900	2,900
605252	Small Tools	1,406	3,323	3,600	8,600	3,300
605280	Chemicals	8,627	10,646	10,000	5,000	10,000
605290	Other Operating Supplies	3,018	3,093	4,100	4,100	4,100
605410	Subscriptions & Memberships	360	581	2,800	2,800	1,500
605500	Training-General	1,144	2,242	4,900	4,900	3,300
	Sub-Total	1,093,391	1,175,597	1,355,860	1,355,860	1,352,160
<u>Dept Capital Outlay</u>						
606400	Machinery & Equipment	14,800	5,083	-	-	-
606440	Vehicles Purchase	139,862	41,318	307,200	531,699	27,200
	Sub-Total	154,662	46,401	307,200	531,699	27,200
Total		\$ 2,051,733	\$ 2,320,479	\$ 2,971,860	\$ 3,196,359	\$ 2,771,160



Stormwater Management Expenditures by Object Code

Debt Service—415-70-000/515-517-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Debt Service						
607132	Prin-SRL Infrastructure	475,717	485,712	496,000	496,000	506,400
607133	Prin-St Revolv Ln Strmwtr	24,922	-	-	-	-
607135	Prin-07 Util System Bond	17,175	17,850	-	-	-
607137	Prin-HMI3 SRLSW060810	6,813	12,388	12,700	12,700	12,900
607232	Int-SRL Infrastructure	110,889	100,851	92,800	92,800	82,400
607233	Int-Revolv Ln Stormwater	228	-	-	-	-
607235	Int-Util Sys Bond 07	27,276	2,799	-	-	-
607237	Int-HMI3 SRLSW060810	4,361	5,553	5,400	5,400	5,200
607238	2017 Util Sys Rev Bd-Int	-	12,047	-	-	-
607240	Int-SRF Loans	-	1,305	-	-	-
607322	Admin Costs	5,841	-	-	-	-
607999	Debt Svcs Clearing	(524,627)	(515,950)	-	-	-
	Sub-Total	148,595	122,555	606,900	606,900	606,900
	Total	\$ 148,595	\$ 122,555	\$ 606,900	\$ 606,900	\$ 606,900

Non-Departmental—415-90-000-538-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services						
601600	Compensated Absences	10,012	739	-	-	-
	Sub-Total	10,012	739	-	-	-
Dept Capital Outlay						
606400	Machinery & Equipment	69,540	-	-	-	-
	Sub-Total	69,540	-	-	-	-
Depreciation						
605915	Depreciation-Proprietary	310,607	332,141	-	-	-
	Sub-Total	310,607	332,141	-	-	-
Repair, Renew, Replace						
609990	Appropriated Fund Balance	-	-	758,040	758,040	2,092,640
	Sub-Total	-	-	758,040	758,040	2,092,640
	Total	\$ 390,159	\$ 332,880	\$ 758,040	\$ 758,040	\$ 2,092,640

Stormwater Management Expenditures by Object Code

Unassigned—415-00-000-000-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	Capital Asset Clearing					
606900	Capital Asset Clearing Account	(698,923)	(2,592,753)	-	-	-
	Sub-Total	(698,923)	(2,592,753)	-	-	-
	Total	\$ (698,923)	\$ (2,592,753)	\$ -	\$ -	\$ -

Capital Improvement Program Expenditure Detail Budget—415-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<i>Historic Miramar Canal Improvements</i>						
	415-50-900-538/415-50-800-537-	52021					
606510	CIP-Construction		184,999	336,662	340,000	648,000	340,000
	Sub-total		184,999	336,662	340,000	648,000	340,000
	<i>Drainage Improvements</i>						
	415-50-900-541/415-55-900-541-	52035					
606502	CIP-Plan/Design/Eng		17,216	7,452	-	13,074	-
606505	CIP-Permits		-	-	-	-	-
606510	CIP-Construction		129,621	2,177,873	-	6,068,306	-
	Sub-total		146,837	2,185,325	-	6,081,380	-
	<i>Area Wide Drainage Improvement</i>						
	415-50-900-538-000-	52057					
606502	CIP-Plan/Design/Eng		143,221	27,122	-	-	-
	Sub-total		143,221	27,122	-	-	-
	<i>Historic Mir Drainage Improvement</i>						
	415-50-800-534-000-	52066					
606502	CIP-Plan/Design/Eng		-	-	-	1,029,657	-
	Sub-total		-	-	-	1,029,657	-
	<i>Phone System Replacement</i>						
	415-58-800-516-000-	54009					
606517	CIP-Implementation Fees		929	-	-	-	-
	Sub-total		929	-	-	-	-
	Total		\$ 475,987	\$ 2,549,109	\$ 340,000	\$ 7,759,037	\$ 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.
<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 funds for services performed by outside contractors such as street sweeping, canal level monitoring, tree removal from canal embankments, and mitigation maintenance.
603450	Aquatic Plant Control	This line item is for services provided by outside contractors licensed to chemically treat canals and lakes within the City of Miramar's jurisdiction (i.e., East of University Drive).
604100	Communication Svcs	This line item represents the cost for five cell phones, GPS tracking and other related communication items.
604301	Electricity Svcs	This account represents allocated costs for electricity usage at the water plant.
604400	Leased Equipment	This line item is for rental of specialized equipment that are seldomly used to perform various maintenance services.
604500	Risk Internal Svcs Charge	This account represents allocated property and liability insurance premiums as per Human Resources, Risk Management.
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 account is for the cost to repair and maintain all large and small power equipment such as carpentry power tools, pressure cleaning equipment, etc.
604663	R&M Stormwater	This line item represents anticipated cost associated with the fountain, drainage and canal maintenance.
604700	Printing & Binding Svcs	This line item is for the printing of special inserts, envelopes and new resident brochures.
604870	Public Education	This represents the cost for pamphlets, posters, giveaways, etc., to educate residents.
604905	Bank Svcs Charges	This is for analyzed bank services charges for handling Pooled cash accounts. Allocated amount is based on each fund cash balance.
604910	Advertising Costs	Cost associated with advertising to satisfy legal requirements of State Statutes, and public hearing notices to adopt the Annual Stormwater Management Service Assessment Rate.
604920	License & Permit Fees	This cost is for State of Florida fee, NPDES, West Water Management Association.
604989	IT Internal Svcs Charge	This account is for technology related costs such as leased computers, internet, intranet, land lines, network, telephone, software licenses, database needs and support services.
604995	Special Assessment Expense	This cost is for the stormwater assessment fees to be added on the Broward County tax roll.
604996	Admin Chg from Gen Fund	This is to reimburse the General Fund for services provided.
605220	Vehicle Fuel-On-Site	This account covers the cost of gas and oil used for city vehicles. Allocation provided by Public Works Fleet Maintenance.
605240	Uniforms Cost	This line item represents the cost of uniforms, shirts, safety shoes, jackets and caps for employees.
605242	Protective Clothing and Shoes	This expenditure is for safety clothing as required by certain positions.
605246	Safety Equipment Supplies	This amount is for safety items such as traffic cones, barricades, caution tapes, first aid kits and flashlights.
605252	Small Tools	This cost is for new and replacement of small hand and power tools and other related accessories.
605280	Chemicals	This line item represents the cost for fertilizers, pesticides, herbicides, drying agents, dyes, defamers, cleaners and sanitary agents needed to maintain canals and waterways.
605290	Other Operating Supplies	This line item is for expenses that are not budgeted in another line item.

Stormwater Management Budget Justification

Object #	Account Description	Justification
605410	Subscriptions & Memberships	This line item is for the cost to maintain Florida Stormwater Association membership for eight employees.
605500	Training-General	This expenditure represents funds needed to attend various seminars and trainings.
606440	Vehicles Purchase	This \$27,200 budgeted amount is for the replacement of one (1) vehicle for program 515.
607132	Prin-SRL Infrastructure	This amount is for the Principal portion of a State Revolving Loan - Infrastructure. In 2005 the City received funding for a 10 year principal and interest payment.
607137	Prin-HMI3 SRLSW060810	This is the Principal for the State Revolving Loan # 060810 for the Historic Miramar Improvement Phase 3 which will be used for Stormwater Improvements. Principal and Interest is due semi-annually on May 15 and November 15 through November 15, 2036, to begin May 15, 2017.
607232	Int-SRL Infrastructure	This amount is for the Interest portion of a State Revolving Loan - Infrastructure. In 2005 the City received funding for a 10 year principal and interest payment which is for the debt service cost.
607237	Int-HMI3 SRLSW060810	This is the Interest for the State Revolving Loan # 060810 for the Historic Miramar Improvement Phase 3 which will be used for Stormwater Improvements. Principal and Interest is due semi-annually on May 15 and November 15 through November 15, 2036, to begin May 15, 2017.
609990	Appropriated Fund Balance	This amount is appropriated due to excess revenues.

Capital Improvement Projects

Historic Miramar Canal Improvements

606510	52021	This project is to stabilize the canal embankments to prevent further loss of land to the affected properties which are a valuable asset, and improve the water quality of the City's lakes and canals.
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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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	64,000	70,000	70,000	70,000	70,000
Charges for Services	31,082,796	33,163,304	34,994,260	34,994,260	41,560,300
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	909,569	1,207,443	676,600	676,600	832,600
Other Sources	-	-	500,000	4,219,910	-
Transfer In	707,000	-	-	-	-
Total	\$ 32,763,365	\$ 34,440,747	\$ 36,240,860	\$ 39,960,770	\$ 42,462,900

Expenditures by Category

Personnel Services	3,605,887	3,901,902	4,654,150	4,654,150	5,475,200
Operating Expense	23,335,071	23,284,434	28,505,300	28,439,815	31,732,330
Capital Outlay	51,978	-	-	-	-
Total Operating Expenditures	26,992,936	27,186,336	33,159,450	33,093,965	37,207,530
Capital Improvement Program	4,505,434	1,424,947	2,580,410	6,365,805	4,808,170
Capital Asset Clearing	(4,496,030)	(1,348,159)	-	-	-
Other Uses	952,933	1,368,596	80,000	80,000	80,000
Debt Service	4,108	9,132	421,000	421,000	367,200
Transfer Out	-	-	-	-	-
Total	\$ 27,959,381	\$ 28,640,853	\$ 36,240,860	\$ 39,960,770	\$ 42,462,900

Summary by Fund

Revenues

	Fund #	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Health Insurance	501	12,740,727	14,494,870	16,754,200	16,754,200	19,892,300
Risk Management	502	8,772,302	9,132,897	8,002,200	8,002,200	7,643,300
Fleet Maintenance	503	6,840,998	5,695,304	5,415,860	9,135,770	7,907,300
Information Technology (IT)	504	4,409,338	5,117,676	6,068,600	6,068,600	7,020,000
Total		\$ 32,763,365	\$ 34,440,747	\$ 36,240,860	\$ 39,960,770	\$ 42,462,900

Expenditures

Health Insurance	501	12,737,075	14,406,636	16,754,200	16,754,200	19,892,300
Risk Management	502	7,485,816	5,700,932	8,002,200	8,002,200	7,643,300
Fleet Maintenance	503	3,278,330	3,610,057	5,415,860	9,135,770	7,907,300
Information Technology (IT)	504	4,458,160	4,923,228	6,068,600	6,068,600	7,020,000
Total		\$ 27,959,381	\$ 28,640,853	\$ 36,240,860	\$ 39,960,770	\$ 42,462,900



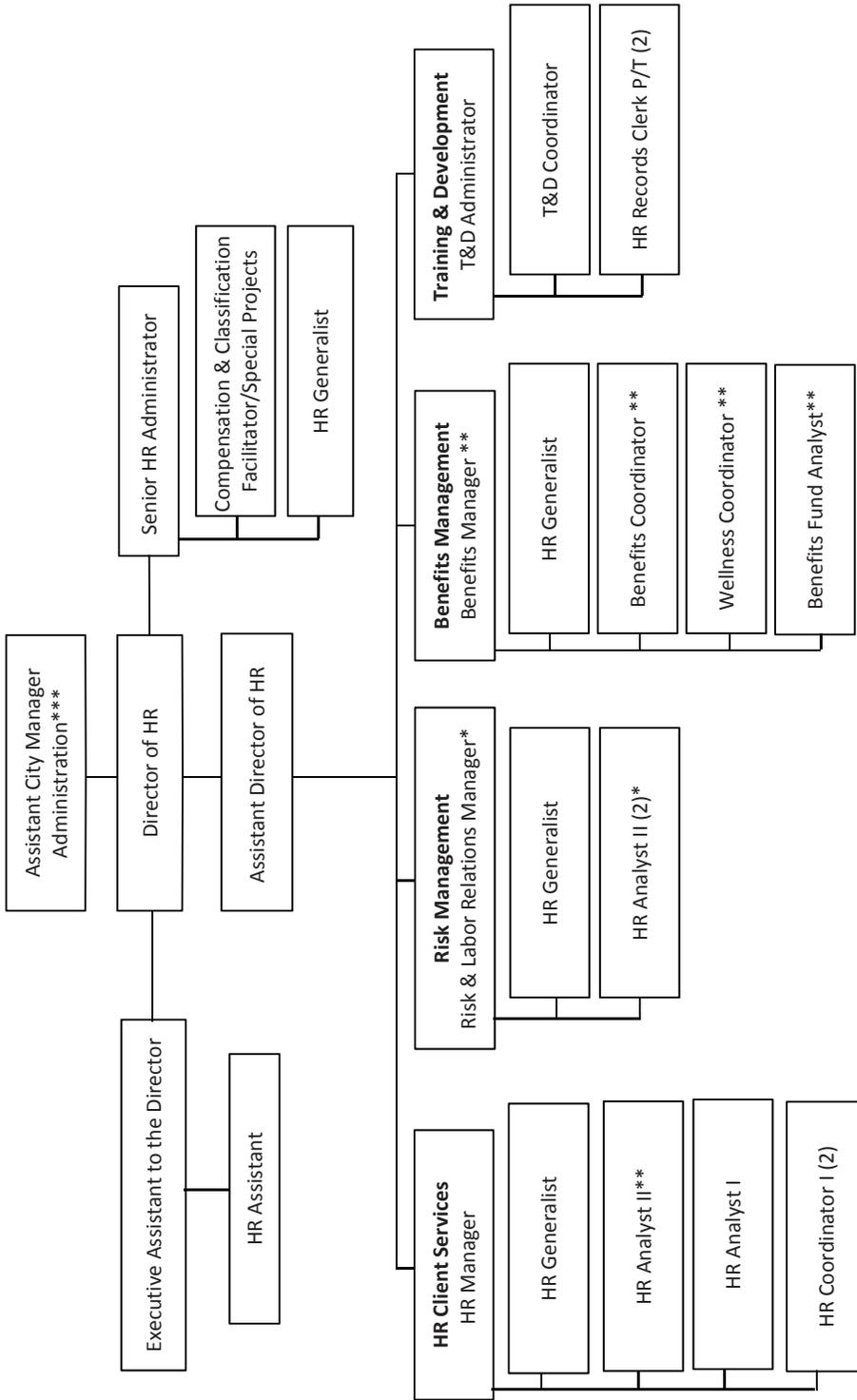
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Health Insurance Fund



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 Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 1,514,443	\$ 1,518,096	\$ 1,606,329	\$ 1,606,329	\$ 1,106,329
Revenue by Category					
General Government Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	12,723,118	14,470,271	16,238,200	16,238,200	19,856,300
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	17,610	24,598	16,000	16,000	36,000
Appropriation of Fund Balance	-	-	500,000	500,000	-
Transfer In	-	-	-	-	-
Total	\$ 12,740,727	\$ 14,494,870	\$ 16,754,200	\$ 16,754,200	\$ 19,892,300
Expenditures by Category					
Personnel Services	-	-	-	-	644,400
Operating Expense	12,737,075	14,406,636	16,754,200	16,754,200	19,182,900
Capital Outlay	-	-	-	-	65,000
Total Operating Expenditures	12,737,075	14,406,636	16,754,200	16,754,200	19,892,300
Transfer In	-	-	-	-	-
Total	\$ 12,737,075	\$ 14,406,636	\$ 16,754,200	\$ 16,754,200	\$ 19,892,300
Excess/Deficiency	3,653	88,234	-	-	-
Appropriation of Fund Balance	-	-	(500,000)	(500,000)	-
Ending Fund Balance	\$ 1,518,096	\$ 1,606,329	\$ 1,106,329	\$ 1,106,329	\$ 1,106,329

Operating Revenues

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Charges for Services</u>					
341200	Internal Svcs Charge	-	-	-	-	2,328,000
341205	PPO Dental City Contribution	380,902	397,781	398,200	398,200	336,900
341206	PPO Dental Emp Contribution	174,522	192,239	162,000	162,000	138,200
341207	HMO Dental City Contribution	55,308	55,249	78,100	78,100	90,000
341208	HMO Dental Emp Contribution	24,831	27,275	29,300	29,300	17,500
341220	PPO Medical City Contribution	2,123,795	2,392,268	2,467,800	2,467,800	2,220,300
341221	PPO Medical Emp Contribution	262,143	288,949	415,800	415,800	299,100
341222	HMO Medical City Contribution	7,186,458	8,304,195	9,387,000	9,387,000	10,695,400
341223	HMO Medical Emp Contribution	2,515,159	2,812,316	3,300,000	3,300,000	2,648,000
341224	HDHP Medical City Contribution	-	-	-	-	927,200
341225	HDHP Medical Employee Contrib	-	-	-	-	155,700
	Sub-total	12,723,118	14,470,271	16,238,200	16,238,200	19,856,300
	<u>Miscellaneous Revenues</u>					
361100	Interest Earnings	17,610	24,598	16,000	16,000	36,000
399999	Appropriation of Fund Balance	-	-	500,000	500,000	-
	Sub-total	17,610	24,598	516,000	516,000	36,000
Total		\$ 12,740,727	\$ 14,494,870	\$ 16,754,200	\$ 16,754,200	\$ 19,892,300



Description—Fund 501

This fund was established to account for the City's fully-funded health, dental, disability, and life insurance. In January 2005, the City changed from a self-funded PPO to a fully insured plan. All funds are billed monthly to cover actual premium costs and claims to maintain adequate reserves.

The Human Resources Department manages the Health Fund. As indicated in the Position Detail, this fund is comprised of five full-time budgeted positions.

The two programs provided are:

1. Benefits Administration
2. Wellness Program



City employees meet at the Botanical Garden to take part in a 15-minute walk.

FY 2019 Accomplishments

- Expanded wellness events and activities throughout the City by increasing the number of events from once per month or 12 wellness activities to multiple times per month resulting in 27 total wellness activities, which included 6 financial wellness seminars. In addition, the City has invested in a formal wellness platform that will help to further engage employees in wellness through tracking and incentives.
- Implemented a new High Deductible Health Plan (HDHP) with City-funded Health Savings Account (HSA). Implementation of this plan is significant because it promotes a consumer-driven model, which encourages more educated and prudent use of health care services. Expected enrollment target was 5%, however active enrollment exceeded the target topping 9% enrollment for Plan Year 2019.
 - Introduction of new coverage level tiers which allowed employees to move into the appropriate tier based upon dependents covered. For example, employees paying the family rate due to covering more than 1 child, but not covering spouses, were able to enroll in the Employee + Children tier at a lower premium.
 - Introduction of JellyVision - a new benefits education technology which provided an easy to understand tool to assist employees and their families in selecting the best health plan option particular to their personal medical care needs. A total of 776 visits to the tool was realized during the Open Enrollment window (10/29/2018-11/19/2018).

