

The City of Altamonte Springs, Florida

Annual Budget



Fiscal Year 2017

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To the Mayor, City Commission and
Citizens of Altamonte Springs, Florida

October 1, 2016

In accordance with Florida Law and our own City Charter, it is our pleasure to present the Annual Budget for the Fiscal Year which begins on October 1, 2016 and ends on September 30, 2017. The budget is balanced. Projected revenues and other available resources equal or exceed appropriated expenditures and other uses. The budget is complete, covering all departments, operations and funds of the City.

For fiscal year 2017 we anticipate about \$57.5 million in revenues. The City Commission has appropriated \$98 million in expenses and reserves. The budget relies on \$40.5 million in funding from fund balances, money we have

saved for this purpose. The budget includes \$45 million in various capital outlay projects and

Total City Budget				
All Funds Combined - Net of Interfund Transactions				
<i>(all dollar amounts are times 1,000,000)</i>				
	2016	2017	Increase (decrease)	
			Amount	Percent
<u>Revenues</u>				
Property taxes	\$ 7.8	\$ 8.2	\$ 0.4	5%
Utility charges	21.6	22.0	0.4	2%
Franchise fees & utility taxes	10.9	10.4	(0.5)	-5%
Federal/state shared revenues	7.9	7.8	(0.1)	-1%
Other revenues	8.5	9.1	0.6	7%
Total revenues	\$ 56.7	\$ 57.5	\$ 0.8	1%
<u>Expenses</u>				
Operating	\$ 47.1	\$ 48.8	\$ 1.7	4%
Capital	41.8	45.3	3.5	8%
Reserves	2.4	3.9	1.5	63%
Total expenses	\$ 91.3	\$ 98.0	\$ 6.7	7%
Revenues over (under) expenses	\$ (34.6)	\$ (40.5)	\$ (5.9)	-17%
<u>Fund balance</u>				
Beginning of year	116.2	88.0	(28.2)	-24%
End of year	\$ 81.6	\$ 47.5	\$ (34.1)	-42%

acquisitions, most of which are funded from our pay as you go funds. To pay for these projects we saved up money over time. We believe this to be a fiscally conservative and prudent approach that leaves the City debt free. Based on our budget, we project ending fiscal year 2017 with fund balances totaling \$47.5 million.

The budget includes a millage rate of 3.1 mills, the same as the prior year. This is 0.12 mills higher than the projected rolled-back rate of 2.98 mills. This rate will generate about \$200,000 more than the rolled-back rate. But our costs continue to rise faster than our revenues. For 2017 we are facing increased cost for employee health insurance, pensions and workers compensation. The budget addresses the issues for 2017. As we move forward we will continue to look for funding from new sources as well as keep costs as low as possible.

We are confident the budget provides adequate funding for 2017 as well as providing a sound basis for the future financial security of the City. We are excited about what’s happening in our City. In looking forward to 2017 we see great things ahead. There are major projects underway all over town, in the downtown area, on the west side and in the City center. We anticipate within 2 to 3 years all of these projects reaching completion, adding substantially to our tax roll. For our part, we’re busier than ever. We have a tremendous 5-year capital improvements program with \$143 million in planned improvements including all the things in the table.

<i>5 Year Capital Improvements Program</i>	
	<i>millions</i>
Water & Sewer	\$ 34.0
Stormwater	7.9
Neighborhood Enhancement	12.2
Transportation	24.0
City Facilities	4.9
Central Business District	13.2
Law Enforcement	0.6
Information Systems & Techn	5.4
Parks	22.6

We continue to embrace and pursue regional solutions to regional issues like transit and water. We look for opportunities to partner with our neighbors, especially when the result is efficiency and faster and better delivery to the public. Above all you can expect Altamonte Springs to be a leader and to strive for success.

We have a tremendously dedicated staff working hard every day to provide only the best to our community. We do it at competitive prices and remain debt free. We believe our recommended budget continues the City's legacy of success, now and into the future. We are committed to using the resources provided to us wisely and guarding the fiscal well-being of the City. The underlying question we always ask is, "will this improve the lives of the people we serve?" This budget meets the test, and does so at an affordable price.

We commend our City Commission for their long-standing commitment to the citizens and community we all serve. It is a pleasure to work with our Mayor and Commissioners. Our budget is a testament to the commitment to excellence constantly displayed by our City government and demanded by our citizens. It is my great pleasure to present the adopted budget for 2017.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Franklin W. Martz, II', with a long horizontal stroke extending to the left.

Franklin W. Martz, II
City Manager

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1	Overview
2	General Fund
3	Administration
4	Police
5	Growth Management
6	Economic Development
7	Public Works
8	Leisure Services
9	Maintenance Services
10	CRA
11	Capital Projects
12	Capital Improvements Plan

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Section 1

Overview

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Overview

On the following pages we present the Annual City Budget for fiscal year 2017. The budget is divided into twelve sections including: an overview section, the operating departments, the Community Redevelopment Agency, a section devoted to Capital Project Funds, and, finally a section containing the City's Five Year Capital Improvement Plan. This presentation is representative of how the City is organized and administered and provides a clear picture, for each department and activity, of where the money comes from and where it goes. With the exception of the General Fund, all other funds are presented within the department section responsible for that fund. The General Fund is presented in this, the overview section.

Each departmental section begins with a written overview, followed by a summary of the annual budget by fund (where there is more than one division and/or fund), then the detailed budget for each fund and/or division. The departmental overview portion provides a discussion of expenditures which we will not repeat here. Within the budget for each department we provide the approved budget, the prior year's budget and the actual expenditures for two prior fiscal years. Presented in this overview section is a discussion of the budget in total, including anticipated revenues and expenditures on a City-wide basis.

On the following two pages we present a schedule where we have combined all funds and departments into a single Statement of Revenues, Expenditures and Changes in Fund Balance.

Overview

ALL FUNDS COMBINED
Statement of Revenues, Expenditures
and Changes in Fund Balance

	General Fund	Utility Funds			Community Redev. Agency
		Water & Sewer	Refuse Disposal	Storm Water	
Revenues					
Property taxes	\$ 8,220,199	\$ -	\$ -	\$ -	\$ -
Tax increments	-	-	-	-	-
Utility charges	-	18,231,070	1,787,885	1,945,000	-
Franchise fees & utility taxes	10,408,800	-	-	-	-
Local business tax	862,000	-	-	-	-
Building permit, inspections and impact fees	-	1,402,000	-	182,000	-
Local option gas tax	640,000	-	-	-	-
Intergovernmental revenues	4,544,000	750,000	-	-	-
Reimbursements from Other Funds	4,900,500	-	-	-	-
Recreation charges for services	987,620	-	-	-	-
Other charges for services	430,470	-	-	-	-
Fines & forfeitures	203,000	-	-	-	-
Miscellaneous revenues	812,200	403,594	16,874	153,000	-
Operating transfers from other funds	1,750,000	4,675,000	-	-	-
Total Revenues	33,758,789	25,461,664	1,804,759	2,280,000	-
Less: Interfund Transactions	-	-	-	-	-
Net Total Revenues	33,758,789	25,461,664	1,804,759	2,280,000	-
Expenditures					
Operating Expenses					
Administration	7,355,362	-	-	-	-
Police	11,481,598	-	-	-	-
Growth management	1,311,231	-	-	-	-
Community redevelopment agency	-	-	-	-	-
Economic development	1,668,677	-	-	-	-
Public works	824,707	15,208,700	1,769,467	1,429,410	-
Leisure services	4,678,391	-	-	-	-
Maintenance services	6,380,825	-	-	-	-
Workers' compensation	-	-	-	-	-
Total Operating Expenses	33,700,791	15,208,700	1,769,467	1,429,410	-
Non-Operating Expenses					
Capital outlay	224,100	10,691,727	-	1,146,500	13,237,908
Appropriated reserves	225,000	749,236	25,000	100,000	1,323,791
Transfers to other funds	2,750,000	4,675,000	-	2,000,000	-
Total Non-Operating Expenses	3,199,100	16,115,963	25,000	3,246,500	14,561,699
Total Expenditures	36,899,891	31,324,663	1,794,467	4,675,910	14,561,699
Less: Interfund transactions	-	-	-	-	-
Net Total Expenditures	36,899,891	31,324,663	1,794,467	4,675,910	14,561,699
Revenues Over (Under) Expenditures	(3,141,102)	(5,862,999)	10,292	(2,395,910)	(14,561,699)
Fund Balances					
Beginning of Year	13,344,948	18,819,579	1,111,611	10,435,969	15,337,285
End of Year	\$ 10,203,846	\$ 12,956,580	\$ 1,121,903	\$ 8,040,059	\$ 775,586

Overview

ALL FUNDS COMBINED
Statement of Revenues, Expenditures
and Changes in Fund Balance

	Building Inspections Fund	Capital Projects Funds	Impact Fee Funds	Infra. Sales Tax	Law Enforcemnt Trust	Internal Service Fund	TOTAL		
							Commission Approved	Current Budget	
\$	-	\$	-	\$	-	\$	8,220,199	\$	7,848,140
	-	-	-	-	-	-	-		2,309,788
	-	-	-	-	-	-	21,963,955		21,591,469
	-	-	-	-	-	-	10,408,800		10,850,500
	-	-	-	-	-	-	862,000		866,000
	895,466	-	338,200	-	-	-	2,817,666		1,135,559
	-	-	-	-	-	-	640,000		615,000
	-	-	-	2,505,070	-	-	7,799,070		7,862,822
	-	-	-	-	-	562,000	5,462,500		5,374,500
	-	-	-	-	-	-	987,620		883,920
	-	-	-	-	-	-	430,470		566,470
	-	-	-	-	-	-	203,000		248,000
	17,916	1,470,829	131,400	126,670	2,900	45,000	3,180,383		1,967,312
	-	4,750,000	-	-	-	-	11,175,000		8,443,758
	913,382	6,220,829	469,600	2,631,740	2,900	607,000	74,150,663		70,563,238
	-	-	-	-	-	-	(16,637,500)		(13,818,258)
	913,382	6,220,829	469,600	2,631,740	2,900	607,000	57,513,163		56,744,980
	-	-	-	-	-	-	7,355,362		6,966,993
	-	-	-	-	90,493	-	11,572,091		11,229,459
	1,430,984	-	-	-	-	-	2,742,215		2,544,779
	-	-	-	-	-	-	-		1,814,617
	-	-	-	-	-	-	1,668,677		-
	-	-	-	-	-	-	19,232,284		18,376,419
	-	-	-	-	-	-	4,678,391		4,473,945
	-	-	-	-	-	-	6,380,825		6,464,711
	-	-	-	-	-	652,000	652,000		624,000
	1,430,984	-	-	-	90,493	652,000	54,281,845		52,494,923
	275,000	11,103,400	3,050,000	5,568,000	10,000	-	45,306,635		41,760,615
	25,000	693,500	355,000	375,000	25,000	-	3,896,527		2,440,100
	1,750,000	-	-	-	-	-	11,175,000		8,443,758
	2,050,000	11,796,900	3,405,000	5,943,000	35,000	-	60,378,162		52,644,473
	3,480,984	11,796,900	3,405,000	5,943,000	125,493	652,000	114,660,007		105,139,396
	-	-	-	-	-	-	(16,637,500)		(13,818,258)
	3,480,984	11,796,900	3,405,000	5,943,000	125,493	652,000	98,022,507		91,321,138
	(2,567,602)	(5,576,071)	(2,935,400)	(3,311,260)	(122,593)	(45,000)	(40,509,344)		(34,576,158)
	2,730,602	12,177,211	5,275,492	8,430,330	199,764	90,697	87,953,488		116,248,540
\$	163,000	\$	6,601,140	\$	2,340,092	\$	5,119,070	\$	77,171
						\$	45,697	\$	47,444,144
								\$	81,672,382

Overview

The Total City Budget

The preceding schedule is useful in displaying the budget for each fund side by side and thus providing a better understanding of the relationship between the various funds and departments. The table below provides a condensed version of this schedule.

When we speak of “the budget” we are generally referring to the expenditure or expense budget. However, the total budget includes not only expenses, but also estimated revenues and fund balances. Under Florida law, the City must adopt a budget that is balanced. This means budgeted annual expenses cannot exceed anticipated revenues plus the monies available in fund balance.

As shown in the table the fund balance at the beginning of next fiscal year (2017) is projected to be about \$88 million, which when added to the estimated revenues of \$57.5 million provides the City with a total of

Total City Budget			
<i>(in millions)</i>			
	2016	2017	Increase (Decrease)
Revenues			
Property taxes	\$ 7.8	\$ 8.2	\$ 0.4
Utility charges	21.6	22.0	0.4
Franchise fees and utility taxes	10.9	10.4	(0.5)
Federal and state shared revenues	7.9	7.8	(0.1)
Other revenues	8.5	9.1	0.6
Total revenues	\$ 56.7	\$ 57.5	\$ 0.8
Expenses			
Operating	\$ 47.1	\$ 48.8	\$ 1.7
Capital	41.8	45.3	3.5
Reserves	2.4	3.9	1.5
Total expenses	\$ 91.3	\$ 98.0	\$ 6.7
Revenues over or (under) expenses	\$ (34.6)	\$ (40.5)	\$ (5.9)
Fund balance			
Beginning of year	116.2	88.0	(28.2)
End of year	\$ 81.6	\$ 47.5	\$ (34.1)

\$145.5 million in estimated available funding for the coming fiscal year. Budgeted expenditures total \$98 million, which when subtracted from the total available funding, leaves a fund balance at the end of the year of \$47.5 million. Thus the budget meets the legal requirement for a balanced budget. In the following pages we present an analysis of anticipated revenues, fund balances and expenditures.

Overview

Revenues

The City's annually recurring revenues come from a variety of sources as shown in Table 2. At 38% the largest share of the City's revenues comes from utility charges: fees paid by customers for potable water, reclaimed water, sewer treatment services, refuse and stormwater services. Another 18% comes from franchise fees and utility taxes established and imposed by the City. We expect intergovernmental revenues, mostly revenues collected by the State and shared with the City, to account for 14% of total revenues. Property taxes, though widely discussed, provide the City with just 14% of total revenues.

Utility charges	\$ 22.0	38.3%
Franchise fees & utility taxes	10.4	18.1%
Intergovernmental revenues	7.8	13.6%
Property taxes	8.2	14.3%
Building permits, inspection fees & impact fees	2.8	4.9%
Recreation charges for services	1.0	1.7%
Local business tax	0.9	1.6%
Local option gas tax	0.6	1.0%
Other charges for services	0.4	0.7%
Fines & forfeitures	0.2	0.3%
Miscellaneous revenues	3.2	5.6%
	<u>\$ 57.5</u>	<u>100%</u>

Those four sources mentioned above provide nearly 85% of the City's total revenues. The balance comes from a variety of sources. We project revenues from building permits, plans inspections, impact fees and similar activities to provide nearly 5%. Recreation fees account for 1.7%. The local business tax gives the City another 1.6%. The local option gas tax provides another 1%. Other charges for services add 0.7%. Fines and forfeitures (largely traffic fines) provide 0.3%. The balance of revenues comes from various miscellaneous sources including investment income, sale of surplus property and other items.

As noted, the lion's share of revenues comes from taxes, charges and fees imposed by the City. These include property taxes, utility charges, franchise fees and utility taxes. Utility charges are the rates charged by the City to customers for potable water, reclaimed water, sewer services, storm water management and residential refuse service. Franchise fees and utility taxes are imposed on the sale of utility services in the City including electricity, communications services, cable television services, natural and

Overview

bottled gas, water and commercial refuse services.

Community Redevelopment Agency

Believe it or not the thirty year life of the Community Redevelopment Agency ends on September 30, 2016. The budget includes provisions for this demise. In 2016 tax increments flowing to the CRA totaled \$3.8 million and included \$2.3 from the County and \$1.5 from the City. For 2017 the budget includes funding former CRA operations from the General Fund. We have also retitled and redirected these efforts into a new Economic Development Department with an expanded role beyond just the central business district. There remains funding in the 2017 CRA budget to meet ongoing construction commitments. We anticipate the CRA fund being completely closed by the end of 2018.

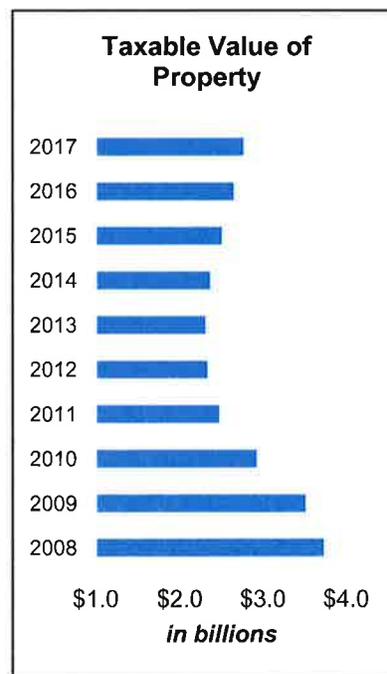
Property Values

From 2007 to 2015 General Fund revenues fell over \$3 million causing the City to reduce its budget accordingly. This fall in revenues was caused in large measure by the recession which followed the peak in the economy of 2008 and 2009.

The recession took a big bite out of the real estate market. From 2008 to 2014 taxable values fell \$1.4 billion or nearly 40%. This had a direct effect on the City's property tax revenues. In 2008 revenues from property taxes peaked at \$8.9 million. By 2015 this figure had fallen to \$6.7 million, a loss of \$2.2 million absorbed by the City budget.

Other Revenue Sources

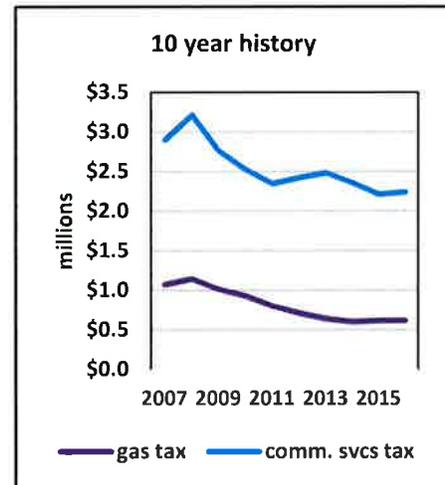
Other important City revenues took a beating in the economic decline. The City receives money from the State in the form of municipal revenue sharing and the local government half-cent sales tax. Both of these are supported in large measure by sales taxes. Sales at all levels were greatly curtailed



Overview

during and after the recession which meant lower tax revenues from sales taxes. Fortunately, while not exactly roaring back, these are returning to more normal amounts consistent with historical levels.

Revenues from the communications services tax and local gas tax have fallen although for reasons other than the direct effect of economic conditions. The communications services tax is imposed on sales of cell phone service, cable TV, and other electronic services. In 2008 revenues to the City totaled \$3.2 million. For 2015 this had fallen to \$2.2 million, a million dollar downturn absorbed by the General Fund. Unfortunately, we believe this is a permanent structural change reflecting lower prices driven by intense competition in this industry. To add insult to injury, the State has informed us they have over-collected from several carriers and intend to return the amounts over-collected by shorting the City's revenue by \$200,000 spread over the next 12 months. Since, under the statute governing communications services taxes the City is not allowed to see the collection data from individual carriers we have no way of independently verifying this action. Oh well! We have adjusted our projections for 2017 to reflect this action.



Likewise, revenues from gas taxes continue to fall as consumption falls. America uses less fuel today. While this is good for our environment and distances us from foreign influence, it means less tax revenue for our local governments. In 2008 we received \$1.1 million in gas tax revenues, in 2015 this figure is about \$600,000, another \$500,000 absorbed by the General Fund. Again, we believe this is a permanent change to which we must adjust.

Overview

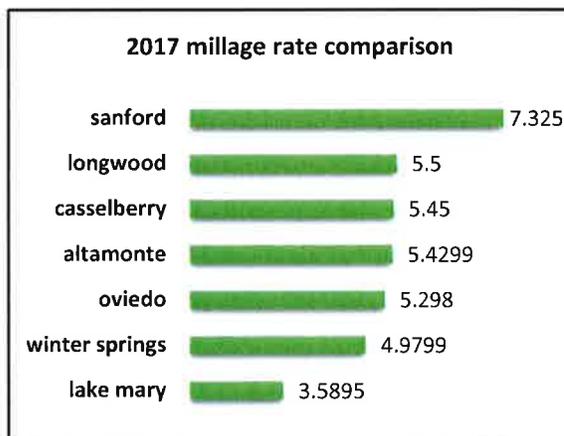
Property Tax Rate

The 2017 tax rate is 3.1 mills, the same as in the prior year. The rolled-back rate is 2.9898 mills. The 2017 rate of 3.1 mills is 0.1102 mills or 3.7% higher than the rolled back rate.

The budget includes utility rate increases previously adopted by the City Commission. The property tax rate of 3.1 mills, along with the utility rate increases, increase the average home owner's payment to the City by 2% as depicted in the table. While none of us like to pay more we believe a 2% increase is palatable and consisting with the current inflation rate.

	average homeowner payments to the City (monthly)			
	property taxes	utilities	total	increase (decrease)
2008	\$ 26.09	\$ 102.37	\$ 128.46	\$ 4.69 3.8%
2009	24.19	104.78	128.97	0.51 0.4%
2010	21.15	107.20	128.35	(0.62) -0.5%
2011	21.90	110.69	132.59	4.24 3.3%
2012	20.78	113.20	133.98	1.39 1.0%
2013	19.88	114.90	134.78	0.80 0.6%
2014	20.42	116.65	137.07	2.29 1.7%
2015	21.54	118.43	139.97	2.90 2.1%
2016	26.06	118.43	144.49	4.52 3.2%
2017	26.35	120.96	147.31	2.82 2.0%

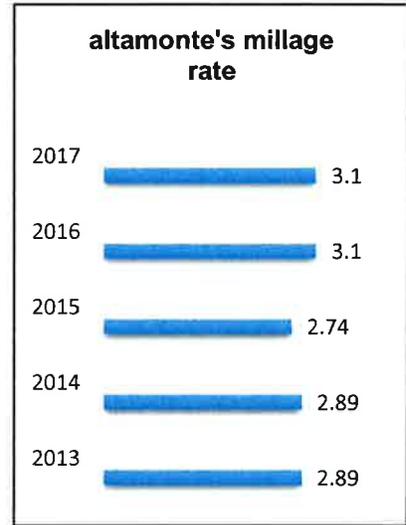
Altamonte Springs does not operate in a vacuum. We face the same challenges and restraints as our neighboring cities, with whom we are often compared. How then does Altamonte stack up against our neighbors? Well, let's take a look. Remember, taxpayers in Altamonte, Winter Springs, and now Casselberry pay the County Fire Fee of 2.3299 mills. That's included in the numbers shown in



the graph. As the graph shows, for the coming year as in past years the millage rate in Altamonte remains firmly planted in the center of our peers. A pretty good place to be considering all the benefits we provide.

Overview

In examining property taxes it is worthwhile to look at the history of the tax rate. As our chart shows, for the past 5 years the City's millage rate has hovered just below 3 mills. So the adopted rate of 3.1 mills is consistent with our history.



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Section 2

General Fund

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General Fund Overview

All facets of the General Fund are explained in detail in other sections of the budget. However, schedules of the fund as a whole, cannot be found elsewhere. Thus on the following pages we present three schedules relating to the General Fund. First is a Statement of Revenues and Expenditures which provides an overview, on a total fund basis, of historical data, the current year's budget and next year's budget. Second is a schedule providing figures for each revenue item in the General Fund. Finally we present a summary schedule of expenditures. These schedules are for informational purposes and further explanations are not warranted.

**City of Altamonte Springs, Florida
Fiscal Year 2017 Annual Budget**

**General Fund
Statement of Revenues, Expenditures
and Changes in Fund Balance**

	2015	2016		2017	Increase (Decrease) Over 2016
	Actual	Budget	Projected	Budget	
REVENUES					
Property taxes	\$ 6,665,337	\$ 7,848,140	\$ 8,021,054	\$ 8,220,199	\$ 372,059
Franchise fees	4,616,642	4,709,500	4,592,811	4,601,500	(108,000)
Utility taxes	3,770,950	3,901,000	3,858,514	3,807,300	(93,700)
Communications taxes	2,129,703	2,240,000	2,041,031	2,000,000	(240,000)
Local business tax	869,701	866,000	864,319	862,000	(4,000)
Local option gas tax	627,285	615,000	643,068	640,000	25,000
Intergovernmental revenues	4,394,378	4,370,000	4,494,533	4,544,000	174,000
Reimbursements from other funds	4,788,850	4,997,500	4,709,666	4,900,500	(97,000)
Recreation charges for services	755,405	681,420	759,826	857,620	176,200
Other charges for services	616,759	566,470	562,468	560,470	(6,000)
Fines and forfeitures	215,221	248,000	249,607	203,000	(45,000)
Miscellaneous revenues	966,694	860,800	878,538	812,200	(48,600)
Transfers from other funds	16,920	-	-	1,750,000	1,750,000
Total Revenues	30,433,845	31,903,830	31,675,435	33,758,789	1,854,959
OPERATING EXPENDITURES					
Operating Expenses -					
City manager	1,184,225	1,039,100	1,469,443	1,091,061	51,961
City clerk	336,734	450,175	420,643	481,227	31,052
Human resources	482,581	539,628	527,791	577,835	38,207
Finance	1,432,529	1,638,775	1,640,897	1,663,179	24,404
Information services	1,978,172	2,187,617	2,073,665	2,206,270	18,653
Police	10,123,741	11,112,015	10,879,287	11,481,598	369,583
Growth management	899,514	1,202,440	874,539	1,311,231	108,791
Economic development	-	-	-	1,668,677	1,668,677
Public works	668,808	728,796	511,139	824,707	95,911
Leisure services	3,795,339	4,475,545	4,115,298	4,678,391	202,846
Maintenance services	5,586,380	6,464,711	5,829,759	6,380,825	(83,886)
Central lines	1,060,096	1,111,698	1,295,574	1,335,790	224,092
Reserve for contingencies	-	200,000	-	225,000	25,000
Operating transfers -					
Events subsidy to CRA	150,000	100,000	100,000	-	(100,000)
Tax increment payment to CRA	1,202,775	1,468,758	1,469,637	-	(1,468,758)
Total Operating Expenditures	28,900,894	32,719,258	31,207,672	33,925,791	1,206,533
REVENUES OVER (UNDER) OPERATING EXPENDITURES	1,532,951	(815,428)	467,763	(167,002)	648,426
NON-OPERATING EXPENDITURES					
Capital outlay	162,199	375,520	281,326	224,100	(151,420)
Transfer to capital projects fund	2,250,000	2,500,000	2,500,000	2,750,000	250,000
Transfer to neighborhood enhancement fund	11,500,000	-	-	-	-
Total Non-Operating Expenditures	13,912,199	2,875,520	2,781,326	2,974,100	98,580
REVENUES OVER (UNDER) EXPENDITURES	(12,379,248)	(3,690,948)	(2,313,563)	(3,141,102)	549,846
FUND BALANCE					
Beginning of Year	28,037,759	15,658,511	15,658,511	13,344,948	(2,313,563)
End of Year	\$ 15,658,511	\$ 11,967,563	\$ 13,344,948	\$ 10,203,846	\$ (1,763,717)

**City of Altamonte Springs, Florida
Fiscal Year 2017 Annual Budget**

General Fund Revenues

	2015	2016		2017	Increase
	Actual	Budget	Projected	Budget	(Decrease) Over 2016
TAXES					
Property taxes	\$ 6,665,337	\$ 7,848,140	\$ 8,021,054	\$ 8,220,199	\$ 372,059
Local option gas tax	627,285	615,000	643,068	640,000	25,000
Utility taxes					
Electric	3,377,082	3,500,000	3,389,213	3,405,000	(95,000)
Water	326,678	330,000	391,388	330,000	-
Gas	26,310	28,000	28,618	27,000	(1,000)
Propane	40,880	43,000	49,295	45,300	2,300
Communication services taxes	2,129,703	2,240,000	2,041,031	2,000,000	(240,000)
Local business tax	869,701	866,000	864,319	862,000	(4,000)
Total Taxes	<u>14,062,976</u>	<u>15,470,140</u>	<u>15,427,987</u>	<u>15,529,499</u>	<u>59,359</u>
FEES					
Franchise fees					
Electric	3,786,353	3,900,000	3,654,367	3,750,000	(150,000)
Gas	71,309	70,000	122,779	60,000	(10,000)
Refuse	758,980	739,500	815,664	791,500	52,000
Total Fees	<u>4,616,642</u>	<u>4,709,500</u>	<u>4,592,811</u>	<u>4,601,500</u>	<u>(108,000)</u>
INTERGOVERNMENTAL REVENUES					
Sales taxes	2,807,413	2,850,000	2,855,064	2,860,000	10,000
State revenue sharing	1,373,920	1,350,000	1,415,141	1,500,000	150,000
Federal and state grants					
Law enforcement grants	14,351	-	23,040	-	-
Leisure & library services grants	14,702	12,000	27,070	12,000	-
Local grants	109,293	86,000	103,432	100,000	14,000
Other intergovernmental revenues					
Alcohol beverage license	36,936	34,000	34,377	34,000	-
Fuel tax refund	37,763	38,000	36,409	38,000	-
Total Intergovernmental Revenues	<u>4,394,378</u>	<u>4,370,000</u>	<u>4,494,533</u>	<u>4,544,000</u>	<u>174,000</u>
CHARGES FOR SERVICES					
General governmental charges					
Reimbursement from other funds for costs:					
For administrative overhead	4,393,000	4,493,000	4,493,000	4,395,000	(98,000)
For fleet maintenance	206,611	223,000	92,986	248,000	25,000
For fuel	189,239	281,500	123,680	257,500	(24,000)
Fuel sold to Seminole County	123,044	140,000	129,737	130,000	(10,000)
Other general governmental charges	199,034	131,630	73,268	109,130	(22,500)
Public safety charges					
Police off-duty extra detail fees	218,117	230,000	281,446	250,000	20,000
Fingerprinting	52,189	47,000	53,211	52,000	5,000
Other public safety services	11,031	9,840	13,219	10,340	500
Transportation charges					
Bus shelters	8,521	4,000	5,700	5,000	1,000
Physical environment charges					
Penalties	4,823	4,000	5,887	4,000	-

**City of Altamonte Springs, Florida
Fiscal Year 2017 Annual Budget**

General Fund Revenues

	2015	2016		2017	Increase
	Actual	Budget	Projected	Budget	(Decrease) Over 2016
CHARGES FOR SERVICES (continued)					
Culture and recreation charges					
Library and cultural Fees	11,287	11,000	9,645	11,000	-
Cranes roost park (formerly in CRA)	-	-	-	249,420	249,420
Athletic facilities	87,210	62,920	67,500	102,350	39,430
Civic center rentals	97,029	64,000	84,504	-	(64,000)
Pavillion rentals	16,350	14,200	19,448	2,300	(11,900)
Senior programs	8,187	6,000	17,043	11,100	5,100
Adult programs	34,648	41,400	40,872	27,000	(14,400)
Aquatic programs	88,193	77,200	45,478	63,950	(13,250)
Special needs programs	15,280	14,000	8,119	5,000	(9,000)
Youth programs	437,687	390,700	464,025	385,500	(5,200)
Miscellaneous	(40,466)	-	3,192	-	-
Total Charges for Services	<u>6,161,014</u>	<u>6,245,390</u>	<u>6,031,960</u>	<u>6,318,590</u>	<u>73,200</u>
FINES AND FORFEITURES					
Fines & Forfeitures	92,221	115,000	81,978	90,000	(25,000)
Violation of Local ordinances	48,350	45,000	72,660	47,500	2,500
Police training fees	18,316	25,000	14,612	15,000	(10,000)
Code enforcement fines	36,167	38,000	60,725	30,500	(7,500)
Parking fines	18,228	25,000	19,632	20,000	(5,000)
Other fines	1,939	-	-	-	-
Total Fines & Forfeitures	<u>215,221</u>	<u>248,000</u>	<u>249,607</u>	<u>203,000</u>	<u>(45,000)</u>
MISCELLANEOUS REVENUES					
Investment income	345,335	375,000	343,702	350,000	(25,000)
Reimbursement for damages	102,879	20,000	75,694	25,000	5,000
Sale of surplus equipment	33,021	40,000	30,000	30,000	(10,000)
Contributions	199,377	189,900	184,893	183,300	(6,600)
Permits	13,529	12,000	7,593	10,400	(1,600)
Other Miscellaneous Revenues	272,553	223,900	236,657	213,500	(10,400)
Total Miscellaneous Revenues	<u>966,694</u>	<u>860,800</u>	<u>878,538</u>	<u>812,200</u>	<u>(48,600)</u>
OTHER FINANCING SOURCES					
Transfer from CRA	16,920	-	-	-	-
Transfer from building inspection fund	-	-	-	1,750,000	1,750,000
Total Other Financing Resources	<u>16,920</u>	<u>-</u>	<u>-</u>	<u>1,750,000</u>	<u>1,750,000</u>
TOTAL REVENUES	\$ <u>30,433,845</u>	\$ <u>31,903,830</u>	\$ <u>31,675,435</u>	\$ <u>33,758,789</u>	\$ <u>1,854,959</u>

**City of Altamonte Springs, Florida
Fiscal Year 2017 Annual Budget**

General Fund Expenditures

	2015 <u>Actual</u>	2016 <u>Budget</u> <u>Projected</u>		2017 <u>Commission Approved</u>	Increase (Decrease) <u>Over 2016</u>
ADMINISTRATION					
City manager's office	\$ 1,184,225	\$ 1,039,100	\$ 1,469,443	\$ 1,091,061	\$ 51,961
City clerk	336,734	450,175	420,643	481,227	31,052
Human resources	482,581	539,628	527,791	577,835	38,207
Central lines	1,060,096	1,111,698	1,295,574	1,335,790	224,092
Total Administration	<u>3,063,636</u>	<u>3,140,601</u>	<u>3,713,451</u>	<u>3,485,913</u>	<u>345,312</u>
FINANCE					
Accounting	668,586	738,565	754,321	775,654	37,089
Purchasing	195,364	279,384	259,742	238,797	(40,587)
Utility billing	480,103	520,059	528,990	547,071	27,012
Risk management	88,476	100,767	97,844	101,657	890
Total Finance	<u>1,432,529</u>	<u>1,638,775</u>	<u>1,640,897</u>	<u>1,663,179</u>	<u>24,404</u>
INFORMATION SERVICES					
	<u>1,978,172</u>	<u>2,187,617</u>	<u>2,073,665</u>	<u>2,206,270</u>	<u>18,653</u>
POLICE					
Administration	582,697	855,622	568,359	725,056	(130,566)
Investigations	2,388,308	2,523,092	2,419,027	2,495,636	(27,456)
Special Operations	1,903,856	1,917,718	1,827,949	1,991,484	73,766
Operations	4,061,280	4,524,942	4,659,643	4,950,636	425,694
Management support	1,187,601	1,290,641	1,404,310	1,318,786	28,145
Total Police	<u>10,123,742</u>	<u>11,112,015</u>	<u>10,879,288</u>	<u>11,481,598</u>	<u>369,583</u>
GROWTH MANAGEMENT					
Growth management	716,484	1,055,933	740,730	1,158,981	103,048
Building & life safety inspections	183,030	146,507	133,809	152,250	5,743
Total Growth Management	<u>899,514</u>	<u>1,202,440</u>	<u>874,539</u>	<u>1,311,231</u>	<u>108,791</u>
ECONOMIC DEVELOPMENT					
Administration	-	-	-	443,933	443,933
Events	-	-	-	500,000	500,000
Maintenance / operations	-	-	-	724,744	724,744
Total Economic Development	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,668,677</u>	<u>1,668,677</u>
PUBLIC WORKS					
Streets maintenance division	<u>668,808</u>	<u>728,796</u>	<u>511,139</u>	<u>824,707</u>	<u>95,911</u>
LEISURE SERVICES					
Administration	510,072	537,718	539,114	562,484	24,766
Library	357,789	371,831	389,371	389,876	18,045
Lake Brantley	64,614	73,240	75,808	78,057	4,817
Lake Lotus	521,286	569,783	602,341	594,718	24,935
Events management	409,816	441,441	430,619	456,663	15,222
Eastmonte park	116,834	151,910	141,323	130,927	(20,983)
Merrill park	82,074	106,177	92,907	110,551	4,374
Westmonte park	222,017	268,811	277,151	245,118	(23,693)
Baseball	7,729	140,800	46,039	-	(140,800)
Recreation programming	1,409,130	1,636,934	1,491,103	1,931,747	294,813
Science incubator	93,978	176,900	29,521	178,250	1,350
Total Leisure Services	<u>3,795,339</u>	<u>4,475,545</u>	<u>4,115,297</u>	<u>4,678,391</u>	<u>202,846</u>
MAINTENANCE SERVICES					
Park Land Management / Operations	1,904,002	2,148,819	2,017,815	2,231,584	82,765
Fleet maintenance	1,622,059	2,107,675	1,597,390	1,942,385	(165,290)
Facilities maintenance	2,060,317	2,208,217	2,214,554	2,206,856	(1,361)
Total Maintenance Services	<u>5,586,378</u>	<u>6,464,711</u>	<u>5,829,759</u>	<u>6,380,825</u>	<u>(83,886)</u>

City of Altamonte Springs, Florida
Fiscal Year 2017 Annual Budget

General Fund Expenditures

	2015 Actual	2016 Budget Projected		2017 Commission Approved	Increase (Decrease) Over 2016
OPERATING TRANSFERS TO OTHER FUNDS					
Subsidy to CRA	150,000	100,000	100,000	-	(100,000)
Tax increment payment to CRA	1,202,775	1,468,758	1,469,637	-	(1,468,758)
	<u>1,352,775</u>	<u>1,568,758</u>	<u>1,569,637</u>	<u>-</u>	<u>(1,568,758)</u>
TOTAL OPERATING EXPENDITURES	<u>28,900,893</u>	<u>32,519,258</u>	<u>31,207,672</u>	<u>33,700,791</u>	<u>1,181,533</u>
NON-OPERATING TRANSFERS TO OTHER FUNDS					
Capital outlay	162,199	375,520	281,326	224,100	(151,420)
Non-operating transfers to other funds -					
Capital projects fund	2,250,000	2,500,000	2,500,000	2,750,000	250,000
Neighborhood enhancement fund	11,500,000	-	-	-	-
Total Other Financing Uses	<u>13,912,199</u>	<u>2,875,520</u>	<u>2,781,326</u>	<u>2,974,100</u>	<u>98,580</u>
RESERVES					
Reserved for contingencies	-	200,000	-	225,000	25,000
TOTAL EXPENDITURES	<u>\$ 42,813,092</u>	<u>\$ 35,594,778</u>	<u>\$ 33,988,998</u>	<u>\$ 36,899,891</u>	<u>\$ 1,305,113</u>

Section 3

Administration

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**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Administration
Table of Contents**

Overview.....	3-2
Summary Budget by Fund	3-5
City Manager's Office	3-6
City Clerk's Office	3-8
Human Resources Department	3-11
Finance Department:	
Accounting Division.....	3-14
Procurement Division.....	3-16
Utility Billing Division	3-18
Risk Management Division	3-20
Information Services Department	3-22
Central Lines	3-26
Reserves and Contingencies (General Fund).....	3-28
Workers' Compensation Internal Service Fund	3-29

Administration Overview

For budget presentation purposes we group a number of departments and divisions under The single category "Administration". These departments and divisions serve the City as a whole or serve support functions for the City's other departments or both. With certain exceptions, namely the City Manager's Office, the City Clerk's Office and the Utility Billing Division of the Finance Department, these departments and divisions do not offer direct services to the public at large. Thus their functions are largely administrative in nature and we feel comfortable in presenting them all under one title. The departments and divisions included in this section are shown in the box above.

- | The Administrative Section | |
|-----------------------------------|----------------------------|
| ▶ | City Manager's Office |
| ▶ | City Clerk's Office |
| ▶ | Human Resources Department |
| ▶ | Finance Department |
| ▶ | Information Services |
| ▶ | Central Lines |
| ▶ | General Fund Reserves and |
| ▶ | Contingencies |
| ▶ | Workers' Compensation Fund |

The budget is \$10.9 million, a decrease of \$1. million from the current budget of \$11.9 million. The decrease is due to Community Redevelopment Agency expiration as of September 30, 2016. Absent this item the budget increase is \$416,000 or about 5.5%. In the following passages we present a discussion on the budget for each element of Administration.

City Manager's Office

In addition to the salaries and other costs associated with operating the City Manager's Office, the budget includes the salaries and other costs of the City Commission. For the coming year the total budget is \$1.1 million.

City Clerk's Office

The City Clerk's budget of \$481,000 reflects an increase of \$30,000 from the current budget. The increase is the result of an increase in salaries and corresponding employee benefits, due to normal merit raises, and an increase in operating costs due to the

Administration Overview

transition to the Tyler Technology software system. An additional large increase is due to funds being added to revamp the annual Board Appreciation Night in order to redevelop the event for our hard working board members.

Human Resources Department

The budget for Human Resources reflects an increase of \$38,000 from the current budget. This increase is the result of a rise in salaries and corresponding employee benefits.

The employee wellness program has enjoyed increased participation and success with consistent attendance at City-sponsored fitness classes, the introduction of a Health/Wellness coach, a Fast Track to Fitness Challenge and annual biometric screenings and flu shots. The ultimate goal of the wellness program is to encourage good health and wellness amongst the employee population.

City training programs will continue for employees and supervisors. Remaining funds will be used to support on-going programs such as Open Enrollment, Shining Star, Cityscape/Superscoop publications Employee Assistance Programs and Employee Recognition. This Fiscal Year, the HR staff plans to transition to the Tyler Technology software system for time entry, payroll and hiring. The anticipated go-live date is April, 2017.

Finance Department

The budget for the Finance Department is \$1.66 million, up about \$24,000 from the current budget of \$1.64 million. This includes a decrease of \$40,000 for a position in the Procurement Division, an increase of \$64,000 including an upgrade to a full time position in the Utility Billing Division of \$7,000, and the balance of the increase due to normal merit raises.

Administration Overview

Information Services

The budget for the Information Services Department is \$2.2 million, up \$18,000 from the current budget of \$2.18 million. This increase includes \$68,000 for salaries and benefits, due to normal merit raises and a decrease of \$50,000 for various software and license maintenance contracts.

Central Lines

For accounting purposes the City maintains a cost center within the General Fund called "Central Lines." Within this cost center is budgeted and recorded General Fund expenses which are non-departmental in nature such as telephone service, insurance, donations to other agencies, and similar items. Similar expenses in other funds are charged directly to those funds. The budget for Central Lines is \$4.1 million, \$1.1 million less than the current budget of \$5.2 million. The decrease is due to Community Redevelopment Agency expiration as of September 30, 2016.

Reserves and Contingencies

The budget includes an appropriation of \$200,000 in reserves for contingencies in the General Fund. This money is available for unforeseen items arising throughout the year.

Workers' Compensation Internal Service Fund

The budget for the Workers' Compensation Internal Service Fund is \$652,000, up \$28,000 from the current budget. This is due to an expectation of claims to be paid in FY 2017.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Administration
Summary Budget by Fund**

	<u>2017 Budget</u>			<u>2016 Budget</u>
	<u>General Fund</u>	<u>Workers' Compensation Fund</u>	<u>Total</u>	
<u>Operating Expenses</u>				
City Manager's Office	\$ 1,091,061	\$ -	\$ 1,091,061	\$ 1,039,100
City Clerk's Office	481,227	-	481,227	450,175
Human Resources Department	577,835	-	577,835	539,628
Finance Department	1,663,179	-	1,663,179	1,638,775
Information Services	2,206,270	-	2,206,270	2,187,617
Central Lines	1,335,790	-	1,335,790	1,111,698
Workers' Compensation	<u>-</u>	<u>652,000</u>	<u>652,000</u>	<u>624,000</u>
Total Operating Expenses	<u>\$ 7,355,362</u>	<u>\$ 652,000</u>	<u>\$ 8,007,362</u>	<u>\$ 7,590,993</u>
<u>Non-Operating Expenses</u>				
Appropriated Reserves	\$ 200,000	\$ -	\$ 200,000	\$ 200,000
Transfers to Other Funds	<u>2,750,000</u>	<u>-</u>	<u>2,750,000</u>	<u>4,068,758</u>
Total Non-Operating Expenses	<u>\$ 2,950,000</u>	<u>\$ -</u>	<u>\$ 2,950,000</u>	<u>\$ 4,268,758</u>
Total Expenses	<u><u>\$ 10,305,362</u></u>	<u><u>\$ 652,000</u></u>	<u><u>\$ 10,957,362</u></u>	<u><u>\$ 11,859,751</u></u>

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**City Manager's Office
General Fund (00101010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commissioner Approved
<u>PERSONAL SERVICES</u>					
501100 Executive Salaries Mayor and Four Commissioners	\$ 31,440	\$ 31,320	\$ 31,200	\$ 31,200	\$ 31,200
501201 Regular Salaries & Wages Base: 3 Positions	252,469	292,998	304,767	275,277	275,277
501701 Auto/Travel Allowance City Manager @ \$400/mo. Mayor @ \$300/mo. Commissioners @ \$250/mo.	24,032	23,972	23,880	21,270	21,270
501702 Cell Phone Allowance	2,418	3,614	3,600	2,700	2,700
502100 FICA Taxes	18,281	21,974	27,805	25,281	25,281
502200 Retirement Contributions FL Retirement System ICMA Retirement for City Mgr	47,414	61,633	56,891	57,352	57,352
502300 Health Insurance	35,113	42,758	62,072	61,292	61,292
502400 Life Insurance	638	698	910	715	715
Total Personal Services	<u>\$ 411,805</u>	<u>\$ 478,967</u>	<u>\$ 511,125</u>	<u>\$ 475,086</u>	<u>\$ 475,086</u>
<u>POSITION ROSTER</u>					
Mayor	1	1	1	1	1
City Commissioner	4	4	4	4	4
City Manager	1E	1	1	1	1
Assistant to City Manager	3C	1	1	1	1
Special Projects Liaison	3C	1	1	1	1
Total Positions	<u>7</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**City Manager's Office
General Fund (00101010)**

		2014 Actual	2015 Actual	2016 Budget	2017	
					Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>						
Professional Services						
503120	Legislative Consultant	\$ 61,752	\$ 63,728	\$ 64,000	\$ 64,000	\$ 64,000
503160	City Physician	1,403	1,553	4,000	4,000	4,000
503170	City Attorney	653,272	592,073	425,000	500,000	500,000
503171	Labor Attorney	6,850	39,081	25,000	35,000	35,000
Travel and Training						
504030	FL League of Cities Commissioners City Manager FCCMA, ICMA	1,219	630	2,000	2,000	2,000
Printing & Binding						
504710	In-house Copies	553	367	600	600	600
Promotional Activities						
504810	Community Programs					
	Framing/Artwork/Plaques	219	351	-	3,000	3,000
	Embroidery	-	-	100	100	100
	Flowers, Photos, Gifts	-	-	100	100	100
	CALNO meeting	-	-	150	150	150
505101	Office Supplies	163	93	300	300	300
505201	Operating Supplies	217	362	500	500	500
Books/Pubs/Subscrs/Membs						
505410	Subscriptions	75	-	300	300	300
505440	Memberships					
	FL League of Cities	4,103	5,148	4,800	4,800	4,800
	Tri-County League of Cities	805	-	810	810	810
	FL City/County Mgrs Assoc	-	-	200	200	200
	Sem Cty Chamber of Comm	-	-	90	90	90
	Council of Local Governments	-	-	25	25	25
505730	Computer Equipment	-	1,872	-	-	-
Total Operating Expenditures		\$ 730,631	\$ 705,259	\$ 527,975	\$ 615,975	\$ 615,975
TOTAL BUDGET		\$ 1,142,436	\$ 1,184,225	\$ 1,039,100	\$ 1,091,061	\$ 1,091,061

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**City Clerk's Office
General Fund (00102010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 5 Positions	\$ 214,254	\$ 196,086	\$ 233,231	\$ 237,234	\$ 237,234
501302 Limited Term Staff	22	7,967	-	-	-
501400 Overtime	370	1,050	600	800	800
501600 Add Pays	-	-	-	650	650
502100 FICA Taxes	16,083	15,068	17,888	18,259	18,259
502200 Retirement Contributions	25,888	24,178	28,666	31,555	31,555
502300 Health Insurance	34,376	34,889	38,795	42,270	42,270
502400 Life Insurance	448	427	938	959	959
Total Personal Services	<u>\$ 291,441</u>	<u>\$ 279,665</u>	<u>\$ 320,118</u>	<u>\$ 331,727</u>	<u>\$ 331,727</u>

POSITION ROSTER

Full Time Employees -

City Clerk	1A	1	1	1	1	1
Deputy City Clerk	2A	1	1	1	1	1
Staff Assistant	4C	1	1	1	1	1
Senior Business Tax Spec	4C	1	1	1	1	1
Business Tax Specialist	4C	1	1	1	1	1
Total Positions		<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**City Clerk's Office
General Fund (00102010)**

		2014	2015	2016	2017	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
<u>OPERATING EXPENDITURES</u>						
Other Contractual Services						
503415	Bank/Service Fees	\$ 1,261	\$ 1,294	\$ 207	\$ 1,400	\$ 1,400
503430	Microfilming	151	252	1,000	300	300
503450	Outside Services					
	BTR Renewals	5,521	-	3,400	4,000	4,000
	Election Workers	2,048	-	8,000	8,000	8,000
503452	Videography/Meetings	4,050	4,500	4,500	4,500	4,500
503499	Other Contractual Services					
	Interpretor/Election Doc	-	-	300	300	300
	Shred Truck	571	398	1,000	1,000	1,000
Travel and Training						
504005	Staff Training & Development	1,560	150	3,000	3,000	3,000
504030	Conference/Seminars					
	FACC State Conference	2,023	1,070	1,700	1,500	1,500
	FABTO	-	-	1,000	1,000	1,000
	Tyler Connect Conference	-	-	-	2,500	2,500
	Meeting Supplies	281	-	250	300	300
Postage & Transportation						
504201	Postage, FedEx, etc.	576	1,130	700	700	700
504210	BTR Renewals	3,787	4,204	4,030	4,500	4,500
504211	Election Notices	7,050	-	8,320	8,500	8,500
504299	Other Postage & Transportation	1,049	13	1,150	1,150	1,150
Rentals and Leases						
504430	Equipment					
	Mail Meter	733	50	1,000	1,200	1,200
Repair & Maintenance						
504620	Equipment	-	-	1,000	1,000	1,000
	Mail Machine & Letter Opener	1,974	2,451	2,400	2,400	2,400
	Chambers Audio/Visual Maint	1,499	480	5,000	5,000	5,000
504680	Maintenance Contracts	-	-	500	500	500
Printing & Binding						
504710	In-house Copies	13,044	1,896	9,250	10,000	10,000
504750	Outside Printing	112	52	650	650	650
504751	BTR Forms	729	2,388	750	2,000	2,000
504752	Election Notices	-	-	1,200	1,200	1,200
Promotional Activities						
504752	Board Appreciation	7,959	7,849	8,250	15,000	15,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**City Clerk's Office
General Fund (00102010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
Other Current Charges					
504920 Legal & Classified Ads	29,742	17,922	43,600	50,000	50,000
504925 Codification	2,050	1,938	3,000	3,000	3,000
504930 Recording Fees	729	2,810	3,500	3,500	3,500
504901 Other Current Charges Election Expenses	4,391	1,567	6,400	6,400	6,400
505101 Office Supplies	1,489	825	1,500	1,500	1,500
505201 Operating Supplies	305	-	1,300	1,300	1,300
505401 Books/Pubs/Subscrs/Membs	714	3,215	1,200	1,200	1,200
505710 Small Tools & Equipment Office Furniture/Fixtures	-	616	1,000	1,000	1,000
Total Operating Expenditures	\$ 95,398	\$ 57,069	\$ 130,057	\$ 149,500	149,500
TOTAL BUDGET	\$ 386,839	\$ 336,735	\$ 450,175	\$ 481,227	\$ 481,227

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Human Resources Department
General Fund (00101040)**

	2014 Actual	2015 Actuals	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 6 Positions	\$ 314,721	\$ 326,038	\$ 335,685	\$ 354,444	\$ 354,444
Position Upgrade: HR Admin 3B to Senior HR Admin 3C	-	-	-	2,704	2,704
Senior HR Certification	-	-	-	918	918
Total Salaries & Wages	\$ 314,721	\$ 326,038	\$ 335,685	\$ 358,066	\$ 358,066
501300 Limited Term Staff	12,171	9,873	13,995	12,200	12,200
Fitness Instructors					
501400 Overtime	-	11	1,100	1,100	1,100
501600 Add Pays	652	653	650	650	650
Allowances					
501701 Car Allowance	2,409	2,409	2,400	2,400	2,400
501702 Cell Phone Allowance	1,205	1,205	1,200	1,200	1,200
502100 FICA Taxes	24,452	25,169	27,160	28,735	28,735
502200 Retirement Contributions	46,542	49,815	51,565	57,978	57,978
502300 Health Insurance	35,033	37,633	46,554	50,724	50,724
502400 Life Insurance	659	659	1,179	1,252	1,252
Total Personal Services	\$ 437,844	\$ 453,465	\$ 481,488	\$ 514,305	\$ 514,305

POSITION ROSTER

Full Time Employees -

Human Res Director	1B	1	1	1	1	1
Senior HR Administrator	3C	-	1	1	2	2
HR Administrator	3B	1	1	1	-	-
Senior Hum Resource Analyst	3B	2	-	-	-	-
Staff Assistant	4C	1	2	2	2	2
HR Records Specialist	3A	1	1	1	1	1
Total Positions		6	6	6	6	6

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Human Resources Department
General Fund (00101040)**

						2017	
		2014	2015	2016	Manager	Commission	
<u>OPERATING EXPENDITURES</u>		<u>Actual</u>	<u>Actuals</u>	<u>Budget</u>	<u>Approved</u>	<u>Approved</u>	
Professional Services							
503160	Employee Services	\$ 6,487	\$ 8,739	\$ 6,900	\$ 9,500	\$ 9,500	
Other Contractual Services							
503455	Speakers/Trainers	-	6,742	-	-	-	
	Supervisor Training	-	-	1,500	1,500	1,500	
	Wellness	7,316	-	17,500	17,500	17,500	
	Fit for Duty	-	-	1,000	1,000	1,000	
503901	Educational Incentive	-	1,195	1,300	2,100	2,100	
Travel and Training							
504005	Staff Training	150	-	-	-	-	
504030	Training Seminars	2,128	2,295	2,800	2,850	2,850	
	Munis Conference	-	-	-	2,500	2,500	
504201	Postage & Transportation	12	10	100	100	100	
Printing & Binding							
504710	In-house Copies	9,600	1,724	9,000	9,000	9,000	
504750	Outside Printing	957	1,324	1,500	1,500	1,500	
Promotional Activities							
504850	Employee Programs						
	Holiday Celebration	102	79	125	125	125	
504851	Shining Star Program	837	1,023	1,300	1,300	1,300	
504852	Years of Service Recognition	2,518	2,007	4,500	4,200	4,200	
504853	Wellness Promotion						
	Flu Shots	3,496	-	4,200	4,200	4,200	
	7 Pkg Health Screen	2,183	-	2,500	2,500	2,500	
Office Supplies							
505110	Computer/Printer Supplies						
	Laser Printer Toner Cartridges	-	261	300	300	300	
505101	General Office Supplies	1,977	2,804	2,000	2,000	2,000	
Operating Supplies							
505250	Program Supplies						
	Training Items	130	93	350	350	350	
505201	General Operating Supplies						
	ID Cards Supplies	678	76	-	-	-	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Human Resources Department
General Fund (00101040)**

			2017				
			2014	2015	2016	Manager	Commission
			Actual	Actuals	Budget	Approved	Approved
Books/Pubs/Subscrs/Membs							
505440	Memberships						
	FPRHA		131	744	220	150	150
	IPMA Memberships		149	-	175	175	175
	SHRM Memberships		365	-	370	380	380
	HR Sentry		-	-	200	-	-
	SHRM Recertification		-	-	200	200	200
	Notary		90	-	100	100	100
	Total Operating Expenditures		\$ 39,306	\$ 29,116	\$ 58,140	\$ 63,530	\$ 63,530
<u>CAPITAL OUTLAY</u>							
Machinery & Equipment							
564350	Fitness Equipment		\$ 3,698	\$ -	\$ -	\$ -	\$ -
	Total Capital Outlay		\$ 3,698	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET			\$ 480,848	\$ 482,581	\$ 539,628	\$ 577,835	\$ 577,835

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Accounting Division
General Fund (00103010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 7 Positions	\$ 463,143	\$ 458,343	\$ 498,398	\$ 511,804	\$ 511,804
501400 Overtime	2,394	6,860	3,000	6,000	6,000
502100 FICA Taxes	32,849	32,970	38,356	39,613	39,613
502200 Retirement Contributions	54,658	54,257	58,705	63,705	63,705
502300 Health Insurance	38,487	43,210	54,313	59,178	59,178
502400 Life Insurance	929	926	1,493	1,554	1,554
Total Personal Services	<u>\$ 592,460</u>	<u>\$ 596,567</u>	<u>\$ 654,265</u>	<u>\$ 681,854</u>	<u>\$ 681,854</u>

POSITION ROSTER

Full Time Employees -

Finance Director	1C	1	1	1	1
Deputy Finance Director	2C	1	1	1	1
Finance Administrator	3B	1	1	1	1
Capital Projects Manager	3B	1	-	-	-
Senior Accountant	3B	-	1	1	1
Accountant	3A	-	1	1	1
Accounting Specialist	3A	-	1	1	1
Staff Assistant	4C	1	-	-	-
Administration Asst	4B	-	1	1	1
Total Full Time Employees		<u>5</u>	<u>7</u>	<u>7</u>	<u>7</u>

Part Time Employees -

Accountant	3A	1	-	-	-
Senior Accounts Clerk	4C	1	-	-	-
Total Part Time Employees		<u>2</u>	<u>-</u>	<u>-</u>	<u>-</u>

Total Positions		<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>
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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Accounting Division
General Fund (00103010)**

						2017	
		2014	2015	2016	Manager	Commission	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Approved</u>	<u>Approved</u>	
<u>OPERATING EXPENDITURES</u>							
Accounting & Auditing							
503201	Annual Audit	\$ 52,500	\$ 52,500	\$ 55,000	\$ 57,500	\$ 57,500	
Other Contractual Services							
503415	Bank/Service Fees						
	Armored Car Service	4,505	4,583	6,000	6,000	6,000	
	Bank Charges	-	-	1,000	1,000	1,000	
Travel and Training							
504001	Professional Training	942	2,035	2,500	6,000	6,000	
504010	Other Training	-	-	-	1,000	1,000	
504201	Postage & Transportation	12	6	100	100	100	
Repair & Maintenance							
504620	Equipment Repair	22	-	300	300	300	
504680	Maintenance Contracts						
	Xerox Hardware Maint	-	-	800	800	800	
Printing & Binding							
504710	In-house Copies	9,568	2,802	8,000	8,000	8,000	
504750	Annual Budget & Audit	1,105	1,122	2,000	2,000	2,000	
Office Supplies							
505110	Computer/Printer Supplies	1,777	3,262	1,800	3,000	3,000	
505101	General Office Supplies	1,243	1,455	1,200	2,000	2,000	
Operating Supplies							
505201	General Operating Supplies	905	1,070	2,500	3,000	3,000	
Books/Pubs/Subscrs/Membs							
505410	Technical References	602	305	600	600	600	
505420	Professional Publications	-	-	500	500	500	
505440	State & Natl GFOA Membership	2,069	2,159	1,000	1,000	1,000	
Small Tools & Equipment							
505720	Office Equipment	598	720	1,000	1,000	1,000	
Total Operating Expenditures		<u>\$ 75,848</u>	<u>\$ 72,019</u>	<u>\$ 84,300</u>	<u>\$ 93,800</u>	<u>\$ 93,800</u>	
TOTAL BUDGET		<u>\$ 668,308</u>	<u>\$ 668,586</u>	<u>\$ 738,565</u>	<u>\$ 775,654</u>	<u>\$ 775,654</u>	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Procurement Division
General Fund (00103030)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2017</u>	
				<u>Manager Approved</u>	<u>Commission Approved</u>
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 4 Positions	\$ 160,778	\$ 142,959	\$ 194,354	\$ 198,991	\$ 198,991
Position Deleted:					
Purchasing Agent 3B	-	-	-	(40,000)	(40,000)
Total Salaries & Wages	\$ 160,778	\$ 142,959	\$ 194,354	\$ 158,991	\$ 158,991
501400 Overtime	80	688	900	2,000	2,000
501600 Add Pays	175	-	-	-	-
502100 FICA Taxes	12,254	10,946	14,936	12,316	12,316
502200 Retirement Contributions	16,038	13,963	20,149	21,101	21,101
502300 Health Insurance	22,631	22,357	31,036	25,362	25,362
502400 Life Insurance	282	250	754	612	612
Total Personal Services	\$ <u>212,238</u>	\$ <u>191,164</u>	\$ <u>262,129</u>	\$ <u>220,382</u>	\$ <u>220,382</u>

POSITION ROSTER

Full Time Employees -

Procurement Manager	3D	1	1	1	1	1
Purchasing Specialist	3B	-	1	1	1	1
Purchasing Agent	3B	2	1	1	-	-
Administrative Assistant	4B	1	1	1	1	1
Total Positions		<u>4</u>	<u>4</u>	<u>4</u>	<u>3</u>	<u>3</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Procurement Division
General Fund (00103030)**

		2014	2015	2016	2017	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
<u>OPERATING EXPENDITURES</u>						
Travel and Training						
504010	Munis Conference	\$ -	\$ -	\$ -	\$ 4,090	\$ 4,090
504015	Certifications					
	NIGP Cert. Classes	1,657	1,709	3,000	3,000	3,000
	FAPPO	-	-	750	750	750
504030	Conferences/Seminars					
	FAPPO	-	-	1,000	1,000	1,000
	CFCNIGP	500	-	100	100	100
	NIGP	-	-	-	2,000	2,000
Postage & Transportation						
504201	Postage, FedEx, etc	-	-	25	25	25
Printing & Binding						
504710	In-house Copies	3,298	459	5,200	2,000	2,000
504750	Outside Printing	-	650	650	250	250
Office Supplies						
505101	General Office Supplies	803	605	900	700	700
505110	Computer/Printer Supplies	1,088	360	1,100	750	750
Operating Supplies						
505201	General Operating Supplies	375	(729)	3,375	1,500	1,500
Books/Pubs/Subscrs/Membs						
505410	Books	49	20	50	200	200
505410	Subscriptions	-	49	55	-	-
505440	Memberships	-	380	-	-	-
	Wholesale Clubs (Sam's/Costco)	-	-	150	150	150
	Professional (NIGP/FAPPO)	465	-	700	700	700
Small Tools & Equipment						
505701	Office Equip-Bid Time Clock	-	-	200	200	200
505710	Office Furn/Fixt	80	-	-	1,000	1,000
505730	Computer Equipment <1,000	-	697	-	-	-
Total Operating Expenditures		<u>\$ 8,315</u>	<u>\$ 4,200</u>	<u>\$ 17,255</u>	<u>\$ 18,415</u>	<u>\$ 18,415</u>
TOTAL BUDGET		<u>\$ 220,553</u>	<u>\$ 195,364</u>	<u>\$ 279,384</u>	<u>\$ 238,797</u>	<u>\$ 238,797</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Utility Billing Division
General Fund (00103040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 8 Positions	\$ 269,523	\$ 273,377	\$ 287,771	\$ 296,301	\$ 296,301
Upgrade part-time position to full time: Customer Service Rep	-	-	-	7,038	7,038
Total Salaries & Wages	\$ 269,523	\$ 273,377	\$ 287,771	\$ 303,339	\$ 303,339
501400 Overtime	3,868	2,739	3,000	5,000	5,000
501600 Add Pays	1,305	1,305	1,300	1,300	1,300
501800 Uniform Allowance	16	11	60	60	60
502100 FICA Taxes	19,700	20,350	22,348	23,691	23,691
502200 Retirement Contributions	24,680	24,767	26,181	32,580	32,580
502300 Health Insurance	50,656	52,865	62,072	67,632	67,632
502400 Life Insurance	564	524	1,147	1,237	1,237
Total Personal Services	\$ 370,312	\$ 375,938	\$ 403,879	\$ 434,839	\$ 434,839

POSITION ROSTER

Full Time Employees -

Utility Billing Manager	3A	1	1	1	1	1
Customer Svc Sprvsr	4C	1	1	1	1	1
Senior Cust Svc Rep	4B	1	1	1	1	1
Customer Svc Rep	4B	1	1	1	2	2
Senior Meter Reader	4B	3	3	3	3	3
Total Full Time Employees		7	7	7	8	8

Part Time Employees -

Customer Svc Rep	4B	1	1	1	-	-
Total Positions		8	8	8	8	8

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Utility Billing Division
General Fund (00103040)**

						2017	
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
<u>OPERATING EXPENDITURES</u>							
Postage & Transportation							
504201	Postage, FedEx, etc	\$ -	\$ 86	\$ 100	\$ 100	\$ 100	
504212	Utility Bills/Delinquent Notices	59,355	61,820	61,000	59,000	59,000	
	Shipping Charge/Mail Drop	-	-	2,600	2,600	2,600	
	Return Postage Due/Renewals	-	-	800	900	900	
Repair & Maintenance							
504620	Equipment Repair	-	-	500	500	500	
504680	Maintenance Contract Iron Support	3,032	3,727	3,880	4,032	4,032	
Printing & Binding							
504710	In-house Copies	1,443	212	1,400	1,400	1,400	
504750	Outside Printing						
	Stuffers & Hangers	-	504	450	450	450	
504760	Utility Bills/Delinquency Notices	34,371	34,339	38,000	36,000	36,000	
	Set Up Fee/Misc. Bill Inserts	-	-	800	800	800	
505101	Office Supplies	523	644	700	700	700	
Operating Supplies							
505201	General Operating Supplies	1,221	1,314	1,600	1,400	1,400	
Uniforms							
505501	Uniforms	42	46	100	100	100	
505505	Rental Uniforms	977	989	1,250	1,250	1,250	
505532	Shoes/Workboots	488	344	500	500	500	
505540	Safety	127	2	100	100	100	
505550	Purchased	232	81	1,200	1,200	1,200	
Small Tools & Equipment							
505720	Screwdrivers, Flashlights, etc	90	58	100	100	100	
505730	Computer Equipment	-	-	1,100	1,100	1,100	
	Total Operating Expenditures	<u>\$ 101,901</u>	<u>\$ 104,165</u>	<u>\$ 116,180</u>	<u>\$ 112,232</u>	<u>\$ 112,232</u>	
TOTAL BUDGET		<u><u>\$ 472,213</u></u>	<u><u>\$ 480,103</u></u>	<u><u>\$ 520,059</u></u>	<u><u>\$ 547,071</u></u>	<u><u>\$ 547,071</u></u>	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Risk Management Division
General Fund (00103050)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2017</u>	
				<u>Manager Approved</u>	<u>Commission Approved</u>
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 1 Position	\$ 58,680	\$ 60,796	\$ 63,686	\$ 65,896	\$ 65,896
501702 Cell Phone Allowance	1,205	1,205	1,200	1,200	1,200
501702 FICA Taxes	4,583	4,745	4,964	5,133	5,133
502200 Retirement Contributions	4,147	4,462	4,651	4,955	4,955
502300 Health Insurance	7,007	7,527	7,759	8,454	8,454
502400 Life Insurance	<u>126</u>	<u>124</u>	<u>257</u>	<u>269</u>	<u>269</u>
Total Personal Services	<u>\$ 75,748</u>	<u>\$ 78,859</u>	<u>\$ 82,517</u>	<u>\$ 85,907</u>	<u>\$ 85,907</u>
<u>POSITION ROSTER</u>					
Full Time Employees - Risk Manager	3D <u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total Positions	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Finance Department - Risk Management Division
General Fund (00103050)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>					
Professional Services					
503160 Employee Testing/Screen					
Pre-employment Screening	\$ 5,290	\$ 7,956	\$ 4,000	\$ 4,000	\$ 4,000
Driver History Records	3,328	-	3,500	3,500	3,500
Travel and Training					
504020 Meetings					
PRIMA Qtrly Luncheons	75	-	100	100	100
504030 Misc Educational Seminars	80	-	-	-	-
504050 Monthly Mileage	234	234	500	500	500
504201 Postage & Transportation	71	91	200	200	200
Printing & Binding					
504710 In-house Copies	656	9	1,100	1,100	1,100
Promotional Activities					
504850 Employee Programs					
Employee Safety Training Films	505	565	700	700	700
Safety Incentive Programs	405	-	-	-	-
Defensive Driving Classes	-	-	3,000	-	-
In-house Training Seminars	1,271	-	2,000	2,000	2,000
504854 EPIQ Program	106	-	1,000	1,500	1,500
505101 Office Supplies	69	9	50	50	50
505201 Operating Supplies	129	63	900	900	900
Books/Pubs/Subscrs/Membs					
505410 Publications & Subscriptions	98	453	200	200	200
505440 Memberships	85	135	500	500	500
505701 Small Tools & Equipment	595	101	500	500	500
Total Operating Expenditures	\$ 12,997	\$ 9,616	\$ 18,250	\$ 15,750	\$ 15,750
TOTAL BUDGET	\$ 88,745	\$ 88,476	\$ 100,767	\$ 101,657	\$ 101,657

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Information Services Department
General Fund (00110010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 12 Positions	\$ 520,676	\$ 651,783	\$ 719,695	\$ 741,959	\$ 741,959
501400 Overtime	52,740	78,274	35,000	50,000	50,000
On Call	10,083	11,093	7,826	15,652	15,652
Allowances					
501701 Car Allowance	2,409	2,409	2,400	2,400	2,400
501702 Cell Phone Allowance	10,033	12,696	13,800	13,800	13,800
502100 FICA Taxes	43,727	55,458	59,572	63,022	63,022
502200 Retirement Contributions	66,056	83,676	88,460	99,760	99,760
502300 Health Insurance	51,113	79,341	93,108	101,448	101,448
502400 Life Insurance	975	1,300	2,716	2,839	2,839
Total Personal Services	<u>\$ 757,812</u>	<u>\$ 976,032</u>	<u>\$ 1,022,577</u>	<u>\$ 1,090,880</u>	<u>\$ 1,090,880</u>

POSITION ROSTER

Full Time Employees -

Director Information Systems	1C	1	1	1	1	1
Deputy Dir. Information Systems	2A	1	1	1	1	1
IS Project Manager	3D	-	1	1	1	1
Senior Network Engineer	3D	1	1	1	1	1
Network Engineer	3C	2	2	2	2	2
Network Administrator	3C	1	2	2	2	2
GIS Analyst	3B	-	1	1	1	1
Technical Support Specialist	3A	3	2	2	2	2
Staff Assistant	4C	-	-	1	1	1
Administrative Assistant	4B	1	1	-	-	-
Total Positions		<u>10</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Information Services Department
General Fund (00110010)**

			2017				
			2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>							
Other Contractual Services							
503450	Temporary Services/Labor						
	AS400 Software Modifications	\$ 3,800	\$ 87,255	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	IS Out-source System Support	19,186	-	45,000	35,000	35,000	35,000
	GIS Consulting	-	-	20,000	10,000	10,000	10,000
Travel and Training							
504010	Technical Training						
	Systems/Applications Training	6,574	14,577	10,000	10,000	10,000	10,000
	Cisco Router & Switch Training	19,615	-	10,000	10,000	10,000	10,000
	City-Wide Cyber Security Training	-	-	-	5,500	5,500	5,500
	PW/GIS Training	8,149	-	10,000	10,000	10,000	10,000
504030	Technical Conferences/Seminars	3,954	7,630	4,000	25,000	25,000	25,000
	PW/GIS Conferences	-	-	6,000	-	-	-
Communications							
504120	Cellular Phones						
	Leisure Services (8)	3,995	4,248	4,500	4,500	4,500	4,500
	Finance Department (2)	-	-	540	540	540	540
504120	Air Cards	51,051	53,335	-	-	-	-
	Police Department	-	-	45,000	57,000	57,000	57,000
	Building & Fire Inspection Svcs	-	-	4,500	4,500	4,500	4,500
	Info Systems Department	-	-	8,100	8,100	8,100	8,100
	Leisure Services	-	-	3,500	3,500	3,500	3,500
	Economic Development	-	-	500	500	500	500
504201	Postage & Transportation	20	-	150	150	150	150
Rentals & Leases							
504440	Network Connections						
	County Fiber	-	59,117	45,000	45,000	45,000	45,000
	Internet Service Provider	20,014	-	35,000	35,000	35,000	35,000
Repair & Maintenance							
504680	Maintenance Contracts	-	752,351	-	-	-	-
	<u>City-wide system</u>						
	Security System Software Maint	-	-	7,500	10,000	10,000	10,000
	Acronis Maintenance	1,202	-	2,800	-	-	-
	Adobe Maintenance	-	-	7,000	14,000	14,000	14,000
	Procurement Card Purchases	17,451	-	-	-	-	-
	Canon Uniflow Software Maint	-	-	-	4,000	4,000	4,000
	Cisco Software Maint	-	-	-	48,000	48,000	48,000
	Com-Vault Backup	-	-	53,000	20,000	20,000	20,000
	Crystal Reports Maint	-	-	2,500	-	-	-
	ESRI Software Maint	21,177	-	40,000	40,000	40,000	40,000
	Exclaimer	-	-	450	400	400	400
	Faronice	-	-	1,250	300	300	300
	Paymode X (Lockbox)	-	-	-	2,000	2,000	2,000
	Fluke 1 Year Gold Support	-	-	2,100	-	-	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Information Services Department
General Fund (00110010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
Repair & Maintenance (continued)					
504680 Maintenance Contracts (continued)					
<u>City-wide system (continued)</u>					
FS Intego	-	-	250	400	400
HTE/Sunguard ASP	164,230	-	190,000	181,000	181,000
KIWI CAT Tools	-	-	1,000	1,000	1,000
LAN Sweeper	-	-	1,000	1,200	1,200
LogRhythm	-	-	12,000	-	-
Microsoft Annual Maintenance	225,013	-	250,000	170,000	170,000
Misc. Software Maint	-	-	3,500	5,000	5,000
Mobile Device Software	-	-	2,000	3,000	3,000
Netmotion Maint	-	-	3,500	12,000	12,000
Path Solutions	-	-	1,600	1,800	1,800
Parallels	-	-	350	-	-
Pictometry Software	2,500	-	3,300	5,000	5,000
Provance IT Asset	-	-	2,200	-	-
Qualys	10,682	-	10,000	12,000	12,000
Quest Software Maint	-	-	2,500	-	-
Red Hat Software	-	-	3,000	3,000	3,000
RightFax Maint	-	-	-	2,000	2,000
RSA Maint	-	-	-	4,000	4,000
Script Logic Maint	6,615	-	-	-	-
Security Compliance Software Mai	-	-	-	10,000	10,000
Service Desk Software	-	-	-	18,000	18,000
Trend Micro AntiVirus Maint	5,010	-	-	-	-
VMFusion	-	-	300	500	500
VMWare	-	-	27,000	15,000	15,000
Website Maintenance	-	-	15,500	18,000	18,000
WebSence Maintenance	7,930	-	20,000	-	-
Cisco SmartNet Maint	22,576	-	40,000	50,000	50,000
City PC Maintenance	62,330	-	15,000	15,000	15,000
Fluke Network Device	-	-	6,000	-	-
Misc. Hardware Maint	1,937	-	5,000	5,000	5,000
Network Maint/Modifications	-	-	25,000	20,000	20,000
Tech Hero Printer Maint	890	-	4,200	5,000	5,000
Workstation UPS Maint	-	-	3,000	3,000	3,000
Xiotech Maintenance	15,525	-	30,000	25,000	25,000
<u>Building & Fire Safety</u>					
Accella Maint	43,566	-	-	-	-
<u>City Clerk's Department</u>					
Clerks Index Maint	-	-	700	800	800
E Image Scan Pro	-	-	2,500	2,750	2,750
<u>Leisure & Maintenance Services</u>					
Davey Tree Software Maint	-	-	1,200	4,000	4,000
Fleet Car Whisperer	-	-	350	500	500
Fleet Cummins Power South	-	-	800	1,000	1,000
Fleet Diagnostic Software Maint	-	-	-	3,500	3,500
Fleet Ring Power Corp	-	-	250	500	500
Fuel Master	3,477	-	4,500	5,500	5,500
KMCA A/C Control Software	-	-	2,500	3,000	3,000
Rec Trac Software Maint	9,270	-	12,000	12,000	12,000
Surpass Library Software	-	-	2,500	3,000	3,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Information Services Department
General Fund (00110010)**