Health Insurance Fund

Revenues, Expenditures and Position Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Benefits Administration	-	-	-	52,000	1,970,400
Wellness	-	-	-	-	357,600
Total	\$ -	\$ -	\$ -	\$ 52,000	\$ 2,328,000

Expenditures By Program					
Benefits Administration	-	-	-	52,000	1,970,400
Wellness	-	-	-	-	357,600
Health-Non Departmental	12,737,075	14,406,636	16,754,200	16,702,200	17,564,300
Total	\$ 12,737,075	\$ 14,406,636	\$ 16,754,200	\$ 16,754,200	\$ 19,892,300

Expenditures by Category					
Personnel Services	-	-	-	-	644,400
Operating Expense	12,737,075	14,406,636	16,754,200	16,754,200	19,182,900
Capital Outlay	-	-	-	-	65,000
Transfer Out	-	-	-	-	-
Total	\$ 12,737,075	\$ 14,406,636	\$ 16,754,200	\$ 16,754,200	\$ 19,892,300

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Positions by Program					
Wellness Program	-	-	-	-	1.00
Benefits Administration	-	-	-	-	4.00
Total	-	-	-	-	5.00

Position Detail					
Benefits Coordinator	-	-	-	-	1.00
Benefits Fund Analyst	-	-	-	-	1.00
Benefits Manager	-	-	-	-	1.00
Human Resources Analyst II	-	-	-	-	1.00
Wellness Coordinator	-	-	-	-	1.00
Total FTE's	-	-	-	-	5.00



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 19</u>	<u>FY 20</u>
3.00	5.00

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 19</u>	<u>FY 20</u>
11.00	10.00

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 19</u>	<u>FY 20</u>
0.00	2.00

Benefits Administration (Risk Fund 502)

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 19</u>	<u>FY 20</u>
2.50	0.00

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 19</u>	<u>FY 20</u>
2.50	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 19</u>	<u>FY 20</u>
0.00	4.00

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 19</u>	<u>FY 20</u>
0.00	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 care and disability. The program requires good oversight in terms of finances as well as the quality of services delivered. It also involves the ability to respond to employee questions and concerns timely and effectively. This program also encompasses retirement educational programs to provide employees with the necessary tools to proactively plan for their retirement.

Dedicated Revenues	Object Code	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge		\$ -	\$ -	\$ -	\$ 52,000	\$ 1,970,400

Expenditures by Category

Personnel Services	-	-	-	-	542,200
Operating Expense	-	-	-	52,000	1,363,200
Capital Outlay	-	-	-	-	65,000
Total	\$ -	\$ -	\$ -	\$ 52,000	\$ 1,970,400

Percent of Time by Position

Benefits Fund Analyst	-	-	-	-	1.00
Benefits Coordinator	-	-	-	-	1.00
Benefits Manager	-	-	-	-	1.00
Human Resources Analyst II	-	-	-	-	1.00
Total FTE's	-	-	-	-	4.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge		\$ -	\$ -	\$ -	\$ -	\$ 357,600

Expenditures by Category

Personnel Services		-	-	-	-	102,200
Operating Expense		-	-	-	-	255,400
Capital Outlay		-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ 357,600

Percent of Time by Position

Wellness Coordinator		-	-	-	-	1.00
Total FTE's		-	-	-	-	1.00



The City initiated a Well-Being weekly walk to encourage employees to Live Vibrantly.

Health Insurance Fund Expenditures by Object Code

Benefits Administration—501- 06-062-513

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	-	-	350,000
601205	Lump Sum Payout - Accrued Time	-	-	-	-	14,000
601210	Non-Pensionable Earnings	-	-	-	-	7,600
601220	Longevity Pay	-	-	-	-	1,500
602100	FICA & MICA	-	-	-	-	29,500
602235	Pension-Senior Mgmt	-	-	-	-	73,700
602265	Pension-457	-	-	-	-	10,500
602305	Health Insurance-HMO	-	-	-	-	37,600
602306	Dental Insurance-PPO	-	-	-	-	1,600
602307	Dental Insurance-HMO	-	-	-	-	300
602309	Basic Life Insurance	-	-	-	-	800
602311	Long-Term Disability Ins	-	-	-	-	500
602312	HDHP Aetna	-	-	-	-	11,900
602313	HSA Payflex	-	-	-	-	2,700
	Sub-Total	-	-	-	-	542,200
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	-	-	52,000	1,140,000
603425	Software License & Maint	-	-	-	-	103,600
604001	Travel & Training	-	-	-	-	8,500
604403	Leased Building	-	-	-	-	50,000
604700	Printing & Binding Svcs	-	-	-	-	8,000
604890	Special Events-Other	-	-	-	-	5,000
604989	IT Internal Svcs Charge	-	-	-	-	25,700
605100	Office Supplies	-	-	-	-	3,000
605120	Computer Operating Expenses	-	-	-	-	7,000
605410	Subscriptions & Memberships	-	-	-	-	2,300
605500	Training-General	-	-	-	-	3,100
605510	Tuition Reimbursement	-	-	-	-	7,000
	Sub-Total	-	-	-	52,000	1,363,200
<u>Dept Capital Outlay</u>						
606405	Furniture & Fixtures	-	-	-	-	65,000
	Sub-Total	-	-	-	-	65,000
Total		\$ -	\$ -	\$ -	\$ 52,000	\$ 1,970,400



Health Insurance Fund Expenditures by Object Code

Wellness—501-06-065-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	-	-	70,000
602100	FICA & MICA	-	-	-	-	5,400
602235	Pension-Senior Mgmt	-	-	-	-	14,700
602265	Pension-457	-	-	-	-	2,100
602305	Health Insurance-HMO	-	-	-	-	9,300
602306	Dental Insurance-PPO	-	-	-	-	400
602309	Basic Life Insurance	-	-	-	-	200
602311	Long-Term Disability Ins	-	-	-	-	100
	Sub-Total	-	-	-	-	102,200
<u>Operating Expense</u>						
603425	Software License & Maint	-	-	-	-	70,000
604700	Printing & Binding Svcs	-	-	-	-	3,000
604890	Special Events-Other	-	-	-	-	71,000
604910	Advertising Costs	-	-	-	-	10,000
604920	License & Permit Fees	-	-	-	-	500
604950	Employee Awards	-	-	-	-	85,000
604989	IT Internal Svcs Charge	-	-	-	-	5,300
605100	Office Supplies	-	-	-	-	1,100
605251	Noncap Equip (Item less 5000)	-	-	-	-	5,000
605290	Other Operating Supplies	-	-	-	-	1,000
605410	Subscriptions & Memberships	-	-	-	-	1,000
605500	Training-General	-	-	-	-	2,500
	Sub-Total	-	-	-	-	255,400
	Total	\$ -	\$ -	\$ -	\$ -	\$ 357,600

Non-Departmental—501-90-000-519-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Operating Expense</u>						
603010	Health PPO Premium	2,339,120	2,658,355	2,883,600	2,839,491	2,519,400
603015	Health HMO Premium	9,816,754	11,098,071	12,687,000	12,731,109	13,143,400
603016	Health HDHP Premium	-	-	-	-	1,082,900
603025	Dental Premium	81,417	77,744	107,400	107,400	107,500
603186	Wellness Program	-	-	250,000	250,000	-
603425	Software License & Maint	-	-	-	45,700	-
604905	Bank Svcs Charges	2,114	2,194	3,000	3,000	2,200
604922	Dental PPO Claims	469,205	540,265	542,200	542,200	475,100
604944	Dental Claims Admin Fee	28,466	30,007	31,000	31,000	33,800
604998	Contingency	-	-	250,000	152,300	200,000
	Sub-Total	12,737,075	14,406,636	16,754,200	16,702,200	17,564,300
	Total	\$ 12,737,075	\$ 14,406,636	\$ 16,754,200	\$ 16,702,200	\$ 17,564,300

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.
<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. In addition, \$950,000 is budgeted to cover 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.
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 \$50,000 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.
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.
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.



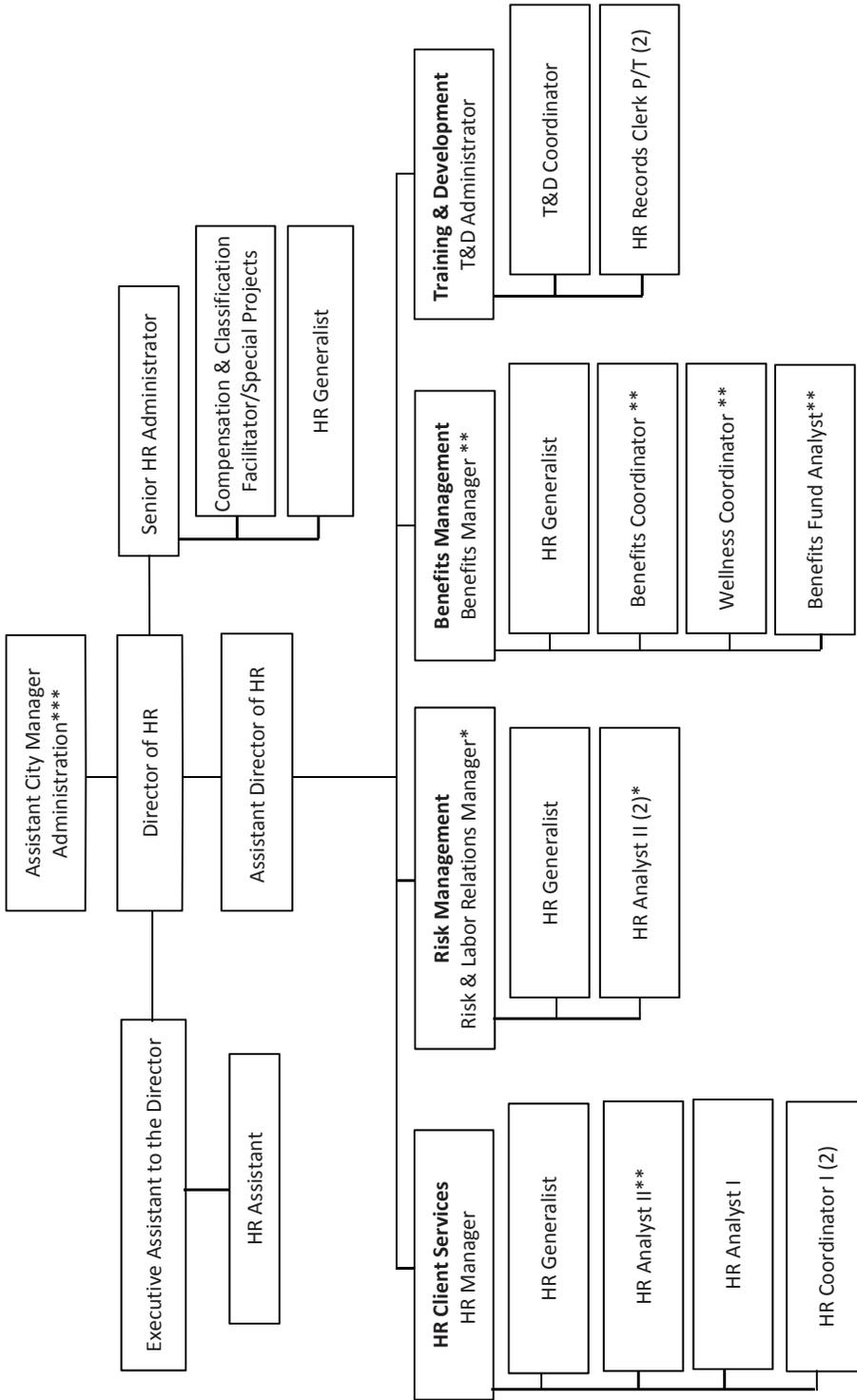
Health Insurance Fund Budget Justification

Object #	Account Description	Justification
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 account represents contingency funds for unexpected occurrences.
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.
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.
606405	Furniture & Fixtures	This \$65,000 budget will cover build out and furniture for the new On-site clinic space.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 1,701,180	\$ 2,840,002	\$ 6,271,967	\$ 6,271,967	\$ 6,271,967
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	7,895,288	8,013,922	7,359,100	7,359,100	6,993,200
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	877,014	1,118,975	643,100	643,100	650,100
Appropriation of Fund Balance	-	-	-	-	-
Transfer In	-	-	-	-	-
Total	\$ 8,772,302	\$ 9,132,897	\$ 8,002,200	\$ 8,002,200	\$ 7,643,300
Expenditures by Category					
Personnel Services	587,672	556,757	733,100	733,100	499,500
Operating Expense	6,898,144	5,144,175	7,269,100	7,269,100	7,143,800
Capital Outlay	-	-	-	-	-
Transfer Out	-	-	-	-	-
Total	\$ 7,485,816	\$ 5,700,932	\$ 8,002,200	\$ 8,002,200	\$ 7,643,300
Excess/Deficiency (actuals)	1,286,486	3,431,965	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Restatement Adjustment*	(147,664)				
Ending Fund Balance	\$ 2,840,002	\$ 6,271,967	\$ 6,271,967	\$ 6,271,967	\$ 6,271,967

* - per 2018 CAFR

Operating Revenues

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Charges for Services</u>					
341200	Internal Svcs Charge	4,299,000	3,996,000	3,334,100	3,334,100	2,548,200
341203	City Contribution-WC	3,596,288	4,017,922	4,025,000	4,025,000	4,445,000
	Sub-total	7,895,288	8,013,922	7,359,100	7,359,100	6,993,200
	<u>Miscellaneous Revenues</u>					
361100	Int Earnings	101,164	224,597	93,000	93,000	400,100
361300	Net Inc/Dec in FMV of Invest	(627)	-	-	-	-
369300	Insurance Recoveries	764,576	894,378	550,100	550,100	250,000
369900	Miscellaneous Revenue	11,900	-	-	-	-
	Sub-total	877,014	1,118,975	643,100	643,100	650,100
Total		\$ 8,772,302	\$ 9,132,897	\$ 8,002,200	\$ 8,002,200	\$ 7,643,300



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. In addition, Risk provides an array of employee benefits including; daily maintenance of health, dental and life insurance, long-term care, disability and cancer. Guidance is also provided to employees entering into any of the four retirement systems, the City's 401 and 457 plans, DROP plan and payouts as a result of employee separations.

The Human Resources Department manages the Risk Management Program. As indicated in the Position Detail, this program is comprised of three full-time budgeted positions.

FY 2019 Accomplishments

- The Risk Management section working with the City's Third Party Administrator closed 160.7% of workers' compensation claims opened in FY19, consequently significantly reducing the City's total number of opened workers' compensation claims carried forward to FY20. This reduction in the number of opened claims will positively impact the outstanding claim liabilities.
- During FY19 the City's Workers' Compensation Experience Modification rate was reduced from 0.85 to 0.73.

Program Revenues, Expenditures and Position Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Risk Management	344,386	286,049	412,200	412,200	570,500
Benefits Administration	288,827	-	-	-	-
Total	\$ 633,213	\$ 286,049	\$ 412,200	\$ 412,200	\$ 570,500
Expenditures By Program					
Risk Management	344,386	286,049	412,200	412,200	570,500
Benefits Administration	288,827	436,017	586,600	595,600	-
Risk-Non Departmental	6,852,603	4,978,867	7,003,400	6,994,400	7,072,800
Total	\$ 7,485,816	\$ 5,700,932	\$ 8,002,200	\$ 8,002,200	\$ 7,643,300
Expenditures by Category					
Personnel Services	587,672	556,757	733,100	733,100	499,500
Operating Expense	6,898,144	5,144,175	7,269,100	7,269,100	7,143,800
Total	\$ 7,485,816	\$ 5,700,932	\$ 8,002,200	\$ 8,002,200	\$ 7,643,300
Positions by Program					
Risk Management	2.00	2.00	2.50	0.50	3.00
Benefits Administration	3.00	3.00	2.50	4.50	-
Total	5.00	5.00	5.00	5.00	3.00
Position Detail					
Benefits Analyst	2.00	2.00	1.00	-	-
Benefits Manager	1.00	1.00	1.00	1.00	-
Human Resources Analyst II	-	-	-	3.00	2.00
Risk & Labor Relations Manager	-	-	1.00	1.00	1.00
Risk Management Claims Analyst	1.00	2.00	2.00	-	-
Risk Manager	1.00	-	-	-	-
Total FTE's	5.00	5.00	5.00	5.00	3.00

Risk Management Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Average number of days from job posting to pre-on-boarding	 Provide departments with qualified personnel within a reasonable timeframe	Last Quarter Actual	67.00	23.00	
		YTD Actual	70.25	30.50	
		EOY Target	75.00	75.00	75.00
		% Target	93.67%	40.67%	
		% Goal	100.00%	100.00%	
 Average cost per hire	 Provide departments with qualified personnel within a reasonable timeframe	Last Quarter Actual	\$ 946.00	\$ 297.00	
		YTD Actual	\$ 702.00	\$ 558.50	
		EOY Target	\$ 700.00	\$ 800.00	\$ 800.00
		% Target	100.29%	69.81%	
		% 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	Last Quarter Actual	58,522.00	46,316.00	
		YTD Actual	149,232.00	199,054.00	
		EOY Target	210,000.00	210,000.00	210,000.00
		% Target	71.06%	94.79%	
		% 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	Last Quarter Actual	599.00	720.00	
		YTD Actual	2,452.00	2,689.00	
		EOY Target	2,000.00	2,000.00	2,000.00
		% Target	122.60%	134.45%	
		% Goal	100.00%	100.00%	

Risk Management Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 559,604.12	\$ 507,945.44	
		YTD Actual	\$ 1,791,544.41	\$ 2,063,741.78	
		EOY Target	\$ 1,944,030.52	\$ 2,025,800.00	\$ 2,929,000.00
		% Target	92.16%	101.87%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 559,604.12	\$ 507,945.44	
		YTD Actual	\$ 1,791,544.41	\$ 2,063,741.78	
		EOY Projection	\$ 1,815,022.00	\$ 2,024,847.00	\$ 2,929,000.00
		% Target	98.71%	101.92%	
		% Goal	100.00%	100.00%	
 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	Last Quarter Actual	1.00	0.00	
		YTD Actual	7.00	3.00	
		EOY Target	10.00	5.00	5.00
		% Target	70.00	60.00	
		% Goal	100.00%	100.00%	
 Number of safety training sessions	 Implement safety programs to reduce workers compensation claims and lost work days	Last Quarter Actual	0.00	2.00	
		YTD Actual	5.00	6.00	
		EOY Target	4.00	4.00	4.00
		% Target	125.00%	150.00%	
		% Goal	100.00%	100.00%	

Risk Management Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Workers' Compensation Claims -YTD Closed % Total	 Implement safety programs to reduce workers compensation claims and lost work days	Last Quarter Actual	146.00%	160.70%	
		YTD Actual	87.50%	154.93%	
		EOY Target	75.00%	75.00%	75.00%
		% Target	116.67%	206.57%	
		% 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	Last Quarter Actual	50.00	261.00	
		YTD Actual	1,275.00	1,108.00	
		EOY Target	800.00	500.00	500.00
		% Target	159.38%	221.60%	
		% 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	Last Quarter Actual	5.00	10.00	
		YTD Actual	17.00	33.00	
		EOY Target	15.00	15.00	15.00
		% Target	113.33%	220.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 19</u>	<u>FY 20</u>
3.00	5.00

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 19</u>	<u>FY 20</u>
11.00	10.00

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 19</u>	<u>FY 20</u>
0.00	2.00

Benefits Administration (Risk Fund 502)

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 19</u>	<u>FY 20</u>
2.50	0.00

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 19</u>	<u>FY 20</u>
2.50	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 19</u>	<u>FY 20</u>
0.00	4.00

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 19</u>	<u>FY 20</u>
0.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 344,386	\$ 286,049	\$ 412,200	\$ 412,200	\$ 570,500

Expenditures by Category

Personnel Services	297,384	244,486	349,500	349,500	499,500
Operating Expense	47,001	41,563	62,700	62,700	71,000
Capital Outlay	-	-	-	-	-
Total	\$ 344,386	\$ 286,049	\$ 412,200	\$ 412,200	\$ 570,500

Percent of Time by Position

Human Resources Analyst II	-	-	-	-	2.00
Risk & Labor Relations Manager	-	-	0.50	0.50	1.00
Risk Management Claims Analyst	1.00	2.00	2.00	-	-
Risk Manager	1.00	-	-	-	-
Total	2.00	2.00	2.50	0.50	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. In FY 2020, this program will be funded in the Health Insurance Fund.

Dedicated Revenues	Object Code	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 288,827	\$ -	\$ -	\$ -	\$ -
Expenditures by Category						
Personnel Services		285,031	323,865	383,600	383,600	-
Operating Expense		3,796	112,151	203,000	212,000	-
Capital Outlay		-	-	-	-	-
Total		\$ 288,827	\$ 436,017	\$ 586,600	\$ 595,600	\$ -
Percent of Time By Position						
Benefits Analyst		2.00	2.00	1.00	-	-
Benefits Manager		1.00	1.00	1.00	1.00	-
Human Resources Analyst II		-	-	-	3.00	-
Risk & Labor Relations Manager		-	-	0.50	0.50	-
Total FTE's		3.00	3.00	2.50	4.50	-

Risk Management Expenditures by Object Code

Risk Management—502-06-061-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	164,181	126,562	200,500	200,500	271,000
601205	Lump Sum Payout - Accrued Time	7,839	4,775	10,300	10,300	21,500
601210	Non-Pensionable Earnings	-	-	-	-	8,100
601220	Longevity Pay	584	630	1,300	1,300	2,000
602100	FICA & MICA	13,046	9,540	15,600	15,600	22,200
602210	Pension-General	13,861	14,123	14,400	14,400	29,600
602235	Pension-Senior Mgmt	45,023	36,346	42,500	42,500	57,100
602265	Pension-457	4,779	2,063	10,100	10,100	12,000
602304	Health Insurance-PPO	3,892	-	-	-	-
602305	Health Insurance-HMO	14,282	20,728	26,900	26,900	9,300
602306	Dental Insurance-PPO	1,258	1,336	1,700	1,700	1,600
602309	Basic Life Insurance	323	492	400	400	600
602311	Long-Term Disability Ins	189	176	300	300	400
602312	HDHP Aetna	-	-	-	-	27,100
602313	HSA Payflex	-	-	-	-	5,400
602400	Workers' Compensation	15,100	13,000	17,500	17,500	26,600
602500	Unemployment Comp	7,024	7,355	8,000	8,000	5,000
602600	OPEB	6,004	7,361	-	-	-
	Sub-Total	297,384	244,486	349,500	349,500	499,500
<u>Operating Expense</u>						
603041	Driver's License Check	3,912	3,792	6,000	6,000	4,000
603141	Existing Employee Screening	8,701	7,753	11,000	11,000	3,000
603184	Employee Assistance Prog	-	-	2,000	2,000	-
604001	Travel & Training	2,384	2,218	6,500	6,500	4,500
604200	Postage	12	-	-	-	-
604301	Electricity Svcs	2,587	2,232	2,600	2,600	2,600
604500	Risk Internal Svcs Charge	14,200	9,300	11,500	11,500	15,900
604550	Health Ins Internal Serv Chg	-	-	-	-	7,100
604700	Printing & Binding Svcs	112	-	2,300	2,300	1,300
604890	Special Events-Other	-	-	500	500	-
604920	License & Permit Fees	-	-	1,400	1,400	500
604989	IT Internal Svcs Charge	12,800	14,800	13,100	13,100	22,800
605100	Office Supplies	35	-	800	800	200
605290	Other Operating Supplies	-	-	300	300	-
605410	Subscriptions & Memberships	1,629	393	2,000	2,000	600
605500	Training-General	630	1,075	2,700	2,700	3,700
605510	Tuition Reimbursement	-	-	-	-	4,800
	Sub-Total	47,001	41,563	62,700	62,700	71,000
	Total	\$ 344,386	\$ 286,049	\$ 412,200	\$ 412,200	\$ 570,500



Risk Management Expenditures by Object Code

Benefits Administration—502-06-062-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	185,256	194,767	237,100	237,100	-
601205	Lump Sum Payout - Accrued Time	13,369	11,682	11,700	11,700	-
601220	Longevity Pay	-	-	700	700	-
602100	FICA & MICA	13,749	14,152	18,500	18,500	-
602210	Pension-General	-	-	14,400	14,400	-
602235	Pension-Senior Mgmt	27,203	52,592	50,200	50,200	-
602260	Pension-401	346	-	-	-	-
602265	Pension-457	3,472	5,284	11,200	11,200	-
602305	Health Insurance-HMO	30,194	38,371	38,100	38,100	-
602306	Dental Insurance-PPO	568	20	200	200	-
602307	Dental Insurance-HMO	461	726	700	700	-
602309	Basic Life Insurance	1,133	1,091	500	500	-
602311	Long-Term Disability Ins	275	272	300	300	-
602600	OPEB	9,006	4,908	-	-	-
	Sub-Total	285,031	323,865	383,600	383,600	-
<u>Operating Expense</u>						
603190	Prof Svcs-Other	-	108,675	174,900	164,705	-
603470	Temporary Help	-	-	-	27,195	-
604001	Travel & Training	1,963	209	2,700	2,700	-
604700	Printing & Binding Svcs	109	-	8,000	-	-
604890	Special Events-Other	599	2,789	2,500	2,500	-
604989	IT Internal Svcs Charge	-	-	13,100	13,100	-
605100	Office Supplies	902	125	1,000	1,000	-
605410	Subscriptions & Memberships	224	354	800	800	-
	Sub-Total	3,796	112,151	203,000	212,000	-
Total		\$ 288,827	\$ 436,017	\$ 586,600	\$ 595,600	\$ -

Non-Departmental—502-90-000-513-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601600	Compensated Absences	5,256	(11,594)	-	-	-
	Sub-Total	5,256	(11,594)	-	-	-
<u>Operating Expense</u>						
603127	Legal Svcs-Litigation	14,547	(8,401)	50,000	50,000	40,000
603190	Prof Svcs-Other	-	-	-	41,000	-
604001	Travel & Training	-	-	-	10,000	-
604440	Leased Copiers	-	-	2,700	2,700	-
604501	Surety Bonds	2,303,994	2,315,750	3,125,700	3,125,700	2,893,900
604504	State Workers Comp Prem	39,947	57,390	70,000	70,000	60,000
604905	Bank Svcs Charges	1,484	2,339	2,500	2,500	2,300
604941	Ins Claims-Workers' Comp	2,751,988	689,314	2,845,000	2,145,000	2,226,000
604942	Ins Claims-Liability	1,561,614	1,490,317	650,000	1,350,000	1,400,600
604943	Ins Claims-Property	173,771	443,751	257,500	197,500	450,000
	Sub-Total	6,847,347	4,990,461	7,003,400	6,994,400	7,072,800
Total		\$ 6,852,603	\$ 4,978,867	\$ 7,003,400	\$ 6,994,400	\$ 7,072,800

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.
369300	Insurance Recoveries	Reimbursement for property and liability claims from insurance companies.
<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.
605100	Office Supplies	Costs for office supplies for the division to include; pens, note pads, printer paper, desk tools, etc.
605410	Subscriptions & Memberships	This account is for memberships in professional associations, subscriptions and for books, manuals and publications necessary for staff to retain professional and technical certifications. Some memberships & publications include: 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.

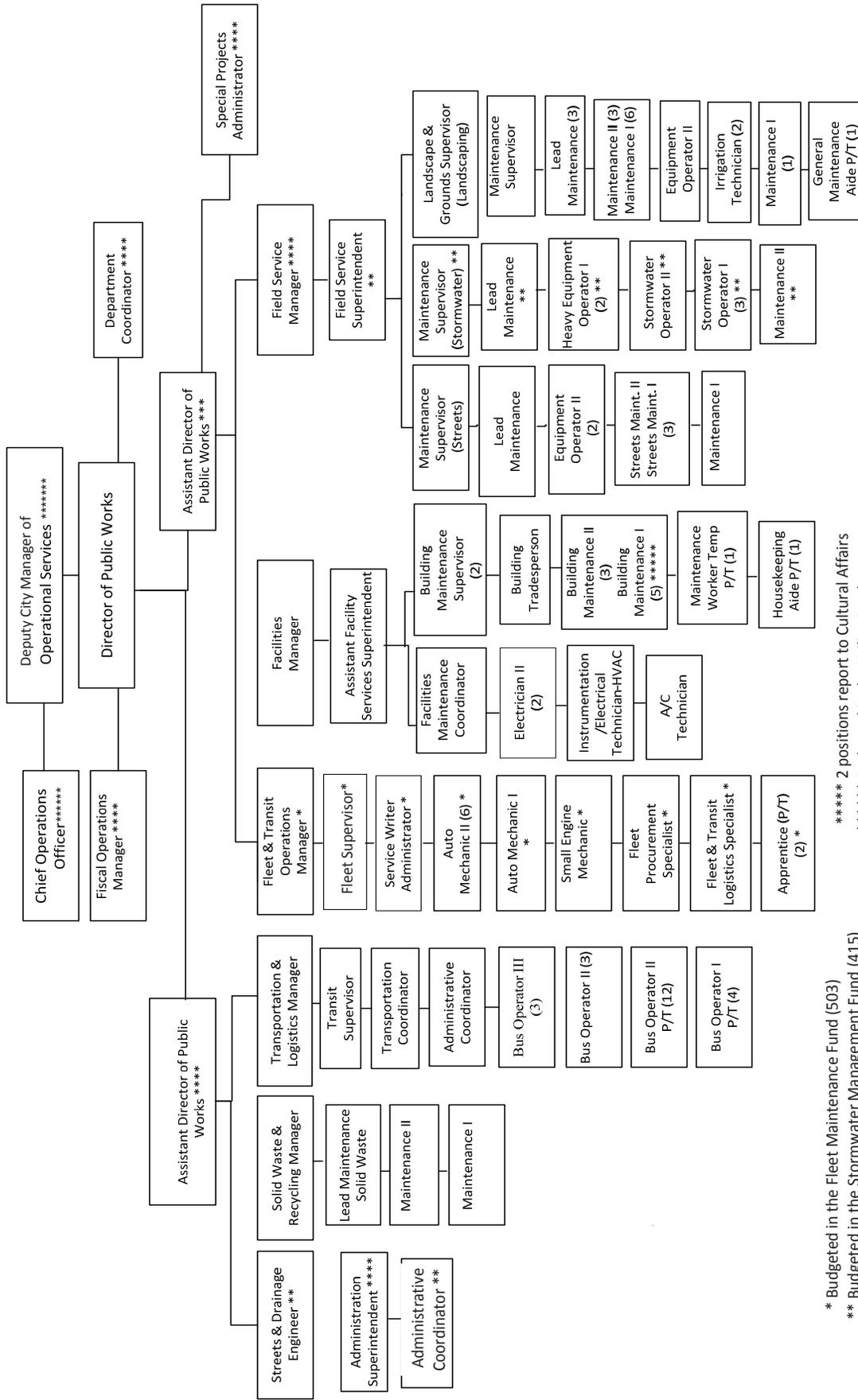




Fleet Maintenance Fund



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 Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 2,999,509	\$ 6,223,559	\$ 8,308,806	\$ 8,308,806	\$ 4,588,896
Revenue by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	64,000	70,000	70,000	70,000	70,000
Charges for Services	6,053,678	5,564,411	5,330,860	5,330,860	7,700,900
Fines & Forfeitures	-	-	-	-	-
Other Sources	16,320	60,893	15,000	15,000	136,400
Transfer In	707,000	-	-	-	-
Carry Over/Approp. of Fund Balance	-	-	-	3,719,910	-
Total	\$ 6,840,998	\$ 5,695,304	\$ 5,415,860	\$ 9,135,770	\$ 7,907,300
Expenditure by Category					
Personnel Services	1,164,428	1,301,573	1,421,850	1,421,850	1,642,000
Operating Expense	1,232,838	1,141,924	1,340,500	1,332,415	1,449,100
Capital Outlay	2,801,238	1,106,423	2,573,510	6,301,505	4,736,200
Total Operating Expenditures	5,198,504	3,549,920	5,335,860	9,055,770	7,827,300
Capital Improvement	42,065	-	-	-	-
Other Uses	819,681	1,130,772	80,000	80,000	80,000
Capital Asset Clearing	(2,781,920)	(1,070,635)	-	-	-
Total	\$ 3,278,330	\$ 3,610,057	\$ 5,415,860	\$ 9,135,770	\$ 7,907,300
Excess/Deficiency (actuals)	3,562,668	2,085,247	-	-	-
Appropriation of Fund Balance	-	-	-	(3,719,910)	-
Restatement Adjustment*	(338,618)	-	-	-	-
Ending Fund Balance	\$ 6,223,559	\$ 8,308,806	\$ 8,308,806	\$ 4,588,896	\$ 4,588,896

* - per 2018 CAFR

Operating Revenues

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Charges for Services</u>						
341200	Internal Svcs Charge	2,557,378	2,453,400	2,842,500	2,842,500	3,211,700
	Sub-Total	2,557,378	2,453,400	2,842,500	2,842,500	3,211,700
<u>Other Sources</u>						
337401	Fuel Surcharge	64,000	70,000	70,000	70,000	70,000
341230	Vehicle Replacement Program	3,496,300	3,111,011	2,488,360	2,488,360	4,489,200
361100	Int Earnings	11,934	51,484	15,000	15,000	126,400
369300	Insurance Recoveries	4,386	9,409	-	-	-
369902	Warranty R&M	-	-	-	-	10,000
381395	Trfr Fr Capital Projects Fund	707,000	-	-	-	-
399900	CIP Carryover	-	-	-	3,719,910	-
	Sub-total	4,283,620	3,241,904	2,573,360	6,293,270	4,695,600
Total		\$ 6,840,998	\$ 5,695,304	\$ 5,415,860	\$ 9,135,770	\$ 7,907,300



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 14.6 budgeted positions, 13.6 full-time and two part-time employees which are managed by the Public Works Department. The major program provided is Fleet Maintenance.

FY 2019 Accomplishments

- Acquired 24 vehicles and equipment as part of the City's Vehicle Replacement Program.
- Auctioned 29 surplus vehicles.
- Completed construction of overhead canopy on the south side of Fleet Facility to facilitate maintenance of heavy duty equipment.
- Completed installation of protective canopy over oil storage tanks on the east side of the Fleet Facility.
- Completed refurbishment of 5 emergency traffic lights.
- Refurbished 2 Fire-Rescue emergency vehicles.

Program Revenues, Expenditures and Position Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Internal Services Charge	\$ 5,187,998	\$ 3,538,707	\$ 3,634,602	\$ 4,714,045	\$ 5,770,200
Expenditures by Program					
Fleet Maintenance	\$ 5,187,998	\$ 3,538,707	\$ 3,634,602	\$ 4,714,045	\$ 5,770,200
Expenditures by Category					
Personnel Services	1,153,922	1,290,360	1,421,850	1,421,850	1,642,000
Operating Expense	1,232,838	1,141,924	1,338,000	1,329,915	1,449,100
Capital Outlay	2,801,238	1,106,423	874,752	1,962,280	2,679,100
Total Operating	\$ 5,187,998	\$ 3,538,707	\$ 3,634,602	\$ 4,714,045	\$ 5,770,200
Position Detail					
Apprentice - Part-time (2)	0.50	0.50	1.00	1.00	1.00
Assistant Director of Public Works*	1.00	1.00	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	1.00
Fleet Procurement Specialist	1.00	1.00	1.00	1.00	1.00
Fleet Supervisor	-	-	-	1.00	1.00
Lead Mechanic	1.00	1.00	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	13.50	14.60	14.60	14.60

* Position split with Public Works-Transit Operations Program .40 (Fund 001).