			2017		
	2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Repair & Maintenance (continued)					
504680	Maintenance Contracts (continued)				
	<u>Leisure & Maintenance Services (continued)</u>				
	Time Limit Manager	-	-	500	500
	<u>Police Department</u>				
	APS AVL Maintenance	-	2,500	-	-
	ASPD Alarm Software Maint	-	500	-	-
	ASPD In-Car Vid. Softwre Maint	-	22,000	15,000	15,000
	IYETek PD Software	-	2,000	2,000	2,000
	Live Scan - ASPD Finger Print	-	2,300	4,000	4,000
	Power DMS	3,150	2,200	3,000	3,000
	Power Detail Maint	-	1,700	2,000	2,000
	Power Inverters	-	10,000	10,000	10,000
	Laptop Batteries	-	10,500	10,500	10,500
	LPR Maint	-	3,000	3,000	3,000
	Field Training and Eval Software	-	-	2,500	2,500
	<u>Public Works</u>				
	Auto CAD	-	-	1,500	1,500
	Sperian IQ Gas Monitor Softwre	-	-	1,500	1,500
	Printing & Binding				
504710	In-house Copies	1,877	323	1,500	1,500
505101	Office Supplies	1,484	1,113	1,200	1,200
505201	Operating Supplies	7,827	6,581	7,500	8,500
	Books/Pubs/Subscrs/Membs				
505410	Books	405	541	750	750
505410	Subscriptions	430	-	-	-
505440	Memberships	335	3,350	4,500	5,000
	PTI Tech Support	2,000	-	-	-
	FLGISA	700	-	-	-
	Small Tools & Equipment				
505710	Office Furniture/Fixtures	4,791	1,141	5,000	2,500
505730	Computer Equipment <\$1,000 Computers and I-Pads	-	10,577	10,000	10,000
		16,142	-	-	-
	Total Operating Expenditures	\$ 796,880	\$ 1,002,141	\$ 1,165,040	\$ 1,115,390
	CAPITAL OUTLAY				
	Machinery & Equipment				
564150	Computer Equipment	\$ -	\$ 2,401	\$ -	\$ -
	Total Capital Outlay	\$ -	\$ 2,401	\$ -	\$ -
TOTAL BUDGET		\$ 1,554,692	\$ 1,980,573	\$ 2,187,617	\$ 2,206,270

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Central Lines
General Fund (00101030)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>					
502501 Unemployment Compensatic	\$ 6,391	\$ 4,797	\$ 8,000	\$ 8,000	\$ 8,000
Professional Services					
503117 Actuarial Services	3,980	3,950	4,500	4,500	4,500
503150 Consulting Services	1,170	3,850	-	-	-
503160 Employee Screening/Testing					
DOT Req'd Employee					
Drug Testing	8,950	6,424	9,000	9,000	9,000
Other Contractual Services					
503415 Banking/Service Fees					
Monthly Banking Services	28,368	28,548	34,000	34,000	34,000
U.T. Lock Box Fees	17,798	15,644	24,000	24,000	24,000
Credit Card Fees	72,682	84,812	79,000	90,000	90,000
Flex Plan Fees	5,220	4,253	6,000	6,000	6,000
503460 Trash Disposal/Dumpster Fees	21,278	23,113	30,000	30,000	30,000
503460 Other Contractual Services	325	5,000	-	5,000	5,000
504001 Travel and Training	-	-	100	100	100
City Wide MS Office Training	19,295	84	-	-	-
Communications					
504110 Telephone Service:					
City-wide Phone System	75,004	91,029	34,000	25,000	25,000
Cable/Labor/Parts	-	-	5,000	14,000	14,000
Maintenance Agreement	-	-	45,000	45,000	45,000
Postage & Transportation					
504215 City-wide Mailings	21,210	18,185	32,000	32,000	32,000
Insurance					
504510 General Liability & Property	340,033	352,734	360,148	418,240	418,240
504540 Workers' Compensation	157,000	288,000	251,000	389,000	389,000
Repair & Maintenance					
504620 Equipment Repair	131	-	-	-	-
Printing & Binding					
504710 In-house Copies from PC's	415	9,446	5,000	7,000	7,000
Promotional Activities					
504810 Community Programs	78,501	50,343	110,000	-	-
<i>(moved to Economic Dev. Dept.)</i>					
504854 Clever Ideas in Action	16,629	3,014	10,000	10,000	10,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Central Lines
General Fund (00101030)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
505201 Operating Supplies					
Copy Machine Supplies	-	-	1,000	1,000	1,000
Operating Supplies	-	-	500	500	500
Auto Tags & Titles	4,452	12,636	4,000	4,000	4,000
Emergency Supplies	-	-	1,500	1,500	1,500
Total Operating Expenditure:	\$ 878,832	\$ 1,005,861	\$ 1,053,748	\$ 1,157,840	\$ 1,157,840
GRANTS AND AID					
Aid to Other Organizations					
583001 Neighborhood Improvement Grant Program	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
582001 Charitable Organizations:					
Meals on Wheels	\$ 5,700	\$ 5,700	\$ -	\$ -	\$ -
Coalition for the Homeless	4,161	4,161	-	-	-
United Arts of Central Florida	797	797	-	-	-
Center Independent Living	1,446	1,446	-	-	-
Seminole County Bar Assn	739	739	-	-	-
BETA Center (Parent Res)	1,473	1,473	-	-	-
Kids House of Seminole	2,485	2,485	-	-	-
Christian Sharing Center	2,604	2,604	-	-	-
Dawn's Heartfelt Corner	320	320	-	-	-
Early Learning Coalition	3,090	3,090	-	-	-
Hospice of the Comforter	3,667	3,667	-	-	-
Boys & Girls Clubs	2,702	2,702	-	-	-
A.S. Chapter of the Links	775	775	-	-	-
Reserved for Distribution	-	-	30,000	30,000	30,000
Total Charitable Aid	\$ 29,959	\$ 32,987	\$ 30,000	\$ 30,000	\$ 30,000
581001 Aid to Governmental Organizations					
Metropolitan Planning Council	\$ 22,950	\$ 21,248	\$ 22,950	\$ 22,950	\$ 22,950
LYNX Operating Subsidy (moved from CRA)	-	-	-	120,000	120,000
Total Aid to Other Gov'ts	\$ 22,950	\$ 21,248	\$ 22,950	\$ 142,950	\$ 142,950
Total Grants and Aid	\$ 52,909	\$ 54,235	\$ 57,950	\$ 177,950	\$ 177,950
NON-DEPARTMENTAL EXPENDITURES					
Transfers to Other Funds					
591103 Incremental Tax Pmt - CRA	\$ 1,140,121	\$ 1,202,775	\$ 1,468,758	\$ -	\$ -
591910 CRA Events Subsidy	150,000	150,000	100,000	-	-
591100 Capital Projects Fund	2,250,000	2,250,000	2,500,000	2,750,000	2,750,000
591102 Neighborhood Enhancement	-	11,500,000	-	-	-
Total Transfers	\$ 3,540,121	\$ 15,102,775	\$ 4,068,758	\$ 2,750,000	\$ 2,750,000
TOTAL BUDGET	\$ 4,471,862	\$ 16,162,871	\$ 5,180,456	\$ 4,085,790	\$ 4,085,790

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Reserves and Contingencies
General Fund (00101020)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2017 Manager Approved</u>	<u>Commission Manager Approved</u>
<u>RESERVES</u>					
587001 Reserved for Contingencies	\$ <u>-</u>	\$ <u>-</u>	\$ <u>200,000</u>	\$ <u>200,000</u>	\$ <u>200,000</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Workers' Compensation
Internal Service Fund**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Premiums:					
General Fund	\$ 157,000	\$ 288,000	\$ 251,000	\$ 251,000	\$ 389,000
Water & Sewer Operating Fund	39,000	70,000	63,000	63,000	92,000
Refuse Disposal Operating Fund	21,000	37,000	29,000	29,000	40,000
Stormwater Management Fund	12,000	31,000	19,000	19,000	30,000
Building Inspections Fund	6,000	10,000	7,000	7,000	11,000
Community Redevelopment Agency	5,000	8,000	8,000	8,000	-
Total Premiums	<u>240,000</u>	<u>444,000</u>	<u>377,000</u>	<u>377,000</u>	<u>562,000</u>
Other Revenues:					
Investment Income	17,977	18,324	15,000	36,646	20,000
Reimbursements	63,131	49,309	20,000	95,007	25,000
Total Other Revenues	<u>81,108</u>	<u>67,633</u>	<u>35,000</u>	<u>131,653</u>	<u>45,000</u>
Total Revenues	<u>321,108</u>	<u>511,633</u>	<u>412,000</u>	<u>508,653</u>	<u>607,000</u>
<u>EXPENSES</u>					
Claims Expenses					
Claims Paid	367,844	391,119	325,000	346,000	325,000
Claims Reserve	-	-	75,000	-	75,000
Total Claims Expenses	<u>367,844</u>	<u>391,119</u>	<u>400,000</u>	<u>346,000</u>	<u>400,000</u>
Other Expenses					
Claims Administration	20,200	19,720	21,000	19,720	21,000
Actuarial Services	2,500	2,750	3,000	2,750	3,000
Excess Coverage Premiums	167,594	180,972	180,000	206,238	206,000
State Assessments	19,022	16,161	20,000	21,464	22,000
Total Other Expenses	<u>209,316</u>	<u>219,603</u>	<u>224,000</u>	<u>250,172</u>	<u>252,000</u>
Total Expenses	<u>577,160</u>	<u>610,722</u>	<u>624,000</u>	<u>596,172</u>	<u>652,000</u>
<u>REVENUES OVER (UNDER) EXPENSES</u>	(256,052)	(99,089)	(212,000)	(87,519)	(45,000)
<u>FUND BALANCE</u>					
Beginning of Year	<u>533,357</u>	<u>277,305</u>	<u>178,216</u>	<u>178,216</u>	<u>90,697</u>
End of Year	<u>\$ 277,305</u>	<u>\$ 178,216</u>	<u>\$ (33,784)</u>	<u>\$ 90,697</u>	<u>\$ 45,697</u>

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Section 4

Police

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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department
Table of Contents**

Overview.....	4-2
Summary Budget by Fund	4-5
General Fund:	
Administrative Division.....	4-6
Investigations Division	4-8
Special Operations Division	4-10
Operations Division.....	4-13
Management Support Division.....	4-15
2 nd Dollar Training Fund.....	4-18
Special Projects	4-19
Law Enforcement Trust Fund	4-21
Federal Trust Fund	4-22
Police Impact Fee Fund.....	4-23

Police Department Overview

The Altamonte Springs Police Department is recognized as an Excelsior II Agency having recently achieved its 6th Re-accreditation through the Commission for Florida Law Enforcement Accreditation (CFA). By all measureable standards, the Department is an outstanding public service agency with highly-dedicated personnel committed to protecting our citizens and community. Our department provides high quality community-oriented service in an effective and efficient manner. Our department is organized into five operating divisions with an authorized strength of 103 sworn officers and 18 civilian employees in various support functions.

For the 2017 fiscal year we have realigned our personnel, eliminating one sworn Deputy Chief's position and upgrading a limited term position to a full time position within the Records Section of the Management Support Division. For 2017 we are strengthening our commitment to safety in our schools by reallocating personnel within the department to ensure we have School Resource Officers (SRO) in every public school in the City. With this reallocation we will have 3 elementary school SRO's and one high school SRO.

The operating budget for the Police Department totals just under \$11.6 million. This includes personnel costs of \$11.1 million, operating expenditures of \$486,000, and capital outlay of \$75,950.

The operation of the Police Department is funded almost exclusively from the City's General Fund. Funding for capital expenditures and improvements are derived from the General Fund, the Local Law Enforcement Trust Fund, and the Police Impact Fee Fund. Other capital funding is supplied by the City's Capital Projects Fund.

Overall, this budget provides sufficient funding to perform the day-to-day operations of the Department. A portion of the Police Department budget is reserved in special funds, which are used for special projects and programs. These include:

Police Department Overview

Law Enforcement Trust Fund

The Law Enforcement Trust Fund is funded from cash and other assets confiscated by the Department and turned over to the City by the State courts. The governing legislation does not allow revenues to be appropriated before being received, nor can expenditures be used to augment the Department's existing operations. In support of the Florida Contraband Forfeiture Act, a minimum of fifteen percent (15%) must be used for crime prevention or drug education programs. In compliance with this legislation, funds are earmarked for Narcotics Overdose Prevention Education (NOPE), Crimeline, and MADD. We have also earmarked funds for Altamonte Baseball, Safe House, Kids House of Seminole, and the Seminole County Youth Commission. In addition to these important programs, we have allocated \$10,000 in funds for replacement gym equipment. We anticipate spending a total of \$30,500 with \$25,000 reserved for contingencies. Currently, there is a balance of \$94,445 in the State Law Enforcement Trust Fund.

Federal Trust Fund

Federal guidelines allow these funds to be utilized for the funding of salary/benefits for an SRO position. The salary/benefits for the SRO position for 2017 are projected to be \$70,000. We currently have a balance of \$105,319 in this Fund.

Police Impact Fee Fund

Revenues for the Police Impact Fee Fund come from one-time charges on new growth within the City. These funds are used to help offset capital costs associated with expanding the Police Department to meet the new demands for services.

The budget includes \$50,000 in funding for the purchase of body cameras for a portion of the department. This will allow the Department to implement a pilot program with a

Police Department Overview

limited number of units, while continuing to research and develop a department-wide implementation strategy for this potentially valuable tool.

Second Dollar Training Fund

Monies in the 2nd Dollar Training Fund come from a \$2 fee received by the City for each traffic citation, parking ticket, tobacco citation, and seatbelt citation issued by our police officers. Use of these funds is restricted to providing additional training designed to create more knowledgeable police officers and to augment training systems. This fund rolls over from year to year and is expected to regenerate a significant portion of the requested \$30,000 which represents an average of the previous five (5) years expenditures.

Special Projects & Programs

As we did in 2016, we anticipate receiving revenues through sponsorships and vendors which will offset our actual costs for special events. Annual City events and programs funded by the Special Projects Fund include Red Hot and Boom, DARE graduations, Law Enforcement Enhancement Program, Public Safety Academy, Volunteer Program, Explorers Program, and our Golf Tournament to benefit the Advisory Board for the Disabled. A total of \$47,000 has been included in the budget for these special events.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department
Summary Budget by Fund**

	2017 Budget				Total	2016 Budget
	General Fund	Law Enforcement Trust Fund	Federal Trust Fund	Police Impact Fee Fund		
<u>Operating Expenses</u>						
Administration Division	\$ 725,056	\$ -	\$ -	\$ -	\$ 725,056	\$ 855,622
Investigations Division	2,495,636	-	-	-	2,495,636	2,523,092
Special Operations Division	1,991,484	-	-	-	1,991,484	1,917,718
Operations Division	4,873,636	-	-	-	4,873,636	4,524,942
Management Support Division	1,318,786	-	-	-	1,318,786	1,240,621
2nd Dollar Training Fund	30,000	-	-	-	30,000	22,000
Special Projects	47,000	-	-	-	47,000	28,020
Law Enforcement Trust Fund	-	20,500	-	-	20,500	17,000
Federal Trust Fund	-	-	69,993	-	69,993	100,444
Total Operating Expenses	<u>\$ 11,481,598</u>	<u>\$ 20,500</u>	<u>\$ 69,993</u>	<u>\$ -</u>	<u>\$ 11,572,091</u>	<u>\$ 11,229,459</u>
<u>Non-Operating Expenses</u>						
Capital Outlay	\$ 15,950	\$ 10,000	\$ -	\$ 50,000	\$ 75,950	\$ 93,000
Appropriated Reserves	-	25,000	-	25,000	50,000	75,000
Total Non-Operating Expenses	<u>\$ 15,950</u>	<u>\$ 35,000</u>	<u>\$ -</u>	<u>\$ 75,000</u>	<u>\$ 125,950</u>	<u>\$ 168,000</u>
TOTAL BUDGET	<u><u>\$ 11,497,548</u></u>	<u><u>\$ 55,500</u></u>	<u><u>\$ 69,993</u></u>	<u><u>\$ 75,000</u></u>	<u><u>\$ 11,698,041</u></u>	<u><u>\$ 11,397,459</u></u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Administrative Division
General Fund (00105010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
PERSONAL SERVICES					
501201 Regular Salaries & Wages					
Base: 7 Positions	\$ 408,685	\$ 402,254	\$ 572,464	\$ 582,839	582,839
Position Deleted:					
Deputy Police Chief (<i>one of two</i>)	-	-	-	(111,645)	(111,645)
Total Salaries & Wages	\$ 408,685	\$ 402,254	\$ 572,464	\$ 471,194	\$ 471,194
501400 Overtime	2,735	2,967	1,200	1,200	1,200
501501 Special Detail	1,277	3,272	5,400	5,400	5,400
501600 Add Pays	652	653	650	650	650
501601 Special Pay Differential	8,973	7,731	12,331	10,971	10,971
Allowances					
501702 Cell Phone Allowance	3,390	3,464	5,400	3,000	3,000
502100 FICA Taxes	30,957	30,935	45,705	37,669	37,669
502200 Retirement Contributions	59,382	60,307	88,501	74,761	74,761
502300 Health Insurance	36,964	40,420	54,313	50,724	50,724
502400 Life Insurance	860	816	1,773	1,512	1,512
Total Personal Services	\$ 553,875	\$ 552,820	\$ 787,737	\$ 657,081	\$ 657,081
POSITION ROSTER					
Sworn Officers -					
Police Chief	1D	1	1	1	1
Deputy Chief		2	2	1	1
Watch Commander		1	1	1	1
Police Officer		1	1	1	1
Total Sworn Officers		5	5	4	4
Civilian Employees -					
Staff Assistant	4C	1	1	1	1
Office Coordinator	3A	1	1	1	1
Total Civilian Employees		2	2	2	2
Total Positions		7	7	6	6

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Administrative Division
General Fund (00105010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>					
503901 Educational Incentive	\$ 13,916	\$ 9,479	\$ 16,900	\$ 16,900	16,900
Travel and Training					
504012 Civilian Seminars/Mtgs/Training	4,512	6,597	7,690	7,690	7,690
504030 Conferences/Seminars					
FL Chief of Police Conferences	440	1,302	2,000	2,000	2,000
FDLE Conference/Seminars	-	-	1,200	1,200	1,200
CFLEA Meetings	-	-	1,200	1,200	1,200
Printing & Binding					
504710 In-house Copies	28,158	6,320	30,000	30,000	30,000
Promotional Activities					
504810 Community Programs					
Luncheon/Meetings/etc	2,692	2,191	360	360	360
Miscellaneous Programs	-	-	1,200	1,200	1,200
Awards and Awards Ceremonies	-	-	2,500	2,500	2,500
Office Supplies					
505101 General Office Supplies	426	456	900	900	900
505201 Operating Supplies	-	295	550	550	550
Books/Pubs/Subscrs/Membs					
505440 Memberships	705	2,436	2,585	2,675	2,675
Uniforms					
505510 Clothing Allowance	343	800	800	800	800
Total Operating Expenditures	\$ 51,192	\$ 29,877	\$ 67,885	\$ 67,975	\$ 67,975
TOTAL BUDGET	\$ 605,067	\$ 582,697	\$ 855,622	\$ 725,056	\$ 725,056

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Investigations Division
General Fund (00105030)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 28 Positions	\$ 1,553,792	\$ 1,572,193	\$ 1,634,835	\$ 1,592,656	\$ 1,592,656
Transferred to Operations Division:					
Police Officer (1)	-	-	-	(44,488)	(44,488)
Total Salaries & Wages	\$ 1,553,792	\$ 1,572,193	\$ 1,634,835	\$ 1,548,168	\$ 1,548,168
501400 Overtime	98,241	81,525	90,000	90,000	90,000
501401 On Call	3,642	3,743	3,913	7,826	7,826
501501 Special Duty	48,749	39,139	44,550	44,550	44,550
501600 Add Pays	1,309	2,265	1,300	2,600	2,600
501601 Special Pay Differential	27,547	30,120	29,234	30,531	30,531
Allowances					
501702 Cell Phone Allowance	9,573	10,287	10,200	10,200	10,200
501800 Uniform Allowance	3	11	45	75	75
502100 FICA Taxes	132,195	131,143	138,778	132,646	132,646
502200 Retirement Contributions	228,734	235,836	264,626	327,727	327,727
502300 Health Insurance	196,586	211,679	217,252	228,258	228,258
502400 Life Insurance	3,315	3,176	6,599	6,415	6,415
Total Personal Services	\$ 2,303,686	\$ 2,321,117	\$ 2,441,332	\$ 2,428,996	\$ 2,428,996
<u>POSITION ROSTER</u>					
Sworn Officers -					
Police Commander	1	1	1	1	1
Watch Commander	2	2	2	2	2
Police Officer	20	21	21	20	20
Total Sworn Officers	23	24	24	23	23
Civilian Employees -					
Sr. Crime Scene Analyst	3B 1	1	1	1	1
Crime/Data Systems Analyst	3A 1	1	1	1	1
Property & Evidence Tech	4C 1	1	1	1	1
Investigative Support Tech	4C 1	1	1	1	1
Total Civilian Employees	4	4	4	4	4
Total Positions	27	28	28	27	27

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Investigations Division
General Fund (00105030)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>					
Professional Services					
503199 Other Professional Services					
K-9 Medical Services	\$ 740	\$ 579	\$ 1,000	\$ 1,000	\$ 1,000
Other Contractual Services					
503450 Temporary Labor/Services					
Automated Info Searches	2,220	2,217	2,000	1,400	1,400
Transcription Service	-	-	1,000	1,000	1,000
Callyo Virtual Inv. Phone Service	-	-	1,000	1,000	1,000
503501 Investigative Fund	-	-	7,000	7,000	7,000
Rentals & Leases					
504420 Vehicles					
Cars (SIS)	47,480	45,390	51,030	35,710	35,710
504430 Other Rental & Leases					
SIS Vehicle Repairs/Tinting	1,547	1,622	1,780	1,780	1,780
505101 Office Supplies	1,577	1,604	2,000	2,000	2,000
505201 Operating Supplies					
Film/Printer Cartridges	-	6,276	300	300	300
Crime Scene Supplies	5,512	-	3,800	3,800	3,800
K-9 Rations	-	-	1,250	1,250	1,250
Books/Pubs/Subscrs/Membs					
505440 Memberships	377	230	600	600	600
Uniforms					
505510 Clothing Allowance	7,447	7,883	8,000	8,800	8,800
505550 Purchased Uniforms	321	256	-	-	-
505601 Gas, Oil & Lube					
SIS Vehicles (6)	434	775	500	500	500
K-9 Vehicle	-	-	500	500	500
505801 Computer Software Exp	-	359	-	-	-
Total Operating Expenditures	\$ 67,655	\$ 67,191	\$ 81,760	\$ 66,640	\$ 66,640
<u>CAPITAL OUTLAY</u>					
Machinery & Equipment					
564400 Police Equipment					
ProTech Ballistic Shields	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200
K-9 Bite Suit	-	-	-	1,500	1,500
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 2,700	\$ 2,700
TOTAL BUDGET	\$ 2,371,341	\$ 2,388,308	\$ 2,523,092	\$ 2,498,336	\$ 2,498,336

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Special Operations Division
General Fund (00105040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 20 Positions	\$ 1,145,001	\$ 1,268,685	\$ 1,249,566	\$ 1,235,832	\$ 1,235,832
501400 Overtime	36,480	46,111	40,000	40,000	40,000
501501 Special Duty	60,187	69,800	79,704	79,920	79,920
501600 Add Pays	1,585	1,958	1,950	2,600	2,600
501601 Special Pay Differential	35,385	37,925	27,993	33,900	33,900
Allowances					
501702 Cell Phone Allowance	7,534	8,288	7,200	7,200	7,200
502100 FICA Taxes	96,142	108,743	107,590	107,056	107,056
502200 Retirement Contributions	225,532	211,425	218,106	285,944	285,944
502300 Health Insurance	119,807	136,672	155,180	169,080	169,080
502400 Life Insurance	2,454	2,535	5,159	5,182	5,182
Total Personal Services	<u>\$ 1,730,107</u>	<u>\$ 1,892,141</u>	<u>\$ 1,892,448</u>	<u>\$ 1,966,714</u>	<u>\$ 1,966,714</u>
<u>POSITION ROSTER</u>					
Sworn Officers -					
Police Commander	1	1	1	1	1
Watch Commander	2	2	2	2	2
Police Officer	17	17	17	17	17
Total Positions	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Special Operations Division
General Fund (00105040)**

						2017	
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
<u>OPERATING EXPENDITURES</u>							
Contractual Services							
503410	Custodial Services Mall Location	\$ 1,800	\$ 1,705	\$ 2,000	\$ 2,200	\$ 2,200	
Travel							
504005	NOPE Speaker	-	-	700	-	-	
Repair & Maintenance							
504620	Equipment Repair	2,543	2,376	720	720	720	
	Radar Calibration	-	-	4,000	4,000	4,000	
504683	FARO 3D Scanner Maint.	-	-	5,590	5,590	5,590	
504690	Vehicle Repair & Maintenance Bicycle Maintenance	635	759	1,500	1,500	1,500	
Printing & Binding							
504750	Outside Printing Thermal Paper-APS Systems	879	-	2,000	2,000	2,000	
504755	Brochures/Pamphlets	-	-	1,000	1,000	1,000	
Promotional Activities							
504810	Community Programs Com Orient Police	1,101	1,033	2,500	2,500	2,500	
Office Supplies							
505101	COPS	855	858	1,200	1,200	1,200	
505201	Operating Supplies Fingerprint Kits/Testing Kits	1,476	1,925	500 800	500 800	500 800	
Books/Pubs/Subscrs/Membs							
505440	Memberships	547	467	160	160	160	
Small Tools/Equipment							
505710	Office Furn/Fixtures	4,675	-	-	-	-	
505731	Police Equipment Bicycle Equipment	1,998	2,592	800 1,800	800 1,800	800 1,800	
Total Operating Expenditures		\$ 16,509	\$ 11,715	\$ 25,270	\$ 24,770	\$ 24,770	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Special Operations Division
General Fund (00105040)**

			2017		
	2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>CAPITAL OUTLAY</u>					
Machinery & Equipment					
564400 Police Equipment					
Radar Repl. Plan 2 Per Yr	\$ 9,532	\$ -	\$ -	\$ 4,500	\$ 4,500
Bicycle Repl. Plan 3 Per Yr	-	-	-	3,750	3,750
Vericom	-	-	-	5,000	5,000
	<u>9,532</u>	<u>-</u>	<u>-</u>	<u>13,250</u>	<u>13,250</u>
Total Capital Outlay	<u>\$ 9,532</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,250</u>	<u>\$ 13,250</u>
TOTAL BUDGET	<u>\$ 1,756,148</u>	<u>\$ 1,903,856</u>	<u>\$ 1,917,718</u>	<u>\$ 2,004,734</u>	<u>\$ 2,004,734</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Operations Division
General Fund (00105050)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 52 Positions	\$ 2,703,916	\$ 2,703,592	\$ 2,918,716	\$ 3,018,369	\$ 3,018,369
Transferred from Investigations Division:					
Police Officer (1)	-	-	-	44,488	44,488
Total Salaries & Wages	\$ 2,703,916	\$ 2,703,592	\$ 2,918,716	\$ 3,062,857	\$ 3,062,857
501400 Overtime	178,680	199,787	192,000	192,000	192,000
501501 Special Duty	74,984	77,393	157,950	157,950	157,950
501600 Add Pays	2,725	2,015	2,600	1,950	1,950
501601 Special Pay Differential	50,051	45,165	44,862	51,598	51,598
Allowances					
501702 Cell Phone Allowance	7,258	7,229	7,200	8,400	8,400
502100 FICA Taxes	227,499	229,272	256,687	265,817	265,817
502200 Retirement Contributions	474,676	421,886	505,081	658,275	658,275
502300 Health Insurance	343,878	356,863	411,277	448,062	448,062
502400 Life Insurance	5,709	5,450	11,989	12,477	12,477
Total Personal Services	\$ 4,069,376	\$ 4,048,652	\$ 4,508,362	\$ 4,859,386	\$ 4,859,386
<u>POSITION ROSTER</u>					
Sworn Officers -					
Police Commander	1	1	1	1	1
Watch Commander	5	5	5	5	5
Police Officer	45	43	43	44	44
Total Sworn Officers	51	49	49	50	50
Civilian Employees -					
Comm Svc Officer I	4	4	3	3	3
4C					
Total Civilian Employees	4	4	3	3	3
Total Positions	55	53	52	53	53

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Operations Division
General Fund (00105050)**

						2017	
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
<u>OPERATING EXPENDITURES</u>							
Rentals & Leases							
504120	Pagers	\$ 152	\$ -	\$ -	\$ -	\$ -	\$ -
Travel							
504005	NOPE Speaker	-	-	-	1,050	1,050	
Repair & Maintenance							
504620	Equipment Repair	1,652	179	1,000	1,000	1,000	
Printing & Binding							
504750	Outside Printing	1,308	1,173	2,200	2,200	2,200	
Promotional Activities							
504810	Community Programs Bike Rodeos	164	130	500	500	500	
505101	Office Supplies	1,177	1,146	2,500	2,500	2,500	
505201	Operating Supplies	4,618	2,176	4,200	4,200	4,200	
Books/Pubs/Subscrs/Membs							
505410	Books						
	Drug ID & Statute Books	1,575	1,760	2,100	2,100	2,100	
505550	Memberships	40	171	-	-	-	
Small Tools/Equipment							
505731	Police Equipment	-	5,892	700	700	700	
	Emergency Lighting LED - Patrol	-	-	2,000	-	-	
	Tasers	44,858	-	-	-	-	
	Tactical Mic/Earpieces (25)	-	-	1,380	-	-	
	Total Operating Expenditures	\$ 55,544	\$ 12,628	\$ 16,580	\$ 14,250	\$ 14,250	
<u>CAPITAL OUTLAY</u>							
Machinery & Equipment							
564400	Police Equipment						
	Wireless Finger Print Scanner	\$ 9,980	\$ -	\$ -	\$ -	\$ -	
	Auto License Plate Reader System	16,999	-	-	-	-	
	Total Capital Outlay	\$ 26,979	\$ -	\$ -	\$ -	\$ -	
TOTAL BUDGET		\$ 4,151,899	\$ 4,061,280	\$ 4,524,942	\$ 4,873,636	\$ 4,873,636	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Management Support Division
General Fund (00105060)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
PERSONAL SERVICES					
501201 Regular Salaries & Wages					
Base: 13 Positions	\$ 615,936	\$ 652,356	\$ 702,228	\$ 723,989	\$ 723,989
Upgrade Limited Term to Full Time:					
Records Clerk	-	-	-	31,985	31,985
Total Salaries & Wages	\$ 615,936	\$ 652,356	\$ 702,228	\$ 755,974	\$ 755,974
501302 Limited Term Records Clerk	13,343	15,385	18,000	-	-
501400 Overtime	9,282	8,469	6,000	6,000	6,000
501501 Special Duty	5,459	2,992	2,295	2,295	2,295
501600 Add Pays	1,008	1,305	1,300	1,300	1,300
501601 Special Pay Differential	11,875	13,409	14,430	14,310	14,310
Allowances					
501702 Cell Phone Allowance	2,874	3,180	3,000	3,600	3,600
502100 FICA Taxes	48,919	51,640	57,163	59,938	59,938
502200 Retirement Contributions	101,186	103,879	117,812	138,566	138,566
502300 Health Insurance	83,303	95,693	100,867	118,356	118,356
502400 Life Insurance	1,298	1,334	2,663	2,919	2,919
Total Personal Services	\$ 894,483	\$ 949,642	\$ 1,025,758	\$ 1,103,258	\$ 1,103,258
POSITION ROSTER					
Sworn Officers -					
Police Commander	1	1	1	1	1
Watch Commander	3	3	3	3	3
Police Officer	1	1	1	1	1
Total Sworn Officers	5	5	5	5	5
Civilian Employees -					
Accreditation Manager	3C 1	1	1	1	1
Budget Manager	3A 1	1	1	1	1
Alarm Coordinator	4C 1	1	1	1	1
Court Liaison	4C 1	1	1	1	1
Senior Records Clerk	4C 1	1	1	1	1
Staff Assistant	4C 1	1	1	1	1
Records Clerk	4C 2	2	2	3	3
Total Civilian Employees	8	8	8	9	9
Total Positions	13	13	13	14	14

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Management Support Division
General Fund (00105060)**

						2017	
		2014	2015	2016	Manager	Commission	
		Actual	Actual	Budget	Approved	Approved	
<u>OPERATING EXPENDITURES</u>							
Professional Services							
503160	Employee Screening/Testing						
	Employee Drug Screening	\$ 6,050	\$ 8,589	\$ 6,600	\$ 6,600	\$ 6,600	
	Employment Physicals	3,233	-	2,657	2,657	2,657	
	Fit for Duty Exams	-	-	468	468	468	
	Hepatitis Testing	-	-	3,391	3,077	3,077	
	Medical Evaluations - 6 reservists	-	-	820	-	-	
	Clandestine Lab Medical Expense	-	-	4,200	1,785	1,785	
	Pre-employment Written Test	-	-	1,000	1,000	1,000	
	Psychological Screening	1,050	-	2,835	2,993	2,993	
	Wellness Program Doctor Visits	-	-	120	120	120	
Contractual Services							
503415	Bank / Service Fees	103	118	120	300	300	
Travel and Training							
504099	Other						
	Accreditation Process 3-Assessors	-	-	1,800	-	-	
Postage & Transportation							
504201	FedEx/UPS	259	104	1,000	1,000	1,000	
Rentals & Leases							
504450	Facilities						
	Gun Range Rental	-	3,705	1,340	1,236	1,236	
	Driving & Gun Range Rental SCC	3,705	-	2,675	2,862	2,862	
Repair & Maintenance							
504601	Building/Facility Maintenance	1,477	1,831	2,200	2,200	2,200	
	Armory Operation	-	-	3,250	3,250	3,250	
504620	Equipment Repair						
	Taser Maintenance	193	-	2,500	500	500	
504680	Maintenance Contracts						
	Gym Equip Maintenance	3,418	-	5,000	5,000	5,000	
504683	Maintenance Contracts						
	800 Mhz Radio Maintenance	8,792	5,090	7,000	14,268	14,268	
Printing & Binding							
504750	Outside Printing						
	Business Cards/Misc Printing	123	316	500	500	500	
Promotional Activities							
504810	Community Programs						
	Recruitment Ads/Fairs/Promo	3,054	1,763	4,000	4,000	4,000	
505101	Office Supplies	2,641	1,674	3,300	3,300	3,300	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Management Support Division
General Fund (00105060)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
505201 Operating Supplies	858	27,523	1,000	1,000	1,000
Ammunition/Simunitions	11,564	-	30,000	40,000	40,000
AED Batteries and Supplies	1,023	-	1,000	1,000	1,000
Biohazard Kits	-	-	1,200	1,200	1,200
EOC Supplies	-	-	1,000	1,000	1,000
Training Supplies/Targets	6,819	-	5,500	5,500	5,500
Taser Cartridge Replace	1,571	-	-	-	-
Taser/Radio & Mic Batteries	-	-	1,800	1,800	1,800
Books/Pubs/Subscrs/Membs					
505440 Memberships	1,183	1,910	3,000	3,000	3,000
Uniforms					
505510 Clothing Allowance	460	-	-	-	-
505531 Uniforms	5,410	37,374	-	-	-
Alterations/Tailoring/Repair	1,874	-	2,800	2,800	2,800
Badges/Medals/Insignia/Access	3,009	-	2,500	2,500	2,500
Replacement Uniforms	10,451	-	33,787	33,787	33,787
Ballistic Vest Program	14,313	-	14,500	18,000	18,000
505532 Shoe Program					
Special Units Shoes/Boots	4,795	3,365	4,400	4,400	4,400
Small Tools/Equipment					
505710 Office Furniture	12,376	744	4,175	2,000	2,000
505730 Computer Equipment <\$1000	595	-	-	-	-
505740 Safety Equipment	1,260	37,708	1,000	1,000	1,000
Glock Model 17 - Duty Weapon (5)	-	-	2,100	2,500	2,500
Gun Mounted Lights (5)	-	-	525	525	525
Tasers/ECD/Holsters/Batteries	-	-	35,400	35,400	35,400
Shotgun Plus Slings	-	-	5,460	-	-
Rifles Plus Slings	-	-	5,940	-	-
Computer Software					
505801 Computer Software	-	-	1,000	1,000	1,000
Total Operating Expenditures	\$ 111,659	\$ 131,816	\$ 214,863	\$ 215,528	\$ 215,528
TOTAL BUDGET	\$ 1,006,142	\$ 1,081,458	\$ 1,240,621	\$ 1,318,786	\$ 1,318,786