Fleet Maintenance Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Annual number of PMs completed	 Provide fast and reliable service.	Last Quarter Actual	718.00	809.00	
		YTD Actual	2,825.00	3,102.00	
		EOY Target	3,460.00	3,460.00	3,460.00
		% Target	81.65%	89.65%	
		% Goal	100.00%	100.00%	
 % of rework on repairs	 Provide fast and reliable service.	Last Quarter Actual	1.00%	1.00%	
		YTD Actual	1.08%	1.50%	
		EOY Target	3.00%	3.00%	3.00%
		% Target	35.83%	50.00%	
		% Goal	100.00%	100.00%	
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 1,229,345.26	\$ 1,154,056.77	
		YTD Actual	\$ 3,610,057.00	\$ 4,011,294.67	
		EOY Target	\$ 4,704,365.84	\$ 4,714,044.59	\$ 7,907,300.00
		% Target	76.74%	85.09%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 1,229,345.26	\$ 1,154,056.77	
		YTD Actual	\$ 3,610,057.00	\$ 4,011,294.67	
		EOY Projection	\$ 4,788,738.00	\$ 4,723,083.00	\$ 7,907,300.00
		% Target	75.39%	84.93%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 1,431,960.45	\$ 1,195,371.47	
		YTD Actual	\$ 5,695,304.08	\$ 5,370,664.18	
		EOY Target	\$ 7,894,228.84	\$ 9,135,770.00	\$ 7,907,300.00
		% Target	72.15%	58.79%	
		% Goal	100.00%	100.00%	

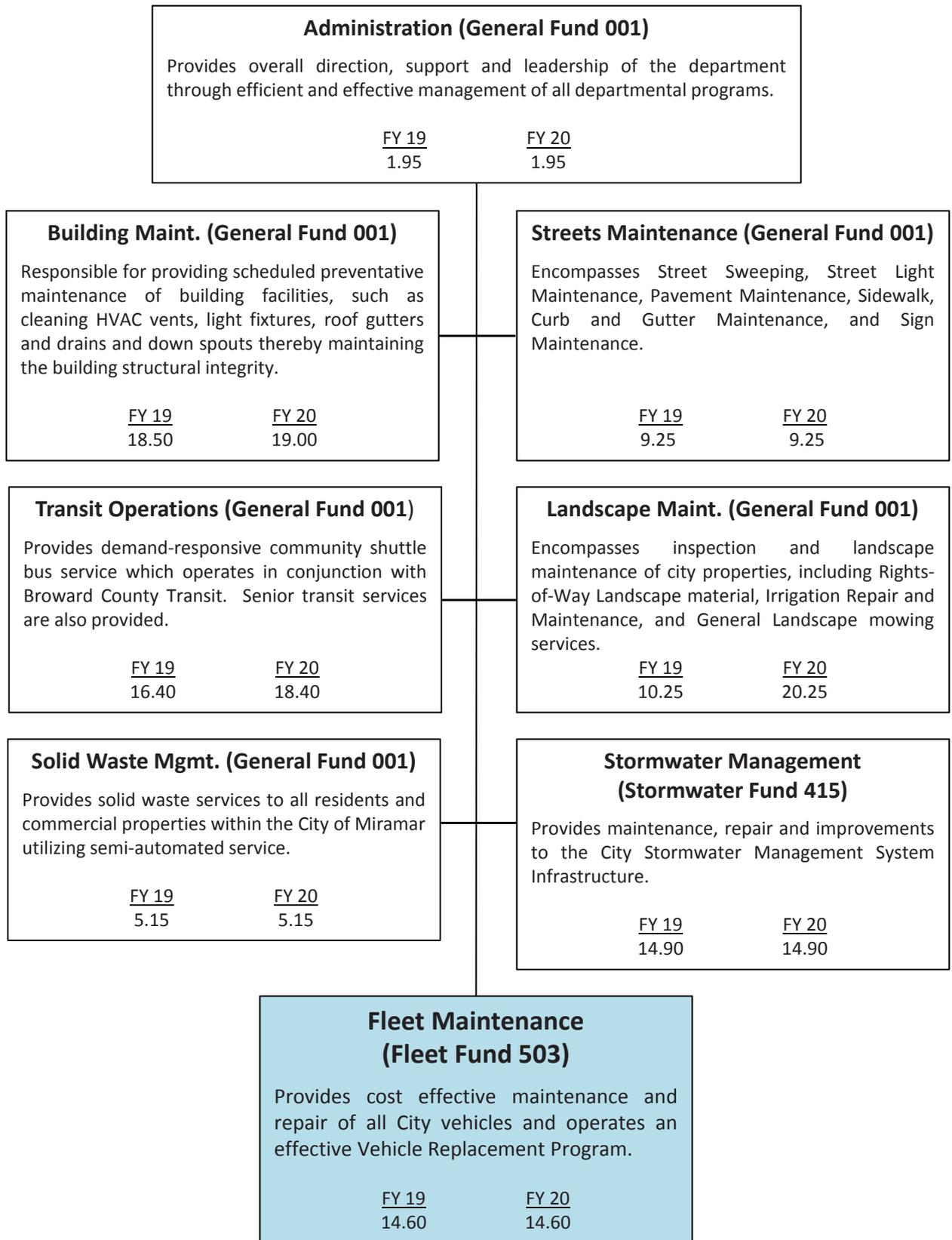
Fleet Maintenance Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 1,431,960.45	\$ 1,195,371.47	
		YTD Actual	\$ 5,695,304.08	\$ 5,370,664.18	
		EOY Projection	\$ 5,644,400.00	\$ 5,527,260.00	\$ 7,907,300.00
		% Target	100.90%	97.17%	
		% Goal	100.00%	100.00%	
 Average repair cost for light, medium and heavy-duty vehicles	 Improve Cost Effectiveness.	Last Quarter Actual	\$ 945.00	\$ 880.00	
		YTD Actual	\$ 956.50	\$ 864.50	
		EOY Target	\$ 1,120.00	\$ 1,120.00	\$ 1,120.00
		% Target	85.40%	77.19%	
		% Goal	100.00%	100.00%	
 Avg. Monthly Productive Hours	 Mechanics Productivity.	Last Quarter Actual	1,431.00	1,345.00	
		YTD Actual	1,267.75	1,178.00	
		EOY Target	1,100.00	1,100.00	1,100.00
		% Target	115.25%	107.09%	
		% Goal	100.00%	100.00%	
 Number of training sessions attended (per mechanic)	 Develop staff and management expertise through organized and individual educational	Last Quarter Actual	2.00	0.10	
		YTD Actual	7.00	1.90	
		EOY Target	2.00	2.00	2.00
		% Target	350.00%	95.00%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	663,380	782,264	844,900	844,900	858,900
601205	Lump Sum Payout - Accrued Time	13,523	41,255	29,400	29,400	38,700
601210	Non-Pensionable Earnings	-	-	-	-	6,800
601215	Communication Stipend	1,085	1,950	2,000	2,000	2,000
601220	Longevity Pay	1,470	2,784	2,700	2,700	3,500
601400	Overtime-General	27,759	32,458	21,850	21,850	32,500
601410	Overtime-Holiday	306	443	-	-	-
601412	Overtime-Emergency	25,155	-	-	-	-
601510	Incentive Pay	-	-	5,400	5,400	5,400
602100	FICA & MICA	52,467	63,395	66,300	66,300	68,600
602210	Pension-General	90,619	82,649	144,400	144,400	170,500
602235	Pension-Senior Mgmt	25,221	24,354	17,600	17,600	17,500
602260	Pension-401	-	-	4,900	4,900	-
602265	Pension-457	6,157	14,080	13,900	13,900	11,400
602304	Health Insurance-PPO	55,877	60,697	62,400	62,400	100,800
602305	Health Insurance-HMO	85,635	116,838	131,200	131,200	198,800
602306	Dental Insurance-PPO	5,253	6,209	6,300	6,300	6,300
602307	Dental Insurance-HMO	485	321	500	500	700
602309	Basic Life Insurance	2,401	2,553	1,800	1,800	1,900
602311	Long-Term Disability Ins	903	1,009	1,200	1,200	1,200
602400	Workers' Compensation	57,200	25,200	65,100	65,100	116,500
602600	OPEB	39,026	31,901	-	-	-
	Sub-Total	1,153,922	1,290,360	1,421,850	1,421,850	1,642,000
<u>Operating Expense</u>						
603400	Contract Svcs-Other	4,233	11,502	2,800	2,700	2,800
603425	Software License & Maint	7,529	41,113	48,400	49,400	48,400
603470	Temporary Help	5,204	-	-	-	-
604001	Travel & Training	350	4,820	7,000	3,000	4,800
604100	Communication Svcs	1,600	905	2,200	2,300	700
604300	Water/Wastewater Svcs	10,694	13,836	16,300	16,300	16,300
604301	Electricity Svcs	101,199	93,438	102,700	102,700	102,700
604402	Leased Vehicles	-	-	-	31,000	-
604440	Leased Copiers	1,858	-	-	-	-
604500	Risk Internal Svcs Charge	29,100	23,900	17,500	17,500	44,200
604550	Health Ins Internal Serv Chg	-	-	-	-	49,900
604610	Fleet Internal Svcs Charge	25,700	35,500	37,900	37,900	38,900
604613	Vehicle Detail	80	271	1,000	1,000	1,000
604615	R&M Fuel Maintance Sys	21,307	26,977	40,400	51,900	40,400
604616	Reimbursable Parts	569,650	572,154	575,000	563,000	575,000
604617	Reimbursable Svcs	318,694	239,539	365,000	321,000	365,000
604640	R&M Machinery	4,117	4,019	8,100	10,100	6,500
604700	Printing & Binding Svcs	667	302	900	900	300
604905	Bank Svcs Charges	1,518	2,093	2,000	2,000	2,100
604920	License & Permit Fees	840	2,150	2,800	2,800	2,800
604989	IT Internal Svcs Charge	43,600	50,500	78,900	78,900	89,300
605100	Office Supplies	1,067	1,031	1,200	1,200	1,400
605220	Vehicle Fuel-On-Site	4,186	2,042	4,100	4,100	4,300
605225	Equip Gas Oil & Lube	41,760	-	-	-	-
605240	Uniforms Cost	7,151	6,110	8,700	8,700	6,900
605242	Protective Clothing and Shoes	-	-	700	700	700
605246	Safety Equipment Supplies	-	782	800	800	800
605251	Noncap Equip (Item less 5000)	24,270	-	-	-	30,000

Fleet Maintenance Expenditures by Object Code

Fleet Maintenance—503-50-521-519

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
605252	Small Tools	889	2,185	4,000	4,000	2,200
605290	Other Operating Supplies	1,405	1,179	1,600	4,415	1,200
605410	Subscriptions & Memberships	499	499	500	500	500
605500	Training-General	3,673	5,079	7,500	11,100	10,000
	Sub-Total	1,232,838	1,141,924	1,338,000	1,329,915	1,449,100
	<u>Dept Capital Outlay</u>					
606211	Minor Building Repairs	-	-	-	34,000	-
606400	Machinery & Equipment	25,984	-	-	-	100,000
606405	Furniture & Fixtures	9,100	-	-	57,585	-
606440	Vehicles Purchase	2,706,254	1,094,123	824,400	1,820,343	2,492,100
606441	Vehicle Replacement Program	59,900	12,300	50,352	50,352	87,000
	Sub-Total	2,801,238	1,106,423	874,752	1,962,280	2,679,100
	Total	\$ 5,187,998	\$ 3,538,707	\$ 3,634,602	\$ 4,714,045	\$ 5,770,200

Non-Departmental—503-90-000-519

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601600	Compensated Absences	10,506	11,213	-	-	-
	Sub-Total	10,506	11,213	-	-	-
	<u>Operating Expense</u>					
604440	Leased Copiers	-	-	2,500	2,500	-
	Sub-Total	-	-	2,500	2,500	-
	<u>Dept Capital Outlay</u>					
606498	Vehicle Replacement Reserve	-	-	1,698,758	4,339,225	2,057,100
	Sub-Total	-	-	1,698,758	4,339,225	2,057,100
	<u>Repair, Renew, Replace</u>					
609906	Renewal & Replace Reserve	-	-	80,000	80,000	80,000
	Sub-Total	-	-	80,000	80,000	80,000
	Total	\$ 10,506	\$ 11,213	\$ 1,781,258	\$ 4,421,725	\$ 2,137,100

Unassigned—503-00-000-000

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Capital Asset Clearing</u>					
606900	Capital Asset Clearing Account	(2,781,920)	(1,070,635)	-	-	-
	Sub-Total	(2,781,920)	(1,070,635)	-	-	-
	<u>Depreciation</u>					
605910	Depreciation-Gen Gov't	115,188	144,522	-	-	-
605911	Depreciation-Pub Safety	658,356	920,197	-	-	-
605913	Depreciation-Comm Svcs	46,137	66,053	-	-	-
	Sub-Total	819,681	1,130,772	-	-	-
	Total	\$ (1,962,239)	\$ 60,137	\$ -	\$ -	\$ -



Fleet Maintenance Expenditures by Object Code

Capital Improvement Program Expenditure Detail Budget —503-Various

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<i>Fleet Inventory Maint Mgmt System</i>						
	503-50-800-519-000-						
606511	CIP-Furniture Fixtures & Equip	54001	33,770	-	-	-	-
606810	CIP-Tech Software/Hardware		7,056	-	-	-	-
	Sub-total		40,826	-	-	-	-
	<i>Phone System Replacement</i>						
	503-50/58-800-519-000-						
606517	CIP-Implementation Fees	54009	1,239	-	-	-	-
	Sub-total		1,239	-	-	-	-
	Total		\$ 42,065	\$ -	\$ -	\$ -	\$ -

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.
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.
<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 line item represents the cost for cell phones and radios.
604300	Water/Wastewater Svcs	This line item presents the cost for water and wastewater usage at the Fleet Maintenance Facility.
604301	Electricity Svcs	This account represents allocated costs for electricity usage.
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.
605246	Safety Equipment Supplies	This expenditure is for safety items such as cones and barricades.

Fleet Maintenance Budget Justification

Object #	Account Description	Justification
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.
606400	Machinery & Equipment	This funding supplements the replacement cost of vehicles involved in accidents that is not covered by insurance. It will be used for machinery and equipment that cost more than \$5,000.
606440	Vehicles Purchase	This account is associated with vehicle purchases for only General Fund governmental departments. All Enterprise funds are charged to the respective funds.
606441	Vehicle Replacement Program	This budgeted amount consists of \$60,000 for the replacement of 2 vehicles in FY 2020 and \$27,000 for escrow for future replacements
606498	Vehicle Replacement Reserve	This line item is the General Fund Vehicle Replacement Program escrow as well as the escrow for the Fleet Fund. The escrow amount for each General Fund department is included in account 606441.
609906	Renewal & Replace Reserve	This account is to budget for any unanticipated expenses or major unexpected repairs and replacement of City vehicles and equipment.

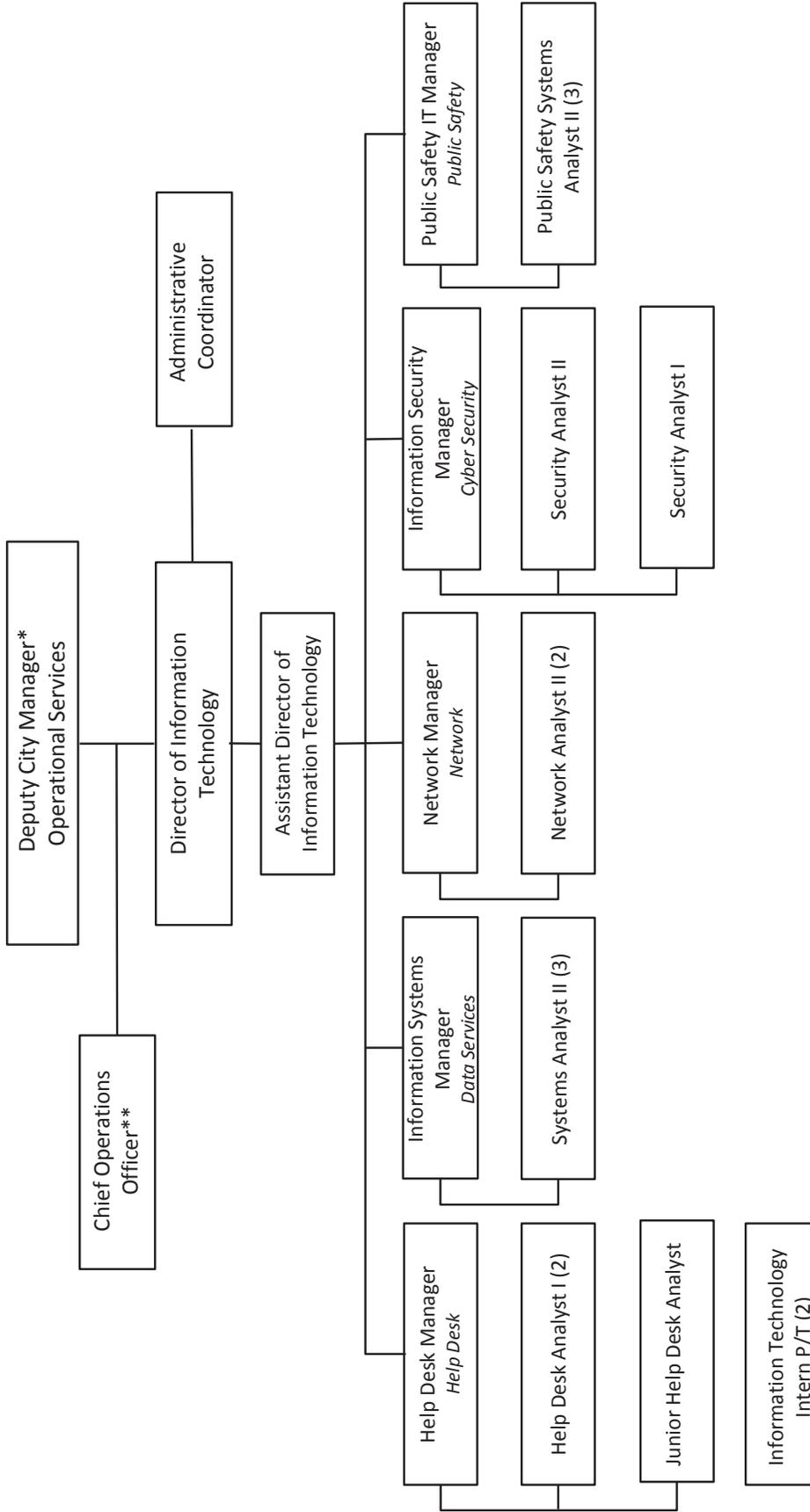
Information Technology Fund

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Beginning Fund Balance	\$ 340,913	\$ (213,704)	\$ (19,256)	\$ (19,256)	\$ (19,256)
Revenues by Category					
General Taxes	-	-	-	-	-
Permits, Fees, Special Assessment	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-
Charges for Services	4,410,713	5,114,700	6,066,100	6,066,100	7,009,900
Fines & Forfeitures	-	-	-	-	-
Miscellaneous Revenues	(1,375)	2,976	2,500	2,500	10,100
Transfers	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Total	\$ 4,409,338	\$ 5,117,676	\$ 6,068,600	\$ 6,068,600	\$ 7,020,000
Expenditures by Category					
Personnel Services	1,853,786	2,043,572	2,499,200	2,499,200	2,689,300
Operating Expense	2,467,014	2,591,699	3,141,500	3,084,100	3,956,530
Capital Outlay	1,704,197	318,524	6,900	64,300	6,970
Total Operating	6,024,997	4,953,795	5,647,600	5,647,600	6,652,800
Depreciation	133,252	237,824	-	-	-
Capital Asset Clearing	(1,714,110)	(277,524)	-	-	-
Debt Service	4,108	9,132	421,000	421,000	367,200
Capital Improvement	9,913	-	-	-	-
Total Operating	\$ 4,458,160	\$ 4,923,228	\$ 6,068,600	\$ 6,068,600	\$ 7,020,000
Excess/Deficiency (actuals)	(48,822)	194,448	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Appropriation of Fund Balance	-	-	-	-	-
Restatement Adjustment*	(505,795)				
Ending Fund Balance	\$ (213,704)	\$ (19,256)	\$ (19,256)	\$ (19,256)	\$ (19,256)

Operating Revenues

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Charges for Services</u>						
341200	Internal Svcs Charge	4,410,713	5,114,700	6,066,100	6,066,100	7,009,900
	Sub-Total	4,410,713	5,114,700	6,066,100	6,066,100	7,009,900
<u>Miscellaneous</u>						
361100	Int Earnings	5,282	2,976	2,500	2,500	10,100
364101	Disp of Fixed Assets-Prop	(6,658)	-	-	-	-
	Sub-Total	(1,375)	2,976	2,500	2,500	10,100
	Total	4,409,338	5,117,676	6,068,600	6,068,600	7,020,000



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 budgeted positions, 21 full-time and 2 (1 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 2019 Accomplishments

- Upgraded the City's internet connection to 1 Gigabyte and implemented a secondary internet connection for network redundancy.
- Configured Wi-Fi at the Amphitheater to provide internet access to patrons.
- Implemented the Munis Code Compliance module to digitize the violation and citation process for the Police Department.
- Implemented the Fast-Pass visitor management system at City Hall and the Multi Service Complex to allow staff to easily identify visitors and recognize the purpose of their visit.

Program Revenues, Expenditures and Position Summary

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Dedicated Revenues					
Administration	527,495	585,180	544,300	544,300	700,470
Data Services	1,550,215	987,250	1,445,900	1,498,028	1,578,100
Network Services	2,627,848	1,857,096	1,840,900	1,788,264	2,288,300
Help Desk	912,555	1,033,180	982,050	983,809	1,216,630
Cyber Security	410,991	500,221	773,750	772,500	720,700
Public Safety IT	-	-	481,700	481,700	515,800
Total	\$ 6,029,105	\$ 4,962,927	\$ 6,068,600	\$ 6,068,600	\$ 7,020,000
Expenditures by Program					
Administration	527,495	585,180	544,300	544,300	700,470
Data Services	1,550,215	987,250	1,445,900	1,498,028	1,578,100
Network Services	2,627,848	1,857,096	1,840,900	1,788,264	2,288,300
Help Desk	912,555	1,033,180	982,050	983,809	1,216,630
Cyber Security	410,991	500,221	773,750	772,500	720,700
Public Safety IT	-	-	481,700	481,700	515,800
Total	\$ 6,029,105	\$ 4,962,927	\$ 6,068,600	\$ 6,068,600	\$ 7,020,000

Information Technology

Expenditures by Category	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Personnel Services	1,853,786	2,043,572	2,499,200	2,499,200	2,689,300
Operating Expense	2,467,014	2,591,699	3,141,500	3,084,100	3,956,530
Capital Outlay	1,704,197	318,524	6,900	64,300	6,970
Debt Service	4,108	9,132	421,000	421,000	367,200
Total Operating	\$ 6,029,105	\$ 4,962,927	\$ 6,068,600	\$ 6,068,600	\$ 7,020,000

Positions by Program

Administration	3.00	3.00	3.00	3.00	3.00
Data Services	5.00	4.00	4.00	4.00	4.00
Network Services	3.00	3.00	3.00	3.00	3.00
Help Desk	5.00	4.00	4.00	4.00	5.00
Cyber Security	2.00	3.00	3.00	3.00	3.00
Public Safety IT	-	-	4.00	4.00	4.00
Total	18.00	17.00	21.00	21.00	22.00

Position Detail

Administrative Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Director of IT	1.00	1.00	1.00	1.00	1.00
Director of IT	1.00	1.00	1.00	1.00	1.00
Enterprise Resource Planning Administrator	1.00	1.00	1.00	1.00	-
Help Desk Analyst I	4.00	3.00	3.00	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
Information Systems Manager	1.00	1.00	1.00	1.00	1.00
Information Technology Intern - PT (2)	-	-	-	-	1.00
Junior Help Desk Analyst	-	-	-	1.00	1.00
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
Public Safety Systems Analyst II	-	-	3.00	3.00	3.00
Security Analyst I	1.00	2.00	2.00	1.00	1.00
Security Analyst II	1.00	-	-	1.00	1.00
Senior Enterprise Resource Planning Administrator	1.00	-	-	-	-
Systems Analyst II	2.00	2.00	2.00	2.00	3.00
Total FTE's	18.00	17.00	21.00	21.00	22.00



Information Technology Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Percentage of work requests resolved within 10 hours	 Provide efficient technical services in a timely manner	Last Quarter Actual	66.70%	64.40%	
	 Service Desk requests are completed in a timely manner	YTD Actual	68.10%	69.28%	
		EOY Target	75.00%	75.00%	75.00%
		% Target	90.80%	92.37%	
		% Goal	100.00%	100.00%	
 Percentage of service requests completed within Service Level Agreement	 Provide efficient technical services in a timely manner	Last Quarter Actual	99.70%	98.60%	
	 Service Desk requests are completed in a timely manner	YTD Actual	98.78%	98.68%	
		EOY Target	94.00%	95.00%	95.00%
		% Target	105.08%	103.87%	
		% Goal	100.00%	100.00%	
 Systems Availability	 Provide access to infrastructure services on demand; any time, any IT systems are available for all users	Last Quarter Actual	99.96%	99.92%	
		YTD Actual	99.36%	99.92%	
		EOY Target	99.70%	99.70%	99.70%
		% Target	99.66%	100.22%	
		% Goal	100.00%	100.00%	
 Network Availability	 Provide access to infrastructure services on demand; any time, any IT systems are available for all users	Last Quarter Actual	99.85%	99.96%	
		YTD Actual	99.92%	99.84%	
		EOY Target	99.90%	99.92%	99.92%
		% Target	100.02%	99.92%	
		% Goal	100.00%	100.00%	

Information Technology Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 Meets budget target - Expenses	 Finances	Last Quarter Actual	\$ 1,423,242.58	\$ 1,133,723.95	
		YTD Actual	\$ 4,923,228.00	\$ 5,344,230.43	
		EOY Target	\$ 5,116,200.00	\$ 6,068,600.00	\$ 7,020,000.00
		% Target	96.23%	88.06%	
		% Goal	100.00%	100.00%	
 Meets projected target - Expenses	 Finances	Last Quarter Actual	\$ 1,423,242.58	\$ 1,133,723.95	
		YTD Actual	\$ 4,923,228.00	\$ 5,344,230.43	
		EOY Projection	\$ 4,911,839.99	\$ 6,017,949.00	\$ 7,020,000.00
		% Target	100.23%	88.80%	
		% Goal	100.00%	100.00%	
 Meets budget target - Revenues	 Finances	Last Quarter Actual	\$ 1,279,874.67	\$ 1,521,710.30	
		YTD Actual	\$ 5,117,676.00	\$ 6,080,093.51	
		EOY Target	\$ 5,116,200.00	\$ 6,068,600.00	\$ 7,020,000.00
		% Target	100.03%	100.19%	
		% Goal	100.00%	100.00%	
 Meets projected target - Revenues	 Finances	Last Quarter Actual	\$ 1,279,874.67	\$ 1,521,710.30	
		YTD Actual	\$ 5,117,676.00	\$ 6,080,093.51	
		EOY Projection	\$ 5,116,200.00	\$ 6,076,100.00	\$ 7,020,000.00
		% Target	100.03%	100.07%	
		% Goal	100.00%	100.00%	

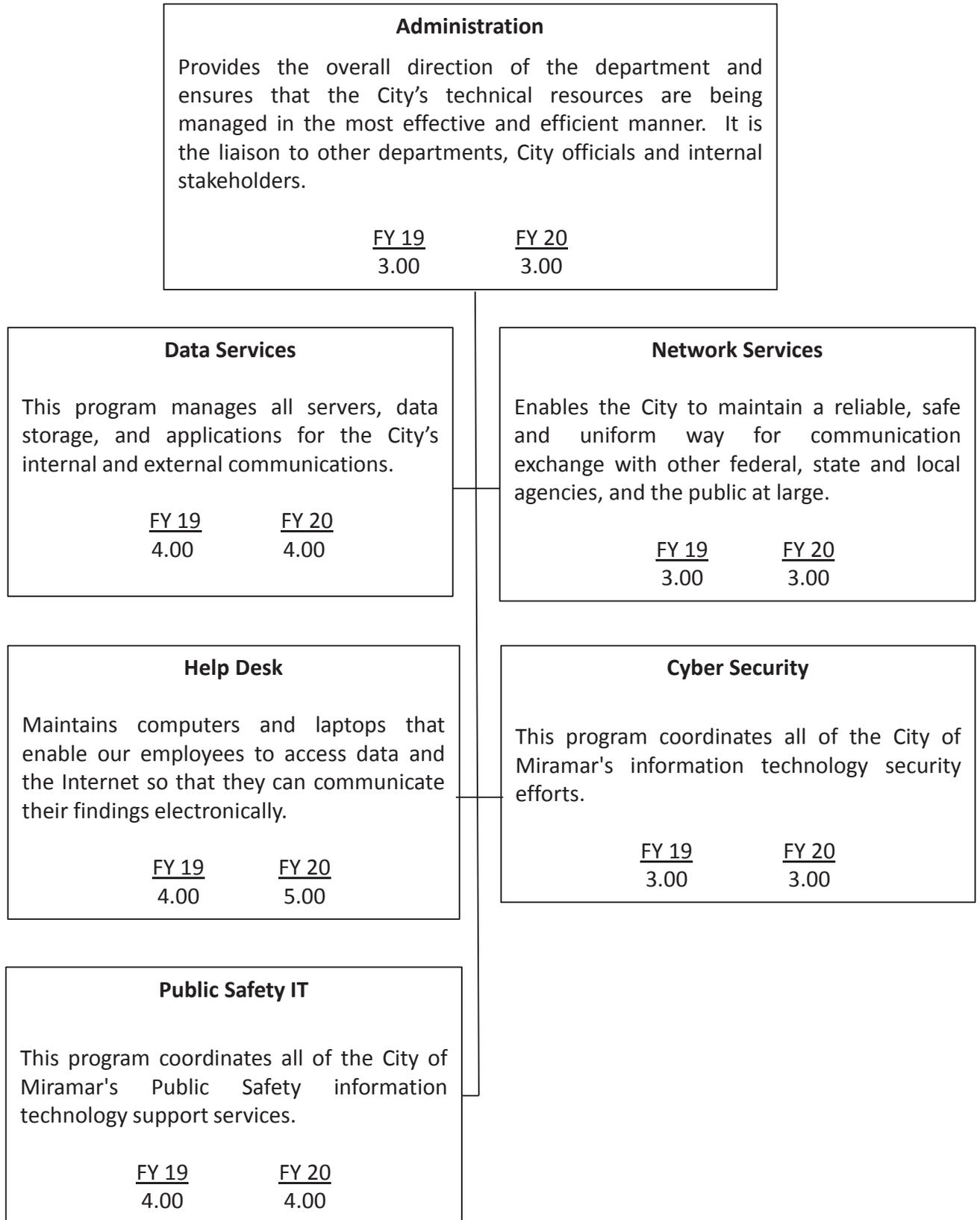
Information Technology Balanced Scorecard

Measure	Objectives	Series Status	FY 2018 Actual	FY 2019 Actual	FY 2020 Goal
 IT customer satisfaction rate	 IT systems are available for all users	Last Quarter Actual	98.67%	97.43%	
	 Maintain high customer satisfaction on completed work requests	YTD Actual	97.94%	97.80%	
		EOY Target	93.00%	94.00%	94.00%
		% Target	105.31%	104.04%	
		% Goal	100.00%	100.00%	
 Number of job specific training courses/conferences attended by staff annually	 Provide efficient technical services in a timely manner	Last Quarter Actual	12.00	17.00	
	 Develop and increase skill levels of staff	YTD Actual	33.00	42.00	
		EOY Target	17.00	20.00	20.00
		% Target	194.12%	210.00%	
		% Goal	100.00%	100.00%	
 Backup Success Rate	 Provide efficient technical services in a timely manner	Last Quarter Actual	100.00%	100.00%	
		YTD Actual	99.90%	99.87%	
		EOY Target	95.00%	98.00%	98.00%
		% Target	105.16%	101.91%	
		% Goal	100.00%	100.00%	

FY 2019 actuals (revenues and expenses) are as of 11-18-19.

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 527,495	\$ 585,180	\$ 544,300	\$ 544,300	\$ 700,470

Expenditures by Category

Personnel Services	461,668	456,840	458,000	458,000	569,300
Operating Expense	65,827	87,340	79,400	79,400	124,200
Capital Outlay	-	41,000	6,900	6,900	6,970
Total	\$ 527,495	\$ 585,180	\$ 544,300	\$ 544,300	\$ 700,470

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 1,550,215	\$ 987,250	\$ 1,445,900	\$ 1,498,028	\$ 1,578,100

Expenditures by Category

Personnel Services	511,290	509,314	458,900	458,900	501,700
Operating Expense	799,409	773,467	903,500	898,228	1,046,700
Capital Outlay	235,409	-	-	57,400	-
Debt Service	4,108	(295,531)	83,500	83,500	29,700
Total	\$ 1,550,215	\$ 987,250	\$ 1,445,900	\$ 1,498,028	\$ 1,578,100

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
Senior Enterprise Resource Planning Administrator	1.00	-	-	-	-
Systems Analyst II	2.00	2.00	2.00	2.00	3.00
Total	5.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 2,627,848	\$ 1,857,096	\$ 1,840,900	\$ 1,788,264	\$ 2,288,300

Expenditures by Category

Personnel Services	315,091	346,772	360,000	360,000	383,900
Operating Expense	843,968	928,137	1,143,400	1,090,764	1,566,900
Capital Outlay	1,468,788	277,524	-	-	-
Debt Service	-	304,663	337,500	337,500	337,500
Total	\$ 2,627,848	\$ 1,857,096	\$ 1,840,900	\$ 1,788,264	\$ 2,288,300

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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 912,555	\$ 1,033,180	\$ 982,050	\$ 983,809	\$ 1,216,630

Expenditures by Category

Personnel Services	335,549	504,084	436,100	436,100	433,500
Operating Expense	577,007	529,097	545,950	547,709	783,130
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Total	\$ 912,555	\$ 1,033,180	\$ 982,050	\$ 983,809	\$ 1,216,630

Percent of Time by Position

Help Desk Analyst I	4.00	3.00	3.00	2.00	2.00
Help Desk Manager	1.00	1.00	1.00	1.00	1.00
Information Technology Intern PT (2)	-	-	-	-	1.00
Junior Help Desk Analyst	-	-	-	1.00	1.00
Total	5.00	4.00	4.00	4.00	5.00



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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ 410,991	\$ 500,221	\$ 773,750	\$ 772,500	\$ 720,700

Expenditures by Category

Personnel Services	230,189	226,562	324,500	324,500	320,000
Operating Expense	180,803	273,659	449,250	448,000	400,700
Capital Outlay	-	-	-	-	-
Total	\$ 410,991	\$ 500,221	\$ 773,750	\$ 772,500	\$ 720,700

Percent of Time by Position

Information Security Manager	-	1.00	1.00	1.00	1.00
Security Analyst I	1.00	2.00	2.00	1.00	1.00
Security Analyst II	1.00	-	-	1.00	1.00
Total	2.00	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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
Internal Services Charge	341200	\$ -	\$ -	\$ 481,700	\$ 481,700	\$ 515,800

Expenditures by Category

Personnel Services	-	-	461,700	461,700	480,900
Operating Expense	-	-	20,000	20,000	34,900
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Total	\$ -	\$ -	\$ 481,700	\$ 481,700	\$ 515,800

Percent of Time by Position

Public Safety Information Technology Manager	-	-	1.00	1.00	1.00
Public Safety Systems Analyst II	-	-	3.00	3.00	3.00
Total	-	-	4.00	4.00	4.00

Information Technology Expenditures by Object Code

Administration—504-58-100-516-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	277,174	286,183	287,100	287,100	346,900
601205	Lump Sum Payout - Accrued Time	41,868	24,882	28,900	28,900	37,200
601210	Non-Pensionable Earnings	-	-	-	-	8,700
601215	Communication Stipend	-	-	-	-	3,900
601220	Longevity Pay	-	920	1,200	1,200	1,600
601230	TempStaffAN	1,360	-	-	-	-
601400	Overtime-General	3,329	1,177	500	500	1,200
601410	Overtime-Holiday	125	-	-	-	-
602100	FICA & MICA	23,888	22,765	23,400	23,400	25,900
602210	Pension-General	6,326	7,669	11,700	11,700	13,000
602235	Pension-Senior Mgmt	45,857	51,091	49,200	49,200	61,200
602265	Pension-457	19,929	20,510	20,900	20,900	17,700
602305	Health Insurance-HMO	28,892	30,334	30,800	30,800	37,600
602306	Dental Insurance-PPO	2,117	2,049	2,000	2,000	1,800
602309	Basic Life Insurance	542	542	600	600	800
602311	Long-Term Disability Ins	255	255	400	400	500
602312	HDHP Aetna	-	-	-	-	8,200
602313	HSA Payflex	-	-	-	-	1,400
602400	Workers' Compensation	1,000	1,100	1,300	1,300	1,700
602600	OPEB	9,006	7,362	-	-	-
	Sub-Total	461,668	456,840	458,000	458,000	569,300
<u>Operating Expense</u>						
604001	Travel & Training	3,094	6,454	5,000	18,750	10,000
604200	Postage	121	19	300	300	200
604301	Electricity Svcs	9,792	8,447	9,900	9,900	9,900
604402	Leased Vehicles	4,344	3,966	-	-	-
604500	Risk Internal Svcs Charge	32,900	-	24,300	24,300	18,300
604550	Health Ins Internal Serv Chg	-	-	-	-	8,000
604610	Fleet Internal Svcs Charge	4,400	5,900	8,800	8,800	6,100
604905	Bank Svcs Charges	439	765	500	500	800
604950	Employee Awards	1,500	2,488	2,500	2,500	3,000
605100	Office Supplies	1,980	2,140	2,000	2,000	2,500
605220	Vehicle Fuel-On-Site	482	251	3,100	3,100	3,200
605252	Small Tools	21	-	-	-	-
605410	Subscriptions & Memberships	215	42,197	8,000	8,000	42,200
605500	Training-General	6,538	14,714	15,000	1,250	20,000
	Sub-Total	65,827	87,340	79,400	79,400	124,200
<u>Dept Capital Outlay</u>						
606441	Vehicle Replacement Program	-	41,000	6,900	6,900	6,970
	Sub-Total	-	41,000	6,900	6,900	6,970
Total		\$ 527,495	\$ 585,180	\$ 544,300	\$ 544,300	\$ 700,470



Information Technology Expenditures by Object Code

Data Services—504-58-580-516-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	280,728	290,237	289,200	289,200	294,900
601205	Lump Sum Payout - Accrued Time	10,000	15,139	13,100	13,100	15,500
601210	Non-Pensionable Earnings	-	-	-	-	8,400
601215	Communication Stipend	4,620	5,758	5,900	5,900	7,800
601220	Longevity Pay	104	-	-	-	-
601600	Compensated Absences	42,181	21,582	-	-	-
602100	FICA & MICA	22,871	23,922	24,300	24,300	26,100
602210	Pension-General	10,234	11,296	-	-	-
602235	Pension-Senior Mgmt	63,262	60,957	43,900	43,900	44,800
602260	Pension-401	8,371	9,021	9,000	9,000	9,000
602265	Pension-457	6,494	4,468	8,900	8,900	9,100
602300	Pmt In Lieu Of Insurance	4,251	496	-	-	-
602304	Health Insurance-PPO	1,426	-	-	-	-
602305	Health Insurance-HMO	24,679	38,085	44,000	44,000	31,800
602306	Dental Insurance-PPO	1,212	1,468	1,600	1,600	1,000
602307	Dental Insurance-HMO	59	-	-	-	500
602309	Basic Life Insurance	989	1,088	600	600	600
602311	Long-Term Disability Ins	398	382	400	400	400
602312	HDHP Aetna	-	-	-	-	23,400
602313	HSA Payflex	-	-	-	-	4,100
602400	Workers' Compensation	14,400	15,600	18,000	18,000	24,300
602600	OPEB	15,010	9,815	-	-	-
	Sub-Total	511,290	509,314	458,900	458,900	501,700
<u>Operating Expense</u>						
603190	Prof Svcs-Other	10,290	13,752	2,500	15,100	2,500
603425	Software License & Maint	737,864	688,662	850,800	847,228	991,500
604001	Travel & Training	4,500	10,240	6,300	18,400	10,000
604500	Risk Internal Svcs Charge	-	37,400	-	-	-
604550	Health Ins Internal Serv Chg	-	-	-	-	9,900
604660	R&M Computers	20,000	9,960	10,000	10,000	10,000
604920	License & Permit Fees	9,351	-	-	-	-
604998	Contingency	-	836	2,500	2,500	2,500
605220	Vehicle Fuel-On-Site	375	742	-	-	-
605252	Small Tools	387	382	400	400	400
605290	Other Operating Supplies	900	899	900	900	900
605410	Subscriptions & Memberships	4,000	-	11,400	-	2,000
605500	Training-General	11,743	10,593	18,700	3,700	10,000
605510	Tuition Reimbursement	-	-	-	-	7,000
	Sub-Total	799,409	773,467	903,500	898,228	1,046,700
<u>Dept Capital Outlay</u>						
606470	Computer Equipment	235,409	-	-	-	-
606471	Software	-	-	-	57,400	-
	Sub-Total	235,409	-	-	57,400	-
<u>Debt Service</u>						
607100	Prin-Dell Lease 2017 (storage)	40,418	86,199	79,900	79,900	29,000
607200	Int-Dell Lease 2017(Storage)	4,108	7,011	3,600	3,600	700
607999	Debt Svcs Clearing	(40,418)	(388,741)	-	-	-
	Sub-Total	4,108	(295,531)	83,500	83,500	29,700
	Total	\$ 1,550,215	\$ 987,250	\$ 1,445,900	\$ 1,498,028	\$ 1,578,100