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - 2nd Dollar Training Fund
General Fund (01905070)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>REVENUES</u>					
Police Training Revenues	\$ 21,230	\$ 18,316	\$ 22,000	\$ 15,000	\$ 15,000
<u>EXPENDITURES</u>					
504010 Travel and Training					
Technical Training					
Second Dollar Training	40,622	27,879	22,000	30,000	30,000
Total Expenditures	40,622	27,879	22,000	30,000	30,000
Revenues Over (Under) Expenditures	(19,392)	(9,563)	-	(15,000)	(15,000)
<u>Fund Balance</u>					
Beginning of Year	229,481	210,089	200,526	179,430	179,430
End of Year	\$ 210,089	\$ 200,526	\$ 200,526	\$ 164,430	\$ 164,430

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Special Projects
General Fund (010,015,050)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
REVENUES					
Federal & State Grants					
JAG	\$ 17,688	\$ 12,148	\$ -	\$ -	\$ -
FDLE Byrne	11,825	-	-	-	-
Sponsorships	9,002	6,840	5,000	5,000	5,000
Interest Income	131	683	-	-	-
Donations	11,976	16,039	4,000	2,500	2,500
Evidence Monies	18,604	1,939	-	-	-
Total Revenues	\$ 69,226	\$ 37,649	\$ 9,000	\$ 7,500	\$ 7,500
EXPENDITURES					
Operating Expenditures					
Repair & Maintenance					
504620 Equipment Repair					
ARES-ARES/RACES Emerg	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
Maintenance Contracts	2,925	-	-	-	-
504750 Printing & Binding					
Outside Printing- JAG	663	-	-	-	-
504810 Promotional Activities					
Community Programs					
Emergency Mgmt Equip	654	939	1,000	1,000	1,000
DARE	4,688	4,839	-	-	-
Family Fest	10,415	8,186	-	3,500	3,500
Halloween	11,425	11,466	-	11,500	11,500
Red, Hot & Boom	6,926	8,103	7,000	10,500	10,500
Explorer Program	1,842	1,752	1,750	3,000	3,000
Law Enf Enhance Prog	1,539	1,615	2,200	2,200	2,200
Public Safety Academy	2,543	2,375	3,770	2,500	2,500
Volunteer Program	3,111	3,108	3,500	4,000	4,000
Adv Board for the Disabled	5,621	7,935	2,000	2,000	2,000
Students Focused on Safety	-	-	4,800	4,800	4,800
505201 Operating Supplies					
Operating Supplies - JAG	347	-	-	-	-
505740 Small Tools & Equipment					
Tasers - JAG	17,709	27,946	-	-	-
Total Operating Expenditures	\$ 70,408	\$ 78,264	\$ 28,020	\$ 47,000	\$ 47,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department - Special Projects
General Fund (010,015,050)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>Capital Outlay</u>					
Machinery & Equipment					
564400 Police Equipment					
Portable Radios	\$ 12,654	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay	\$ 12,654	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 83,062	\$ 78,264	\$ 28,020	\$ 47,000	\$ 47,000
<u>GENERAL FUND SUBSIDY</u>					
Revenues (Under) Expenses	\$ (13,836)	\$ (40,615)	\$ (19,020)	\$ (39,500)	\$ (39,500)

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department
Law Enforcement Trust Fund (10205010)**

	2014	2015	2016		2017
	Actual	Actual	Budget	Projected	Budget
REVENUES					
Trust Fund Receipts:					
State Receipts	\$ 9,611	\$ 4,762	\$ -	\$ 14,135	\$ -
Interest Income	1,517	1,694	500	1,532	1,400
Total Revenues	\$ 11,128	\$ 6,456	\$ 500	\$ 15,667	\$ 1,400
EXPENDITURES					
504810 Promotional Activities					
Community Programs					
Altamonte Baseball Club	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Crimeline	3,000	3,000	3,000	3,000	3,000
Kid's House of Seminole	3,000	3,000	3,000	3,000	4,000
B Pruett Scholarship	500	-	-	-	-
Mothers Against Drunk Drivers	500	500	500	500	500
NOPE-Narcotic Overdose Prevention Education	6,000	3,000	3,000	3,000	3,000
Safe House	500	500	500	500	500
Seminole Youth Commission	3,000	3,000	3,000	3,000	3,000
Conference Donation/Contribution	-	2,500	3,000	3,000	3,000
Law Enf. Tech, Train & Research	-	-	-	-	2,500
FBI NAA State Conference	-	2,500	-	-	-
Small Tools & Equip					
505740 Safety Equipment	-	3,819	-	-	-
564350 Machinery & Equipment					
Police Equipment					
Replace Gym Equipment	-	5,288	10,000	9,448	10,000
587001 Reserve for Contingencies					
	-	-	50,000	-	25,000
Total Expenditures	\$ 17,500	\$ 28,107	\$ 77,000	\$ 26,448	\$ 55,500
REVENUES UNDER EXPENDITURES	\$ (6,372)	\$ (21,651)	\$ (76,500)	\$ (10,781)	\$ (54,100)
FUND BALANCE					
Beginning of Year	133,249	126,877	105,226	105,226	94,445
End of Year	<u>\$ 126,877</u>	<u>\$ 105,226</u>	<u>\$ 28,726</u>	<u>\$ 94,445</u>	<u>\$ 40,345</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department
Federal Trust Fund (11205010)**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
REVENUES					
Trust Fund Receipts:					
Federal Receipts	\$ 49,766	\$ 29,896	\$ -	\$ 20,175	\$ -
Interest Income	3,058	3,071	2,000	2,085	1,500
Total Revenues	\$ 52,824	\$ 32,967	\$ 2,000	\$ 22,260	\$ 1,500
EXPENDITURES					
PERSONAL SERVICES					
501201 Regular Salaries & Wages					
Base: 1 Position	\$ 62,462	\$ 64,304	\$ 67,564	\$ 66,753	\$ 44,045
501400 Overtime	219	653	1,000	28	1,000
501601 Special Pay Differential	2,507	2,507	2,498	2,447	1,950
Allowances					
501702 Cell Phone Allowance	602	602	600	588	600
502100 FICA Taxes	5,033	5,208	5,482	5,278	3,641
502200 Retirement Contributions	12,563	13,794	15,268	15,080	10,123
502300 Health Insurance	7,007	7,527	7,759	7,602	8,454
502400 Life Insurance	134	133	273	135	180
Total Personal Services	\$ 90,527	\$ 94,728	\$ 100,444	\$ 97,911	\$ 69,993
POSITION ROSTER					
Sworn Officers -					
Police Officer	1	1	1	1	1
Total Sworn Officers	1	1	1	1	1
Total Positions	1	1	1	1	1
Total Expenditures	90,527	94,728	100,444	97,911	69,993
REVENUES UNDER EXPENDITURES	(37,703)	(61,761)	(98,444)	(75,651)	(68,493)
FUND BALANCE					
Beginning of Year	280,434	242,731	180,970	180,970	105,319
End of Year	\$ 242,731	\$ 180,970	\$ 82,526	\$ 105,319	\$ 36,826

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Police Department
Police Impact Fee Fund (310)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Impact Fees					
Residential	\$ 371	\$ 4,744	\$ 100	\$ 200	\$ 200
Commercial	82,259	24,787	20,000	69,600	20,000
Interest Income	3,435	2,507	1,000	2,632	1,400
Total Revenues	\$ 86,065	\$ 32,038	\$ 21,100	\$ 72,432	\$ 21,600
<u>EXPENDITURES</u>					
Repair & Maintenance	\$ -	\$ 1,437	\$ 3,000	\$ 2,437	\$ -
<u>Capital Outlay</u>					
2 Police Vehicles Commander & Lieutenant	\$ -	\$ 50,458	\$ -	\$ -	\$ -
<u>Digital Platform -</u>					
Mobile Radios (21)	-	-	40,000	39,515	-
Portable Radios (21)	171,882	169,585	40,000	40,000	-
Body Cameras	-	-	-	-	50,000
Total Capital Outlays	\$ 171,882	\$ 220,043	\$ 80,000	\$ 79,515	\$ 50,000
<u>Contingency Reserves</u>					
Reserved for Future Projects	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
Total Expenditures & Reserves	\$ 171,882	\$ 221,480	\$ 108,000	\$ 81,952	\$ 75,000
REVENUES OVER (UNDER) EXPENDITURES	\$ (85,817)	\$ (189,442)	\$ (86,900)	\$ (9,520)	\$ (53,400)
<u>FUND BALANCE</u>					
Beginning of Year	378,812	292,995	103,553	103,553	94,033
End of Year	\$ 292,995	\$ 103,553	\$ 16,653	\$ 94,033	\$ 40,633

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Section 5

Growth Management

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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Table of Contents**

Overview.....5-2

Summary Budget.....5-4

Administration Division & Planning Services5-5

Code Enforcement & Existing Fire Occupancy Inspections.....5-8

Building Inspection Fund

Revenues, Expenses and Changes in Fund Balance5-11

Building / Fire & Safety Division5-12

Growth Management Department Overview

The Growth Management Department is responsible for establishing the vision for future development in the City and regulation of the City's development codes. Organizationally, the department consists of two divisions: Planning and Development and Building/Fire Safety.

The Planning and Development Division develops and maintains *City Plan 2030* (the Comprehensive Plan) through policies that integrate transportation, land use, community design and capital improvements for private and public projects. The division also coordinates development review services and provides staff support to the City's Planning Board and Board of Zoning Appeals on land development and zoning related applications.

During FY 2017, Planning and Development Division will be continuing to implement the new mobility program and mobility fees that became effective on June 1, 2016. The division will also undertake and an evaluation of *City Plan 2030*, as required by the state every seven years, and develop updated architectural design standards for the activity centers.

The Building/Fire Safety Division provides permitting and inspection services, fire investigations, code compliance, and support services to the Code Enforcement Board. A large portion of this division's efforts are focused on regulatory oversight of private development projects within the City and residential and commercial code enforcement activities.

Both Divisions play a role in the review of development applications and building plans. We anticipate additional development to continue in the coming year in the activity centers. Construction is planned to be underway in 2017 on two large apartment buildings with 610 units and 48,000-square feet of retail and a shared parking garage in Uptown Altamonte, a 163,000-square foot office building in Gateway Center, and a

**City of Altamonte Springs, Florida
Fiscal Year 2016/ 2017 Annual Budget**

**Growth Management Department
Overview**

192,101-square foot retail project in West Town. Both divisions have been heavily involved in building and implementing the Energov portion of the enterprise resource planning (ERP) computer system during 2016, and will continue throughout 2017.

The Planning and Development Division is funded by the General Fund. The Building/Fire Safety Division is funded by both the Building Inspection Fund and, to a lesser extent, the General Fund for certain code compliance activities.

The budget for the Planning and Development Division is just under \$1.16 million, which is \$103,048 (10%) more than the current budget. Within the Operating Expenditures, Professional Services has increased by \$57,100 over the current budget; however, the 2017 budget includes a carry-over of \$110,000 from the current year for projects to update design standards and the landscaping code. Without the carry-over, Professional Services is actually \$52,900 less than last year. Other operating expenditures increased by \$4,125.

The Building/Fire Safety Division operating budget totals just under \$1.6 million, an increase of \$49,388 (3.2%) from the current year. For 2017, \$1.4 million of the budget is funded through the Building Inspection Fund and \$152,250 through the General Fund (primarily for code enforcement activities). Our operations will be substantially the same, but we expect continued additional construction throughout the City to add to both workload and revenue. The Building Inspection Fund also includes a capital outlay of \$250,000 related to setup and configuration for the Energov computer system.

Revenues for the Building Inspection Fund come from charges for permits and fees, along with a subsidy from the General Fund in those years when revenues are not sufficient to cover expenses. For 2017 we project revenues of \$913,000.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Summary Budget by Fund**

	<u>2017 Budget</u>			<u>2016 Budget</u>
	<u>General Fund</u>	<u>Building Inspections Fund</u>	<u>Total</u>	
<u>Operating Expenses</u>				
Administration & Planning Services	\$ 1,158,981	\$ -	\$ 1,158,981	\$ 1,055,933
Building / Fire & Safety Division	<u>152,250</u>	<u>1,430,984</u>	<u>1,583,234</u>	<u>1,533,846</u>
Total Operating Expenses	<u>\$ 1,311,231</u>	<u>\$ 1,430,984</u>	<u>\$ 2,742,215</u>	<u>\$ 2,589,779</u>
<u>Non-Operating Expenses</u>				
Capital Outlay	\$ -	\$ 275,000	\$ 275,000	\$ -
Reimbursement to General Fund	-	1,750,000	1,750,000	-
Reserved for Contingencies	<u>-</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Total Non-Operating Expenses	<u>\$ -</u>	<u>\$ 2,050,000</u>	<u>\$ 2,050,000</u>	<u>\$ 25,000</u>
Total Expenses	<u><u>\$ 1,311,231</u></u>	<u><u>\$ 3,480,984</u></u>	<u><u>\$ 4,792,215</u></u>	<u><u>\$ 2,614,779</u></u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Administration & Planning Services
General Fund (00107010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 10 Positions	\$ 440,738	\$ 451,515	\$ 600,031	\$ 622,591	\$ 622,591
501400 Overtime	-	-	1,000	1,000	1,000
501600 Special Pay Differential	-	608	650	-	-
Allowances					
501701 Car Allowance	8,312	8,937	9,600	9,600	9,600
501702 Cell Phone Allowance	2,410	2,410	2,400	2,400	2,400
502100 FICA Taxes	33,274	35,032	46,947	48,623	48,623
502200 Retirement Contributions	51,928	55,251	70,436	82,439	82,439
502300 Health Insurance	41,534	41,910	69,831	76,086	76,086
502400 Life Insurance	857	873	2,063	2,042	2,042
Total Personal Services	<u>\$ 579,053</u>	<u>\$ 596,534</u>	<u>\$ 802,958</u>	<u>\$ 844,781</u>	<u>\$ 844,781</u>

POSITION ROSTER

Full Time Employees -

Director of Mobility	1C	-	1	1	1	1
Director of Growth Mgmt	1C	1	1	1	1	1
Dir Planning & Development	2B	1	-	-	-	-
Chief Planner	3D	-	1	1	1	1
Development Svcs Manager	3D	-	1	1	1	1
Principal Planner	3C	1	-	-	-	-
Senior Planner	3C	2	1	1	1	1
Development Analyst	3B	-	1	1	-	-
Develop Review Specialist	3A	-	-	-	1	1
Planner	3B	1	1	1	1	1
Development Specialist	3A	1	1	1	1	1
Staff Assistant	4C	-	1	1	1	1
Total Full Time		<u>7</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>

Part Time Employees -

Staff Assistant	4C	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total Positions		<u>8</u>	<u>9</u>	<u>10</u>	<u>10</u>	<u>10</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Administration & Planning Services
General Fund (00107010)**

			2017				
			2014	2015	2016	Manager	Commission
			Actual	Actual	Budget	Approved	Approved
<u>OPERATING EXPENDITURES</u>							
Professional Services							
503110	Annual Reports						
	Annual CMS Update	\$	-	\$	-	\$	-
	TCEA Monitoring Program		-		-		-
503115	Comprehensive Plan		7,187		-	30,000	30,000
	Mobility Fee Implementation		35,000		-	-	-
	Update Activity Center						
	Design Standards		-		-	55,000	55,000
	Gateway Planning Area Design		16,812		-	-	-
	East Town Center		7,153		-	-	-
	Trans Level of Service Stds		-		-	15,000	-
	Mobility Monitoring Program		-		-	-	10,000
	Evaluation and Appraisal		-		-	-	60,000
503116	Code Updates/Amendments						
	Municipal Code Website		700		-	800	900
	Revise Landscape Code		-		-	55,000	55,000
	Land Development Code		122,269	103,549	-	-	-
	Comp. Plan Amendment		-		-	10,000	40,000
503125	Transportation Planning						
	Misc Transportation Assignments		6,299	2,588	5,000	10,000	10,000
503150	Surveying		1,425		-	15,000	7,000
Other Contractual Services							
503430	Microfilm of Records		651	397	3,000	3,000	3,000
Travel and Training							
504020	Technical Training		-	325	1,000	1,000	1,000
504030	Meetings						
	APA Conference		2,707	125	3,300	4,850	4,850
	AICP Certification		-	-	900	1,360	1,360
	Enviro Permitting Summer School		-	-	910	-	-
504050	Mileage Reimbursement		-	-	425	250	250
504201	Postage & Transportation		-	15	200	200	200
Printing & Binding							
504710	In-house Copies		9,846	1,229	7,500	7,500	7,500
504750	Outside Printing						
	Other Planning Documents		-	-	1,200	1,200	1,200
504758	Municipal Code Updates		-	1,205	10,000	10,000	10,000
Promotional Activities							
504850	Employee Programs						
	Miscellaneous		49	164	200	200	200

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Administration & Planning Services
General Fund (00107010)**

			2017				
			2014 <u>Actual</u>	2015 <u>Actual</u>	2016 <u>Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
Office Supplies							
505101	General Office Supplies		3,511	743	3,500	3,500	3,500
505201	Operating Supplies		999	667	3,000	3,000	3,000
Books/Pubs/Subscrs/Membs							
505410	Books		400	318	750	800	800
	Subscriptions		1,158	1,193	1,375	1,375	1,375
505440	Memberships						
	APA Memberships		2,992	2,737	4,200	4,820	4,820
	Other Memberships		215	-	715	715	715
Small Tools & Equipment							
505710	Office Furn/Fixt		-	1,185	-	2,530	2,530
Total Operating Expenditures			<u>\$ 219,373</u>	<u>\$ 116,440</u>	<u>\$ 252,975</u>	<u>\$ 314,200</u>	<u>\$ 314,200</u>
TOTAL BUDGET			<u><u>\$ 798,426</u></u>	<u><u>\$ 712,974</u></u>	<u><u>\$ 1,055,933</u></u>	<u><u>\$ 1,158,981</u></u>	<u><u>\$ 1,158,981</u></u>

City of Altamonte Springs, Florida
 Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
 Building / Fire & Safety Division
 Code Enforcement & Existing Fire Occupancy Inspections
 General Fund (00107040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 2 Positions	\$ 84,334	\$ 113,335	\$ 90,305	\$ 92,353	\$ 92,353
501201 Overtime	679	1,554	1,000	1,500	1,500
 Allowances					
501702 Cell Phone Allowance	1,205	1,620	1,200	1,200	1,200
501800 Uniform Allowance	76	114	120	100	100
502100 FICA Taxes	6,648	8,978	7,086	7,280	7,280
502200 Retirement Contributions	10,577	14,094	11,194	12,408	12,408
502300 Health Insurance	14,013	13,109	15,518	16,908	16,908
502400 Life Insurance	182	205	359	376	376
 Total Personal Services	\$ 117,714	\$ 153,010	\$ 126,782	\$ 132,125	\$ 132,125
<u>POSITION ROSTER</u>					
Full Time Employees -					
Code Compliance Officer	3A	2	2	2	2
Total Positions		2	2	2	2

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Building / Fire & Safety Division
Code Enforcement & Existing Fire Occupancy Inspections
General Fund (00107040)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>						
Other Contractual Services						
503401	Other Contractual Services					
	One Call Now - Illegal Signs	\$ 4,150	\$ 4,083	\$ 3,600	\$ 4,000	\$ 4,000
503416	Citation Court Cost	620	520	1,000	1,000	1,000
503420	Landscape Maint-Code	-	-	1,000	1,000	1,000
Travel and Training						
504010	Technical Training					
	Code Compliance Training	676	980	1,500	1,500	1,500
504015	Mandatory Recertifications	635	714	1,000	1,000	1,000
504030	Conferences/Seminars	771	-	-	-	-
504201	Postage & Transportation	-	173	200	200	200
Repairs & Maintenance						
504690	Vehicles	-	-	1,200	1,200	1,200
Printing & Binding						
504710	In-house Copies	1,137	99	3,500	3,500	3,500
504755	Brochures/Pamphlets/Forms Five-part Computer Paper	125	-	250	250	250
Office Supplies						
505101	General Office Supplies	65	142	600	600	600
Operating Supplies						
505201	General Operating Supplies	-	452	500	500	500
Books/Pubs/Subscrs/Membs						
505410	Books	684	986	1,000	1,000	1,000
505440	Memberships	-	-	375	375	375
Uniforms						
505501	Uniforms	-	250	250	250	250
505505	Rental Uniforms	222	131	850	850	850
505532	Boots/Shoes	-	-	600	600	600
505550	Purchased Uniforms	609	268	1,050	1,050	1,050
Small Tools & Equipment						
505720	Hand Tools	40	167	250	250	250
505701	Other Small Tools & Equipment	689	265	1,000	1,000	1,000
Total Operating Expenditures		\$ 10,423	\$ 9,231	\$ 19,725	\$ 20,125	\$ 20,125

City of Altamonte Springs, Florida
 Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
 Building / Fire & Safety Division
 Code Enforcement & Existing Fire Occupancy Inspections
 General Fund (00107040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
Machinery & Equipment					
564600 Vehicles					
Chevy Silverado (1)	\$ -	\$ 20,789	\$ -	\$ -	\$ -
Total Capital Outlay	\$ -	\$ 20,789	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 128,137	\$ 183,030	\$ 146,507	\$ 152,250	\$ 152,250

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (121)
Statement of Revenues, Expenditures,
and Changes in Fund Balance**

	2014 <u>Actual</u>	2015 <u>Actual</u>	<u>2016</u>		2017 <u>Budget</u>
			<u>Budget</u>	<u>Projected</u>	
REVENUES					
Permits:					
Building	\$ 197,345	\$ 127,370	\$ 85,012	\$ 174,091	\$ 93,513
Electrical	37,840	45,088	12,598	24,613	13,858
Plumbing	22,560	29,230	8,205	14,834	9,025
Mechanical	38,204	69,494	20,034	35,358	22,037
Signs	6,394	9,405	2,879	5,722	3,167
Miscellaneous	12,311	20,768	7,241	12,288	7,965
Roofing	29,658	40,612	19,972	26,625	21,969
Res/Com Alter, Ext/Int	157,723	244,448	106,242	168,652	116,866
Early Start	2,500	2,600	1,840	1,040	2,024
Fence/Wall	6,316	10,720	3,653	5,968	4,018
Swimming Pool	1,769	-	818	493	900
Fire System	11,253	16,059	6,504	9,421	7,157
	<u>523,873</u>	<u>615,794</u>	<u>274,998</u>	<u>479,105</u>	<u>302,499</u>
Fees:					
Inspection Fees -					
Altamonte	737,172	756,705	353,866	606,314	389,253
Casselberry	132,657	71,635	-	79,635	-
Site Improvement Fees	131,633	82,711	84,746	77,309	93,221
Education Training Fee	29,021	30,673	13,427	23,387	14,770
Plans Review	186,679	218,915	87,021	163,393	95,723
	<u>1,217,162</u>	<u>1,160,639</u>	<u>539,060</u>	<u>950,038</u>	<u>592,967</u>
Total Permits & Fees	1,741,035	1,776,433	814,058	1,429,143	895,466
Interest Income	21,251	33,220	15,000	37,226	15,000
Miscellaneous Income	4,344	4,228	2,917	5,601	2,916
	<u>1,766,630</u>	<u>1,813,881</u>	<u>831,975</u>	<u>1,471,970</u>	<u>913,382</u>
EXPENDITURES					
Personal Services	886,488	908,018	977,566	1,001,321	1,034,915
Operating Expenditures	305,211	293,837	364,773	319,609	396,069
Capital Outlay	7,305	-	45,000	45,000	275,000
Reserved for Contingencies	-	-	25,000	-	25,000
Reimbursement to General Fund	-	-	-	-	1,750,000
	<u>1,199,004</u>	<u>1,201,854</u>	<u>1,412,339</u>	<u>1,365,930</u>	<u>3,480,984</u>
Total Expenditures	<u>1,199,004</u>	<u>1,201,854</u>	<u>1,412,339</u>	<u>1,365,930</u>	<u>3,480,984</u>
REVENUES OVER (UNDER) EXPENSES	567,626	612,027	(580,364)	106,040	(2,567,602)
FUND BALANCE					
Beginning of Year	<u>1,444,909</u>	<u>2,012,535</u>	<u>2,624,562</u>	<u>2,624,562</u>	<u>2,730,602</u>
End of Year	<u>\$ 2,012,535</u>	<u>\$ 2,624,562</u>	<u>\$ 2,044,198</u>	<u>\$ 2,730,602</u>	<u>\$ 163,000</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (12107040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 12 Positions	\$ 655,466	\$ 666,749	\$ 714,945	\$ 744,240	\$ 744,240
501290 Sign Incentive Award	364	270	-	-	-
501400 Overtime	9,256	12,939	9,000	15,000	15,000
501401 On Call	3,696	3,179	3,913	7,826	7,826
501600 Special Pay Differential	653	653	650	1,300	1,300
Allowances					
501701 Car Allowance	5,903	6,180	5,880	5,880	5,880
501702 Cell Phone Allowance	6,024	6,031	6,600	6,600	6,600
501800 Uniform Allowance	190	-	600	300	300
502100 FICA Taxes	50,977	52,580	56,732	59,759	59,759
502200 Retirement Contributions	76,824	76,024	83,421	89,695	89,695
502300 Health Insurance	75,733	82,046	93,108	101,448	101,448
502400 Life Insurance	1,402	1,367	2,717	2,867	2,867
Total Personal Services	<u>\$ 886,488</u>	<u>\$ 908,018</u>	<u>\$ 977,566</u>	<u>\$ 1,034,915</u>	<u>\$ 1,034,915</u>

POSITION ROSTER

Full Time Employees -

Fire Marshal/Bldg Officer	2B	1	1	1	1	1
Deputy Fire Marshal	3D	1	1	1	1	1
Deputy Building Official	3D	1	1	1	1	1
Code Compliance Inspector	3B	4	4	4	4	4
Code Compliance Inspector	3A	1	1	1	2	2
Code Compliance Officer	3A	-	-	1	-	-
Office Manager	3A	1	1	1	1	1
Staff Assistant	4C	2	2	2	2	2
Total Positions		<u>11</u>	<u>11</u>	<u>12</u>	<u>12</u>	<u>12</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (12107040)**

					2017						
			2014	2015	2016	Manager	Commission				
			Actual	Actual	Budget	Approved	Approved				
<u>OPERATING EXPENDITURES</u>											
Other Contractual Services											
503415	Bank/Service Fees										
	Merchant Card Fee (Vhall)	\$	3,964	\$	5,409	\$	4,000	\$	5,000	\$	5,000
503430	Microfilm of Records		5,614		6,883		12,000		12,000		12,000
503450	Temporary Help		7,646		10,381		15,000		25,000		25,000
503901	Educational Incentive		2,598		1,928		2,600		2,600		2,600
Travel and Training											
504010	Technical Training										
	Misc Inspector Exams		707		375		1,100		1,100		1,100
504015	Mandatory Recertifications		6,499		8,259		7,000		7,000		7,000
Insurance											
504010	General Liability & Property		12,178		11,767		9,423		9,719		9,719
504015	Workers' Compensation		6,000		10,000		7,000		11,000		11,000
Repairs & Maintenance											
504620	Equipment Repair										
	800 MHZ Radio Maintenance		737		2,406		1,000		1,000		1,000
504683	Software Maintenance - Accella		-		-		50,000		65,000		65,000
504698	Vehicle Repair / Maintenance		5,130		6,338		8,000		8,000		8,000
Printing & Binding											
504710	In-house Copies		13,191		2,938		10,000		10,000		10,000
504755	Brochures/Pamphlets/Forms		2,148		3,080		3,500		3,500		3,500
Promotional Activities											
504810	Community Programs										
	Public Education Brochure		93		485		500		500		500
Office Supplies											
505101	General Office Supplies		1,871		1,770		2,500		2,500		2,500
Operating Supplies											
505201	General Operating Supply		1,408		73		1,500		1,500		1,500
Books/Pubs/Subscrs/Membs											
505410	Books		1,436		7,361		4,600		4,600		4,600
505410	Subscriptions		335		262		300		300		300
505440	Memberships		1,287		1,794		1,800		1,800		1,800

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (12107040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
Uniforms					
505501 Uniforms	-	69	250	250	250
505505 Rental Uniforms	618	682	1,500	1,500	1,500
505532 Shoes/Workboots	957	387	1,400	1,400	1,400
505550 Purchased Uniforms	1,922	232	2,000	2,000	2,000
505601 Gas, Oil & Lube	10,231	7,832	10,000	11,000	11,000
Small Tools & Equipment					
505710 Office Furniture/Fixtures	1,040	-	500	500	500
505715 Office Equipment	-	-	500	500	500
505720 Hand Tools	182	732	750	750	750
505730 Computer < \$1,000	15,000	-	750	750	750
505740 Safety Equipment					
Vehicle Safety Equipment	1,125	1,125	2,000	2,000	2,000
Vehicle Stripping 4 @ 450 ea	-	-	1,800	1,800	1,800
505701 Other Small Tools & Equipment	1,294	1,270	1,500	1,500	1,500
505901 Administrative Overhead	200,000	200,000	200,000	200,000	200,000
Total Operating Expenditures	\$ 305,211	\$ 293,837	\$ 364,773	\$ 396,069	\$ 396,069
Machinery & Equipment					
564300 Radios					
2 Portable Radios	\$ 7,305	\$ -	\$ -	\$ -	\$ -
564150 Mobile Citation Solution (laptop and printer)	-	-	25,000	25,000	25,000
Monitors for Electronic Plan Review	-	-	20,000	-	-
EnerGov Business Processes	-	-	-	250,000	250,000
Total Capital Outlay	\$ 7,305	\$ -	\$ 45,000	\$ 275,000	\$ 275,000
NON-OPERATING EXPENSES					
505901 Reimbursement to General Fund	\$ -	\$ -	\$ -	\$ 1,750,000	\$ 1,750,000
587001 Reserve for Contingency	-	-	25,000	25,000	25,000
Total Capital Outlay	\$ -	\$ -	\$ 25,000	\$ 1,775,000	\$ 1,775,000
TOTAL BUDGET	\$ 1,199,004	\$ 1,201,854	\$ 1,412,339	\$ 3,480,984	\$ 3,480,984

Section 6

Economic Development

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**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Economic Development
Table of Contents**

Overview..... 6-2

Summary Budget..... 6-4

Administration Division 6-5

Events Operations Division..... 6-8

Maintenance Operations Division 6-9

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Economic Development
Overview

With the end of the Community Redevelopment Agency (CRA) on September 30, 2016, the functions of promoting and maintaining the City's Central Business District (CBD) were moved to the Economic Development Department. Funding for this department comes from the General Fund.

Operating expenses total \$1.7 million, reflecting the move of some expenses to Central Lines, while eliminating others in the move to the General Fund. The budget for capital expenses totals \$10,000.

Administration and Marketing

The Administration division focuses on promoting Uptown Altamonte, the Altamonte Town Center, Cranes Roost, and the CBD. The budget totals \$444,000, down from \$895,000 while in the former CRA. This reduction includes the elimination of legal fees, insurance, and the LYNX operating subsidy, which were moved to Central Lines, and the elimination of the transfer for administrative services due to the move to the General Fund. Offsetting these are an increase in payroll of \$19,000 and community programs of \$100,000 moved from Central Lines.

Events Operations

Events are funded by private sponsorships and the General Fund. Due to park renovations during the latter part of fiscal 2015 and most of fiscal 2016, the budget had been reduced. As the park has reopened for events, the budget reflects this with an increase of \$241,000. This includes \$98,000 for holiday decorations and \$122,000 for ongoing events.