Information Technology Expenditures by Object Code

Network Services—504-58-581-516-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	199,230	215,983	225,000	225,000	225,000
601205	Lump Sum Payout - Accrued Time	15,578	17,395	20,900	20,900	19,500
601210	Non-Pensionable Earnings	-	-	-	-	6,500
601215	Communication Stipend	2,003	5,475	3,900	3,900	5,900
601220	Longevity Pay	-	-	-	-	1,000
602100	FICA & MICA	16,314	17,941	19,800	19,800	20,400
602235	Pension-Senior Mgmt	30,745	34,940	33,700	33,700	33,400
602260	Pension-401	6,159	6,765	7,300	7,300	7,300
602265	Pension-457	1,680	1,845	6,900	6,900	6,900
602300	Pmt In Lieu Of Insurance	5,611	5,611	6,200	6,200	6,200
602305	Health Insurance-HMO	19,202	23,166	24,800	24,800	22,500
602306	Dental Insurance-PPO	870	870	900	900	900
602307	Dental Insurance-HMO	541	616	700	700	700
602309	Basic Life Insurance	567	603	500	500	500
602311	Long-Term Disability Ins	285	298	300	300	300
602312	HDHP Aetna	-	-	-	-	11,900
602313	HSA Payflex	-	-	-	-	2,700
602400	Workers' Compensation	7,300	7,900	9,100	9,100	12,300
602600	OPEB	9,006	7,362	-	-	-
	Sub-Total	315,091	346,772	360,000	360,000	383,900
<u>Operating Expense</u>						
603190	Prof Svcs-Other	2,499	8,753	5,500	45,295	19,700
603425	Software License & Maint	51,412	84,474	84,700	35,819	83,400
604001	Travel & Training	3,547	4,556	3,800	7,050	5,000
604100	Communication Svcs	725,306	807,917	1,015,500	979,750	966,100
604105	Internet-Computer Lab	1,299	1,299	1,300	1,300	-
604106	Cellular Services	-	-	-	-	460,000
604550	Health Ins Internal Serv Chg	-	-	-	-	6,300
604646	R&M Telecomm Equip	49,515	11,908	10,000	10,000	10,000
604998	Contingency	-	960	2,500	2,500	3,000
605251	Noncap Equip (Item less 5000)	-	-	-	-	2,000
605252	Small Tools	400	400	500	500	500
605290	Other Operating Supplies	96	1,030	900	900	900
605410	Subscriptions & Memberships	2,500	-	7,400	-	-
605500	Training-General	7,395	6,840	11,300	7,650	10,000
	Sub-Total	843,968	928,137	1,143,400	1,090,764	1,566,900
<u>Dept Capital Outlay</u>						
606402	Communication Equipment	1,468,788	277,524	-	-	-
	Sub-Total	1,468,788	277,524	-	-	-
<u>Debt Service</u>						
607185	Prin-Key Bank Phone Sys Lease	-	293,758	293,800	293,800	293,800
607188	De Lage WiFi Lse 2018-DS Prin	-	8,784	36,100	36,100	37,700
607288	De Lage WiFi Lse 2018-DS Int	-	2,121	7,600	7,600	6,000
	Sub-Total	-	304,663	337,500	337,500	337,500
Total		\$ 2,627,848	\$ 1,857,096	\$ 1,840,900	\$ 1,788,264	\$ 2,288,300



Information Technology Expenditures by Object Code

Help Desk—504-58-582-516-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	209,846	310,302	269,100	269,100	278,700
601205	Lump Sum Payout - Accrued Time	13,222	28,154	27,600	27,600	7,200
601210	Non-Pensionable Earnings	3,964	-	-	-	6,600
601215	Communication Stipend	2,903	5,753	3,900	3,900	3,900
601220	Longevity Pay	568	697	700	700	-
602100	FICA & MICA	17,710	26,439	24,000	24,000	23,500
602235	Pension-Senior Mgmt	23,241	53,443	39,600	39,600	48,200
602260	Pension-401	8,371	9,021	9,000	9,000	-
602265	Pension-457	4,461	3,808	8,200	8,200	7,000
602304	Health Insurance-PPO	10,669	13,299	14,500	14,500	-
602305	Health Insurance-HMO	14,859	27,681	23,000	23,000	37,100
602306	Dental Insurance-PPO	1,162	1,163	800	800	400
602307	Dental Insurance-HMO	59	342	400	400	600
602309	Basic Life Insurance	782	1,293	600	600	600
602311	Long-Term Disability Ins	324	472	400	400	400
602400	Workers' Compensation	11,400	12,400	14,300	14,300	19,300
602600	OPEB	12,008	9,815	-	-	-
	Sub-Total	335,549	504,084	436,100	436,100	433,500
<u>Operating Expense</u>						
603190	Prof Svcs-Other	39,575	16,346	8,700	11,300	9,000
603425	Software License & Maint	26,860	79,466	83,000	87,009	97,000
604001	Travel & Training	-	2,106	5,000	7,350	5,000
604404	Leased Computer	472,661	410,712	401,500	401,500	390,700
604440	Leased Copiers	-	-	-	-	230,000
604550	Health Ins Internal Serv Chg	-	-	-	-	6,300
604660	R&M Computers	-	1,675	10,000	16,570	10,000
604998	Contingency	1,643	2,123	6,000	30	6,000
605120	Computer Operating Expenses	17,402	1,009	-	-	-
605250	Noncap Furn (Item less 5000)	800	-	800	800	-
605252	Small Tools	399	388	400	400	430
605290	Other Operating Supplies	900	1,494	900	1,750	900
605410	Subscriptions & Memberships	1,767	1,622	8,150	8,150	800
605500	Training-General	15,000	12,155	15,000	6,350	15,000
605510	Tuition Reimbursement	-	-	6,500	6,500	12,000
	Sub-Total	577,007	529,097	545,950	547,709	783,130
	Total	\$ 912,555	\$ 1,033,180	\$ 982,050	\$ 983,809	\$ 1,216,630

Information Technology Expenditures by Object Code

Cyber Security—504-58-584-516-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<u>Personnel Services</u>					
601200	Employee Salaries	140,336	141,240	208,700	208,700	202,600
601205	Lump Sum Payout - Accrued Time	5,547	13,188	15,800	15,800	11,600
601210	Non-Pensionable Earnings	-	-	-	-	5,800
601215	Communication Stipend	4,628	3,998	5,900	5,900	3,900
602100	FICA & MICA	11,690	12,349	18,700	18,700	17,800
602235	Pension-Senior Mgmt	39,708	28,462	44,200	44,200	42,700
602265	Pension-457	3,525	4,160	6,400	6,400	6,200
602305	Health Insurance-HMO	14,108	14,329	23,000	23,000	27,900
602306	Dental Insurance-PPO	388	388	800	800	400
602307	Dental Insurance-HMO	214	184	200	200	400
602309	Basic Life Insurance	808	703	500	500	400
602311	Long-Term Disability Ins	230	201	300	300	300
602600	OPEB	9,006	7,362	-	-	-
	Sub-Total	230,189	226,562	324,500	324,500	320,000
	<u>Operating Expense</u>					
603190	Prof Svcs-Other	2,500	2,152	2,500	11,140	2,500
603425	Software License & Maint	166,001	244,831	405,300	405,300	360,100
604001	Travel & Training	-	5,681	3,750	2,231	5,000
604550	Health Ins Internal Serv Chg	-	-	-	-	4,700
604660	R&M Computers	-	6,387	10,000	1,960	10,000
604998	Contingency	-	1,634	2,500	1,900	2,500
605252	Small Tools	-	369	500	500	500
605290	Other Operating Supplies	-	788	900	900	900
605410	Subscriptions & Memberships	7,302	2,723	12,500	12,500	4,500
605500	Training-General	5,000	9,095	11,300	11,569	10,000
	Sub-Total	180,803	273,659	449,250	448,000	400,700
	Total	\$ 410,991	\$ 500,221	\$ 773,750	\$ 772,500	\$ 720,700

Information Technology Expenditures by Object Code

Public Safety IT—504-58-585-516-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Personnel Services</u>						
601200	Employee Salaries	-	-	299,900	299,900	298,700
601205	Lump Sum Payout - Accrued Time	-	-	25,600	25,600	16,000
601210	Non-Pensionable Earnings	-	-	-	-	8,500
601215	Communication Stipend	-	-	-	-	5,900
602100	FICA & MICA	-	-	25,400	25,400	26,300
602235	Pension-Senior Mgmt	-	-	47,200	47,200	45,500
602260	Pension-401	-	-	18,500	18,500	9,100
602265	Pension-457	-	-	9,000	9,000	9,100
602300	Pmt In Lieu Of Insurance	-	-	6,200	6,200	-
602305	Health Insurance-HMO	-	-	26,900	26,900	59,200
602306	Dental Insurance-PPO	-	-	1,600	1,600	900
602307	Dental Insurance-HMO	-	-	300	300	700
602309	Basic Life Insurance	-	-	700	700	600
602311	Long-Term Disability Ins	-	-	400	400	400
	Sub-Total	-	-	461,700	461,700	480,900
<u>Operating Expense</u>						
604001	Travel & Training	-	-	10,000	10,000	6,300
604550	Health Ins Internal Serv Chg	-	-	-	-	9,900
605500	Training-General	-	-	10,000	10,000	18,700
	Sub-Total	-	-	20,000	20,000	34,900
	Total	\$ -	\$ -	\$ 481,700	\$ 481,700	\$ 515,800

Unassigned—504-000-000-000-

Object #	Account Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
<u>Capital Asset Clearing</u>						
606900	Capital Asset Clearing Account	(1,590,164)	(277,524)	-	-	-
	Sub-Total	(1,590,164)	(277,524)	-	-	-
<u>Depreciation</u>						
605910	Depreciation-Gen Gov't	133,252	237,824	-	-	-
	Sub-Total	133,252	237,824	-	-	-
	Total	\$ (1,456,912)	\$ (39,700)	\$ -	\$ -	\$ -

Capital Improvement Program Expenditure Detail Budget—504-Variou

Object #	Account Description	Project Number	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Revised	FY 2020 Budget
	<i>Phone System Replacement</i>						
	<i>504-58-800-516-000-</i>						
606517	CIP-Implementation Fees	54009	9,913	-	-	-	-
	Sub-total		9,913	-	-	-	-
	Total		\$ 9,913	\$ -	\$ -	\$ -	\$ -

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.
<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. Programs 580 and 584 budgeted \$5,000 (\$2,500 each) for any possible unplanned incidents. Program 581 budgeted \$5,500 for the network switch replacement. Program 582 budgeted \$9,000 for the FY20 lease deployment expenses. This includes \$14,200 to Relocate Redundant Core to Police Department (PD) under the Network Program (581).
603425	Software License & Maint	This account represents the cost for contracted software licenses and maintenance. FY20 Includes the following: DATA solutions: Backup\$32,000; ERP \$276,900; Timekeeper \$60,000; VMWare \$36,000; Microsoft \$434,500; Storage \$45,000; Domains \$3,900; POS System \$7,850; Alerts \$8,200; Email Protection \$37,100; Remote Access \$13,000; Intranet \$42,000 NETWORK solutions: Network Monitoring \$10,650; Right Fax \$3,650; Recording \$8,600; Smart Net \$12,000; Network Reporting \$12,000 HELP DESK solutions: Manage Engine \$34,000; Website \$19,100; Work Order System \$31,600; AV solution \$7,000; Anti-Theft \$3,430 SECURITY solutions: Security Monitoring \$32,000; Web Security Training \$15,000; Qradar \$15,000; Web Filter \$35,400; Badge Access \$12,550; Fire Wall \$15,000; 2Factor Authentication \$7,800; Gigavue \$2,500; Pen Test \$14,600; PCI Compliance \$3,400; Tenable \$6,230; Forescout \$23,750; Antivirus \$70,070; GAP \$49,900; Netscaler \$7,120 Other Miscellaneous: \$47,720 This includes \$35,480 for a PCI GAP Remediation software under the Cyber Security program (584).
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 City-wide \$216,935; AT&T Uverse \$865; Comcast Business- City-wide \$555,000; Paetec-Windstream \$83,000; Windstream CM-MSC \$38,000; Cell phones \$1,300; Other Miscellaneous \$21,000 This includes \$50,000 to Relocate Redundant Core to Police Department (PD).
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. FY20 includes \$162,600 for Lease 543; \$106,300 for Lease 544; \$121,300 for Lease 545; Miscellaneous Other \$500
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.
605251	Noncap Equip (Item less 5000)	This includes \$2,000 for a computer, monitor and equipment for the new approved I.T. Intern (.5 FTE) under the Helpdesk program (581).
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 \$7,300 (CJIS and FLGISA) and \$42,200 for 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.
606441	Vehicle Replacement Program	This account represents the cost for the following Vehicle Replacements: 2003 Ford Explorer \$2,870 2014 Ford Escape \$4,100
607100	Prin-Dell Lease 2017 (storage)	This is the Principal for the 2017-Dell Pure Storage Lease. Principal and Interest is due quarterly on November 1, February 1, May 1, and August 1.
607185	Prin-Key Bank Phone Sys Lease	This is the Principal for the Cisco Phone System 5-Year Lease (\$293,800 Annual Principal Payment). Cisco Systems Hardware \$744,289; Cisco Smartnet/WebEx \$724,499. Total cost \$1,468,788.
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.
607200	Int-Dell Lease 2017(Storage)	This is the Interest for the 2017-Dell Pure Storage Lease. Principal and Interest is due quarterly on November 1, February 1, May 1, and August 1.
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 or 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 2018 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 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Taxes	\$ 72,718	\$ 71,586	\$ 63,465	\$ 62,889	\$ 62,920	\$ 66,325	\$ 71,479	\$ 74,942	\$ 79,924	\$ 83,779
Special Assessments	7,753	10,317	10,585	10,604	15,955	15,714	16,321	19,150	20,577	20,764
Licenses & Permits	4,914	3,907	4,118	3,994	6,261	4,161	5,090	5,062	6,934	8,623
Inter-Governmental	16,144	27,279	25,598	24,422	29,935	19,711	20,545	22,174	23,468	27,460
Charges for Services	7,458	8,714	8,856	8,489	9,773	10,328	10,877	15,497	17,120	18,866
Fines & Forfeitures	683	736	930	973	1,301	952	1,017	1,058	1,080	1,199
Impact Fees	160	249	1,753	1,390	1,959	1,769	910	737	2,210	689
Developer Contributions	2,804	1,700	908	341	198	388	674	535	939	1,500
Miscellaneous	2,057	2,508	2,456	3,052	3,472	2,937	5,112	2,943	2,628	2,605
Total Revenues	\$ 114,691	\$ 126,996	\$ 118,668	\$ 116,154	\$ 131,774	\$ 122,285	\$ 132,025	\$ 142,098	\$ 154,915	\$ 165,717
Expenditures										
General Government	\$ 10,477	\$ 10,112	\$ 11,361	\$ 11,103	\$ 19,107	\$ 20,063	\$ 20,218	\$ 21,641	\$ 26,555	\$ 28,042
Public Safety (1)	58,234	59,097	63,395	65,389	68,500	71,272	71,211	73,336	81,083	86,677
Physical Environment (2)	7,556	7,566	7,653	7,982	2,111	1,198	1,321	1,391	3,581	6,206
Transportation (2)	-	-	-	-	3,355	4,159	3,285	3,205	3,568	3,426
Economic Environment (1)	-	-	-	-	1,944	2,673	2,914	3,267	2,043	2,594
Community Services (1)	13,707	11,305	12,308	12,698	-	-	-	-	-	-
Social Services (4)	2,386	1,343	1,520	1,757	1,540	2,057	2,414	5,196	5,794	6,187
Cultural Arts (4)	-	-	-	-	-	-	-	3,133	3,173	3,356
Parks and Recreation (1)	-	-	-	-	8,022	8,516	10,326	11,086	13,126	13,461
Non-Departmental	4,958	5,369	2,496	2,757	-	-	-	-	-	-
Grants and Aid	1,761	11,909	9,852	8,490	11,129	123	230	105	119	169
Capital Outlay	12,003	5,628	4,479	8,845	7,992	8,716	14,733	28,207	22,910	12,635
Debt Service	3,387	6,753	6,347	8,737	19,418	9,449	98,605	8,488	10,549	13,129
Total Expenditures	\$ 114,469	\$ 119,082	\$ 119,411	\$ 127,758	\$ 143,118	\$ 128,226	\$ 225,257	\$ 159,055	\$ 172,501	\$ 175,882
Excess/Deficiency	\$ 222	\$ 7,914	\$ (743)	\$ (11,604)	\$ (11,344)	\$ (5,941)	\$ (93,232)	\$ (16,957)	\$ (17,586)	\$ (10,165)
Other Financing Sources:										
Transfer In	\$ 16,532	\$ 8,156	\$ 14,010	\$ 26,247	\$ 27,987	\$ 12,686	\$ 11,276	\$ 15,511	\$ 13,006	\$ 14,625
Transfer Out	(18,103)	(10,290)	(15,820)	(24,476)	(30,398)	(16,402)	(14,673)	(13,617)	(13,713)	(14,625)
Lease Issuance	-	-	-	-	-	-	-	-	-	-
Issuance of Debt	11,272	-	-	7,879	59,815	-	79,595	2,232	11,999	-
Premium on Issuance of Debt	-	-	-	-	190	-	7,209	-	-	-
Sale of capital assets	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	9,701	(2,134)	(1,810)	9,650	57,594	(3,716)	83,407	4,126	11,477	-
Net Change in Fund Balance	\$ 9,923	\$ 5,780	\$ (2,553)	\$ (1,954)	\$ 46,250	\$ (9,657)	\$ (9,825)	\$ (12,831)	\$ (6,109)	\$ (10,165)
Debt Service as a % of Non Capital Expenditures	3.31%	5.95%	5.52%	7.35%	13.19%	7.72%	45.80%	6.32%	6.82%	7.85%