Maintenance / Operations

The Maintenance/Operations Division is responsible for the operation of Cranes Roost

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Economic Development
Overview**

Park, as well as the maintenance of the boardwalks, sidewalks, landscaping and all of the new public improvements in the park and surrounding areas. The budget totals \$735,000, of which \$725,000 is operating expenses. This is \$20,000 less than the 2016 operating cost of \$745,000. Due to the major renovation of Cranes Roost Park last fiscal year, several maintenance items are reduced.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department
Summary Budget**

	<u>2017 Budget</u>	<u>2016 CRA Budget</u>
<u>Operating Expenses</u>		
Administrative Division	\$ 443,933	\$ 894,763
Events Operations Division	500,000	259,250
Maintenance / Operations Division	<u>724,744</u>	<u>744,704</u>
	\$ <u>1,668,677</u>	\$ <u>1,898,717</u>
<u>Non-Operating Expenses</u>		
Capital Outlay	\$ <u>10,000</u>	\$ <u>15,900</u>
Total	<u>\$ 1,678,677</u>	<u>\$ 1,914,617</u>

This is a new department formerly funded in the Community Redevelopment Agency.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Administrative Division
General Fund (00112010) formerly CRA**

	<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>	
	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 3 Positions	\$ 127,638	\$ 165,261	\$ 171,481	\$ 183,353	\$ 183,353
501400 Overtime	774	1,330	650	1,400	1,400
 Allowances					
501701 Auto Allowance	-	3,493	3,480	3,480	3,480
501702 Cell Phone Allowance	2,704	1,205	1,200	1,200	1,200
502100 FICA Taxes	9,803	12,869	13,526	14,492	14,492
502200 Retirement Contributions	15,948	20,442	21,103	24,424	24,424
502300 Health Insurance	14,872	22,370	23,277	25,362	25,362
502400 Life Insurance	253	339	612	632	632
 Total Personal Services	<u>\$ 171,992</u>	<u>\$ 227,309</u>	<u>\$ 235,329</u>	<u>\$ 254,343</u>	<u>\$ 254,343</u>

POSITION ROSTER

Full Time Positions

Director of Economic Development	2B	1	1	1	1	1
Communication Coordinator	3B	1	1	1	1	1
Communication Specialist	3A	1	1	1	1	1
 Total Positions		<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Administrative Division
General Fund (00112010) formerly CRA**

		<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>	
		2014 Actual	2015 Actual	2016 Budget	2017 Manager Approved	2017 Commission Approved
OPERATING EXPENDITURES						
Professional Services						
503170	Legal Fees <i>(Included in general legal fees)</i>	\$ 16,570	\$ 4,495	\$ 50,000	\$ -	\$ -
503180	Marketing/Promotional Services	-	-	9,000	3,000	3,000
Travel and Training						
504020	Meetings	374	350	-	1,200	1,200
504050	Mileage	-	-	500	350	350
504201	Postage	-	-	250	250	250
Rentals and Leases						
504410	Storage Space Lease	1,968	2,103	2,750	3,000	3,000
504450	Office Lease	58,240	54,470	62,200	65,000	65,000
Insurance						
504510	General Liability & Property	47,103	58,474	54,744	-	-
504540	Workers' Compensation <i>(Moved to Central Lines)</i>	5,000	8,000	7,000	-	-
Printing & Binding						
504710	In-house Copies <i>(Moved from Central Lines)</i>	201	484	750	600	600
Promotional Activities						
504810	Community Programs <i>(Moved from Central Lines)</i>	-	-	-	100,000	100,000
504870	Marketing	1,280	4,549	5,000	6,500	6,500
	Constant Contact	-	-	1,000	1,000	1,000
	RHB Lunch & Supplies	-	-	250	300	300
Office Supplies						
505101	General Office Supplies	1,913	2,344	2,500	2,500	2,500
505110	Color Printer Cartridges	-	160	300	200	200
505201	Operating Supplies	3,646	1,055	3,000	3,000	3,000
Books/Pubs/Subscrs/Membs						
505410	Subscriptions	60	-	200	200	200
505440	Memberships					
	BMI	1,520	1,557	350	350	350
	Special Districts (DCA)	-	-	175	175	175
	FL Redevelopment Assoc	-	-	200	200	200
	SESAC	-	-	720	720	720
	Seminole County Chamber	-	-	195	195	195
	ASCAP	-	-	350	350	350
505460	Certifications	-	-	-	500	500

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Administrative Division
General Fund (00112010) formerly CRA**

	<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>	
	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
Small Tools & Equipment					
505710 Office Furn/Fixt	-	6,387	-	-	-
505730 Computer Equipment	-	963	-	-	-
Reimbursement to General Fund					
505901 For Administrative Services <i>(eliminated in move to General Fund)</i>	198,000	198,000	198,000	-	-
Total Operating Expenditures	\$ 335,875	\$ 343,391	\$ 399,434	\$ 189,590	\$ 189,590
<u>OTHER EXPENDITURES</u>					
581001 Aid to Other Organizations					
LYNX Operating Subsidy <i>(Moved to Central Lines)</i>	\$ 120,900	\$ 120,900	\$ 160,000	\$ -	\$ -
591135 Transfer to Flex Bus	-	16,920	-	-	-
587001 Reserve for Contingencies <i>(eliminated in move to General Fund)</i>	-	-	100,000	-	-
Total Other Expenditures	\$ 120,900	\$ 137,820	\$ 260,000	\$ -	\$ -
TOTAL BUDGET	\$ 628,767	\$ 708,520	\$ 894,763	\$ 443,933	\$ 443,933

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Events Operations Division
General Fund (00112020) formerly CRA**

	<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>		
	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>	
<u>OPERATING EXPENDITURES</u>						
Professional Services						
503181	Entertainment	\$ 19,250	\$ 18,973	\$ 25,000	\$ 38,000	\$ 38,000
503182	Electrical Distribution	4,000	4,315	4,500	4,500	4,500
503183	Pyrotechnics	7,500	7,500	7,500	9,000	9,000
503184	Event Labor/Misc.	721	-	750	750	750
503184	AV, Photographer, Security	1,742	2,347	3,000	3,000	3,000
Other Contractual Services						
503453	Production Services Red, Hot & Boom Production	8,000	8,000	8,000	8,800	8,800
Rentals and Leases						
504401	Rental, Leases Misc	-	-	1,000	1,000	1,000
504451	Tents and Other Shelters	292	234	2,000	2,000	2,000
504452	Portable Restrooms	2,377	3,209	2,000	4,000	4,000
504453	Tree and Light Displays	89,084	89,995	-	98,000	98,000
Insurance						
504550	Special Events Coverage	2,695	2,695	6,000	2,800	2,800
Printing and Binding						
504755	Promotional Brochures, Etc.	2,548	3,215	2,500	2,500	2,500
Promotional Activities						
504810	Unscheduled Events	-	-	27,500	10,000	10,000
504820	Red, Hot & Boom	140,494	147,394	150,000	150,000	150,000
504820	Ongoing Events Production	24,150	19,550	10,000	132,150	132,150
504820	Festival of the Arts Winestock	4,572	6,381	-	15,000	15,000
504870	Signs / Advertising	8,160	10,294	1,000	10,000	10,000
504871	Flags and Banners	-	898	1,000	1,000	1,000
	100 Pole Banners	1,146	-	5,000	5,000	5,000
	Overhead Banners	-	-	2,500	2,500	2,500
Total Operating Expenditures		\$ 316,731	\$ 325,000	\$ 259,250	\$ 500,000	\$ 500,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Maintenance/Operations Division
General Fund (00112030) *formerly CRA***

	<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>	
	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 8 Positions	\$ 244,404	\$ 257,203	\$ 275,854	\$ 286,095	\$ 286,095
501300 Limited Term Employees:					
On Call Park Rangers (12 @ 315 hours each)	63,664	55,219	55,000	55,000	55,000
Total Salaries & Wages	\$ 308,068	\$ 312,422	\$ 330,854	\$ 341,095	\$ 341,095
501400 Overtime	8,361	7,547	13,000	13,000	13,000
501401 On Call	617	361	1,957	1,957	1,957
Allowances					
501702 Cell Phone Allowance	1,807	1,807	1,800	1,800	1,800
501800 Uniform Allowance	495	137	400	975	975
502100 FICA Taxes	24,267	23,609	26,623	27,449	27,449
502200 Retirement Contributions	24,103	27,561	28,687	33,591	33,591
502300 Health Insurance	49,097	57,384	62,072	64,000	64,000
502400 Life Insurance	496	517	1,106	1,172	1,172
Total Personal Services	\$ 417,311	\$ 431,346	\$ 466,499	\$ 485,039	\$ 485,039

POSITION ROSTER

Full Time Positions

Venue Maintenance Specialist	3A	1	1	1	1	1
Senior Park Ranger	4C	1	1	1	1	1
Crew Leader	4C	1	1	1	1	1
Park Ranger	4B	3	3	3	3	3
Groundskeeper/Landscaper	4B	2	2	2	2	2
Total Positions		<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Maintenance/Operations Division
General Fund (00112030) formerly CRA**

	<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>		
	2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
<u>OPERATING EXPENDITURES</u>						
Contractual Services						
503420	Landscape Maintenance	\$ 32,607	\$ 18,171	\$ 40,000	\$ 45,000	\$ 45,000
503450	Temporary Labor/Services					
	Security	454	598	3,000	3,000	3,000
503460	Trash Disposal	314	315	500	500	500
503461	Sludge Hauling	-	-	350	350	350
503481	Street Light Maintenance	2,442	7,375	2,000	1,000	1,000
503499	Other Contractual Services					
	Road Reseal / Repairs	16,291	12,986	-	-	-
	AV System Maintenance	-	-	15,000	15,000	15,000
	Fountain Repairs	-	-	12,000	12,000	12,000
	Employee Testing	-	-	100	100	100
Travel and Training						
504015	Certifications	1,458	1,119	1,000	1,000	1,000
Utility Services						
504310	Electric Power	42,751	43,271	50,000	40,000	40,000
504315	Other Utilities	9,129	10,947	14,000	14,000	14,000
Rentals and Leases						
504401	Other Rentals & Leases					
	DMX License Rental	1,404	1,404	2,000	2,000	2,000
504430	Equipment					
	Lift Rental	-	2,169	1,500	1,500	1,500
	On-Site Storage Unit	2,459	-	2,500	2,500	2,500
504450	Office Lease-Rangers	23,148	23,015	25,000	25,000	25,000
Repair & Maintenance						
504601	Building/Facilities	24,893	19,527	6,000	6,000	6,000
	Electrical System	-	-	3,000	1,500	1,500
	Lights/Ballasts/Bulbs	-	-	2,000	1,500	1,500
	Unanticipated Repairs	-	-	10,000	5,000	5,000
	Pet Care	-	-	2,700	3,000	3,000
	Banner Brackets & Bands	-	-	2,000	2,000	2,000
504615	Landscape Maintenance					
	Fencing	5,562	848	1,000	1,000	1,000
	Chemicals & Sprayer	-	-	1,000	1,000	1,000
504620	Equipment Repair	2,602	1,343	2,000	2,000	2,000
	Stage Operations	-	-	1,000	1,000	1,000
	Boat Covers	-	-	600	-	-
504675	Hardscaping	2,898	1,344	3,000	3,000	3,000
Printing and Binding						
504710	In-House Copies	61	-	175	175	175
Promotional Activities						
504871	Flags /Banners	-	5,595	-	-	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Economic Development Department - Maintenance/Operations Division
General Fund (00112030) formerly CRA**

	<i>While in the CRA Fund</i>			<i>2017 In the General Fund</i>	
	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
505101 Office Supplies	72	-	300	300	300
Operating Supplies					
505201 General Operating Supplies	16,050	13,864	22,000	22,000	22,000
Small Spotlights/Uplights	-	-	15,000	3,000	3,000
505260 Safety/CPR/AED Training Supplies	308	797	500	500	500
505285 Plant & Shrubbery Replacement					
Replace Sod & Trees	-	532	20,000	10,000	10,000
505401 Books/Pubs/Subscrs/Membs	-	-	100	100	100
Uniforms					
505501 Uniforms	-	330	500	500	500
505505 Rental Uniforms	1,504	1,432	3,280	3,280	3,280
505532 Shoes/Workboots	1,809	1,181	1,500	1,500	1,500
505540 Safety	158	480	1,000	1,000	1,000
505550 Purchased Uniforms	3,064	1,317	4,500	4,500	4,500
Gas, Oil & Lube					
505601 Sweeper Gas	255	275	600	600	600
Small Tools & Equipment					
505715 Office Equipment	2,587	661	-	-	-
(3) Radios	-	-	1,800	1,800	1,800
Police Radio (ASPD)	-	-	3,200	-	-
505720 Hand Tools					
Radio Ear Pieces	690	623	500	500	500
505750 Park Equipment					
Back Pack Blowers	3,062	1,623	-	-	-
Total Operating Expenditures	<u>\$ 198,032</u>	<u>\$ 173,141</u>	<u>\$ 278,205</u>	<u>\$ 239,705</u>	<u>\$ 239,705</u>
<u>CAPITAL OUTLAY</u>					
Improvements Not Buildings					
563345 Cranes Roost Park					
Replacements -					
Banners	\$ 11,464	\$ 23,766	\$ 5,000	\$ 10,000	\$ 10,000
Park Benches	20,259	-	-	-	-
Trash Cans	3,240	-	-	-	-
Surface Mount Speakers	3,454	-	-	-	-
Machinery & Equipment					
564450 Park Equipment					
Fountain Controller	10,549	-	-	-	-
Replace Pressure Washer	2,998	-	1,400	-	-
Replace Cushman Cart	10,798	-	9,500	-	-
Total Capital Outlay	<u>\$ 62,762</u>	<u>\$ 23,766</u>	<u>\$ 15,900</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
TOTAL BUDGET	<u>\$ 678,105</u>	<u>\$ 628,253</u>	<u>\$ 760,604</u>	<u>\$ 734,744</u>	<u>\$ 734,744</u>

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Section 7

Public Works

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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Department of Public Works
Table of Contents

Overview.....7-3

Summary Budget by Fund7-8

General Fund

Streets Division7-10

Water and Sewer Funds

Operating Fund:

Statement of Revenues and Expenses..... 7-13

Detailed Revenues.....7-14

Collection System Division.....7-15

Resource Management Division7-18

Utilities Operations Division7-21

Plant Operations Division.....7-25

Water Distribution Division.....7-28

Utilities Maintenance Division7-31

Laboratory Division7-35

Water and Sewer Capital Projects Fund7-38

Wastewater Treatment Facility Fee Fund.....7-42

A-First Project Construction7-43

Water and Sewer Connection Fee Fund7-44

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Department of Public Works
Table of Contents**

Refuse Disposal Fund

Statement of Revenues and Expenses.....	7-45
Refuse Disposal Division	7-46

Stormwater Management Funds

Operating Fund:

Revenues, Expenditures and Changes in Fund Balance.....	7-49
Stormwater Management Division	7-50
Stormwater Management Connection Fee Fund.....	7-54

Public Works Department Overview

The Department of Public Works provides a full range of utility services to the City's residents and customers which include drinking water treatment and distribution, sanitary sewer collection and treatment, reclaimed water production and distribution, and solid waste disposal and recycling. The Department is also responsible for the City's transportation infrastructure and stormwater management.

For budget and accounting purposes the Department's activities receive funding from the eight separate funds shown in Table 1. The primary source of funding for the operation of the Department comes from charges to users of the Department's utility services. The General Fund,

Table 1: Department Funding Sources

- ▶ General Fund
- ▶ Water and Sewer Operating Fund
- ▶ Water and Sewer Capital Projects Fund
- ▶ Wastewater Treatment Facility Fund
- ▶ Water and Sewer Connection Fee Fund
- ▶ Refuse Disposal Operating Fund
- ▶ Stormwater Management Operating Fund
- ▶ Stormwater Connection Fee Fund

to a lesser extent, also provides funding specifically for the Streets Division. Funding for utility capital improvements is provided from a variety of sources including charges to users, impact and connection fees. Funding for transportation and drainage improvement projects comes from the transportation impact fees, mobility fees, and the City's share of the county-wide one cent local government infrastructure surtax

The Budget

The budget for the Department totals \$38.6 million, a decrease of \$12.9 million or 25%, over the current budget of \$51.5 million. A more detailed summary of the budget follows at the end of this discussion.

Operating Expenses

The ongoing daily costs of operating the Department of Public Works are classified as

Public Works Department Overview

operating expenses. These costs include employee salaries and benefits, the cost of materials and supplies, utility costs, maintenance costs, and similar expenses. Throughout the Department, we ensure that recurring expenses remain as low as possible by identifying and implementing operational efficiencies. Operating costs for 2017 are projected to be \$19.2 million, up 4.5% from the 2016 budget of \$18.4 million. There is no change in the number of personal but increases include; 9% increase in premiums paid for employee health insurance, 10.5% increase in pension contributions, a 7% increase in operating funds contributed to capital outlay, and a 46% increase in the cost of workers compensation insurance premiums. Of particular note when speaking of operations, our staff along with the staff from the Leisure Services Department continues to be actively involved in the Altamonte Science Incubator, ensuring its success. This project actively engages students and introduces them to STEM (science, technology, engineering, and math) careers via live experiences. The operating budget reflects funding for miscellaneous supplies and equipment necessary the Altamonte Science Incubator. We are proud to be a part of this program.

Capital Outlay

The capital budget totals \$11.8 million and includes some re-allocation for multi-year projects previously funded, but not yet. Most of these capital expenditures are related to upgrades to our existing water and wastewater operations to achieve greater reliability.

Buildings. Several buildings at the RWRf (Keller Rd.) were constructed in the 80's and are in need of repairs and/or replacement. The budget includes funding for the most pressing needs: improvements for the Operations Building and for the Mechanical Maintenance building (\$200,000) and improvements to the Sludge

**Public Works Department
Overview**

Conveyor Press building (\$700,000).

Regional Wastewater Reclamation Facility. The budget includes \$2 million for facility improvements including sludge conveyor replacement and other various improvements.

Potable Water Projects. The budget includes \$300,000 for waterline renewal program and \$166,000 for potable reuse demo project.

Sewer Projects The budget includes \$1 million for the rehabilitation and upgrade of a major lift station and some smaller lift stations and \$2.6 million for rehabilitation of four (4) force mains crossing the Little Wekiva River.

Solid Waste. In 2017, operating expenses were up slightly due mainly to an increase in salaries and corresponding employee benefits. There are no capital replacements planned in 2017.

Neighborhood Enhancement Program. The *Neighborhood Enhancement Program* is intended for reinvestment in our residential communities as infrastructure is replaced and/or rehabilitated. Although required improvements and needs vary between communities, these improvements typically consist of water and sewer repairs or replacements, sidewalk and curb repairs, road resurfacing, drainage repairs and/or related infrastructure work. However, instead of implementing this work with multiple individual projects performed at different times, the work is all done comprehensively as one cohesive project (similar to the

**Public Works Department
Overview**

Oakland Estates and the Glen Arden Heights and High Ridge projects). Scheduled for construction in 2017 as part of the *Neighborhood Enhancement Program* are Maltbie Shores, Robin Rd., and the Florida Blvd. area. Design funds for two (2) other subdivisions (Brook Hollow/Via Brantley and Hidden Harbor) and other smaller projects are included in the budget for 2017.

Stormwater Management. The design of the master stormwater management plan for the East Town Center and the construction of erosion control measures and access improvements at Pond #24 have been funded with a budget of \$250,000 and \$150,000, respectively. Also, the comprehensive lake management program addressing both water quality and aquatic weed control continues as part of our overall water resources management strategy. Finally, the integration and modernization of water resources will result in improved decision making tools for flood control, surface water/groundwater quality improvements, and utility services throughout the City.

Interfund Transfers

There are two interfund transfer within the Department included in the budget. The first is \$4.675 million transferred from the Water and Sewer Operating Fund to the Water and Sewer Capital Projects Fund to continue annual funding of the depreciation and replacement of utility assets. The second is a \$2 million transfer from the Stormwater Management Fund to the Neighborhood Enhancement Capital Projects Fund to finance stormwater improvements associated with the neighborhood enhancement program.

**Public Works Department
Overview**

Appropriated Reserves

Finally, we have included \$874,000 as appropriated reserves in the budget. This includes reserves for both operating expenses and capital outlays. It does not include the projected fund balances of the various funds.

Summary

Based on comparisons with other utility providers and on customer feedback, the Public Works Department provides exceptional services that are both effective and efficient. We are proud to provide utility services often for fewer dollars than our competitors. The Public Works Department continually strives to maintain this competitive position in the public/private marketplace.

**Public Works Department
 Summary Budget by Fund**

	2017 Budget				
	Water and Sewer Utility Funds				
	General Fund	Operating Fund	Capital Fund	Wastewater Treatment Facility	Connection Fee Fund
<u>Operating Expenses</u>					
Streets	\$ 824,707	\$ -	\$ -	\$ -	\$ -
Collection System	-	993,431	-	-	-
Resource Management	-	385,287	-	-	-
Utilities Operations	-	6,536,346	483,000	85,000	-
Plant Operations	-	3,670,029	-	-	-
Water Distribution	-	1,246,197	-	-	-
Utilities Maintenance	-	1,200,759	-	-	-
Laboratory	-	608,651	-	-	-
Solid Waste	-	-	-	-	-
Stormwater Management	-	-	-	-	-
Total Operating Expenses	\$ 824,707	\$ 14,640,700	\$ 483,000	\$ 85,000	\$ -
<u>Non-Operating Expenses</u>					
Capital Outlay	\$ -	\$ 275,000	\$ 7,702,727	\$ 2,714,000	\$ -
Transfers to Other Funds	-	4,675,000	-	-	-
Appropriated Reserves	-	100,000	409,286	139,950	100,000
Total Non-Operating Expenses	\$ -	\$ 5,050,000	\$ 8,112,013	\$ 2,853,950	\$ 100,000
Total Expenses	\$ 824,707	\$ 19,690,700	\$ 8,595,013	\$ 2,938,950	\$ 100,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Public Works Department
Summary Budget by Fund

2017 Budget						
A-First Construction Fund	Refuse Disposal Fund	Stormwater Management Funds			Total	2016 Budget
		Operating Fund	Connection Fee Fund			
\$ -	\$ -	\$ -	\$ -	\$ 824,707	\$ 728,796	
-	-	-	-	993,431	972,970	
-	-	-	-	385,287	372,885	
-	-	-	-	7,104,346	6,706,805	
-	-	-	-	3,670,029	3,532,021	
-	-	-	-	1,246,197	1,231,501	
-	-	-	-	1,200,759	1,169,286	
-	-	-	-	608,651	587,647	
-	1,769,467	-	-	1,769,467	1,722,305	
-	-	1,429,410	-	1,429,410	1,373,203	
<u>\$ -</u>	<u>\$ 1,769,467</u>	<u>\$ 1,429,410</u>	<u>\$ -</u>	<u>\$ 19,232,284</u>	<u>\$ 18,397,419</u>	
\$ -	\$ -	\$ 946,500	\$ 200,000	\$ 11,838,227	\$ 26,865,100	
-	-	2,000,000	-	6,675,000	4,375,000	
-	25,000	100,000	-	874,236	1,825,000	
<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 3,046,500</u>	<u>\$ 200,000</u>	<u>\$ 19,387,463</u>	<u>\$ 33,065,100</u>	
<u>\$ -</u>	<u>\$ 1,794,467</u>	<u>\$ 4,475,910</u>	<u>\$ 200,000</u>	<u>\$ 38,619,747</u>	<u>\$ 51,462,519</u>	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Streets Division
General Fund (00108040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 7 Positions	\$ 240,904	\$ 244,945	\$ 260,525	\$ 269,169	\$ 269,169
501290 Sign Incentive	1,027	519	1,200	1,200	1,200
501400 Overtime	3,678	7,402	5,000	9,000	9,000
501401 On Call	2,015	1,738	1,957	3,913	3,913
501600 Special pay Differential	-	465	-	2,600	2,600
501800 Uniform Allowance	97	4	245	175	175
502100 FICA Taxes	18,785	19,205	20,572	21,885	21,885
502200 Retirement Contributions	27,803	28,691	30,789	34,269	34,269
502300 Health Insurance	46,360	51,361	54,313	59,178	59,178
502400 Life Insurance	516	503	1,045	1,118	1,118
Total Personal Services	<u>\$ 341,185</u>	<u>\$ 354,833</u>	<u>\$ 375,646</u>	<u>\$ 402,507</u>	<u>\$ 402,507</u>

POSITION ROSTER

Full Time Employees

Streets Supervisor	3A	1	1	1	1	1
Asst Streets Supervisor	4C	1	-	-	-	-
Heavy Equipment Operator	4C	2	2	2	2	2
Roadway Technician	4B	1	2	2	2	2
Sign Shop Specialist	4C	2	2	2	2	2
Total Positions		<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Streets Division
General Fund (00108040)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>						
Other Contractual Services						
503480	RR Signal Maintenance	\$ 3,402	\$ 3,402	\$ 4,000	\$ 4,000	\$ 4,000
503481	Street Light Maint (SR 436)	25,242	15,616	25,000	25,000	25,000
503482	Traffic Signal Maintenance	148,810	138,259	144,000	144,000	144,000
503483	Spring Cleanup	43,537	43,953	46,000	52,000	52,000
503499	Misc. Contractual Services	150	440	500	2,500	2,500
504001	Travel and Training	376	929	3,000	3,000	3,000
504430	Rentals & Leases	4,537	980	3,000	3,000	3,000
Repair & Maintenance						
504675	Hardscaping					
	Sidewalk Replacement	96,114	79,884	50,000	50,000	50,000
	Signs	-	-	15,000	15,000	15,000
	Refurbish Pavement Markings	-	-	20,000	20,000	20,000
	Refurbish Mast Arms	-	-	-	60,000	60,000
504699	Other Repair & Maintenance	207	243	500	500	500
Printing & Binding						
504710	In-house Copies	2,644	358	2,000	2,000	2,000
Office Supplies						
505101	General Office Supplies	166	268	500	500	500
Operating Supplies						
505201	General Operating Supplies	7,023	8,116	10,000	10,000	10,000
Road Materials & Supplies						
505310	Asphalt, Clay, Limerock, etc	9,055	14,904	20,000	20,000	20,000
Uniforms						
505501	Uniforms	32	60	100	100	100
505505	Rental Uniforms	1,167	1,305	4,000	4,000	4,000
505532	Shoes/Workboots	886	960	1,050	1,500	1,500
505540	Safety	1,458	1,769	1,200	1,800	1,800
505550	Purchased Uniforms	686	-	1,600	1,600	1,600
505701	Small Tools & Equipment	1,987	2,530	1,700	1,700	1,700
Total Operating Expenditures		\$ 347,479	\$ 313,976	\$ 353,150	\$ 422,200	\$ 422,200

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Streets Division
General Fund (00108040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
564150 Machinery & Equipment					
Metal Shears	\$ 3,410	\$ -	\$ -	\$ -	\$ -
Variable Message Board (20366)	-	34,153	-	-	-
Total Capital Outlay	<u>\$ 3,410</u>	<u>\$ 34,153</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL BUDGET	<u><u>\$ 692,074</u></u>	<u><u>\$ 702,961</u></u>	<u><u>\$ 728,796</u></u>	<u><u>\$ 824,707</u></u>	<u><u>\$ 824,707</u></u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water and Sewer Operating Fund
Statement of Revenues and Expenses**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
REVENUES					
Potable Water	\$ 4,932,744	\$ 5,285,236	\$ 5,416,834	\$ 5,328,396	\$ 5,488,328
Sewer Services	8,830,390	9,195,570	9,395,387	9,272,793	9,590,973
Reclaimed Water	2,916,925	2,988,314	3,025,127	3,017,542	3,151,769
Other Operating Revenues	25,405	37,620	34,587	37,860	37,860
Non-Operating Revenues	108,571	258,632	100,000	149,157	146,785
Total Revenues	16,814,035	17,765,372	17,971,935	17,805,748	18,415,715
EXPENSES					
Operating Expenses:					
Collection System	771,672	812,605	972,970	933,738	993,431
Resource Management	345,763	340,801	372,885	357,850	385,287
Utilities Operations	5,717,153	5,918,274	6,164,805	5,916,229	6,536,346
Plant Operations	2,918,360	2,983,954	3,532,021	3,389,604	3,670,029
Water Distribution	1,020,971	1,137,476	1,231,501	1,181,845	1,246,197
Utilities Maintenance	863,525	841,720	1,169,286	1,122,138	1,200,759
Laboratory	507,589	536,472	587,647	563,952	608,651
Total Operating Expenses	12,145,033	12,571,303	14,031,115	13,465,356	14,640,700
Non-Operating Expenses:					
Capital Outlay	18,783	-	123,500	123,500	275,000
Transfers to Water & Sewer Capital Projects Fund	3,775,000	4,075,000	4,375,000	4,375,000	4,675,000
Reserve for Contingencies	-	-	100,000	-	100,000
Total Non-Operating Expenses	3,793,783	4,075,000	4,598,500	4,498,500	5,050,000
Total Expenses	15,938,816	16,646,303	18,629,615	17,963,856	19,690,700
REVENUES OVER (UNDER) EXPENSES	875,219	1,119,069	(657,680)	(158,108)	(1,274,985)
FUND BALANCE					
Beginning of Year	6,232,905	7,108,124	8,227,193	8,227,193	8,069,085
End of Year	\$ 7,108,124	\$ 8,227,193	\$ 7,569,513	\$ 8,069,085	\$ 6,794,100

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water and Sewer Operating Fund
Detailed Revenues**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
<u>OPERATING REVENUES</u>					
Potable Water:					
Metered Water Sales	\$ 4,870,520	\$ 5,194,239	\$ 5,321,062	\$ 5,246,181	\$ 5,403,567
Water Penalties	62,224	90,997	95,772	82,215	84,761
Total Potable Water	<u>4,932,744</u>	<u>5,285,236</u>	<u>5,416,834</u>	<u>5,328,396</u>	<u>5,488,328</u>
Sewer Services:					
Sewer Services	7,505,096	7,754,001	7,923,129	7,870,311	8,145,722
Bulk Sewer	1,219,974	1,250,924	1,281,705	1,263,433	1,301,336
Sewer Penalties	105,320	190,645	190,553	139,049	143,915
Total Sewer Services	<u>8,830,390</u>	<u>9,195,570</u>	<u>9,395,387</u>	<u>9,272,793</u>	<u>9,590,973</u>
Reclaimed Water:					
Reclaimed Water Sales	1,511,592	1,575,954	1,557,242	1,591,714	1,662,517
Reclaimed Standby Charges	1,381,238	1,380,967	1,422,951	1,394,777	1,456,820
Reclaimed Penalties	24,095	31,393	44,934	31,051	32,432
Total Reclaimed Water	<u>2,916,925</u>	<u>2,988,314</u>	<u>3,025,127</u>	<u>3,017,542</u>	<u>3,151,769</u>
Other Operating Revenues:					
Reconnection Fees	7,575	8,225	7,847	8,465	8,465
Meter Fees	6,550	18,520	15,422	18,520	18,520
Other Service Charges	11,280	10,875	11,318	10,875	10,875
Total Other Operating Rev	<u>25,405</u>	<u>37,620</u>	<u>34,587</u>	<u>37,860</u>	<u>37,860</u>
Total Operating Revenues	16,705,464	17,506,740	17,871,935	17,656,591	18,268,930
<u>NON-OPERATING REVENUES</u>					
Interest Income	67,955	96,759	75,000	124,157	121,785
Sale of Surplus Assets	18,739	44,386	10,000	10,000	10,000
Training Center Revenue	21,050	24,811	10,000	10,000	10,000
Other Miscellaneous Revenues	827	92,676	5,000	5,000	5,000
Total Non-Operating Revenues	<u>108,571</u>	<u>258,632</u>	<u>100,000</u>	<u>149,157</u>	<u>146,785</u>
Total Revenues	\$ <u>16,814,035</u>	\$ <u>17,765,372</u>	\$ <u>17,971,935</u>	\$ <u>17,805,748</u>	\$ <u>18,415,715</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Collection System Division
Water and Sewer Operating Fund (40108060)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 9 Positions	\$ 296,015	\$ 283,646	\$ 358,132	\$ 347,746	\$ 347,746
501400 Overtime	13,785	20,825	10,000	18,000	18,000
501401 On Call	7,695	7,678	7,826	15,652	15,652
 Allowances					
501702 Cell Phone Allowance	1,205	1,205	1,200	1,200	1,200
501800 Uniform Allowance	103	114	645	225	225
502100 FICA Taxes	23,545	23,638	28,902	29,285	29,285
502200 Retirement Contributions	35,227	34,194	41,727	44,351	44,351
502300 Health Insurance	56,150	50,171	69,831	76,086	76,086
502400 Life Insurance	626	535	1,457	1,486	1,486
 Total Personal Services	\$ 434,351	\$ 422,004	\$ 519,720	\$ 534,031	\$ 534,031
<u>POSITION ROSTER</u>					
Full Time Employees					
Lift Station & Collect Sys Mgr	3B	1	1	1	1
Lead Lift Station/Collection Op	4C	3	3	3	3
Lift Station / Collection Op	4C	4	4	4	4
Vactor Truck Operator	4C	1	1	1	1
 Total Positions		9	9	9	9

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Collection System Division
Water and Sewer Operating Fund (40108060)**

			2017								
			2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved				
<u>OPERATING EXPENSES</u>											
Other Contractual Services											
503420	Landscaping Services	\$	5,570	\$	5,910	\$	8,000	\$	8,000	\$	8,000
503499	Other										
	Pulmonary Function Test		-	960	-	-	-	-	-	-	-
Travel and Training											
504010	Technical Training										
	MOT Training		216	2,070	1,500	1,500	1,500	1,500	1,500	1,500	1,500
	FW & PCOA Region IV		-	-	1,700	3,000	3,000	3,000	3,000	3,000	3,000
Utility Services											
504315	Other Utility Services		7,951	13,890	9,500	9,500	9,500	9,500	9,500	9,500	9,500
504350	Electric Power / Lift Stations		163,442	167,981	175,000	175,000	175,000	175,000	175,000	175,000	175,000
Rentals & Leases											
504450	Facilities										
	Lift Stations		-	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Repair & Maintenance											
504601	Building / Facility Maintenance										
	Collection System		17,479	6,116	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Lift Station		-	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000
504620	Equipment Repair										
	Refurbish Pumps & Motors		51,460	72,616	80,000	80,000	80,000	80,000	80,000	80,000	80,000
	Emergency Equipment		-	-	6,000	6,000	6,000	6,000	6,000	6,000	6,000
	Hose Fitting, Camlock, Parts etc.		-	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Camera		-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Fall Arrest		-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000
504680	Maintenance Contracts		19,412	-	-	-	-	-	-	-	-
	Gas Monitor Maint. & Sensors		-	39,164	12,000	12,000	12,000	12,000	12,000	12,000	12,000
	Generator Maintenance		-	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	Calgon Maintenance		-	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	Fall Arrest Maintenance		-	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000
504690	Vehicle Repair		-	921	-	-	-	-	-	-	-
504699	Other Repairs & Maintenance		9,538	9,626	-	-	-	-	-	-	-
	Utility Access Cover Replacement		-	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Printing & Binding											
504710	In-house Copies		2,736	177	1,500	1,500	1,500	1,500	1,500	1,500	1,500
505101	Office Supplies		607	623	500	700	700	700	700	700	700

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Collection System Division
Water and Sewer Operating Fund (40108060)**

				2017		
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Operating Supplies						
505201	General Operating Supplies	39,518	51,451	-	-	-
	Collection System	-	-	10,000	12,000	12,000
	Lift Stations	-	-	17,000	19,000	19,000
	Safety Items	-	-	12,000	12,000	12,000
	Shop Supplies	-	-	12,000	12,000	12,000
505220	Chemicals	3,423	5,420	9,000	9,000	9,000
505602	Propane/Diesel	4,599	4,618	5,000	5,000	5,000
Uniforms						
505501	Uniforms	326	225	500	500	500
505505	Rental Uniforms	4,440	4,567	5,500	5,500	5,500
505532	Shoes/Workboots	1,875	2,477	2,500	2,750	2,750
505540	Safety	1,372	910	600	1,000	1,000
505550	Purchased Uniforms	836	424	1,950	1,950	1,950
505701	Small Tools & Equipment	2,521	454	3,000	3,000	3,000
Total Operating Expenses		\$ 337,321	\$ 390,601	\$ 453,250	\$ 459,400	\$ 459,400
<u>CAPITAL OUTLAY</u>						
Machinery & Equipment						
564500	Lift Station Equipment					
	Air Plasma Cutter	\$ 2,140	\$ -	\$ -	\$ -	\$ -
	Sewer Cleaning Nozzles (2)	2,883	-	-	-	-
	Sewer Cleaning Hose (2)	4,183	-	-	-	-
	Pneumatic Jack Hammer	-	-	3,500	-	-
	Sewer Cleaning Nozzles Replacements -	-	-	-	5,000	5,000
	10" Portable Diesel Pump (2328)	-	-	-	100,000	100,000
	125 KW Generator (2320)	-	-	115,000	-	-
	MIG Welder (17709)	-	-	2,500	-	-
564700	Vehicles					
	Refurbish Vac- Con (2314)	-	-	-	150,000	150,000
Total Capital Outlay		\$ 9,206	\$ -	\$ 121,000	\$ 255,000	\$ 255,000
TOTAL BUDGET		\$ 780,878	\$ 812,605	\$ 1,093,970	\$ 1,248,431	\$ 1,248,431

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Resource Management
Water and Sewer Operating Fund (40108070)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 5 Positions	\$ 245,106	\$ 239,954	\$ 251,400	\$ 257,857	\$ 257,857
501400 Overtime	-	-	200	200	200
Allowances					
501701 Car Allowance	3,493	3,493	3,480	3,480	3,480
501702 Cell Phone Allowance	602	602	600	600	600
501800 Uniform Allowance	16	-	30	75	75
502100 FICA Taxes	17,835	18,074	19,561	20,060	20,060
502200 Retirement Contributions	24,426	25,662	27,065	28,958	28,958
502300 Health Insurance	34,761	37,624	38,795	42,270	42,270
502400 Life Insurance	484	496	954	987	987
Total Personal Services	<u>\$ 326,723</u>	<u>\$ 325,905</u>	<u>\$ 342,085</u>	<u>\$ 354,487</u>	<u>\$ 354,487</u>
<u>POSITION ROSTER</u>					
Full Time Employees					
Division Dir Resource Mgmt	2B	1	1	1	1
Inventory Control Supervisor	4C	1	1	1	1
Infrastruct Asset Mgmt Coord	4C	1	1	1	1
Administrative Assistant	4B	1	1	1	1
Warehouse Worker	4B	1	1	1	1
Total Positions		<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Resource Management
Water and Sewer Operating Fund (40108070)**

						2017	
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
<u>OPERATING EXPENSES</u>							
Other Contractual Services							
503499	Other	\$ 4,665	\$ 4,881	\$ -	\$ -	\$ -	
	Hepatitis Shots	-	-	3,000	3,000	3,000	
	Respirator/SCBA Fit Testing	-	-	5,000	5,000	5,000	
	Elevator Maintenance	-	-	1,800	1,800	1,800	
Travel and Training							
504010	Technical Training						
	Certifications	-	-	500	500	500	
504030	Conferences/Seminars	-	-	500	500	500	
504120 Communications							
	Pagers	954	861	2,100	2,100	2,100	
504201 Postage and Shipping							
	Conservation Fliers	11	-	100	100	100	
504601 Repair & Maintenance							
	Radio Maintenance	272	133	1,000	1,000	1,000	
Printing & Binding							
504710	In-house Copies	5,626	576	2,000	2,000	2,000	
504799	Misc. Printing	-	-	100	100	100	
Promotional Activities							
504810	Community Programs						
	FL Yards & Neighborhoods	4,000	4,000	4,000	4,000	4,000	
	Conservation Items	-	-	500	500	500	
	Miscellaneous Educational	-	-	200	200	200	
Office Supplies							
505101	General Office Supplies	263	249	550	550	550	
Operating Supplies							
505201	General Operating Supplies	2,654	3,048	-	-	-	
	General	-	-	3,500	3,500	3,500	
	Warehouse	-	-	3,500	3,500	3,500	
505602	Propane/Diesel	-	128	150	150	150	
505401	Books/Pubs/Subscrs/Membs	-	-	100	100	100	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Resource Management
Water and Sewer Operating Fund (40108070)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Uniforms						
505505	Rental Uniforms	339	339	900	900	900
505532	Shoes/Workboots	-	-	450	450	450
505540	Safety	110	200	200	200	200
505550	Purchased Uniforms	146	-	450	450	450
Small Tools & Equipment						
505710	Small Tools & Equipment	-	22	-	-	-
505730	Computer Equipment <1000	-	460	200	200	200
Total Operating Expenses		\$ 19,040	\$ 14,896	\$ 30,800	\$ 30,800	\$ 30,800
TOTAL BUDGET		\$ 345,763	\$ 340,801	\$ 372,885	\$ 385,287	\$ 385,287

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (40108100)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 18 Positions	\$ 883,807	\$ 988,377	\$ 1,043,653	\$ 1,201,766	\$ 1,201,766
501300 Limited Term Employees	12,278	634	-	-	-
501400 Overtime	351	1,080	1,000	1,000	1,000
501600 Add Pays	2,245	683	3,250	3,250	3,250
Allowances					
501701 Car Allowance	8,312	8,312	8,280	10,800	10,800
501702 Cell Phone Allowance	7,709	9,043	9,600	11,760	11,760
502100 FICA Taxes	68,834	71,746	81,532	93,985	93,985
502200 Retirement Contributions	99,040	106,668	117,234	144,926	144,926
502300 Health Insurance	84,263	101,598	131,903	152,172	152,172
502400 Life Insurance	1,822	1,940	3,677	4,131	4,131
Total Personal Services	\$ <u>1,168,661</u>	\$ <u>1,290,080</u>	\$ <u>1,400,129</u>	\$ <u>1,623,790</u>	\$ <u>1,623,790</u>

POSITION ROSTER

Full Time Employees -

Public Works Director	1D	1	1	1	1	1
Div Director/City Engineer	2C	1	1	1	1	1
Chief Transportation Engineer	2C	-	-	1	1	1
Utilities Coordinator	3D	1	1	1	1	1
Development Coordinator	3D	1	1	1	1	1
Construction Project Mgr	3C	1	1	1	1	1
Senior GIS Specialist	3C	1	1	1	1	1
Sr Engineering Project Mgr	3C	-	1	1	1	1
Compliance Coordinator	3C	1	1	1	1	1
Engineering Technician II	3B	2	2	2	2	2
GIS Analyst	3B	-	1	1	1	1
Infrastruct Records Special	3B	-	-	1	1	1
CAD Technician	3A	1	1	-	-	-
Construction Inspector I	3A	1	2	2	2	2
Project Liaison	3A	1	1	1	1	1
Office Assistant	4A	1	1	1	1	1
Staff Assistant	4C	1	1	1	1	1
Total Positions		<u>14</u>	<u>17</u>	<u>18</u>	<u>18</u>	<u>18</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (40108100)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
OPERATING EXPENSES					
502501 Unemployment Comp	\$ 4,400	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
Professional Services					
503110 Annual Reports / Cranes Roost	8,756	13,194	10,000	15,000	15,000
503140 Engineering & Design Svcs	-	8,495	7,000	25,000	25,000
503150 Surveying	-	4,545	-	12,000	12,000
Surveyor Plat Rev Svcs (04-042)	2,400	-	11,000	-	-
503170 Legal Fees	82,926	43,552	48,000	48,000	48,000
503199 Other	67	-	1,000	1,000	1,000
Other Contractual Services					
503499 Sunshine One-Call Fees	9,525	9,822	4,500	4,000	4,000
RR ROW Pipeline Crossing	-	-	3,000	-	-
Microfilm Dept Documents	-	-	7,000	-	-
Security System Annual Maint	-	-	11,500	11,000	11,000
AutoCAD Software Subscription	-	-	1,500	1,500	1,500
Canon Plotter/Scanner Service Con	-	-	-	2,500	2,500
Travel and Training					
504001 Professional Training	3,671	6,786	5,000	6,000	6,000
504015 Certifications/Licenses	25	496	1,000	1,000	1,000
Communications					
504110 City-wide Phone System					
Public Works Phone System	34,452	34,228	22,500	35,000	35,000
Phone Maintenance	-	-	11,100	-	-
Cable/Labor/Parts/Equip	-	-	1,600	-	-
504120 Cellular Phones	5,231	6,662	1,200	8,000	8,000
Air Cards	-	-	11,100	-	-
Rentals & Leases					
504440 Network Connections					
Fiber Optic PW	16,672	21,033	8,100	8,000	8,000
West Alt - Brighthouse	-	-	13,000	13,000	13,000
Lift Stns #38 & 51 (Brighthouse)	-	-	1,400	1,500	1,500
Insurance					
504510 General Liability & Property	351,045	365,158	369,426	374,306	374,306
504540 Workers' Compensation	39,000	70,000	63,000	92,000	92,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (40108100)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Repair & Maintenance						
504680	Maintenance Contracts					
	Photocopier/Scanner	844	977	3,000	7,500	7,500
	Plotter Maintenance	-	-	500	-	-
	Office Equipment	-	-	500	-	-
	Software				-	-
	Auto CAD	-	-	1,400	-	-
	ICPR	-	-	3,000	-	-
	Sperian IQ Gas Monitor	-	-	1,200	-	-
504698	Vehicle Repair / Maintenance	82,886	73,994	85,000	85,000	85,000
Printing & Binding						
504710	In-house Copies	9,058	2,014	8,000	8,000	8,000
Other Services & Charges						
504901	Bad Debt Expenses	70,141	70,000	-	-	-
Office Supplies						
505101	General Office Supplies	1,945	2,780	2,500	2,700	2,700
Operating Supplies						
505201	Computer / Printer Supplies					
	CAD Supplies	2,090	2,903	6,500	6,500	6,500
505210	Custodial Supplies	28	-	-	-	-
Books/Pubs/Subs/Scr/Membs						
505440	Memberships	7,979	7,851	-	-	-
	FSA	-	-	-	350	350
	AWWA Utility Membership	-	-	4,000	4,000	4,000
	FWEA Membership	-	-	3,600	2,000	2,000
	WateRefuse Org Membership	-	-	150	1,500	1,500
	ASCE	-	-	600	900	900
	ITE Membeship	-	-	-	250	250
	PMI Memebership	-	-	-	150	150
	SWE Membership	-	-	-	200	200
	WEF/ FWEA Membership	195	-	-	400	400
	Other Books/Pub/Subs/ Mem	-	312	-	-	-
Uniforms						
505532	Shoes/Workboots	603	444	650	650	650
505540	Safety	220	282	650	650	650
505601	Gas, Oil & Lube	106,979	82,552	120,000	120,000	120,000
Small Tools & Equipment						
505715	Office Equipment	-	43	1,000	3,000	3,000
505720	Hand Tools	561	70	-	-	-
	Survey Tools & Equipment	-	-	500	-	-
505730	Computer Equipment <\$1000	-	-	1,000	3,000	3,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (40108100)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
Computer Software					
505810 Upgrades	6,793	-	1,000	-	-
505901 Reimb to General Fund	<u>3,700,000</u>	<u>3,800,000</u>	<u>3,900,000</u>	<u>4,000,000</u>	<u>4,000,000</u>
Total Operating Expenses	\$ <u>4,548,492</u>	\$ <u>4,628,195</u>	\$ <u>4,764,676</u>	\$ <u>4,912,556</u>	\$ <u>4,912,556</u>
<u>CAPITAL OUTLAY</u>					
564150 Computer System / Accessories					
Energov Equip. Conference TV's	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
<u>NON-OPERATING EXPENSES</u>					
587001 Reserve for Contingencies	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
591100 Transfer to Capital Projects Fund	<u>3,775,000</u>	<u>4,075,000</u>	<u>4,375,000</u>	<u>4,675,000</u>	<u>4,675,000</u>
Total Non-Operating Expenses	\$ <u>3,775,000</u>	\$ <u>4,075,000</u>	\$ <u>4,475,000</u>	\$ <u>4,775,000</u>	\$ <u>4,775,000</u>
TOTAL BUDGET	\$ <u><u>9,492,153</u></u>	\$ <u><u>9,993,274</u></u>	\$ <u><u>10,639,805</u></u>	\$ <u><u>11,331,346</u></u>	\$ <u><u>11,331,346</u></u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (40108110)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 20 Positions	\$ 923,621	\$ 943,677	\$ 997,773	\$ 1,022,360	\$ 1,022,360
501400 Overtime	41,391	56,638	60,000	80,000	80,000
501401 On Call	4,182	3,576	3,913	7,826	7,826
501600 Add Pays	2,608	2,610	5,200	5,200	5,200
 Allowances					
501701 Car Allowance	3,492	3,493	3,480	3,480	3,480
501702 Cell Phone Allowance	1,807	1,807	1,800	1,800	1,800
501800 Uniform Allowance	247	43	560	375	375
502100 FICA Taxes	72,066	75,659	82,063	85,760	85,760
502200 Retirement Contributions	104,952	110,122	117,976	129,379	129,379
502300 Health Insurance	133,904	147,753	155,180	160,626	160,626
502400 Life Insurance	1,908	1,946	3,876	4,023	4,023
 Total Personal Services	\$ 1,290,178	\$ 1,347,325	\$ 1,431,821	\$ 1,500,829	\$ 1,500,829

POSITION ROSTER

Full Time Employees -

Div Dir Water/WW/Reuse	2C	1	1	1	1	1
Utility Plant Ops & Maint Mgr	3C	1	1	1	1	1
Regulatory Compliance Mgr	3C	1	1	1	1	1
Lead Utility Operator Dual/AA	3B	1	1	1	1	1
Lead Utility Operator Dual/BA	3B	1	1	1	1	1
Utility Operator Dual/CB	3A	7	4	4	4	4
Utility Operator Dual/CC	3A	3	7	7	7	7
Contract Utility Oper Trainee	4B	4	3	3	3	3
Staff Assistant	4C	1	1	1	1	1
 Total Positions		20	20	20	20	20

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (40108110)**

						2017	
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
OPERATING EXPENSES							
Professional Services							
503120	Consulting Services						
	General Consulting WRF	\$ 1,203	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	
	General Water Consulting	-	-	5,000	5,000	5,000	
	WRF Administrative Order	-	-	10,000	10,000	10,000	
503141	Engineering & Design Services						
	Industrial Pretreatment Program	22,774	-	-	-	-	
	RWRF Annual Eng Svcs	-	-	35,000	35,000	35,000	
	WTP Annual Eng Svcs	-	-	10,000	10,000	10,000	
503145	Permitting and Fees						
	Annual FDEP Fees	12,750	12,750	7,000	7,000	7,000	
	Annual PWS License Fee	-	-	6,000	6,000	6,000	
Other Contractual Services							
503460	Trash Disposal / Dumpster Fees	20,038	18,159	26,000	26,000	26,000	
503461	Sludge Hauling	327,495	340,916	400,000	446,000	446,000	
503490	Laboratory Services						
	Water Reclamation Facility	13,082	9,131	12,500	12,500	12,500	
	Water Treatment Plants	-	-	5,500	5,500	5,500	
503499	Other						
	DEP Tank Registration Renewal	1,307	625	150	150	150	
503901	Educational Incentive	650	1,300	3,000	3,000	3,000	
Travel and Training							
504010	Technical Training	4,880	5,369	6,000	6,000	6,000	
504040	On-site Training/CEUs	1,760	3,176	2,000	2,000	2,000	
504099	Other						
	License Exams & Renewals	1,155	3,161	1,500	3,000	3,000	
504201	Postage, Fed Ex, ect	-	51	-	50	50	
Utility Services							
504330	Wastewater Treatment Plants	620,220	629,804	750,000	750,000	750,000	
504340	Water Treatment Plants	265,703	276,638	270,000	270,000	270,000	
504350	Reclaimed Augmentation Facility - RAF	-	-	35,000	35,000	35,000	
Repair & Maintenance							
504601	Building / Facility Maintenance						
	Wastewater Treatment Plant	879	4,046	4,000	4,000	4,000	
	Water Plants	-	-	3,000	3,000	3,000	
504620	Equipment Repair	4,998	5,271	-	-	-	
	Chemical Feed System Repairs	9	-	4,500	4,500	4,500	
	Water Quality Analyzer Repairs	-	-	17,500	17,500	17,500	
Printing & Binding							
504710	In-house Copies	3,853	1,093	1,250	1,250	1,250	
504755	Brochures / Pamphlets	970	981	-	-	-	
	CCR Water Quality Report	-	-	750	1,200	1,200	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (40108110)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Promotional Activities						
504870	Marketing					
	Tour Handouts	778	1,024	750	750	750
	DPR Demonstration Project	-	-	-	20,000	20,000
Office Supplies						
505101	General Office Supplies	358	693	700	700	700
Operating Supplies						
505201	General Operating Supplies					
	Wastewater Treatment Plant	21,358	19,236	18,000	18,000	18,000
	Water Plants	-	-	8,000	8,000	8,000
505220	Chemicals					
	Fluoridation Program	104,179	120,850	18,000	18,000	18,000
	Corrosion Inhibitor	-	-	35,000	35,000	35,000
	Polymer Solvent	-	-	3,000	3,000	3,000
	Phosphorus & Virus Removal	-	-	40,000	40,000	40,000
	Sludge De-watering	-	-	30,000	30,000	30,000
	WRF Dechlor Bisulfite	-	-	15,000	15,000	15,000
	Sodium Hypochlorite	145,158	144,179	235,000	235,000	235,000
505401	Books/Pubs/Subscrs/Membs	904	882	1,250	1,250	1,250
Uniforms						
505501	Uniforms	320	259	200	200	200
505505	Rental Uniforms	4,093	4,447	7,000	8,000	8,000
505532	Shoes/Workboots	1,206	2,005	2,000	2,000	2,000
505540	Safety	915	479	400	400	400
505550	Purchased Uniforms	1,839	172	3,750	3,750	3,750
505602	Propane / Diesel	35,201	28,515	55,000	55,000	55,000
Small Tools & Equipment						
505701	Portable Meters/Test Kits	-	-	2,000	2,000	2,000
505710	Office Furn / Fixtures	1,928	312	3,500	3,500	3,500
505740	Safety Equipment	3,318	926	1,000	1,000	1,000
	Other	2,901	180	-	-	-
Total Operating Expenses		\$ 1,628,182	\$ 1,636,630	\$ 2,100,200	\$ 2,169,200	\$ 2,169,200
<u>CAPITAL OUTLAY</u>						
Machinery & Equipment						
564500	Plant / Lift Station Equipment					
	Refrigerated Samplers	\$ 4,983	\$ -	\$ -	\$ -	\$ -
Total Capital Outlay		\$ 4,983	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET		\$ 2,923,343	\$ 2,983,954	\$ 3,532,021	\$ 3,670,029	\$ 3,670,029

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Water Distribution Division
Water and Sewer Operating Fund (40108140)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 20 Positions	\$ 614,935	\$ 672,342	\$ 734,141	\$ 683,869	\$ 683,869
501290 Sign On Award	-	13	-	-	-
501400 Overtime	24,403	29,526	20,000	36,000	36,000
501401 On Call	7,716	7,833	7,826	15,652	15,652
501600 Add Pays	-	-	-	2,600	2,600
Allowances					
501701 Auto Allowance	-	1,111	-	3,480	3,480
501702 Cell Phone Allowance	602	702	600	2,400	2,400
501800 Uniform Allowance	221	137	630	450	450
502100 FICA Taxes	48,604	54,023	58,384	56,953	56,953
502200 Retirement Contributions	67,029	76,769	82,906	87,635	87,635
502200 Health Insurance	115,080	127,939	155,180	160,626	160,626
502400 Life Insurance	1,327	1,322	2,934	2,832	2,832
Total Personal Services	<u>\$ 879,917</u>	<u>\$ 971,716</u>	<u>\$ 1,062,601</u>	<u>\$ 1,052,497</u>	<u>\$ 1,052,497</u>

POSITION ROSTER

Full Time Employees -

Div Dir Water Dist/WW Coll	2B	1	1	1	1	1
Water Distribution Supervsr	3B	1	1	1	1	1
Asst Water Dist Supervsr	4C	1	1	1	1	1
Lead Utility Service Worker	4B	2	2	2	2	2
Utility Service Worker	4B	7	7	7	7	7
Utility Locator	4B	2	2	2	2	2
Fire Hydrant Technician	4B	1	1	1	1	1
Cross Conn Control Sprvsr	3A	1	1	1	1	1
Cross Conn Control Data	4C	1	1	1	1	1
Cross Connection Tech	4C	3	3	3	3	3
Total Positions		<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Water Distribution Division
Water and Sewer Operating Fund (40108140)**

					2017		
			2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>OPERATING EXPENSES</u>							
Other Contractual Services							
503499	Other						
	Hepatitis/Fit Test/Pulmon	\$	790	\$	1,390	\$	-
	CCC Software Support		-		800		800
Travel and Training							
504010	Technical Training		3,544		5,013		6,500
	Regional Short School		-		3,500		2,500
	CEU's		-		750		750
504030	Conferences / Seminars						
	Cross Connection Control		108		914		750
504201	Postage and Shipping		22		19		500
Repair & Maintenance							
504601	Building / Facility Maintenance		72,169		106,151		-
	Water Distribution		-		80,000		90,000
	Cross Connection		-		10,000		10,000
	Meter Replacements		-		15,000		15,000
Printing & Binding							
504710	In-house Copies		3,580		897		3,000
504755	Brochures / Pamphlets						
	RW/CCC Newsletters		879		1,260		500
504799	Other		-		326		500
505101	General Office Supplies		1,062		1,420		1,600
Operating Supplies							
505201	General Operating Supplies		40,786		30,526		-
	New Water Meters		-		2,000		2,000
	Water Distribution System		-		5,000		10,000
	Barricades & Cones		-		2,500		2,500
	Cross Conn (Backflow Prevntn)		-		5,000		5,000
	Warehouse Issued Supplies		-		12,000		15,000
505401	Books /Pub/Subscripts/Memb		-		98		-
Uniforms							
505501	Uniforms		725		636		500
505505	Rental Uniforms		3,780		4,255		9,500
505532	Shoes/Workboots		3,547		2,982		3,500
505540	Safety		2,560		4,005		1,200
505550	Purchased Uniforms		2,131		2,116		3,800

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Water Distribution Division
Water and Sewer Operating Fund (40108140)**

			2017	
			Manager	Commission
			Approved	Approved
			<u>2014</u>	<u>2015</u>
			<u>Actual</u>	<u>Actual</u>
			<u>2016</u>	<u>2016</u>
			<u>Budget</u>	<u>Budget</u>
Small Tools & Equipment				
505720	Hand Tools		5,371	3,754
			7,000	7,000
			<u>7,000</u>	<u>7,000</u>
	Total Operating Expenses		<u>\$ 141,054</u>	<u>\$ 165,761</u>
			<u>\$ 168,900</u>	<u>\$ 193,700</u>
			<u>\$ 193,700</u>	<u>\$ 193,700</u>
<u>CAPITAL OUTLAY</u>				
Machinery & Equipment				
563500	Plant / Lift Station Equipment			
	Sub-Surface Leak Locator	\$ 3,413	\$ -	\$ -
	Desk Top Computer	1,181	-	-
		<u>1,181</u>	<u>-</u>	<u>-</u>
	Total Capital Outlay		<u>\$ 4,594</u>	<u>\$ -</u>
			<u>\$ -</u>	<u>\$ -</u>
TOTAL BUDGET			<u>\$ 1,025,565</u>	<u>\$ 1,137,476</u>
			<u>\$ 1,231,501</u>	<u>\$ 1,246,197</u>
			<u>\$ 1,246,197</u>	<u>\$ 1,246,197</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (40108180)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 10 Positions	\$ 362,685	\$ 361,907	\$ 398,272	\$ 406,716	\$ 406,716
501400 Overtime	3,672	4,801	3,000	3,000	3,000
501401 On Call	7,787	7,826	7,826	15,652	15,652
501701 Auto Allowance	3,493	3,493	3,480	3,480	3,480
501800 Uniform Allowance	139	40	350	250	250
502100 FICA Taxes	28,183	28,252	31,590	32,824	32,824
502200 Retirement Contributions	42,813	42,561	46,362	50,874	50,874
502300 Health Insurance	63,102	70,161	77,590	84,540	84,540
502400 Life Insurance	753	742	1,616	1,723	1,723
Total Personal Services	<u>\$ 512,627</u>	<u>\$ 519,784</u>	<u>\$ 570,086</u>	<u>\$ 599,059</u>	<u>\$ 599,059</u>

POSITION ROSTER

Full Time Employees -

Plant Maint. Manager	3B	1	1	1	1	1
Instrumentation Supervisor	3A	1	1	1	1	1
Instrumentation Technician	3A	2	2	2	2	2
Electrician	3A	1	-	-	-	-
Electrician Helper	4C	1	1	1	1	1
Lead Maint Mechanic	4C	1	1	1	1	1
Utility Maintenance Mechanic	4C	4	4	4	4	4
Total Positions		<u>11</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (40108180)**

		2017				
		2014	2015	2016	Manager	Commission
		Actual	Actual	Budget	Approved	Approved
OPERATING EXPENSES						
Other Contractual Services						
503420	Landscaping Services	\$ 20,400	\$ 20,400	\$ 22,000	\$ 24,000	\$ 24,000
503499	Other					
	Cathodic Protection Inspection	1,050	-	3,200	3,200	3,200
Travel and Training						
504010	Technical Training	6,549	3,399	-	-	-
	VTS Interaters Course	-	-	2,500	2,500	2,500
	Maintenance:					
	Maintenance Courses	-	-	6,500	6,500	6,500
504201	Postage and Shipping	152	80	500	500	500
Rentals & Leases						
504430	Equipment					
	Maintenance	7,090	8,632	15,000	15,000	15,000
Repair & Maintenance						
504601	Building / Facility Maintenance					
	Warehouse Issued Supplies	1,457	128	2,000	2,000	2,000
504620	Equipment Repair					
	Telemetry System Repairs:					
	Telemetry Monitor and Repair	229,530	228,329	6,000	6,000	6,000
	Lift Station Monitoring	-	-	3,000	3,000	3,000
	Water Plant Monitoring	-	-	5,000	5,000	5,000
	Reclaim Monitoring	-	-	1,000	1,000	1,000
	Wastewater Treatment Facility	-	-	4,000	4,000	4,000
	Telemetry Sys Computer Imp	-	-	1,000	1,000	1,000
	Battery RWRF Breaker	-	-	2,000	2,000	2,000
	Battery RWRF Gen Panel	-	-	1,500	1,500	1,500
	Transducers	-	-	4,000	4,000	4,000
	Maintenance:					
	Water Plant Generators	-	-	26,000	26,000	26,000
	WRF Auxiliary Generators	-	-	40,000	40,000	40,000
	RAF Generators	-	-	7,500	7,500	7,500
	Plant Equipment	-	-	65,000	65,000	65,000
	WTP Equipment	-	-	25,000	25,000	25,000
	Press Belt Replacements	-	-	8,000	8,000	8,000
	WTP GST Repairs	-	-	40,000	40,000	40,000
	Well Pump Maintenance	-	-	30,000	30,000	30,000
	Vertical Conveyor Repair Parts	-	-	5,000	5,000	5,000
	Belt Filter Press Roller	-	-	15,000	15,000	15,000
	Compressor Maintenance	-	-	15,000	15,000	15,000
	Electrical Repairs	-	-	10,000	10,000	10,000
	MLSS 1C Pump & Motor	-	-	15,000	15,000	15,000
	Biofilters - RWRF Blowers Repl	-	-	3,500	3,500	3,500
	Maintain Odor Control Disp	-	-	7,000	7,000	7,000
	PH Mixer Gear Box	-	-	12,000	12,000	12,000
	Tank Inspect/Clean	-	-	6,000	6,000	6,000
	High Service Pump Maint.	-	-	30,000	30,000	30,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (40108180)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Repair & Maintenance (cont'd)						
504620	Equipment Repair (cont'd)					
	Course Bar Screen Repair	-	-	40,000	40,000	40,000
	Nitrification Tank	-	-	10,000	10,000	10,000
	RWRF Light Replace (In-house)	-	-	15,000	15,000	15,000
504680	Maintenance Contracts					
	Forklift Maintenance	17,885	19,750	1,500	1,500	1,500
	Cranes Insp/Load Test	-	-	2,000	2,000	2,000
	VTS Trihedral	-	-	9,500	9,500	9,500
	Elevator Inspection	-	-	2,200	2,200	2,200
	RWRF Air Compressor Maint	-	-	3,000	3,000	3,000
	RWRF ASCO Generator System	-	-	5,000	5,000	5,000
	Transformer Testing	-	-	15,000	15,000	15,000
504699	Other Repair and Maintenance	-	2,354	4,000	4,000	4,000
	Fencing	5,037	-	-	-	-
Printing & Binding						
504710	In-house Copies	1,052	84	600	600	600
504750	Outside Printing	-	-	150	150	150
Office Supplies						
505101	General Office Supplies	470	369	-	-	-
	Maintenance	-	-	350	350	350
	Telemetry	-	-	350	350	350
Operating Supplies						
505201	General Operating Supplies					
	Warehouse Issued Supplies	28,228	22,813	-	-	-
	Telemetry:					
	Wire/Label Cabinets	-	-	3,000	3,000	3,000
	Telemetry Equipment	-	-	700	700	700
	UPS's (Small)	-	-	4,000	4,000	4,000
	Camera Poles, Cabling	-	-	3,500	3,500	3,500
	SCADA Additional Monitoring	-	-	4,000	4,000	4,000
	Electrical	-	-	1,500	1,500	1,500
	Maintenance	-	-	4,500	4,500	4,500
505220	Chemicals					
	Maintenance:					
	Odor Control	6,164	1,788	9,000	9,000	9,000
505401	Books/Pubs/Subscrs/Membs	-	-	300	300	300
Uniforms						
505501	Uniforms	388	245	300	300	300
505505	Rental Uniforms	2,430	2,442	6,700	7,200	7,200
505532	Shoes/Workboots	1,634	872	2,000	2,000	2,000
505540	Safety	1,866	1,058	1,150	1,150	1,150
505550	Purchased Uniforms	1,634	349	2,700	2,700	2,700
505602	Propane / Diesel					
	Maintenance:					
	Lubrication, Oil & Sample Kits	11,441	2,075	-	-	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (40108180)**

		2014	2015	2016	2017	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
Small Tools & Equipment						
505720	Hand Tools	5,292	3,662	5,000	5,000	5,000
505730	Computer Equipment <\$1000	628	40	500	500	500
505740	Safety Equipment	521	2,529	-	-	-
	Operations Protective Equipment	-	-	1,000	1,000	1,000
	Telemetry Safety Equipment	-	-	1,000	1,000	1,000
Computer Software						
505810	Upgrades	-	539	500	500	500
Total Operating Expenses		\$ 350,898	\$ 321,937	\$ 599,200	\$ 601,700	\$ 601,700
TOTAL BUDGET		<u>\$ 863,525</u>	<u>\$ 841,720</u>	<u>\$ 1,169,286</u>	<u>\$ 1,200,759</u>	<u>\$ 1,200,759</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Laboratory Division
Water and Sewer Operating Fund (40108190)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 6 Positions	\$ 272,491	\$ 282,355	\$ 297,768	\$ 296,307	\$ 296,307
501300 Limited Term Employees	12,437	10,943	15,000	15,000	15,000
501400 Overtime	20,292	23,513	15,000	23,000	23,000
501401 On Call	3,846	3,928	3,913	7,826	7,826
501600 Add Pays	3,132	3,141	6,500	3,900	3,900
502100 FICA Taxes	23,395	24,337	25,872	26,473	26,473
502200 Retirement Contributions	33,282	34,514	35,687	38,247	38,247
502300 Health Insurance	41,243	42,177	46,554	50,724	50,724
502400 Life Insurance	588	559	1,203	1,224	1,224
Total Personal Services	<u>\$ 410,706</u>	<u>\$ 425,467</u>	<u>\$ 447,497</u>	<u>\$ 462,701</u>	<u>\$ 462,701</u>
<u>POSITION ROSTER</u>					
Full Time Employees -					
Laboratory Technical Director	3C	1	1	1	1
Laboratory Chemist	3A	4	4	4	4
Laboratory Technician	4C	1	1	1	1
Total Positions		<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Laboratory Division
Water and Sewer Operating Fund (40108190)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
OPERATING EXPENSES					
503401 Other Contractual Services					
Laboratory Cert Environmental	\$ 20,013	\$ 24,485	\$ 5,000	\$ 5,000	\$ 5,000
Supplemental Lab Services	-	-	5,000	5,000	5,000
Hazardous Waste Disposal	-	-	2,000	2,000	2,000
Lab Water Purification	-	-	4,500	6,000	6,000
Lab Pure Gases	-	-	2,000	2,000	2,000
FDOH/NELAC Audit	-	-	5,000	5,000	5,000
Proficiency Testing	-	-	10,000	10,000	10,000
503901 Educational Incentive	-	-	1,300	2,600	2,600
Travel and Training					
504030 Conferences/Seminars	1,072	175	1,500	1,500	1,500
504201 Postage and Shipping	156	202	350	350	350
Repair & Maintenance					
504620 Equipment Repair	2,887	4,436	-	-	-
Lab Instrumentation	-	-	10,000	10,000	10,000
504680 Maintenance Contracts					
Atomic Absorption Unit	20,617	27,259	10,000	13,000	13,000
Analytical Balances	-	-	2,000	2,000	2,000
Test Equipment Calibrations	-	-	2,000	2,000	2,000
Battery Back up PM	-	-	8,000	8,000	8,000
Nutrient Analyzer	-	-	10,000	9,000	9,000
Spectrophotometer	-	-	-	3,000	3,000
504699 Other Miscellaneous Services	1,043	-	-	-	-
Printing & Binding					
504710 In-house Copies	1,214	222	500	500	500
Office Supplies					
505101 General Office Supplies	803	803	2,000	2,000	2,000
Operating Supplies					
505201 General Operating Supplies	32,623	36,746	-	-	-
Glassware/Containers/Bottles	-	-	10,000	10,500	10,500
Atomic Absorption Supplies	-	-	2,500	2,625	2,625
Microbiology Supplies	-	-	10,000	10,500	10,500
QA/QC Supplies	-	-	5,000	5,250	5,250
General Analytical Supplies	-	-	10,000	10,500	10,500
Nutrient Analyser Supplies	-	-	2,500	2,625	2,625
505220 Chemicals	13,908	14,802	15,000	10,500	10,500
505401 Books/Pubs/Subscrs/Membs	1,161	1,722	1,500	2,000	2,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Laboratory Division
Water and Sewer Operating Fund (40108190)**

			2017				
			2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Uniforms							
505505	Rental Uniforms		166	53	-	-	-
505540	Safety		199	101	500	500	500
505701	Small Tools & Equipment		-	-	1,000	1,000	1,000
Computer Software							
505810	Upgrades		1,021	-	1,000	1,000	1,000
Total Operating Expenses			\$ 96,883	\$ 111,005	\$ 140,150	\$ 145,950	\$ 145,950
<u>CAPITAL OUTLAY</u>							
564150	Computer Equipment						
	Replace Laptop(# 018333)		\$ -	\$ -	\$ 2,500	\$ -	\$ -
Total Capital Outlay			\$ -	\$ -	\$ 2,500	\$ -	\$ -
TOTAL BUDGET			\$ 507,589	\$ 536,472	\$ 590,147	\$ 608,651	\$ 608,651

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water & Sewer Capital Projects Fund (402)**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
REVENUES					
FDEP AWT Project Funding	\$ -	\$ -	\$ -	\$ -	\$ 750,000
Investment Income	170,443	169,953	75,000	214,949	105,503
Other Miscellaneous Income	9,033	44,991	-	-	-
Transfer from Water & Sewer Operating Fund	<u>3,775,000</u>	<u>4,075,000</u>	<u>4,375,000</u>	<u>4,375,000</u>	<u>4,675,000</u>
Total Revenues	<u>\$ 3,954,476</u>	<u>\$ 4,289,944</u>	<u>\$ 4,450,000</u>	<u>\$ 4,589,949</u>	<u>\$ 5,530,503</u>
EXPENSES					
Professional Services					
Asset Management Software Implementation Upgrd (12-004)	\$ 56,360	\$ -	\$ 200,000	\$ -	\$ 200,000
RWRF Sludge Conveyor	-	58,225	-	-	-
Space Study - West Altamonte Architectural Needs Assessment and Design - Keller Road (14-008)	-	-	15,000	-	-
Water System Master Plan (12-028)	-	-	-	64,804	-
				5,218	-
Contractual Services					
Tank Inspections Elevated Tanks - Hydro & W Alt Ground Storage Tanks - WP 2	-	-	10,000	18,960	25,000
	-	-	7,000	-	-
Repair & Maintenance					
Paint Misc Surfaces	9,790	-	75,000	3,295	25,000
DPR Maintenance/Power	-	-	-	-	120,000
Paint Exterior/West Altamonte	-	-	-	-	30,000
Re-Key Buildings	-	-	-	-	60,000
Repl Batteries/Liebert UPS/Keller Rd	-	-	-	-	11,000
Repl Batteries/Liebert UPS/West Alta	-	-	-	-	12,000
Small Tools & Equipment					
Computer Equipment <\$1,000	-	1,874	-	-	-
Total Operating Expenses	<u>\$ 66,150</u>	<u>\$ 60,099</u>	<u>\$ 457,000</u>	<u>\$ 92,277</u>	<u>\$ 483,000</u>
Buildings					
Regional Wastewater Trmt Fac: RWRF Sludge Conveyor Bldg	\$ -	\$ 30,784	\$ 700,000	\$ -	\$ 700,000
Mechanical Maint Bldg (12-013)	20,192	18,746	500,000	41,259	200,000
Replace A/C	-	24,704	-	-	-
WTP # 5 - Replace Roof	-	23,983	-	-	-
West Altamonte Complex: Replace Swing Gates	-	25,277	-	-	-
Replace Burglar/Fire Alarms	-	58,448	-	-	-
Keller Rd/Gateway Fiber Installation	-	48,033	-	-	-
Total Buildings	<u>\$ 20,192</u>	<u>\$ 229,975</u>	<u>\$ 1,200,000</u>	<u>\$ 41,259</u>	<u>\$ 900,000</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water & Sewer Capital Projects Fund (402)**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Information Systems:					
Water Plant 4 Infrastructure Upgrade	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Keller Road Infrastructure Upgrade	-	-	-	-	100,000
Keller Road UPS Upgrade	-	-	-	-	35,000
Total Information Systems	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Utility Relocations					
SunRail Corridor Utility (08-009):					
Design	\$ 226,313	\$ -	\$ -	\$ -	\$ -
Construction	-	275,185	-	-	-
Wymore Rd Utility Relocations	-	-	-	-	200,000
E Town Center-Utility Extension (14-028)	45,280	626,169	-	-	-
Total Utility Relocations	\$ 271,593	\$ 901,354	\$ -	\$ -	\$ 200,000
Storage Tanks / Ponds					
Elevated Water Tower Rehab/Painting					
Fire Station 12 Rehab (13-024)	\$ 9,708	\$ 865,950	\$ -	\$ -	\$ -
Southwest Tank (13-025)	3,201	310,190	-	-	-
Total Storage Tanks / Ponds	\$ 12,909	\$ 1,176,140	\$ -	\$ -	\$ -
Potable Water Projects					
Water Plant Budget Tracking	\$ 9,546	\$ -	\$ -	\$ -	\$ -
Waterline Renewal Program	-	-	200,000	-	300,000
Line Ground Storage Tank - WP 2	-	-	300,000	-	-
Update Cathodic Protection WA & WP 3	-	-	28,000	-	-
Potable Reuse Demo Project	-	-	-	1,084,328	165,672
Water Line Renewal Prog (16-013)	-	-	-	53,207	-
Total Potable Water Projects	\$ 9,546	\$ -	\$ 528,000	\$ 1,137,535	\$ 465,672
Sewer Projects					
Sanitary Sewer Line Renewal	\$ -	\$ -	\$ -	\$ -	\$ 100,000
LS 19 - Metavante - Upgrade (09-021)	51,017	-	-	-	-
LS 29 - Douglas Ave. (12-025)	50,819	28,443	450,000	917,272	-
LS 30 - Rehabilitation (15-020)	-	-	300,000	-	-
LS 33 - Rehabilitation	-	-	-	-	75,000
LS 40 - Rehabilitation	-	-	400,000	-	680,000
LS 7 - Spring Valley Stabl Rollup (10-018)	-	-	-	98,758	-
LS 8 - Forcemain Repair (15-032)	-	-	-	165,459	-
LS 7 & 3 - Pump Replacement	-	-	-	74,125	-
Lift Stations - Group 2					
LS 38 & 51 - Design & Engineering	-	-	-	-	125,000
L/S Pump Replacements (12-011)	28,923	22,771	30,000	-	30,000
Air Release Valve Replacements	-	-	40,000	-	-
LWR Force Main Replacement (14-011)	-	-	-	127,570	-
E Town Center - SR 436 Utility (14-028)	-	-	-	73,406	-
Orange Ave / West Town (15-030)	-	-	-	237,826	-
I-4 Ultimate Valve (16-003)	-	-	-	46,494	-
Amanda St Utility Extension (16-021)	-	-	-	35,357	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water & Sewer Capital Projects Fund (402)**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Sewer Projects (continued)					
Forcemain Assess & Repl Program					
Program (12-019):	47,354	165,613	2,150,000	170,151	2,579,849
LWR \Crossing-436 @ Mont. Rd, Design	-	-	100,000	-	-
434 @ Little Wekiva River Force					
Main Break - L/S (13-034)	464,534	-	-	-	-
RWRF LWR Outfall Rehab:					
Easement	-	1,448	-	-	-
SCADA Pack Replace Pgm (13-008)	62,204	24,929	-	-	-
Northlake Blvd Forcemain Repair	-	6,680	-	-	-
Keller Rd Sewer Manhole Repair	-	32,986	-	-	-
Total Sewer Projects	\$ 704,851	\$ 282,870	\$ 3,470,000	\$ 1,946,418	\$ 3,589,849
Reclaimed Water					
Motorized Reclaimed					
Water Valves (13-011)	-	1,940	-	-	-
Treatment Plant					
Mural Project Apricot	\$ 11,699	\$ -	\$ -	\$ -	\$ -
Upper Digester Lining	217,981	-	-	-	-
Raw Screw Pump Bypass (12-028)	20,000	-	-	-	-
Headworks Improvements (14-003)	55,827	500	4,000,000	11,077,318	-
Primary Screw Pump By-Pass (13-035)	-	-	500,000	-	-
FDEP AWT Project Nutrient Requirements	-	-	-	-	750,000
Aeration System Improvements (11-029)	-	2,398,204	1,600,000	981,794	618,206
Emergency Generator #2	-	110,821	-	-	-
Blower Replacement (12-026)	87,210	37,826	-	-	-
Pneumatic Filter Valve (13-013)	123,750	-	-	-	-
Nutrient Tank Rehab	-	-	500,000	-	-
Anoxic / Aeration (14-029)	-	15,240	-	24,760	-
Biosolids Dewatering Imp (12-005)	-	-	-	19,706	-
Aeration System Bi (12-026)	-	-	-	21,403	-
Flush Valves - Xylem Pumps	-	-	-	-	20,000
Inflow & Infiltration Assessment					
and Rehabilitation (11-035)	534,897	339,961	500,000	134,214	500,000
Premium Efficiency Motor Upgrades	-	-	-	-	30,000
Spare Transformer	-	-	-	-	50,000
Total Treatment Plant	\$ 1,051,364	\$ 2,902,552	\$ 7,100,000	\$ 12,259,195	\$ 1,968,206
Machinery & Equipment					
Computer Equipment					
Plotter/Printer	\$ 5,209	\$ -	\$ -	\$ 25,198	\$ -
Keller Road					
Gateway Cameras/Fiber (12-602)	-	15,511	-	-	-
Replace Ice Machine	-	5,954	-	-	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water & Sewer Capital Projects Fund (402)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
Machinery & Equipment (continued)					
Vehicle Replacements					
Ford F-350 Crew Cab (2360)	56,754	-	-	-	-
(3) Chevy Silverado 1/2 Ton (2477)	60,245	-	-	-	-
Ford F-350 1-Ton (2494)	28,441	-	-	-	-
(2) S-10 Trucks (2130) (2128)	35,826	-	-	-	-
Utility Vacuum (17499)	48,672	-	-	-	-
Ford F-350 Crew Cab (2505)	-	50,138	-	-	-
(2) Utility Truck 1 Ton (2425,2427))	-	59,564	-	-	-
(2) P/U 1/2 Ton (2462, 2482)	-	40,723	-	-	-
Prius (2511)	-	24,060	-	-	-
Prius (1604)	-	-	23,500	-	-
1/2 Ton Pickups (4) (2125, 2135, 2476, 2519)	-	-	86,000	106,485	-
Utility Carts (3) (21239, 21240, 20165)	-	-	30,300	31,153	-
1-Ton Utility Truck (2345)	-	-	-	-	32,500
1 Ton Crane Truck	-	-	-	-	46,500
TV Truck (2364)	-	-	-	-	350,000
Heavy Equipment					
Manlift (21557)	49,187	-	-	-	-
Total Machinery and Equipment	\$ 284,334	\$ 195,950	\$ 139,800	\$ 162,836	\$ 429,000
Reserve for Contingency	\$ -	\$ -	\$ 500,000	\$ -	\$ 409,286
Total Expenses	\$ 2,420,939	\$ 5,750,880	13,394,800	\$ 15,639,520	\$ 8,595,013
REVENUES OVER (UNDER) EXPENSES	\$ 1,533,537	\$ (1,460,936)	(8,944,800)	\$ (11,049,571)	(3,064,510)
FUND BALANCE					
Beginning of Year	14,048,746	15,582,283	14,121,347	14,121,347	\$ 3,071,776
End of Year	\$ 15,582,283	\$ 14,121,347	5,176,547	\$ 3,071,776	7,266

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Wastewater Treatment Facility Fee Fund (405)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Wastewater Plant Expansion Fee	\$ 623,022	\$ 170,676	\$ 125,000	\$ 852,375	\$ 950,000
Investment Income	40,395	54,278	52,471	60,460	67,853
Total Revenues	\$ 663,417	\$ 224,954	\$ 177,471	\$ 912,835	\$ 1,017,853
<u>EXPENSES</u>					
Repair and Maintenance					
Replace Motors	\$ -	\$ 27,830	\$ 25,000	\$ -	\$ 25,000
Replace Pumps	-	-	40,000	-	40,000
RWRF Valve Replacements	-	-	20,000	-	20,000
WTP # 3 Fence Rehabilitation	-	13,751	-	-	-
Land					
Utility Easement	-	-	-	8,700	-
Improvements Not Buildings					
Headworks Rehabilitation (14-003)	8,549	217,610	-	-	-
RWRF Aeration Basin Tank	-	72,024	-	-	-
Process Equipment Upgrades	-	-	100,000	161,919	94,000
Nutrient Tank Rehab	-	-	-	-	500,000
Sludge Conveyor Replacement	-	-	950,000	-	1,000,000
LWR Outfall	-	-	50,000	-	250,000
DPR Pilot	-	-	-	-	600,000
Flush Valves for Flygt (Xylem) Pumps	-	-	-	-	20,000
Sludge Press Rehabilitation	-	-	-	-	220,000
Premium Efficiency Motor Upgrade	-	-	-	-	30,000
Reserve for Contingency	-	-	200,000	-	139,950
Total Expenditures	\$ 8,549	\$ 331,215	\$ 1,385,000	\$ 170,619	\$ 2,938,950
REVENUES OVER (UNDER) EXPENSES	\$ 654,868	\$ (106,261)	\$ (1,207,529)	\$ 742,216	\$ (1,921,097)
<u>FUND BALANCE</u>					
Beginning of Year	3,232,700	3,887,568	3,781,307	3,781,307	4,523,523
End of Year	<u>\$ 3,887,568</u>	<u>\$ 3,781,307</u>	<u>\$ 2,573,778</u>	<u>\$ 4,523,523</u>	<u>\$ 2,602,426</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
A-First Project Construction Budget (406)**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
REVENUES					
Florida Department of Transportation	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -
St. John's River Wtr Mgmt District	-	3,500,000	-	421,275	-
Florida Dept of Environmental Protection	-	1,500,000	1,238,037	-	-
Investment Income	81,625	34,028	10,000	-	-
Total Revenues	\$ 81,625	\$ 6,034,028	\$ 1,248,037	\$ 421,275	\$ -
EXPENSES					
Professional Services					
Design & Engineering (13-19,20,21)					
Stormwater Analysis	\$ 29,331	\$ 15	\$ -	\$ -	\$ -
Improvements Not Buildings					
Pumps/Imp. to Cranes Roost (13-019)	-	3,433,127	-	398,957	-
Water Plant # 4 Modifications (13-020)	-	16,274	-	-	-
Pipeline to Apopka (13-021)	-	6,090,758	-	45,861	-
Improvements Not Buildings					
Pipeline to Apopka (13-021)	569,055	16,836	283,164	39,619	-
Pumps/Imp. to Cranes Roost (13-019)	505,698	2,282,521	692,489	223,138	-
Cranes Roost Evaluation (13-015)	60,265	47,027	-	-	-
Water Plant # 4 Modifications (13-020)	159,593	21,848	-	-	-
Reserve for Contingency	-	-	100,000	-	-
Total Expenditures	\$ 1,323,942	\$ 11,908,406	\$ 1,075,653	\$ 707,575	\$ -
REVENUES OVER (UNDER) EXPENSES	\$ (1,242,317)	\$ (5,874,378)	\$ 172,384	\$ (286,300)	\$ -
FUND BALANCE					
Beginning of Year	7,402,995	6,160,678	286,300	286,300	-
End of Year	<u>\$ 6,160,678</u>	<u>\$ 286,300</u>	<u>\$ 458,684</u>	<u>\$ -</u>	<u>\$ -</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Water and Sewer Connection Fee Fund (417)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Sewer Connection Fees	\$ 120,313	\$ 36,994	\$ 20,000	\$ 208,700	\$ 235,000
Water Connection Fees	143,300	52,539	30,000	210,023	217,000
Interest Income	29,403	38,898	40,335	43,946	45,593
Total Revenues	\$ 293,016	\$ 128,431	\$ 90,335	\$ 462,669	\$ 497,593
<u>EXPENSES</u>					
Improvements Not Buildings	\$ -	\$ -	\$ -	\$ -	\$ -
<u>RESERVES</u>					
Reserve for Contingency	-	-	100,000	-	100,000
Total Expenditures	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
<u>REVENUES OVER (UNDER) EXPENSES</u>	\$ 293,016	\$ 128,431	\$ (9,665)	\$ 462,669	\$ 397,593
<u>FUND BALANCE</u>					
Beginning of Year	<u>2,271,079</u>	<u>2,564,095</u>	<u>2,692,526</u>	<u>2,692,526</u>	<u>3,155,195</u>
End of Year	<u>\$ 2,564,095</u>	<u>\$ 2,692,526</u>	<u>\$ 2,682,861</u>	<u>\$ 3,155,195</u>	<u>\$ 3,552,788</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Refuse Disposal Operating Fund (404)
Statement of Revenues and Expenses**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
REVENUES					
Garbage Service	\$ 1,656,217	\$ 1,676,834	\$ 1,739,083	\$ 1,682,705	\$ 1,725,624
Bulk Garbage Fees	4,190	5,380	6,038	5,434	5,351
Recycling Fees	34,088	20,150	24,000	-	20,251
Refuse Penalties	36,066	35,524	40,000	36,567	36,659
Investment Income	16,418	19,783	18,000	20,378	16,874
Sale of Surplus Equipment	-	15,106	-	-	-
Total Revenues	<u>\$ 1,746,979</u>	<u>\$ 1,772,777</u>	<u>\$ 1,827,121</u>	<u>\$ 1,745,084</u>	<u>\$ 1,804,759</u>
EXPENSES					
Personal Services	\$ 883,912	\$ 909,109	\$ 976,673	\$ 949,838	\$ 1,009,977
Operating Expenses	653,179	677,714	745,632	680,441	759,490
Capital Outlay	125,433	232,672	375,000	375,000	-
Reserves	-	-	25,000	-	25,000
Total Expenses	<u>\$ 1,662,524</u>	<u>\$ 1,819,495</u>	<u>\$ 2,122,305</u>	<u>\$ 2,005,279</u>	<u>\$ 1,794,467</u>
REVENUES OVER (UNDER) EXPENSES	<u>\$ 84,455</u>	<u>\$ (46,718)</u>	<u>\$ (295,184)</u>	<u>\$ (260,195)</u>	<u>\$ 10,292</u>
FUND BALANCE					
Beginning of Year	<u>1,334,069</u>	<u>1,418,524</u>	<u>1,371,806</u>	<u>1,371,806</u>	<u>1,111,611</u>
End of Year	<u>\$ 1,418,524</u>	<u>\$ 1,371,806</u>	<u>\$ 1,076,622</u>	<u>\$ 1,111,611</u>	<u>\$ 1,121,903</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Refuse Disposal Division
Refuse Disposal Operating Fund (40408010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 20 Positions	\$ 617,124	\$ 628,286	\$ 670,508	\$ 681,058	\$ 681,058
501400 Overtime	10,004	11,957	12,000	12,000	12,000
501800 Uniform Allowance	30	-	70	475	475
502100 FICA Taxes	47,599	48,618	52,216	53,055	53,055
502200 Retirement Contributions	75,955	77,939	84,046	91,529	91,529
502300 Health Insurance	131,877	141,020	155,180	169,080	169,080
502400 Life Insurance	1,323	1,290	2,653	2,780	2,780
Total Personal Services	\$ 883,912	\$ 909,109	\$ 976,673	\$ 1,009,977	\$ 1,009,977

POSITION ROSTER

Full Time Employees -

Solid Waste Coordinator	3A	1	1	1	1	1
Solid Waste Oper Supervisor	3A	1	1	1	1	1
Solid Waste Driver	4B	15	15	15	15	15
Solid Waste Worker	4A	2	2	2	2	2
Staff Assistant	4C	1	1	1	1	1
Total Positions		20	20	20	20	20

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Refuse Disposal Division
Refuse Disposal Operating Fund (40408010)**

						2017	
		2014	2015	2016	Manager	Commission	
		Actual	Actual	Budget	Approved	Approved	
OPERATING EXPENSES							
Other Contractual Services							
503450	Temporary Services / Labor	\$ 2,695	\$ 2,746	\$ 15,000	\$ 15,000	\$ 15,000	
503460	Trash Disposal / Dumpster Fees						
	County Transfer Station	310,591	321,942	245,000	245,000	245,000	
	Yard Waste Disposal	-	-	75,000	75,000	75,000	
	C & D Disposal	-	-	40,000	40,000	40,000	
504001	Travel and Training	250	175	1,700	2,000	2,000	
504201	Postage & Shipping	1,617	1,432	1,700	1,700	1,700	
Insurance							
504510	General Liability & Property	36,548	32,467	30,332	30,890	30,890	
504540	Workers' Compensation	21,000	37,000	29,000	40,000	40,000	
Repair & Maintenance							
504620	Equipment Repair/Maint.	331	15,528	15,000	15,000	15,000	
504698	Fleet Vehicle Repair / Maint.	77,158	92,636	80,000	80,000	80,000	
Printing & Binding							
504710	In-House Printing	1,262	228	1,500	1,500	1,500	
504750	Outside Printing	2,145	1,307	2,000	2,000	2,000	
Promotional Activities							
504810	Community Programs						
	Recycle Bins	4,555	6,094	5,500	5,500	5,500	
504870	Marketing						
	Paint Trucks	-	1,316	2,500	2,500	2,500	
Office Supplies							
505101	General Office Supplies	288	26	500	500	500	
Operating Supplies							
505201	General Operating Supplies	3,031	2,502	3,500	3,500	3,500	
505401	Books/Pubs/Subscrs/Membs	195	412	200	200	200	
Uniforms							
505501	Uniforms	652	602	3,000	2,000	2,000	
505505	Rental Uniforms	1,949	2,028	6,000	6,000	6,000	
505532	Shoes/Workboots	2,721	2,763	3,000	3,000	3,000	
505540	Safety	5,146	5,484	2,000	5,000	5,000	
505550	Purchased Uniforms	150	-	3,200	3,200	3,200	
505601	Gas, Oil & Lube	105,895	76,025	105,000	105,000	105,000	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Refuse Disposal Division
Refuse Disposal Operating Fund (40408010)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
505901 Reimbursement to General Fund	75,000	75,000	75,000	75,000	75,000
Total Operating Expenses	\$ 653,179	\$ 677,714	\$ 745,632	\$ 759,490	\$ 759,490
<u>CAPITAL OUTLAY</u>					
Machinery & Equipment					
564150 Machinery & Equipment Recycling Bin	-	-	3,000	-	-
564600 Vehicles					
Clam Shell (1300)	125,433	-	125,000	-	-
Rear Loader (1372)	-	232,672	247,000	-	-
Total Capital Outlay	\$ 125,433	\$ 232,672	\$ 375,000	\$ -	\$ -
<u>NON-OPERATING EXPENSES</u>					
587001 Reserve for Contingency	-	-	25,000	25,000	25,000
Total Non-Operating Expenses	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
TOTAL BUDGET	\$ 1,662,524	\$ 1,819,495	\$ 2,122,305	\$ 1,794,467	\$ 1,794,467

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Stormwater Management Division
Stormwater Management Fund (104)
Statement of Revenues and Expenses**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
REVENUES					
Stormwater Management Fees	\$ 1,914,872	\$ 1,858,918	\$ 1,925,000	\$ 1,897,617	\$ 1,925,000
Penalties	18,413	19,586	20,000	22,341	20,000
Investment Income	110,900	143,090	150,000	145,682	150,000
Sale of Surplus Equipment	-	770	-	-	-
Total Revenues	<u>\$ 2,044,185</u>	<u>\$ 2,022,364</u>	<u>\$ 2,095,000</u>	<u>\$ 2,065,639</u>	<u>\$ 2,095,000</u>
EXPENDITURES					
Personal Services	\$ 508,475	\$ 552,849	\$ 647,145	\$ 593,321	\$ 647,544
Operating Expenditures	421,380	564,502	726,058	639,850	781,866
Capital Outlay	449,940	705,953	1,023,800	900,000	946,500
Transfer to Neighborhood Enhancement Fund	-	-	-	-	2,000,000
Appropriated Reserves	-	-	100,000	-	100,000
Total Expenditures	<u>\$ 1,379,795</u>	<u>\$ 1,823,304</u>	<u>\$ 2,497,003</u>	<u>\$ 2,133,171</u>	<u>\$ 4,475,910</u>
REVENUES OVER (UNDER) EXPENSES	<u>\$ 664,390</u>	<u>\$ 199,060</u>	<u>\$ (402,003)</u>	<u>\$ (67,532)</u>	<u>\$ (2,380,910)</u>
FUND BALANCE					
Beginning of Year	<u>9,365,340</u>	<u>10,029,730</u>	<u>10,228,790</u>	<u>10,228,790</u>	<u>10,161,258</u>
End of Year	<u>\$ 10,029,730</u>	<u>\$ 10,228,790</u>	<u>\$ 9,826,787</u>	<u>\$ 10,161,258</u>	<u>\$ 7,780,348</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Stormwater Management Division
Stormwater Management Fund (10408300)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
PERSONAL SERVICES					
501201 Regular Salaries & Wages					
Base: 12 Positions	\$ 373,284	\$ 392,872	\$ 441,927	\$ 428,627	\$ 428,627
501400 Overtime	6,132	9,670	14,000	16,800	16,800
501401 On Call	1,886	2,118	1,957	3,913	3,913
Add Pays					
501702 Add Pay	110	1,305	2,600	1,300	1,300
Allowances					
501702 Cell Phone Allowance	1,530	2,483	1,800	2,400	2,400
501800 Uniform Allowance	183	70	385	275	275
502100 FICA Taxes	29,092	30,355	35,394	34,677	34,677
502200 Retirement Contributions	44,618	47,264	54,206	56,337	56,337
502300 Health Insurance	50,938	65,926	93,108	101,448	101,448
502400 Life Insurance	702	786	1,768	1,767	1,767
Total Personal Services	<u>\$ 508,475</u>	<u>\$ 552,849</u>	<u>\$ 647,145</u>	<u>\$ 647,544</u>	<u>\$ 647,544</u>

POSITION ROSTER

Full Time Employees -

Div Dir Streets & Stormwater	2B	1	1	1	1	1
Stormwater Supervisor	3A	1	1	1	1	1
Asst Stormwater Supervisor	4C	1	1	-	-	-
Asst Construction Supervisor	4C	1	1	1	1	1
Heavy Equipment Operator	4C	3	3	3	3	3
Construction Specialist	4B	4	2	6	6	6
Construction Worker	4A	-	3	-	-	-
Total Positions		<u>11</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Stormwater Management Division
Stormwater Management Fund (10408300)**

			2017				
			2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>							
Professional Services							
503110	Annual Reports						
	NPDES Annual Reports	\$	3,000	\$	2,500	\$	5,000
503141	Engineering & Design Services		11,649		4,862		30,000
503145	Permits and Fees						
	FDEP Annual Reg Program						
	Surveillance Fee		2,411		2,411		2,500
503170	Legal Fees		5,685		850		10,000
Other Contractual Services							
503420	Landscaping Services		43,011		38,899		60,000
503460	Trash Disposal / Dumpster Fees						
	Street Sweepings Disposal		21,000		23,670		35,000
503499	Other						
	Pond Maintenance		4,259		11,346		40,000
	Lake Treatments		-		-		10,000
	Tree Removal/Trimming		-		-		5,000
	Lake Orienta Drainwells		-		-		2,000
	Lake Sampling (TMDL)		-		-		5,000
	Streamline Software License		-		-		2,500
							1,200
Travel and Training							
504010	Technical Training						
	FSA		1,379		14,814		-
504030	Conferences / Seminars		2,144		1,825		4,000
Utility Services							
504310	Electric Power		6,017		20,968		30,000
Rentals & Leases							
504430	Equipment Rentals		-		2,288		15,000
Insurance							
504510	General Liability & Property		14,639		13,366		9,758
504540	Workers' Compensation		12,000		31,000		9,866
Repair & Maintenance							
504690	Vehicle Repair / Maintenance		9,148		20,107		25,000
504698	Fleet Vehicle Repair / Maintenance		34,160		38,412		50,000
504699	Other Repair and Maintenance						
	Drainage System Repairs		13,945		138,314		100,000
	CR Pump Station Maintenance/Rt		-		-		5,000
Printing & Binding							
504710	In-house Copies		636		127		750
504750	Outside Printing						
	NPDES & CRS Requirements		186		2,016		500

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Stormwater Management Division
Stormwater Management Fund (10408300)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Promotional Activities						
504810	Community Programs					
	Watershed Atlas	8,555	5,000	5,000	5,000	5,000
504870	Marketing	-	-	-	15,000	15,000
Other Charges and Fees						
504902	Customer Settlement Charges	21,916	-	-	-	-
Office Supplies						
505101	General Office Supplies	246	593	500	500	500
Operating Supplies						
	Lake Treatment Chemicals	18,589	16,355	55,000	-	-
505201	General Operating Supplies	16,083	14,318	7,000	7,000	7,000
	Lake Sampling Supplies	-	-	5,000	5,000	5,000
	Warehouse Issued Supplies	-	-	1,000	1,000	1,000
	Cones / Barricades	-	-	7,500	7,500	7,500
505220	Chemicals	-	-	-	55,000	55,000
505401	Books/Pubs/Subscript/Membs	1,000	1,364	1,200	1,200	1,200
Uniforms						
505501	Uniforms	369	658	150	150	150
505505	Rental Uniforms	2,529	2,450	5,000	5,000	5,000
505532	Shoes/Workboots	1,938	1,645	1,800	1,800	1,800
505540	Safety	2,861	4,134	2,000	2,000	2,000
505550	Purchased Uniforms	1,214	481	2,400	2,400	2,400
505601	Gas, Oil & Lube	34,726	22,830	45,000	45,000	45,000
	Dump Truck - New	-	-	1,500	1,500	1,500
Small Tools & Equipment						
505701	Small Tools & Equipment	3,913	4,276	5,000	5,000	5,000
505710	Office Furniture/Fixtures	1,843	-	-	-	-
505720	Hand Tools & Equipment	329	225	-	-	-
Computer Software						
505701	Software Licenses	-	2,400	-	-	-
505901	Administrative Overhead	120,000	120,000	120,000	120,000	120,000
Total Operating Expenditures		\$ 421,380	\$ 564,502	\$ 726,058	\$ 781,866	\$ 781,866

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department - Stormwater Management Division
Stormwater Management Fund (10408300)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>CAPITAL OUTLAY</u>					
Improvements Not Buildings					
563700 City Utility System					
TMDL Reduction	\$ -	\$ 225,273	\$ 475,000	\$ 475,000	\$ 475,000
563700 Calabria Outfall Repair (13-012)					
Construction	11,128	-	-	-	-
563700 Montgomery Road Bridge Rehab	47,125	-	-	-	-
Large Line Repairs	58,566	-	-	-	-
563700 Sunrail Utility Relocation	14,475	-	-	-	-
563700 Lake Adelaide Monitoring	20,470	-	-	-	-
Septic Tank Abandonment Pilot	18,220	-	-	-	-
East Town Center (13-031)					
563700 Stormwater Master Plan	114,717	-	250,000	200,000	200,000
563700 Pond 24 Access					
Construction	-	-	150,000	-	-
Machinery & Equipment					
564600 Vehicle Replacements		337,236			
Clam Shell (1594)	125,433	-	-	-	-
Sweeper (1632)	-	-	-	236,000	236,000
Kubota (New)	-	-	-	12,000	12,000
564700 Heavy Equipment		143,444			
Concrete Saw (18427)	-	143,444	-	-	-
New Mini Excavator	39,806	-	-	-	-
Dump Truck 1 Ton (new)	-	-	42,000	-	-
1 Ton Truck-ext cab (1603)	-	-	43,000	-	-
1 Ton Dump (1583)	-	-	42,000	-	-
Gem Car (New)	-	-	11,000	-	-
2" Mudhog Pump (15047)	-	-	2,000	-	-
Plate Compactor (15087)	-	-	2,500	-	-
Jumping Jack Compactor (19808)	-	-	3,000	-	-
Concrete Grinder (22415)	-	-	3,300	-	-
ISCO Portable Pump	-	-	-	1,500	1,500
Boat, Motor & Trailer (Replace)	-	-	-	19,000	19,000
Herbicide Spray Rig for Boat	-	-	-	3,000	3,000
Total Capital Outlay	\$ 449,940	\$ 705,953	\$ 1,023,800	\$ 946,500	\$ 946,500
<u>NON-OPERATING EXPENSES</u>					
Transfer to Neighborhood Enhancement Fund	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000
Reserve for Contingency	-	-	100,000	100,000	100,000
Total Non-Operating Expenditures	\$ -	\$ -	\$ 100,000	\$ 2,100,000	\$ 2,100,000
TOTAL BUDGET	\$ 1,379,795	\$ 1,823,304	\$ 2,497,003	\$ 4,475,910	\$ 4,475,910

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Public Works Department
Stormwater Connection Fee Fund (317)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
REVENUES					
Drainage Connection Fees	\$ 23,921	\$ 30,791	\$ 21,900	\$ 133,096	\$ 182,000
Interest Income	<u>2,529</u>	<u>1,741</u>	<u>2,695</u>	<u>3,582</u>	<u>3,000</u>
Total Revenues	<u>\$ 26,450</u>	<u>\$ 32,532</u>	<u>\$ 24,595</u>	<u>\$ 136,678</u>	<u>\$ 185,000</u>
EXPENDITURES					
Improvements Not Buildings					
General Large Projects	\$ 99,953	\$ -	\$ 100,000	\$ -	\$ 100,000
Stormwater Improvements	-	-	-	-	100,000
RESERVES					
Reserve for Contingency	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>\$ 99,953</u>	<u>\$ -</u>	<u>\$ 105,000</u>	<u>\$ -</u>	<u>\$ 200,000</u>
REVENUES OVER (UNDER) EXPENSES	\$ (73,503)	\$ 32,532	\$ (80,405)	\$ 136,678	\$ (15,000)
FUND BALANCE					
Beginning of Year	<u>179,004</u>	<u>105,501</u>	<u>138,033</u>	<u>138,033</u>	<u>274,711</u>
End of Year	<u>\$ 105,501</u>	<u>\$ 138,033</u>	<u>\$ 57,628</u>	<u>\$ 274,711</u>	<u>\$ 259,711</u>

Section 8

Leisure Services

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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department
Leisure Services Section
Table of Contents**

Overview.....8-2

Summary Budget by Fund.....8-5

General Fund

Administration 8-6

Eastmonte Park8-8

Merrill Park.....8-10

Westmonte Park8-12

Altamonte Recreation8-15

Lake Brantley Sports Complex8-21

Lake Lotus Park..... 8-22

Events Management.....8-25

Library.....8-27

Science Incubator Program8-29

Recreational Facilities Impact Fee Fund.....8-31

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Leisure and Maintenance Services Department
Leisure Services Section
Overview**

The City's Leisure and Maintenance Services is one of the largest and most operationally diverse departments within the City. With thirteen (13) operating divisions this department provides an array of services to the community and in-house support to all City departments. The total operating budget for 2017 is 1% greater than the current budget. This increase is largely due to increase cost in personal services.

For budget presentation purposes, we have divided the Department into two functional sections: Leisure Services and Maintenance Services. In this section we present the budget for Leisure Services

Leisure and Maintenance Services Department Annual Budget Comparison (amounts in millions)				
	2016	2017	Variance	
Operating				
Leisure	\$ 4.47	\$ 4.68	\$ 0.21	5%
Maintenance	6.46	6.38	(0.08)	-1%
	<u>\$10.93</u>	<u>\$11.06</u>	<u>\$ 0.13</u>	<u>1%</u>
Capital				
Leisure	\$ 0.15	\$ 0.15	\$ -	0%
Maintenance	0.22	0.04	(0.18)	-82%
	<u>\$ 0.37</u>	<u>\$ 0.19</u>	<u>\$ (0.18)</u>	<u>-49%</u>
Reserves				
	\$ 0.10	\$ 0.10	\$ -	-
Total	<u>\$11.40</u>	<u>\$11.35</u>	<u>\$ (0.05)</u>	<u>0%</u>

consisting of ten operating divisions: Administration, Eastmonte Park, Merrill Park, Westmonte Park, Recreation, Lake Brantley Sports Complex, Lake Lotus Park, Events Management, Library and the Altamonte Science Incubator. Funding for the operation of Leisure Services is provided primarily from General Fund, along with support from corporate sponsors and service organizations. The Recreational Facilities Impact Fee Fund provides limited funding for facility expansions needed to maintain service demands.

Each of these divisions include elements of leisure time activity and educational opportunities that bring the community together, and offer healthy lifestyle choices for all ages and groups of people. Our neighborhood/passive parks provide a much needed respite from the daily grind. Family picnics, a stroll in the park or walk through nature is always a popular choice. Open green space and full park amenities, along with the

**Leisure and Maintenance Services Department
Leisure Services Section
Overview**

nature trails at Lake Lotus and Merrill Park make these venues a popular site for this type of leisure activity. Eastmonte Park, Westmonte Park, Merrill Park and Lake Brantley Sports Complex offer our more active participants a wide range of sports and fitness activities. Programs during school breaks and our youth basketball program continue in popularity with registrations at capacity. The recent unveiling of the Altamonte Baseball Academy has added new opportunities to area youth that include camps, clinics, tournament play and private instruction for those wanting to take their game to the next level. Instruction in tennis, gymnastics and wrestling are also offered year round. Our relationship with local schools, where we conduct a number of these programs, remains a win-win for both parties. Special Needs programs such as day trips to local attractions, cheerleading, ballroom dancing and Night Bird dances also operate at capacity. Senior activities, including our Therapeutic pool, bocce ball, day trips and recently added "Senior Game Day" provide a great selection of opportunities to stay fit, active and social.

Events are back in business! After nine months of down time at Cranes Roost due to renovations, this budget includes a robust event schedule, including the return of popular events such as Halloween at Cranes Roost, Light up the Holidays and concerts in the park. The event crew spent the off time revamping events and logistics to compliment the updated amenities and continuing development in the Uptown area.

The Library offers both leisure and educational opportunities for patrons and city staff. Equipped with comfortable seating and quiet areas for pleasure reading and/or academic study the Library has become a popular site for home school and private school students. Computer classes taught by Library personnel and free computer time continues to be in demand for job and or research. The City's historical collection is also housed at the

**Leisure and Maintenance Services Department
Leisure Services Section
Overview**

library. The library's general fund is supported by limited state funding and modest daily fees and fines.

The Altamonte Springs Science Incubator (AS2I) remains the soaring star among City programs as it continues to grow with more schools getting involved in the living laboratory that is Lake Lotus Park. AS2I is conducted by Leisure Services and Public Works Department, with support largely from our Park Rangers, Laboratory and Waste Water divisions. In the four short years of conducting AS2I field study to Seminole County Public School students, we have hosted nearly 10,000 students from eight middle schools and seven high schools plus participation from Endeavor and Seminole County Virtual School. Our collaborative partnerships with Seminole County Public School Board, Duke Energy, Adventist Health System, Seminole State College, along with the continued support of area businesses and service organizations makes it possible for us to sustain our mission to support STEM education and potentially secure our future workforce. Our student internship and scholarship program positions us well for tracking and reporting the success of this program.

Finally, our Park Rangers and Altamonte Science Incubator (AS2I) program continue to shine. The Rangers serve as park ambassadors for all our parks, and provide security and maintenance services required for smooth operations and welcoming venues for our community.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department
Leisure Services Section
Summary Budget by Fund**

	<u>2017 Budget</u>			<u>2016 Budget</u>
	<u>General Fund</u>	<u>Recreational Facilities Impact Fee Fund</u>	<u>Total</u>	
<u>Operating Expenses</u>				
Leisure Services Administration	\$ 562,484	\$ -	\$ 562,484	\$ 537,718
Eastmonte Park	130,927	-	130,927	151,910
Merrill Park	110,551	-	110,551	106,177
Westmonte Park	245,118	-	245,118	268,311
Recreation Programming	1,931,747	-	1,931,747	1,778,299
Lake Brantley Sports Complex	78,057	-	78,057	72,675
Lake Lotus Park	594,718	-	594,718	570,283
Events Management	456,663	-	456,663	441,441
Library	389,876	-	389,876	371,831
Science Incubator Program	<u>178,250</u>	<u>-</u>	<u>178,250</u>	<u>175,300</u>
Total Operating Expenses	<u>\$ 4,678,391</u>	<u>\$ -</u>	<u>\$ 4,678,391</u>	<u>\$ 4,473,945</u>
<u>Non-Operating Expenses</u>				
Capital Outlay	\$ 155,150	\$ -	\$ 155,150	\$ 154,220
Appropriated Reserves	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Total Non-Operating Expenses	<u>\$ 155,150</u>	<u>\$ 100,000</u>	<u>\$ 255,150</u>	<u>\$ 254,220</u>
Total Expenses	<u><u>\$ 4,833,541</u></u>	<u><u>\$ 100,000</u></u>	<u><u>\$ 4,933,541</u></u>	<u><u>\$ 4,728,165</u></u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Administration Division
General Fund (00109110)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 5 Positions	\$ 365,063	\$ 371,301	\$ 384,440	\$ 396,916	\$ 396,916
501201 Overtime	476	1,069	500	500	500
501600 Add Pays	-	-	520	-	-
 Allowances					
501701 Car Allowance	4,819	4,819	4,800	4,800	4,800
501702 Cell Phone Allowance	2,410	2,410	2,400	2,400	2,400
501800 Uniform Allowance	8	-	50	50	50
502100 FICA Taxes	27,176	27,413	30,042	30,956	30,956
502100 Retirement Contributions	42,347	50,344	52,193	55,594	55,594
502300 Health Insurance	34,580	37,384	38,795	42,270	42,270
502400 Life Insurance	750	760	1,248	1,268	1,268
 Total Personal Services	\$ 477,629	\$ 495,499	\$ 514,988	\$ 534,754	\$ 534,754
<u>POSITION ROSTER</u>					
Full Time Employees -					
Leisure Services Director	1D	1	1	1	1
Deputy Director - Rec, Fac, Fleet	2B	1	1	1	1
Fiscal Manager	3B	1	1	1	1
Office Manager	3A	1	1	1	1
Program Specialist	3A	1	1	1	1
 Total Positions		5	5	5	5

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Administration Division
General Fund (00109110)**

						<u>2017</u>	
		<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Manager</u>	<u>Commission</u>	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Approved</u>	<u>Approved</u>	
<u>OPERATING EXPENDITURES</u>							
Other Contractual Services							
503470	Background Checks	\$ 8,643	\$ 11,093	\$ 15,000	\$ 15,000	\$ 15,000	
Travel and Training							
504030	FRPA Meetings & Seminars	-	283	1,000	1,000	1,000	
Communications							
504120	Radio Accessories	-	418	500	500	500	
Rentals & Leases							
504401	Off- Site Storage	-	-	-	5,000	5,000	
Printing & Binding							
504710	In-house Copies	1,819	768	1,800	1,800	1,800	
505101	Office Supplies	3,191	1,915	3,000	3,000	3,000	
505201	Operating Supplies	-	-	750	750	750	
505401	Books/Pubs/Subscrs/Membs	94	95	400	400	400	
Uniforms							
505550	Purchased Uniforms	180	-	280	280	280	
Total Operating Expenditures		<u>\$ 13,927</u>	<u>\$ 14,573</u>	<u>\$ 22,730</u>	<u>\$ 27,730</u>	<u>\$ 27,730</u>	
TOTAL BUDGET		<u>\$ 491,556</u>	<u>\$ 510,072</u>	<u>\$ 537,718</u>	<u>\$ 562,484</u>	<u>\$ 562,484</u>	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Eastmonte Park
General Fund (00109120)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 2 Positions	\$ 51,424	\$ 49,821	\$ 59,707	\$ 63,021	\$ 63,021
501305 Limited Term Employees					
Civic Center Workers (1,400 hrs)	10,576	14,117	14,000	14,000	14,000
Total Salaries & Wages	\$ 62,000	\$ 63,938	\$ 73,707	\$ 77,021	\$ 77,021
501400 Overtime	2,408	3,731	3,000	3,000	3,000
501800 Uniform Allowance	50	51	100	100	100
502100 FICA Taxes	4,903	5,126	5,876	6,129	6,129
502200 Retirement Contributions	6,702	6,571	7,688	8,728	8,728
502300 Health Insurance	13,926	13,940	15,518	16,908	16,908
502400 Life Insurance	120	110	237	257	257
Total Personal Services	\$ 90,109	\$ 93,467	\$ 106,126	\$ 112,143	\$ 112,143
<u>POSITION ROSTER</u>					
Full Time Employees -					
Park Ranger	4B 2	2	2	2	2
Total Positions	2	2	2	2	2

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Eastmonte Park
General Fund (00109120)**

		2014 Actual	2015 Actual	2016 Budget	2017	
					Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>						
Repair & Maintenance						
504601	Building/Facilities Maintenance	\$ 6,420	\$ 1,945	\$ -	\$ -	\$ -
	Replace Spec Comm Sign	-	-	5,000	-	-
504602	Fencing					
	Repl Fencing/Fields & Bull Pen	9,543	9,096	10,000	-	-
	Repl Batting Cage Netting	-	-	7,500	-	-
504605	Civic Center Repair					
	Auditorium Tables/Chairs	664	264	800	800	800
504620	Equipment Repair	531	462	1,000	1,000	1,000
	Scoreboard Signage	-	-	1,000	1,000	1,000
	Lightning Detector	-	-	500	500	500
504675	Hardscape					
	Concrete Repair	-	1,491	3,000	3,000	3,000
504699	Other Repair & Maintenance	1,600	2,007	2,000	2,000	2,000
Printing & Binding						
504710	In-house Copies	1,972	34	2,000	2,000	2,000
Operating Supplies						
505602	Propane/Diesel	1,898	298	2,500	2,500	2,500
Uniforms						
505505	Rental Uniforms	203	261	660	660	660
505532	Shoes/Workboots	243	-	600	600	600
505540	Safety	-	-	100	100	100
505550	Purchased Uniforms	-	-	824	824	824
Small Tools & Equipment						
505750	Park Equipment	998	7,510	1,300	1,300	1,300
	Field Bases	-	-	1,500	1,500	1,500
	Picnic Tables, Benches & Grills	-	-	1,000	1,000	1,000
	Repl Benches (2)	1,699	-	2,000	-	-
	Repl Trash receptacles	-	-	2,500	-	-
	Baseball Equipment	5,576	-	-	-	-
	Total Operating Expenditures	<u>\$ 31,347</u>	<u>\$ 23,367</u>	<u>\$ 45,784</u>	<u>\$ 18,784</u>	<u>\$ 18,784</u>
TOTAL BUDGET		<u>\$ 121,456</u>	<u>\$ 116,834</u>	<u>\$ 151,910</u>	<u>\$ 130,927</u>	<u>\$ 130,927</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Merrill Park
General Fund (00109130)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 2 Positions	\$ 46,961	\$ 51,232	\$ 54,377	\$ 56,795	\$ 56,795
501400 Overtime	2,032	3,392	2,500	2,500	2,500
501800 Uniform Allowance	19	29	100	100	100
502100 FICA Taxes	3,749	4,171	4,359	4,543	4,543
502200 Retirement Contributions	5,918	6,703	6,973	7,838	7,838
502300 Health Insurance	7,307	7,537	15,518	16,908	16,908
502400 Life Insurance	60	105	216	233	233
Total Personal Services	<u>\$ 66,046</u>	<u>\$ 73,169</u>	<u>\$ 84,043</u>	<u>\$ 88,917</u>	<u>\$ 88,917</u>
<u>POSITION ROSTER</u>					
Full Time Employees -					
Park Ranger	4B 2	2	2	2	2
Total Positions	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Merrill Park
General Fund (00109130)**