(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 FY2018 CAFR, p.158

Fund Balances of Governmental Funds

Last Ten Fiscal Years

(Modified Accrual Basis of Accounting - Amounts Expressed in Thousands)

General Fund:	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Reserved	\$ 2,463	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	43,271	-	-	-	-	-	-	-	-	-
Non-spendable	-	2,982	1,149	970	109	99	210	153	123	1,824
Committed	-	-	-	-	-	14,620	15,115	16,309	18,340	19,070
Assigned	-	29,961	34,991	20,045	18,275	5,092	4,993	9,527	6,922	6,479
Unassigned	-	18,012	7,090	5,937	9,437	5,075	8,923	12,026	10,684	7,976
Total General Fund	\$ 45,734	\$ 50,955	\$ 43,230	\$ 26,952	\$ 27,821	\$ 24,886	\$ 29,241	\$ 38,015	\$ 36,069	\$ 35,349
All other Governmental Funds:										
Reserved	11,404	-	-	-	-	-	-	-	-	-
Unreserved reported in:										
Special Revenue Funds	9	-	-	-	-	-	-	-	-	-
Capital Projects Funds	9,873	-	-	-	-	-	-	-	-	-
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
Assigned	-	-	-	9,986	-	-	-	-	-	-
Unassigned, reported in:										
Special Revenue Funds	-	(358)	(26)	(2)	(9)	(4)	(1)	-	(1,853)	(1,673)
Capital Projects Funds	-	(1,843)	(375)	-	-	-	-	-	-	-
Total All Other Governmental Funds	\$ 21,286	\$ 21,844	\$ 27,017	\$ 41,341	\$ 86,721	\$ 79,999	\$ 65,819	\$ 44,214	\$ 40,051	\$ 30,606
Total Governmental Funds	\$ 67,020	\$ 72,799	\$ 70,247	\$ 68,293	\$ 114,542	\$ 104,885	\$ 95,060	\$ 82,229	\$ 76,120	\$ 65,955

Note: The City implemented GASB Statement No.54 beginning fiscal year ending September 30, 2010. Source: City of Miramar FY2018 CAFR; p.157



Assessed Values of Taxable Property

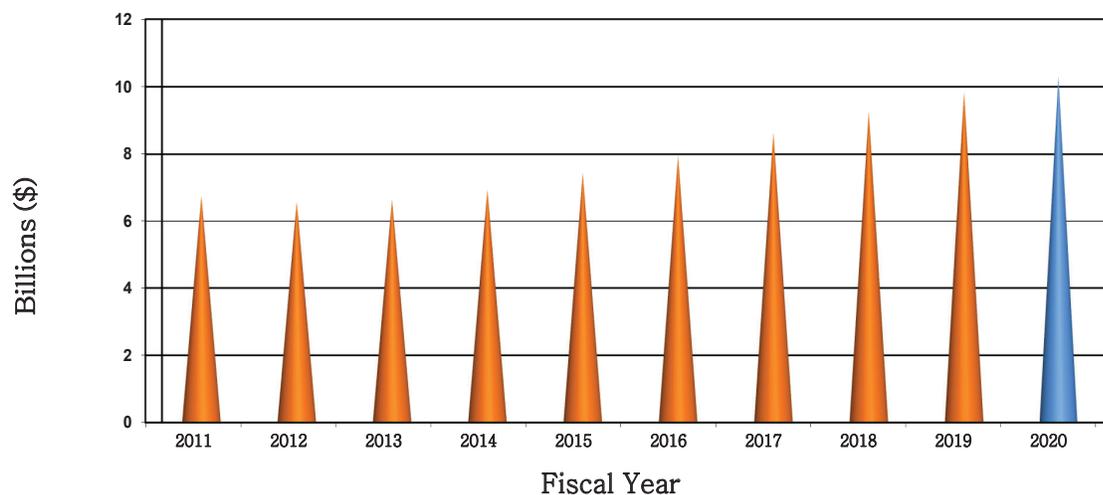
Fiscal Year	Real Property	Personal Property	Total Assessed Value	Total Change	% Change from Prior Year
2011	\$ 6,412,482,860	\$ 352,130,774	\$ 6,764,613,634	\$ (1,305,967,948)	-16.2%
2012	6,259,674,220	333,628,878	6,593,303,098	(171,310,536)	-2.5%
2013	6,308,487,020	352,314,995	6,660,802,015	67,498,917	1.0%
2014	6,578,377,660	376,425,619	6,954,803,279	294,001,264	4.4%
2015	7,054,091,620	387,432,520	7,441,524,140	486,720,861	7.0%
2016	7,542,042,770	415,820,113	7,957,862,883	516,338,743	6.9%
2017	8,194,349,440	443,446,236	8,637,795,676	679,932,793	8.5%
2018	8,827,421,120	444,667,461	9,272,088,581	634,292,905	7.3%
2019	9,417,874,970	429,992,165	9,847,867,135	575,778,554	6.2%
2020	\$ 9,873,870,150	\$ 446,676,851	\$ 10,320,547,001	\$ 472,679,866	4.8%

Note: Property tax rates are based on each \$1,000 of net assessed value.

Note: Broward County properties are reassessed on an average once a year. The County assesses property at approximately 85-100% of actual value as required by Florida law.

Source: <http://www.bcpa.net/Includes/Downloads/2019/CompletedDR420s/Miramar.pdf>

Total Assessed Value



Assessed Value for the City of Miramar increased by 4.8% compared to tax year 2018.



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
2009	51,256,426	49,382,828	96.34%	338,987	49,721,815	97.01%
2010	51,655,608	49,599,612	96.02%	308,746	49,908,358	96.62%
2011	44,209,533	41,453,670	93.77%	131,958	41,585,628	94.06%
2012	42,775,713	40,888,853	95.59%	55,210	40,944,063	95.72%
2013	43,025,597	41,216,497	95.80%	35,857	41,252,354	95.88%
2014	44,985,950	43,231,304	96.10%	1,331,836	44,563,140	99.06%
2015	50,266,100	48,049,334	95.59%	24,312	48,073,646	95.64%
2016	53,868,885	51,631,178	95.85%	13,396	51,644,574	95.87%
2017	58,501,360	56,146,772	95.98%	-	56,146,772	95.98%
2018	62,689,618	59,967,326	95.66%	-	59,967,326	95.66%

(1) Collections do not include discount amounts.

Source: Broward County Property Appraiser (BCPA) DR420.

Principal Taxpayers

Taxpayer	2018 Taxable Assessed Value	% of Total Taxable Assessed Value	Rank
11700 Southwest 26 St Apartments	\$ 93,621,370	1.01%	1
Florida Power & Light co Property Tax	78,952,256	0.85%	2
BPP Alphabet MF Miramar LLC	69,930,000	0.76%	3
Bel Miramar LLC	66,226,070	0.72%	4
Windsor AT Miramar I LLC	58,579,000	0.63%	5
MTC Property Corp	50,726,960	0.55%	6
ICON Owner Pool 5 South FL LLC	50,000,000	0.54%	7
EQR-Miramar Lakes LLC	49,720,480	0.54%	8
WPT Land 2 LP	41,355,820	0.45%	9
Flamingo Cove LLC	40,798,670	0.44%	10
Total	\$ 599,910,626	6.48%	

Source: City of Miramar FY2018 CAFR; p.161 (Schedule 7 - Principal Property Taxpayers)

Direct and Overlapping Property Tax Rates

Last Ten Fiscal Years

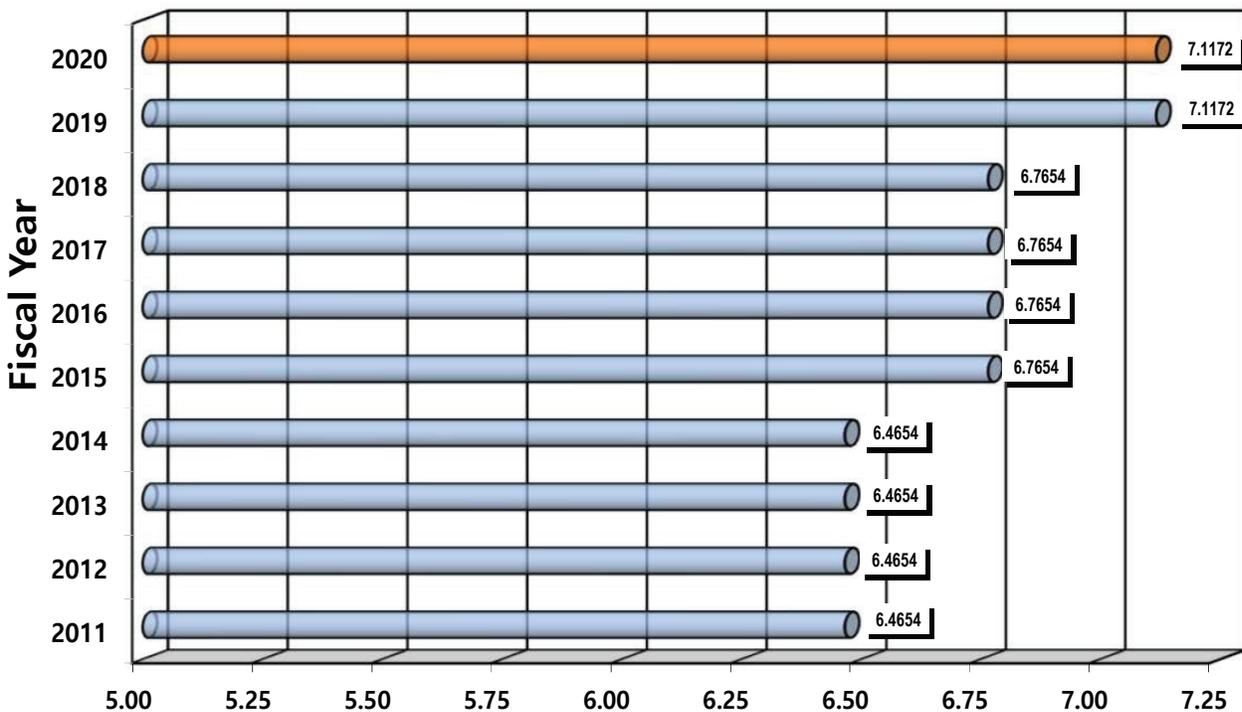
Fiscal Year	City of Miramar Millage	Overlapping Rates						Total Direct & Overlapping Rates
		School Board (Operating & Debt)	Broward County Operating	Broward County Debt	South Florida Water Management District	South Broward Hospital District	Other	
2011	6.4654	7.6310	5.1021	0.4509	0.6240	1.2732	0.5041	22.0507
2012	6.4654	7.4180	5.1860	0.3670	0.4363	0.7500	0.5134	21.1361
2013	6.4654	7.4560	5.2576	0.2954	0.4289	0.6000	0.5247	21.0280
2014	6.4654	7.4800	5.4400	0.2830	0.4110	0.4000	0.5227	21.0021
2015	6.7654	7.4380	5.4584	0.2646	0.3842	0.1863	0.5227	21.0196
2016	6.7654	7.2740	5.4741	0.2489	0.3551	0.1750	0.5202	20.8127
2017	6.7654	6.9063	5.4474	0.2216	0.3307	0.1615	0.5202	20.3531
2018	6.7654	6.5394	5.4623	0.2067	0.3100	0.1496	0.5202	19.9536
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

Note: Millage is the property tax rate based on each \$1,000 of net assessed value.

Source: BCPA Final Adopted Millage Rates

Hyperlink: <http://www.bcpa.net/Includes/Downloads/2019/2019%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			
2009	98,380	457	11,112	1,509	59,570	-	278	16,515	115	187,936	6.61%	1,625
2010	98,130	351	10,376	1,527	58,940	-	94	15,680	92	185,190	6.31%	1,517
2011	97,875	239	10,000	777	58,615	-	-	14,826	121	182,453	6.22%	1,484
2012	95,420	122	16,195	1,180	57,345	-	-	13,954	78	184,294	5.93%	1,493
2013	153,935	-	6,087	784	55,876	-	-	13,062	34	229,778	7.64%	1,817
2014	151,265	-	5,407	445	54,507	-	-	12,151	-	223,775	7.00%	1,742
2015	146,594	-	4,711	286	53,377	-	-	11,329	-	216,297	7.04%	1,637
2016	145,128	-	4,000	2,204	51,799	-	-	10,660	-	213,791	5.97%	1,595
2017	135,595	-	12,864	5,437	50,235	-	-	10,028	-	214,159	6.44%	1,572
2018	137,081	-	11,235	4,665	48,618	-	-	22,693	-	224,292	5.71%	1,636

Source: City of Miramar FY2018 CAFR; p.164 (Schedule 10 - Ratios of Outstanding Debt by Type)

Direct and Overlapping Governmental Debt

Governmental Unit	Net Debt Outstanding 9/30/2018	Percentage Applicable to City of Miramar	Amount Applicable to City of Miramar
Debt repaid with property taxes:			
Broward County, Florida	\$ 193,497,000 (1)	5.23%	\$ 10,119,271
Broward County School Board	151,991,000 (2)	4.79%	7,280,739
Other debt:			
Broward County Special Obligation Bonds	238,550,000	5.23%	12,475,398
Broward County Capital Leases	406,000	5.23%	21,232
Broward County Loans Payable and Other Obligations	68,955,000	5.23%	3,606,125
Broward County School Board Capital Outlay Bonds	12,906,000	4.79%	618,229
Broward County School Board Certificates of Participation	1,497,821,000	4.79%	71,749,268
Broward County School Board Capital Leases	62,912,000	4.79%	3,013,638
Subtotal, overlapping debt			\$ 108,883,899
Other direct debt:			
City of Miramar, Florida	\$ 152,981,376	100.00%	152,981,376
Total Direct and overlapping Debt			<u>\$261,865,275</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 FY2018 CAFR; p.165 (Schedule 11 - Direct and Overlapping Governmental Activities Debt)

(1) Broward County, Florida

(2) School Board of Broward County, Florida

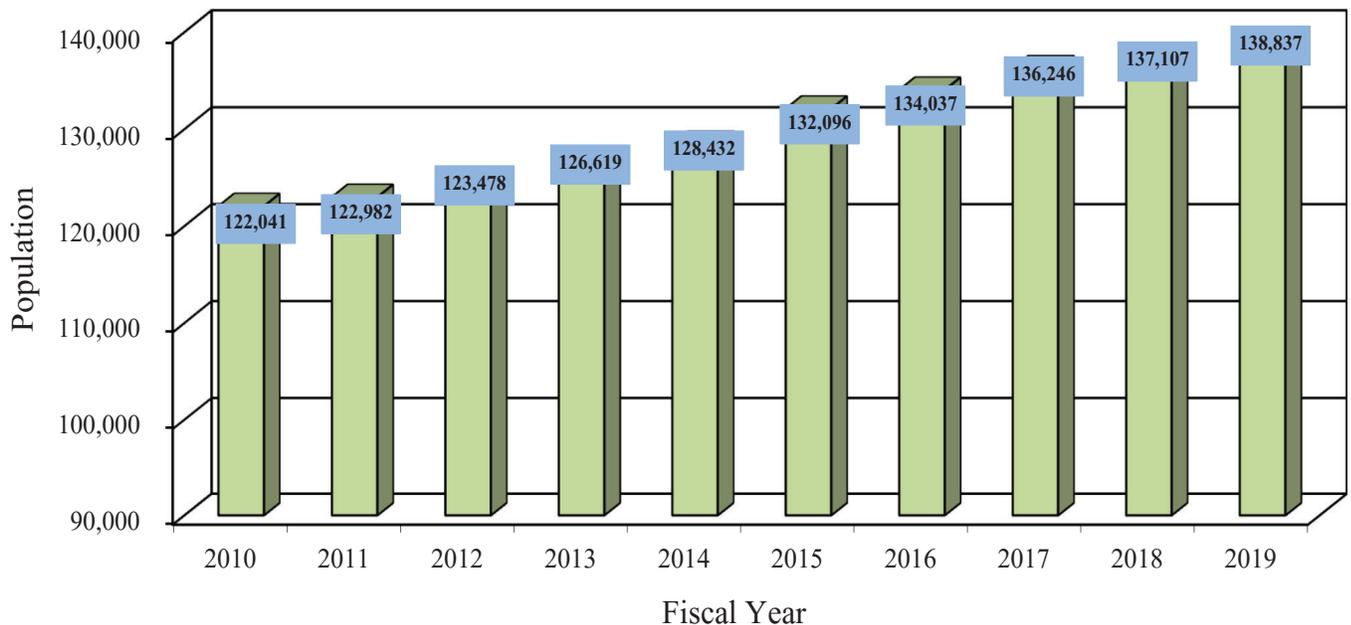
Demographic and Economic Statistics

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)
2010	1,738,093	122,041	23,839	10.1%	64,547	24,062	32
2011	1,748,066	122,982	23,937	9.1%	45,324	23,836	34
2012	1,753,162	123,478	23,857	15.3%	60,851	25,179	36
2013	1,771,099	126,619	23,857	9.3%	64,907	23,770	35
2014	1,783,757	128,432	23,718	6.3%	62,649	24,901	35
2015	1,802,891	132,096	23,589	4.7%	67,291	23,269	35
2016	1,896,425	134,037	23,093	4.6%	70,133	26,723	37
2017	1,873,970	136,246	22,675	3.8%	61,767	24,408	39
2018	1,897,976	137,107	22,781	2.7%	70,381	28,656	36
2019	1,919,644	138,837	28,367	2.8%	66,560	25,892	36

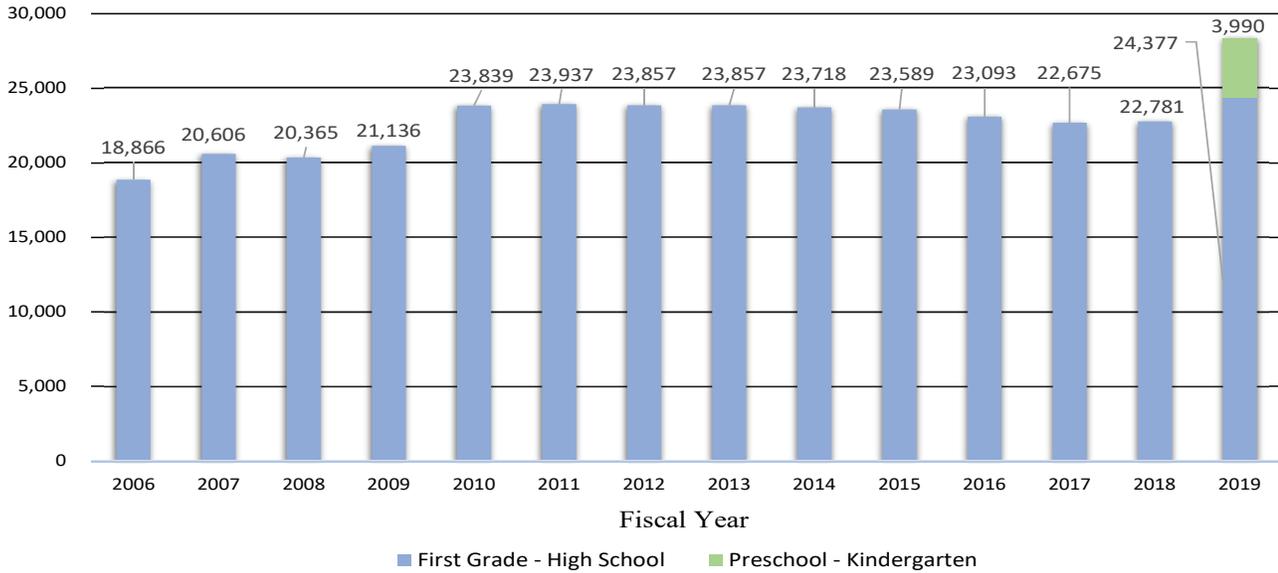
*Source: (1) U.S. Bureau of Census in 2010. From 2011 to current, Bureau of Economic & Business Research (BEBR)
 (2) School Board of Broward County
 (3) State of Florida LAUS
 (4) American Fact Finder ACS, U.S. Bureau of Census*