		2014		2015		2016		2017	
		Actual	Actual	Budget	Manager Approved	Commission Approved			
<u>OPERATING EXPENDITURES</u>									
Repair & Maintenance									
504601	Building/Facilities Maintenance	\$ 3,885	\$ 30	\$ -	\$ -	\$ -			
504602	Fencing/Security								
	Assorted Fencing	6,976	5,989	2,500	10,000	10,000			
	Repl Temp Fence	-	-	5,000	-	-			
504620	Equipment Repair	-	-	500	500	500			
504675	Hardscape								
	Concrete Repair	-	-	2,000	2,000	2,000			
504699	Other Repair & Maintenance	176	-	1,000	1,000	1,000			
Printing & Binding									
504710	In-house Copies	148	19	150	150	150			
Uniforms									
505505	Rental Uniforms	335	277	660	660	660			
505532	Shoes/Workboots	256	-	600	600	600			
505540	Safety	-	-	100	100	100			
505550	Purchased Uniforms	197	-	824	824	824			
Small Tools & Equipment									
505750	Park Equipment	721	2,590	1,300	1,300	1,300			
	Field Bases	-	-	1,500	1,500	1,500			
	Picnic Tables, Benches, Grills	-	-	5,000	2,000	2,000			
	Volleyball Nets	1,395	-	1,000	1,000	1,000			
Total Operating Expenditures		\$ 14,089	\$ 8,905	\$ 22,134	\$ 21,634	\$ 21,634			
Machinery & Equipment									
564450	Park Equipment								
	Repl Softball Pitching Machine	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000			
Total Capital Outlay		\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000			
TOTAL BUDGET		\$ 80,135	\$ 82,074	\$ 106,177	\$ 114,551	\$ 114,551			

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Westmonte Park
General Fund (00109140)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 4 Positions	\$ 99,957	\$ 112,355	\$ 121,559	\$ 124,579	\$ 124,579
501305 Limited Term Employees					
Civic Center Wrks (800 hrs)	8,414	7,263	8,000	8,000	8,000
Total Salaries & Wages	\$ 108,371	\$ 119,618	\$ 129,559	\$ 132,579	\$ 132,579
501400 Overtime	2,037	3,313	3,000	3,000	3,000
501600 Add Pays	653	653	650	650	650
501800 Uniform Allowance	88	10	120	120	120
502100 FICA Taxes	8,295	9,287	10,200	10,431	10,431
502200 Retirement Contributions	12,746	14,274	15,350	16,952	16,952
502300 Health Insurance	20,369	28,568	31,036	33,816	33,816
502400 Life Insurance	185	227	482	506	506
Total Personal Services	\$ 152,744	\$ 175,950	\$ 190,397	\$ 198,054	\$ 198,054
<u>POSITION ROSTER</u>					
Full Time Employees -					
Staff Assistant	4C	2	2	2	2
Park Ranger	4B	2	2	2	2
Total Positions		4	4	4	4

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Westmonte Park
General Fund (00109140)**

						2017	
		2014	2015	2016	Manager	Commission	
		Actual	Actual	Budget	Approved	Approved	
<u>OPERATING EXPENDITURES</u>							
Repair & Maintenance							
504601	Building/Facilities Maintenance						
	Pool Repairs						
	Therapeutic & Outdoor	\$ 5,194	\$ 6,305	\$ 6,000	\$ 6,000	\$ 6,000	
	Playground Equip	6,055	-	-	-	-	
	Replace Park Signs	665	-	-	-	-	
504602	Fencing	800	392	5,000	-	-	
504605	Civic Center	1,022	-	-	-	-	
	Auditorium Tables/Chairs	-	1,368	1,200	-	-	
504610	Ballfield Maintenance						
	Repair Tennis Courts (cracks)	-	2,137	-	-	-	
504620	Equipment Repair	947	-	-	-	-	
	Lightning Detectors	-	1,970	500	-	-	
	Pool Vacuums	-	-	2,500	2,500	2,500	
504675	Hardscape Maintenance						
	Sidewalk Repairs	-	-	2,000	2,000	2,000	
504699	Other	1,266	785	1,000	1,000	1,000	
Printing & Binding							
504710	In-house Copies	7,748	693	5,000	5,000	5,000	
Operating Supplies							
505220	Chemicals						
	Pool Chemicals	9,937	9,448	12,000	4,000	4,000	
	Thera Pool Cleaning Supplies	-	-	500	500	500	
505602	Propane Gas	23,501	18,249	22,000	22,000	22,000	
505260	Safety Supplies						
	AED Batteries & Supplies	40	-	500	500	500	
505201	General Supplies	51	118	-	-	-	
Uniforms							
505505	Rental Uniforms	423	242	600	600	600	
505532	Shoes/Workboots	102	124	600	600	600	
505540	Safety	-	3	100	100	100	
505550	Purchased Uniforms	98	-	964	964	964	
Small Tools & Equipment							
505750	Park Equipment	2,160	4,233	1,300	1,300	1,300	
	Picnic Tables, Benches & Grills	-	-	1,500	-	-	
	Outdoor Pool Chairs	2,822	-	750	-	-	
	Repl Tennis Court Ct Divd Net	656	-	-	-	-	
	Repl Portable Sound System	-	-	1,000	-	-	
	Therapeutic Pool:						
	Repl Restroom Benches	-	-	1,300	-	-	
	Repl Shower Mats	-	-	1,600	-	-	
	Floor Mats	-	-	10,000	-	-	
Total Operating Expenditures		\$ 63,487	\$ 46,067	\$ 77,914	\$ 47,064	\$ 47,064	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Westmonte Park
General Fund (00109140)**

			<u>2017</u>	
			<u>Manager</u>	<u>Commission</u>
			<u>Approved</u>	<u>Approved</u>
			<u>2014</u>	<u>2015</u>
			<u>Actual</u>	<u>Actual</u>
			<u>2016</u>	<u>2017</u>
			<u>Budget</u>	<u>Manager</u>
			<u>2017</u>	<u>Commission</u>
			<u>Approved</u>	<u>Approved</u>
<u>CAPITAL OUTLAY</u>				
Machinery & Equipment				
564450	Park Equipment			
	Swimsuit Dryer/Tpool	\$ -	\$ -	\$ 2,500
				\$ 2,500
	Total Capital Outlay	\$ -	\$ -	\$ 2,500
				\$ 2,500
TOTAL BUDGET			\$ 216,231	\$ 222,017
			\$ 268,311	\$ 247,618
			\$ 247,618	\$ 247,618

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (00109160)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
PERSONAL SERVICES					
501201 Regular Salaries & Wages					
Base: 16 Positions	\$ 596,753	\$ 618,075	\$ 642,209	\$ 701,919	\$ 701,919
Position Upgrades:					
Recreation Supervisor 3A to Recreation Manager 3B	-	-	-	2,100	2,100
Spec Comm Serv Coord 4C to Special Needs Supervisor 3A	-	-	-	1,900	1,900
Limited Term Employees					
501305 Baseball Instructors	-	-	65,500	97,500	97,500
501305 Playground Leaders (1440 Hrs)	-	109,210	16,560	16,560	16,560
501305 Playground Aides (7200 Hrs)	108,899	-	68,400	68,400	68,400
501305 Teen leaders (720 hrs)	-	-	8,280	8,280	8,280
501305 Teen Aides (720 hrs)	-	-	6,840	6,840	6,840
501312 Lifeguards (5500 Hrs)	52,438	61,031	55,000	55,000	55,000
501313 Adapted Aquatics Instr (1800 Hrs)	13,915	17,617	18,000	18,000	18,000
501305 Bus Driver (1000 Hrs)	-	24,742	12,000	12,000	12,000
501305 Recreation Workers	16,130	-	32,000	45,740	45,740
501305 Maintenance Helper	-	-	11,072	11,072	11,072
Total Salaries & Wages	\$ 788,135	\$ 830,676	\$ 935,861	\$ 1,045,311	\$ 1,045,311
501400 Overtime	1,929	3,475	2,500	3,500	3,500
501600 Add Pays	1,166	653	650	650	650
Allowances					
501701 Car Allowance	4,819	4,819	4,800	4,800	4,800
501702 Cell Phone Allowance	3,612	3,614	3,600	3,600	3,600
501800 Uniform Allowance	41	-	150	160	160
502100 FICA Taxes	60,917	63,700	72,488	80,937	80,937
502200 Retirement Contributions	61,108	64,769	70,769	77,260	77,260
502300 Health Insurance	84,321	91,161	116,385	126,810	126,810
502400 Life Insurance	1,212	1,216	2,751	2,824	2,824
Total Personal Services	\$ 1,007,260	\$ 1,064,082	\$ 1,209,954	\$ 1,345,852	\$ 1,345,852

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (00109160)**

		2014	2015	2016	2017	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Manager</u> <u>Approved</u>	<u>Commission</u> <u>Approved</u>
<u>POSITION ROSTER</u>						
Contract/Full Time Employees -						
Operations Division Mgr	3C	1	1	1	1	1
Recreation Division Manager	3C	1	1	1	1	1
Recreation Manager	3B	3	3	3	4	4
Business Develop Specialist	3A	1	1	1	1	1
Recreation Supervisor	3A	2	2	2	1	1
Special Needs Supervisor	3A	-	-	-	1	1
Recreation Leader	4C	4	5	5	5	5
Spec Comm Svcs Coord	4C	1	1	1	-	-
Office Assistant-Contract	4A	1	-	-	-	-
		<u>14</u>	<u>14</u>	<u>14</u>	<u>14</u>	<u>14</u>
Total Full Time Employees						
Part Time Employees -						
Adapted Aquatics Instr	4B	1	1	1	1	1
Activity Asst-Special Needs	4B	-	-	1	1	1
		<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>2</u>
Total Part Time Employees						
		<u>15</u>	<u>15</u>	<u>16</u>	<u>16</u>	<u>16</u>
Total Positions						

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (00109160)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>					
Contractual Services					
503401 Other Contractual Services					
Marketing Services /					
Constant Contact	\$ 1,365	\$ 1,611	\$ 2,000	\$ 2,000	\$ 2,000
Web Site Services	-	-	20,000	-	-
League Athletics Website	-	-	800	2,500	2,500
Rec Trac Upgrade	-	-	7,000	-	-
503415 Bank Service Fees					
Website/Rec-Trac Processing	6,869	6,518	7,000	7,000	7,000
503450 Buses:					
Summer Camp (LR005)	21,169	100,419	20,000	20,000	20,000
Teen Camp (LR005)	2,144	-	4,000	4,000	4,000
Spring Break	867	-	-	-	-
Senior Trips (LR020)	6,114	-	8,000	8,000	8,000
Special Needs (LR025)	3,293	-	3,000	3,000	3,000
Camps	2,225	-	-	-	-
Sports Officials:					
Softball (LR010)	29,416	-	30,000	20,000	20,000
Flag Football (LR005)	6,435	-	5,000	5,000	5,000
Basketball	6,239	-	-	-	-
Basketball Spring (LR005)	-	-	8,000	8,000	8,000
Basketball Winter (LR005)	14,651	-	20,000	20,000	20,000
Baseball Spring	14,113	-	12,000	20,000	20,000
Baseball Fall	5,410	-	8,000	10,000	10,000
Babe Ruth Tournaments	-	-	-	5,000	5,000
ABA Tournaments	-	-	-	20,000	20,000
Youth Softball Spring (LR005)	10,848	-	7,000	7,000	7,000
Youth Softball Fall (LR005)	-	-	7,000	7,000	7,000
Tournaments	1,170	-	-	-	-
Scorekeepers:					
Softball (LR010)	-	-	7,500	7,500	7,500
USSSA (LR010)	-	-	2,000	2,000	2,000
Baseball Insurance	-	-	2,000	3,500	3,500
Softball Insurance (LR005)	-	-	1,000	2,000	2,000
503457 Field Trips					
Summer Program	618	-	-	-	-
Summer Camp (LR005)	32,170	48,685	30,000	30,000	30,000
Teen Camp (LR005)	1,879	-	5,000	5,000	5,000
Spring Break (LR005)	4,251	-	5,000	5,000	5,000
Winter Break (LR005)	2,596	-	5,000	5,000	5,000
Senior Trips (LR020)	4,886	-	6,000	6,000	6,000
Special Needs (LR025)	-	-	4,000	4,000	4,000
Camps	3,819	-	-	-	-
503901 Educational Incentive	1,615	330	1,750	1,750	1,750

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (00109160)**

				2017		
				Manager	Commission	
				Approved	Approved	
		2014 Actual	2015 Actual	2016 Budget		
Travel and Training						
504015	Certifications					
	NYSCA Coach Certifications:					
	Baseball	1,399	805	1,000	1,000	1,000
	Basketball (LR005)	680	-	1,000	1,000	1,000
	Flag Football (LR005)	200	-	600	600	600
	Cheerleading (LR005)	190	-	400	400	400
	Softball (LR005)	478	-	700	700	700
	Swim Lessons (LR015)	830	-	3,200	3,200	3,200
	Wrestling (LR005)	-	-	300	300	300
	Splash Ball (LR015)	-	-	100	100	100
504030	Conferences/Seminars					
	FRPA Meetings & Seminars	655	160	2,000	2,000	2,000
	Aquatic Exercise Certs (6 @ \$259)	-	-	1,600	-	-
504201	Postage & Transportation	198	20	200	200	200
Rentals & Leases						
504410	Off-site Storage	1,302	1,302	1,600	-	-
Printing & Binding						
504710	In-house Copies	3,608	1,077	4,000	4,000	4,000
Promotional Activities						
504810	Community Programs					
	Youth Baseball Open Day	3,534	880	2,000	2,000	2,000
504870	Marketing					
	Recreation Program Marketing	11,767	10,553	40,000	40,000	40,000
	Banners/Signs	-	-	2,000	2,000	2,000
Other Current Charges						
504910	Program Awards-Division Wide	8,360	6,783	7,600	12,000	12,000
Operating Supplies						
505250	Program Equipment/Supplies	155	154,574	-	-	-
	Aquatic Program	3,110	-	-	-	-
	Swim Lessons (LR015)	-	-	3,000	3,000	3,000
	Swim Team (LR015)	1,155	-	1,500	1,500	1,500
	Splash Ball (LR015)	797	-	1,500	1,500	1,500
	Cheerleading (LR005)	6,055	-	7,500	7,500	7,500
	Flag Football (LR005)	6,471	-	10,000	10,000	10,000
	Racquetball (LR010)	16	-	1,000	1,000	1,000
	Softball Program (LR010)	4,562	-	3,000	4,500	4,500
	Softball Spring Program (LR005)	10,360	-	20,000	20,000	20,000
	Softball Youth	4,624	-	-	-	-
	Spring Break (LR005)	649	-	350	350	350
	Winter Break (LR005)	455	-	350	350	350
	Summer Program (LR005)	11,208	-	22,800	22,800	22,800
	Summer Gymnastics (LR005)	2,030	-	2,100	2,100	2,100
	Summer Tennis	1,680	-	2,100	-	-
	Teen Program (LR005)	3,524	-	2,000	2,000	2,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (00109160)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
Operating Supplies (continued)					
Dive In Movies (LR015)	-	-	1,500	2,000	2,000
Therapeutic Pool (LR010)	326	-	1,750	1,750	1,750
Wrestling (LR005)	422	-	1,000	1,000	1,000
5k Road Race (LR010)	85	-	500	500	500
Baseball Spring	33,964	-	40,000	40,000	40,000
Baseball Fall	-	5,263	12,000	12,000	12,000
Babe Ruth Tournaments	-	-	-	10,000	10,000
ABA Tournaments	-	-	-	20,000	20,000
Basketball Spring (LR005)	1,541	-	2,000	2,000	2,000
Basketball Summer	166	-	-	-	-
Basketball Camps (LR005)	4,593	-	10,000	10,000	10,000
Basketball Winter (LR005)	12,712	-	40,000	40,000	40,000
Gymnastics (LR005)	71	-	1,000	1,000	1,000
Sftbll Tour-Patriot Games	11,838	-	-	-	-
Tennis (LR005)	-	-	500	500	500
Volleyball (LR010)	270	-	2,500	2,500	2,500
Special Community Services:					
Camps	6,478	-	8,000	-	-
Clubhouse (LR025)	-	-	-	10,000	10,000
Cheerleading (LR025)	1,682	-	4,000	1,000	1,000
Thursday Night Out	334	-	500	-	-
Ball Room Dancing (LR025)	1,800	-	1,500	1,500	1,500
Belly Dancing (LR025)	307	-	500	500	500
Holiday Crafts	-	-	500	-	-
Senior Game Day (LR020)	-	-	-	2,000	2,000
Senior Bocce Ball (LR020)	809	-	800	800	800
Senior Cards	530	-	500	-	-
Senior Bowling (LR020)	276	-	500	500	500
Senior Health Fair (LR020)	421	-	700	700	700
Senior Luncheon (LR020)	1,417	-	1,600	1,600	1,600
Senior Pickleball (LR020)	-	-	250	250	250
Senior Senior Bunko	-	-	250	-	-
505201 General Supplies	8,621	7,655	16,350	16,350	16,350
Uniforms					
505501 Uniforms					
Summer Program Staff	1,546	3,676	1,800	1,800	1,800
Teen Program Staff	596	-	300	300	300
Summer Pool Staff	1,990	-	2,000	2,000	2,000
Therapeutic Pool	704	-	900	900	900
505550 Purchased Uniforms	226	-	1,095	1,095	1,095
Small Tools & Equipment					
505750 Park Equipment	-	-	-	-	-
Baseball Equipment	-	2,466	30,000	15,000	15,000
Total Operating Expenditures	\$ 367,939	\$ 352,777	\$ 568,345	\$ 585,895	\$ 585,895

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (00109160)**

			2017				
			2014	2015	2016	Manager	Commission
			Actual	Actual	Budget	Approved	Approved
<u>CAPITAL OUTLAY</u>							
Machinery & Equipment							
564450	Park Equipment						
	Baseball Equipment	\$ -	\$ 15,824	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
564600	Vehicles						
	Bus Wrap	7,494	-	-	-	-	-
	Total Capital Outlay	\$ 7,494	\$ 15,824	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
TOTAL BUDGET		\$ 1,382,693	\$ 1,432,683	\$ 1,778,299	\$ 1,934,247	\$ 1,934,247	\$ 1,934,247

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Lake Brantley Sports Complex
General Fund (00109080)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501305 Limited Term Employees					
Recreation Workers	\$ 40,899	\$ 42,224	\$ 41,500	\$ 46,500	\$ 46,500
Total Salaries & Wages	\$ 40,899	\$ 42,224	\$ 41,500	\$ 46,500	\$ 46,500
502100 FICA Taxes	3,129	3,230	3,175	3,557	3,557
Total Personal Services	\$ 44,028	\$ 45,455	\$ 44,675	\$ 50,057	\$ 50,057
<u>OPERATING EXPENDITURES</u>					
Rentals & Leases					
504450 Facility Use Fees	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Repair & Maintenance					
504601 Building/Facilities Maintenance					
Field House Gym:					
Resurface Gym Floors	8,742	8,519	10,000	10,000	10,000
Brantley South Gym:					
Electric Utility Service	6,800	6,800	6,800	6,800	6,800
504610 Ballfield Maintenance	995	-	-	-	-
504699 Other	1,178	2,086	2,000	2,000	2,000
504710 Printing & Binding	201	20	200	200	200
Operating Supplies					
505201 General Operating Supplies	80	92	1,000	1,000	1,000
Small Tools & Equipment					
505750 Park Equipment	785	1,643	500	500	500
Replace Chairs	-	-	500	500	500
Scorebord Module	-	-	1,500	1,500	1,500
Basketball Goals	-	-	3,000	3,000	3,000
Total Operating Expenditures	\$ 18,781	\$ 19,160	\$ 28,000	\$ 28,000	\$ 28,000
TOTAL BUDGET	\$ 62,809	\$ 64,614	\$ 72,675	\$ 78,057	\$ 78,057

The Lake Brantley Sports complex includes Lake Brantley High School and Field House, Brantley South gym and ballfields, and ballfields at Forest City Elementary and Teague Middle School.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Lake Lotus Park
General Fund (00109090)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 9 Positions	\$ 331,647	\$ 350,546	\$ 375,731	\$ 387,970	\$ 387,970
501290 Sign Incentive	170	40	-	-	-
501400 Overtime	5,338	9,338	4,000	4,000	4,000
501600 Add Pays	4,112	3,915	5,200	3,900	3,900
Allowances					
501702 Cell Phone Allowance	2,403	2,410	2,400	2,400	2,400
501800 Uniform Allowance	173	19	400	400	400
502100 FICA Taxes	25,168	26,814	29,662	30,498	30,498
502200 Retirement Contributions	36,410	38,601	40,169	44,325	44,325
502300 Health Insurance	52,202	59,001	69,831	76,086	76,086
502400 Life Insurance	680	689	1,420	1,489	1,489
Total Personal Services	<u>\$ 458,303</u>	<u>\$ 491,371</u>	<u>\$ 528,813</u>	<u>\$ 551,068</u>	<u>\$ 551,068</u>

POSITION ROSTER

Full Time Employees -

Chief Ranger	2B	1	1	1	1	1
Deputy Chief Ranger	3A	2	2	2	2	2
Staff Assistant	4C	1	1	1	1	1
Park Ranger	4B	4	4	4	4	4
Total Full Time Employees		<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

Part Time Employees -

Park Ranger	4B	1	1	1	1	1
Total Part Time Employees		<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total Positions		<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Lake Lotus Park
General Fund (00109090)**

		2017				
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>						
Other Contractual Services						
503460	Trash Disposal	\$ 1,669	\$ 1,699	\$ 3,000	\$ 3,000	\$ 3,000
Travel and Training						
504010	Technical Training	1,058	249	1,000	1,000	1,000
	Ranger Academy	-	-	2,500	2,500	2,500
Repair & Maintenance						
504601	Building/Facilities Maintenance	4,878	5,297	5,500	5,500	5,500
504615	Landscape Maintenance	617	988	1,000	1,000	1,000
504620	Equipment Repair	919	474	1,000	1,000	1,000
504675	Hardscape Maintenance	2,536	2,924	3,000	3,000	3,000
Printing & Binding						
504710	In-house Copies	3,293	1,230	1,500	1,500	1,500
	Lake Lotus Brochure	-	-	1,000	1,000	1,000
Promotional Activities						
504810	Community Programs	614	645	-	-	-
	Earth Day	-	-	1,000	1,000	1,000
505101	Office Supplies	1,273	1,085	1,200	1,200	1,200
Operating Supplies						
505210	Custodial Supplies	1,006	1,106	1,000	1,000	1,000
505285	Landscaping Supplies	116	337	1,000	3,000	3,000
505201	General Operating Supplies	9,213	8,752	7,000	7,000	7,000
	Reptile Food	-	-	3,000	3,000	3,000
Books/Pubs/Subscrs/Membs						
505440	Memberships	-	-	200	200	200
Uniforms						
505501	Uniforms	206	548	500	500	500
505505	Rental Uniforms	716	730	1,500	1,500	1,500
505532	Shoes/Workboots	389	659	1,000	1,000	1,000
505540	Safety	140	196	400	400	400
505550	Purchased Uniforms	1,717	255	1,900	1,900	1,900
Small Tools & Equipment						
505715	Office Equipment	85	444	150	150	150
505720	Hand Tools	1,222	738	600	600	600
505750	Park Equipment	669	1,557	700	700	700
	Replace Refrigerator/Freezer	-	-	500	-	-
	Water Filtration System	-	-	320	-	-
	John Deere Tractor Forks	-	-	-	750	750
	Repl Hand Blower	-	-	-	250	250
Total Operating Expenditures		\$ 32,336	\$ 29,915	\$ 41,470	\$ 43,650	\$ 43,650

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Lake Lotus Park
General Fund (00109090)**

			2017	
			Manager	Commission
			Approved	Approved
			2014	2015
			Actual	Actual
			2016	2017
			Budget	Manager
			2017	Commission
			Approved	Approved
<u>CAPITAL OUTLAY</u>				
Machinery & Equipment				
564450	Park Equipment			
	Wheeled Blower	\$ -	\$ 1,326	\$ -
	Stackable Washer/Dryer	-	-	-
	ASPD Radio	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>
	Total Capital Outlay	<u>\$ -</u>	<u>\$ 1,326</u>	<u>\$ 2,500</u>
		<u>-</u>	<u>1,170</u>	<u>-</u>
		<u>-</u>	<u>3,200</u>	<u>2,500</u>
		<u>-</u>	<u>4,370</u>	<u>2,500</u>
		<u>-</u>	<u>574,653</u>	<u>597,218</u>
		<u>-</u>	<u>597,218</u>	<u>597,218</u>
TOTAL BUDGET		<u>\$ 490,639</u>	<u>\$ 522,612</u>	<u>\$ 597,218</u>
		<u>-</u>	<u>574,653</u>	<u>597,218</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Events Management Division
General Fund (00109100)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 5 Positions	\$ 231,202	\$ 278,441	\$ 294,558	\$ 302,153	\$ 302,153
501400 Overtime	1,406	1,812	1,500	1,500	1,500
501600 Add Pays	1,305	1,305	1,300	1,300	1,300
 Allowances					
501701 Car Allowance	5,903	5,903	5,880	5,880	5,880
501702 Cell Phone Allowance	2,528	3,012	3,000	3,000	3,000
501800 Uniform Allowance	-	-	30	50	50
502100 FICA Taxes	17,213	21,195	23,429	24,012	24,012
502200 Retirement Contributions	25,847	31,295	33,281	36,535	36,535
502300 Health Insurance	27,268	35,147	38,795	42,270	42,270
502400 Life Insurance	479	555	1,118	1,163	1,163
Total Personal Services	<u>\$ 313,151</u>	<u>\$ 378,664</u>	<u>\$ 402,891</u>	<u>\$ 417,863</u>	<u>\$ 417,863</u>
<u>POSITION ROSTER</u>					
Full Time Employees -					
Dep Dir Events, PLM&O, Lib, Rng 2B	1	1	1	1	1
Community Events Manager 3C	1	1	1	1	1
STEM Coordinator 3B	1	1	1	1	1
Events Production Manager 3B	1	1	1	1	1
Event Production Assistant 3A	1	1	1	1	1
Total Positions	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Events Management Division
General Fund (00109100)**

						2017	
		2014	2015	2016	Manager	Commission	
		Actual	Actual	Budget	Approved	Approved	
<u>OPERATING EXPENDITURES</u>							
Travel and Training							
504005	Professional Training	\$ -	\$ -	\$ 200	\$ 200	\$ 200	
504050	Mileage Reimbursement	135	14	500	500	500	
504201	Postage & Transportation						
	Event Mailouts	528	83	250	250	250	
Rentals & Leases							
504410	Off-site Storage						
	Storage Space Lease	2,299	2,314	2,500	3,000	3,000	
Printing & Binding							
504710	In-house Copies	1,736	475	2,000	2,000	2,000	
504755	Brochures/Pamphlets		1,021	-	-	-	
	Volunteer Banquet	-	-	1,000	1,000	1,000	
	Various Event Brochures	995	-	500	500	500	
Promotional Activities							
504810	Community Programs						
	Volunteer Awards Banquet	15,145	11,628	17,000	17,000	17,000	
	Seasonal Entertainment	5,451	6,226	-	-	-	
504870	Marketing						
	Photographer/Videographer	-	989	3,000	3,000	3,000	
505101	Office Supplies	468	130	750	500	500	
505201	Operating Supplies	4,922	4,102	5,000	5,000	5,000	
Uniforms							
505540	Safety	20	-	350	350	350	
505550	Purchased Uniforms	-	351	500	500	500	
Small Tools & Equipment							
505750	Park Equipment	5,070	3,819	5,000	5,000	5,000	
Total Operating Expenditures		\$ 36,769	\$ 31,151	\$ 38,550	\$ 38,800	\$ 38,800	
TOTAL BUDGET		\$ 349,920	\$ 409,816	\$ 441,441	\$ 456,663	\$ 456,663	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Library
General Fund (00109020)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 9 Positions	\$ 223,164	\$ 234,114	\$ 248,445	\$ 256,999	\$ 256,999
501302 Limited Term Employees Library Assistants (870 hrs)	7,452	8,852	8,000	8,500	8,500
Total Salaries & Wages	\$ 230,616	\$ 242,966	\$ 256,445	\$ 265,499	\$ 265,499
501600 Add Pays	653	653	650	650	650
501800 Uniform Allowance	14	-	45	90	90
502100 FICA Taxes	17,061	18,027	19,669	20,367	20,367
502200 Retirement Contributions	24,735	25,338	26,863	29,926	29,926
502300 Health Insurance	41,982	45,158	46,554	50,724	50,724
502400 Life Insurance	417	414	980	1,045	1,045
Total Personal Services	\$ 315,478	\$ 332,554	\$ 351,206	\$ 368,301	\$ 368,301

POSITION ROSTER

Full Time Employees -

Library Director	3B	1	1	1	1	1
Technical Svc Librarian	4C	1	1	1	1	1
Children's Librarian	4C	1	1	1	1	1
Library Assistant	4A	2	2	2	2	2
Comm Information Coord	4C	1	1	1	1	1
Total Full Time Employees		<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>

Part Time Employees -

Library Assistant	4A	2	2	2	2	2
Special Worker		1	1	1	1	1
Total Part Time Employees		<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>

Total Positions		<u><u>9</u></u>	<u><u>9</u></u>	<u><u>9</u></u>	<u><u>9</u></u>	<u><u>9</u></u>
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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Library
General Fund (00109020)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>					
503499 Other Contractual Services					
CFLC:DLLI (Interlibrary Loan)	\$ 66	\$ -	\$ -	\$ -	\$ -
Surpass	4,320	2,750	2,870	2,870	2,870
Travel and Training					
504030 Conferences	150	285	300	300	300
504050 Monthly Mileage Reimb	856	846	750	100	100
504201 Postage & Transportation	-	-	100	750	750
Printing & Binding					
504710 In-house Copies	3,185	1,158	3,200	3,200	3,200
504755 Brochures and Pamphlets	-	1,916	-	2,000	2,000
Promotional Activities					
504810 Community Programs	3,613	4,892	4,500	4,500	4,500
505101 Office Supplies	1,761	2,068	2,000	2,000	2,000
505201 Operating Supplies	4,681	10,038	5,000	5,000	5,000
505401 Books/Pubs/Subscrs/Membs					
Miscellaneous	1,000	1,281	1,300	250	250
505550 Uniforms					
Purchased Uniforms	93	-	250	250	250
505801 Computer Software					
Software for Network	-	-	355	355	355
Total Operating Expenditures	\$ 19,725	\$ 25,235	\$ 20,625	\$ 21,575	\$ 21,575
<u>CAPITAL OUTLAY</u>					
564100 Office Equipment					
Outdoor Bookdrop	\$ -	\$ -	\$ 7,000	\$ -	\$ -
Print Management System	-	-	-	7,400	7,400
566010 Books & Other Library Material					
Inventory & Replacement Books	73,772	79,807	69,250	52,250	52,250
Reference Books (002)	-	-	-	12,000	12,000
Misc Mags/News Subs	-	-	2,000	2,000	2,000
Total Capital Outlay	\$ 73,772	\$ 79,807	\$ 78,250	\$ 73,650	\$ 73,650
TOTAL BUDGET	\$ 408,975	\$ 437,596	\$ 450,081	\$ 463,526	\$ 463,526

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Altamonte Springs Science Incubator Program
Incubator Fund (02511010)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Duke Energy	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Adventist Health Systems	25,000	25,000	25,000	25,000	25,000
Total Revenues	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
<u>OPERATING EXPENDITURES</u>					
Other Contractual Services					
503499 Misc Professional Services	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
Travel and Training					
504010 Technical Training	47	259	500	317	500
Rentals & Leases					
504430 Equipment	-	-	5,000	-	5,000
Insurance					
504550 Program Coverage	-	-	2,500	-	2,500
Repair & Maintenance					
504675 Hardscape	-	-	1,250	-	1,250
Printing and Binding					
504750 Printed Handouts	-	-	4,000	4,439	6,000
Promotional Activities					
504870 Student Collaterals	-	56,109	80,000	37,728	80,000
Interpretive Sign/Banners	-	7,960	25,000	-	25,000
Clip Boards	4,500	-	-	-	-
Lab Coats	13,894	-	-	-	-
Shirts	1,365	2,317	-	-	3,000
Pop Up Tents	4,507	-	-	-	-
Office Supplies					
505101 General Supplies	1,979	782	5,000	950	3,500
Operating Supplies					
505201 General Operating Supplies	15,573	22,027	30,000	25,776	30,000
505220 Chemicals	-	106	500	-	500
Uniforms					
505540 Safety	359	1,714	1,500	1,000	1,500
Lab Coat Cleaning	-	-	5,000	561	5,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Altamonte Springs Science Incubator Program
Incubator Fund (02511010)**

		<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Actual</u>	<u>2016</u>		<u>2017</u> <u>Budget</u>
				<u>Budget</u>	<u>Projected</u>	
Small Tools & Equipment						
505701	Other Small Tools	18,278	1,035	2,000	1,000	2,000
	Chest Freezer	-	-	550	-	-
505720	Hand Tools	-	730	2,500	750	2,500
505730	Computer Equipment	1,997	940	5,000	1,000	5,000
Total Operating Expenditures		\$ 60,502	\$ 92,309	\$ 175,300	\$ 71,771	\$ 178,250
<u>CAPITAL OUTLAY</u>						
Improvements						
563750	Lab equipment	\$ 7,156	\$ 3,817	\$ -	\$ -	\$ -
	Treatment Plant Model	-	-	70,000	70,000	70,000
Machinery & Equipment						
564260	Ice Machine	1,596	-	-	-	-
		-	-	1,600	-	-
		\$ 8,752	\$ 3,817	\$ 71,600	\$ 70,000	\$ 70,000
Total Expenditures		\$ 69,254	\$ 96,126	\$ 246,900	\$ 141,771	\$ 248,250
REVENUES OVER (UNDER) EXPENDITURES		\$ 105,746	\$ 78,874	\$ (71,900)	\$ 33,229	\$ (73,250)
<u>FUND BALANCE</u>						
Beginning of Year		<u>262,967</u>	<u>368,713</u>	<u>447,587</u>	<u>447,587</u>	<u>480,816</u>
End of Year		<u>\$ 368,713</u>	<u>\$ 447,587</u>	<u>\$ 375,687</u>	<u>\$ 480,816</u>	<u>\$ 407,566</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department
Recreational Facilities Impact Fee Fund (315)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>Projected</u>	<u>2017 Budget</u>
<u>REVENUES</u>					
Impact Fees	\$ 65,132	\$ 7,397	\$ 2,500	\$ 2,300	\$ 1,000
Interest Income	<u>5,032</u>	<u>6,974</u>	<u>4,000</u>	<u>6,943</u>	<u>5,000</u>
Total Revenues	<u>\$ 70,164</u>	<u>\$ 14,371</u>	<u>\$ 6,500</u>	<u>\$ 9,243</u>	<u>\$ 6,000</u>
<u>EXPENDITURES</u>					
Reserve for Future Projects	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>
REVENUES OVER (UNDER) EXPENDITURES	\$ 70,164	\$ 14,371	\$ (93,500)	\$ 9,243	\$ (94,000)
<u>FUND BALANCE</u>					
Beginning of Year	<u>420,382</u>	<u>490,546</u>	<u>504,917</u>	<u>504,917</u>	<u>514,160</u>
End of Year	<u>\$ 490,546</u>	<u>\$ 504,917</u>	<u>\$ 411,417</u>	<u>\$ 514,160</u>	<u>\$ 420,160</u>

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Section 9

Maintenance Services

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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department
Maintenance Services Section
Table of Contents**

Overview.....9-2

Summary Budget.....9-4

Park Landscape Management and Operations Division.....9-5

Fleet Maintenance Division..... 9-9

Facilities Maintenance Division..... 9-11

Tree Bank Fund 9-15

**Leisure and Maintenance Services Department
Maintenance Services Section
Overview**

The City's Leisure and Maintenance Services Department provides both recreational facilities and programs to our citizens as well as maintenance and similar support services to the City's operating departments. For budget presentation purposes, we have divided the Department into the two major functional sections; Leisure Services and Maintenance Services. In this section we present the budget for Maintenance Services. The budget for Leisure Services is presented in the previous section of the budget.

The