City of Miramar Population History



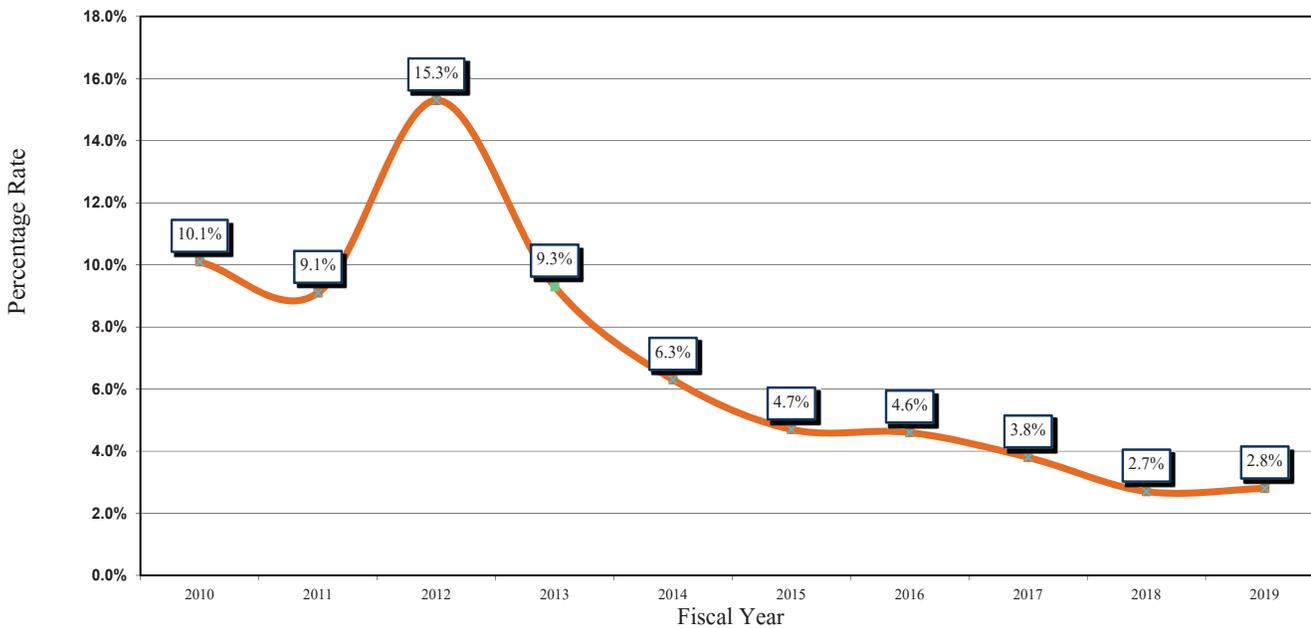
Demographic and Economic Statistics

School Enrollment



The number of students enrolled for 2019 includes: 8,685 (High School), 8,119 (Grades 5-8), 7,573 (Grades 1-4), 1,841 (Kindergarten) and 2,149 (Preschool).

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	92	Office Furniture
Edward Don & Company	100	Culinary Supply	JL Audio, Inc	514	Audio Equip.
Hamilton Sundstrand Wld Repair	88	Appliance	J Pay, Inc	139	Financial
Kellstrom Defense Aerospace	118	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	246	Call Center	Neiman Marcus	110	Retail
Automated Healthcare Solutions LLC	164	Healthcare	Neoptx, LLC	56	Optical
Carnival Corporation	750	Cruise	Briovax of Florida	16	Catalog Order
Compu Pay, Inc	125	Payroll	Nutrition Formulators, Inc	66	Nutraceutical
Gallagher Bassett Services, Inc	60	Insurance	Panera LLC DBA Panera Bread #124	53	Retail
HP Enterprises Services LLC	252	Info Tech	Premier Beverage Co, LLC	420	Sprits
La Carreta Restaurant	100	Restaurant	Quest Diagnostics	570	Lab/Pharmacy
Miramar Property Partners	3	Real Estate	Spirit Airlines, Inc	843	Airlines
NBC Subsidiary (WTVJ-TV) LP	169	TV	Stanley Black & Decker	160	Tools
Telemundo of Florida, Inc	143	TV	Trane US, Inc	140	Air Condition
Claro Enterprise Solution	162	Communication	Transcore Its, LLC	45	Logistics
US Gas & Electric, Inc	156	Utility	United Collections Bureau, Inc	182	Financial
Miramar Center Business & Corporate Park			United Tranzactions, LLC	179	Financial
Benihana	103	Restaurant	Vitas Healthcare Corp of Fla	100	Healthcare
Bokampers Sports Bar & Grill	216	Restaurant	Miramar Town Center		
Dynalectric Company	31	Contractor	24 Hour Fitness #629	61	Fitness
Humana	200	Insurance	Monarch Lakes Industrial Park		
Johnson Controls, Inc	173	Building/Automotive	Comcast of South Florida	950	Cable
Principal Life Insurance Co	120	Insurance	Hilton Garden Inn Miramar	62	Hotel
Propulsion Technologies International	186	Aviation	Paychex North America, Inc	122	Payroll
Texas Roadhouse	125	Restaurant	Publix Super Markets, Inc #0673	207	Retail
The Home Depot #6353	154	Retail	Ross University School of Medicine	123	School
Miramar Park of Commerce			Royal Caribbean Cruises Ltd	950	Cruise
ADT, LLC DBA ADT Security Services	146	Security	Southern Wine and Spirits	145	Retail
All American Medical Supplies LLC	116	Medical	United Healthcare of FL, Inc	270	Healthcare
Amercan Purchasing Servicing LLC	154	Consulting	Employers out of Corporate Parks		
Aveva Drug Delivery Systems	257	Pharmaceutical	Memorial Healthcare System	1100	Hospital
Beghelli, Inc	50	Manufacturing	Publix Super Markets, Inc #0368	142	Retail
Concorde Career Institute	58	School	Publix Super Markets, Inc #0652	137	Retail
Parallon East Florida Supply Chain	100	Healthcare	Sam's Club	215	Retail
Elite Aerospace Inc	62	Aerospace	Target Store, T-1512	190	Retail
Federal Express Corporation	193	Courier	Trinity Health Care Service	150	Healthcare
Florida Supplement, LLC	103	Nutraceuticals	Walmart Stores East LP #1511	375	Retail

Major employers for the City of Miramar.

Source: City of Miramar, Financial Services Dept-Business Tax; e-mail: businesstax@miramarfl.gov



Comparison to Other Local Municipalities

Municipality	Total All Funds Operating Budget FY 20 Budget (1)	General Fund Budget FY 20 Budget (1)	Number of Employees-FTE's FY 20 Budget (1)	Estimated Population FY 2020 (2)	Millage Rate Operating Debt Service FY 2020 (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	\$212,471,956	\$133,595,003	873.0	129,067	5.8732 0.2534*	227.82 227.82	-	26.99 2.71 per 100 sq ft	54.51 per 100 sq ft	290.00
Hollywood	567,444,671	305,356,955	1,305.0	153,627	7.4665 0.4561*	285.00	-	497 148**	684.00**	456.00
Miramar	324,317,086	180,017,076	1,145.0	138,837	7.1172	398.23	296.26	0.7457 0.1191 per sq ft	0.6194 per sq ft	225.00
Pembroke Pines	424,382,000	208,824,000	671.0	165,352	5.6736 0.4464*	282.38	-	0.4811 0.1044 per sq ft	0.4691 per sq ft	278.40
Plantation	234,465,539	110,049,389	810.0	90,354	5.8000 0.4364*	-	-	-	-	312.24
Sunrise	521,227,860	138,985,070	1,137.3	94,655	6.0543 0.2859*	229.50	-	358.00 65.00 **	593.00**	182.76
Town of Davie	236,390,826	140,423,904	824.0	104,249	5.6270 0.2853*	206.00	-	0.4111 0.0688 sq ft	0.4111 0.1169 sq ft	230.64
Weston	\$149,928,774	\$55,576,000	10	70,944	3.3464	472.76 485.97	-	1,088.26 416.98**	-	280.10

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)

BEER Hyperlink: <https://www.bibr.ufl.edu/population>

Comparison of Other Cities Taxable Value

Municipality	FY 2019 Gross Taxable Value	FY 2020 Gross Taxable Value	Amount Change	% Change from Prior Year
Coral Springs	\$ 10,282,362,140	\$ 10,755,584,476	\$ 473,222,336	4.60%
Hollywood	16,496,699,391	17,432,915,720	936,216,329	5.68%
Miramar	9,847,867,135	10,320,547,001	472,679,866	4.80%
Pembroke Pines	12,646,869,823	13,532,176,654	885,306,831	7.00%
Plantation	9,325,907,388	9,775,400,180	449,492,792	4.82%
Sunrise	7,388,439,137	7,789,046,891	400,607,754	5.42%
Town of Davie	9,669,050,525	10,297,374,227	628,323,702	6.50%
Weston	\$ 8,592,671,809	\$ 8,921,430,142	\$ 328,758,333	3.83%

Source: BCPA, Form DR-420, Certification of Taxable Value

Hyperlink: <http://www.bcpa.net/Folder.asp?page=2019CompletedDR420s>



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 enterprises funds and internal service funds. Fiduciary fund types include pension, trust, and investment funds.

General Fund One of the five governmental fund types and typically serves as the chief operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

General Obligation Bonds Payments the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

General Revenues All revenues that are not required to be reported as program revenues. All taxes, even those that are levied for a specific purpose, are general revenues and should be reported by type of tax (e.g.: sales tax, property tax, franchise tax, income tax).

Generally Accepted Accounting Principles (GAAP) The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

Government Finance Officers Association (GFOA) An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and has sponsored the Certificate of Achievement for Excellence in Financial Reporting since 1946 and the Certificate of Recognition for Budget Preparation.

Governmental Accounting Standards Board (GASB) The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. GASB was established in June of 1984.

Governmental Activities Generally financed through taxes, intergovernmental revenues, and other non-exchange revenues. These activities are usually reported in governmental funds and Internal Service Funds.

Governmental Funds These are the General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Fund in this document.

Grant A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes for general purposes.

Homestead Exemption A tax-saving exemption provided by the Florida State Constitution on the first and third \$25,000 of the assessed value of an owner/occupied residence.



Glossary of Terms

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
CDBG-R Community Development Block Grant-Recovery
CERT Community Emergency Response Team
CFA Commission for Florida Law Enforcement Accreditation
CIP Capital Improvement Program
CO Certificate of Occupancy
COPS Community Oriented Policing Services
CRA Community Redevelopment Agency

D

DEP Department of Environmental Protection
DOE US Department of Energy
DRC Design Review Committee

E

EHEAP Emergency Home Energy Assistance Program
EMS Emergency Medical Services
ERP Enterprise Resource Planning

F

FEMA Federal Emergency Management Administration
FICA Federal Insurance Contribution Act
FTE Full-time Equivalent
FY Fiscal Year

G

GAAP Generally Accepted Accounting Principles
GASB Governmental Accounting Standards Board
GFOA Government Finance Officers Association
GIS Geographic Information Systems

H

HMO Health Maintenance Organization
HUD US Department of Housing & Urban Development

I

ICMA International City Management Association
ILA Interlocal Agreement
ISF Internal Service Fund

J

JAG Justice Assistance Grant

K

KIO Key Intended Outcome

L

LAN Local Area Network
LEED Leadership in Energy & Environmental Design

M

MASH Miramar Assisting Seniors in their Homes

O

OPEB Other Post Employment Benefits
OSHA Occupational Safety Health Administration

P

PPO Preferred Provider Organization

S

SFWM District South Florida Water Management District
SHIP State Housing Initiatives Partnership
SOH Save Our Homes
SRO School Resource Officer
SWAT Special Weapons and Tactics
SWOT Strengths, Weaknesses, Opportunities, Threats

T

TRIM Truth in Millage

U

UASI Urban Area Security Initiative

V

VOCA Victims of Crime Act

Millage Rate Ordinance

Temp. Ord. No. 1730
07/17/2019
09/05/2019

CITY OF MIRAMAR
MIRAMAR, FLORIDA

CERTIFICATION

I CERTIFY THIS TO BE A TRUE & CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE AT CITY HALL.

WITNESS MY HAND AND OFFICIAL SEAL OF THE CITY OF MIRAMAR THIS 26 DAY OF September, 2019


CITY CLERK

ORDINANCE NO. 19-23

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 2019 TAX YEAR, WHICH IS 4.91% GREATER THAN THE ROLLED-BACK RATE OF 6.7840 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 2020 Fiscal Year ("FY20") 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 FY20 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 2019 tax year, or \$7.1172 per thousand dollars of taxable assessed property value. This millage rate is 4.91% greater than the rolled-back rate of 6.7840 mills.

Ord. No. 19-23



Millage Rate Ordinance (continued)

Temp. Ord. No. 1730
07/17/2019
09/05/2019

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. 19-23

2

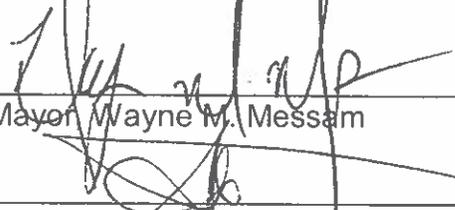
Millage Rate Ordinance (continued)

Temp. Ord. No. 1730
07/17/2019
09/05/2019

Section 4: This Ordinance shall take effect on October 1, 2019.

PASSED FIRST READING: September 12, 2019

PASSED AND ADOPTED ON SECOND READING: September 25, 2019

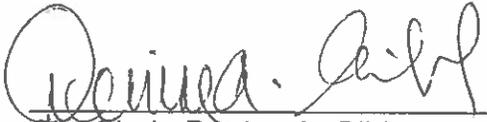


Mayor, Wayne M. Messam



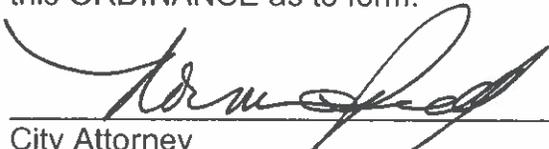
Vice Mayor, Alexandra P. Davis

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	<u>Yes</u>
Commissioner Maxwell B. Chambers	<u>Yes</u>
Commissioner Yvette Colbourne	<u>Yes</u>
Vice Mayor Alexandra P. Davis	<u>Yes</u>
Mayor Wayne M. Messam	<u>Yes</u>

Ord. No. 19-23

3



Temp. Ord. No. O1729
07/17/2019
09/05/2019

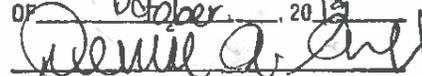
CITY OF MIRAMAR
MIRAMAR, FLORIDA

ORDINANCE NO. 19-24

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 2 DAY OF October, 2019


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 2020, 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, 2019; PROVIDING AUTHORIZATION TO RE-APPROPRIATE LAPSED CAPITAL OUTLAY AND CAPITAL IMPROVEMENT ENCUMBRANCES IN THE 2020 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 2020 ("FY 2020") Operating and Capital Improvement Program Budget, approved by the City Commission on September 12, 2019, is established and adopted as the City of Miramar's final budget for the 2020 Fiscal Year.

Ord. No. 19-24

Budget and CIP Ordinance (continued)

Temp. Ord. No. O1729
07/17/2019
09/05/2019

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, 2019 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 2020 Operating and Capital Improvement Program Budget establishes limitations on expenditures by department total, said limitation meaning that the total sum allocated to each department for operating expenses may not be increased or decreased without specific authorization by a duly enacted Ordinance effecting such amendment or transfer. However, specific line item amounts may be exceeded so long as excesses exist in other line items within said department budget. When such excess expenditures occur, the City Manager or designee is authorized to transfer such unencumbered appropriations from one line item to another to balance the deficiency.

Budget and CIP Ordinance (continued)

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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

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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 2020 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, 2019, 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 2020 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.

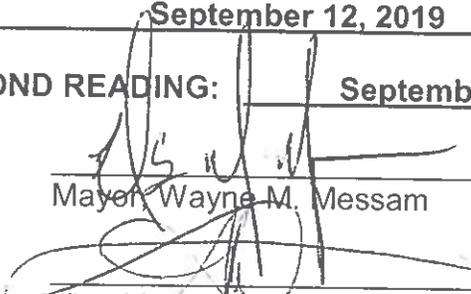
Budget and CIP Ordinance (continued)

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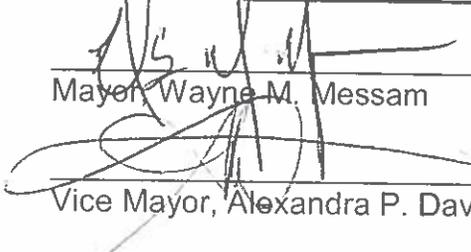
Section 12: This Ordinance shall take effect on October 1, 2019.

PASSED FIRST READING: _____ September 12, 2019

PASSED AND ADOPTED ON SECOND READING: _____ September 25, 2019

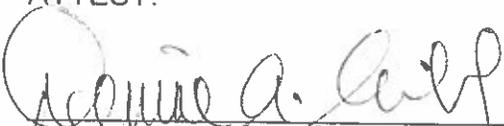


Mayor, Wayne M. Messam



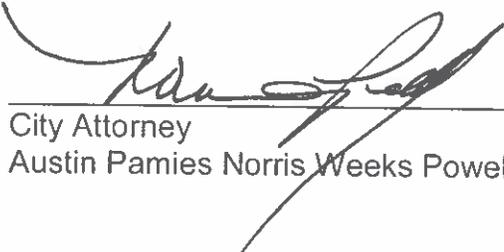
Vice Mayor, Alexandra P. Davis

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

Requested by Administration

Commissioner Winston F. Barnes
Commissioner Maxwell B. Chambers
Commissioner Yvette Colbourne
Vice Mayor Alexandra P. Davis
Mayor Wayne M. Messam

Voted

Yes
Yes
Yes
Yes
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. 19-24 was filed in the records of the City Clerk this 25th day of September, 2019.



Print Name: Denise A. Gibbs

Print Title: City Clerk



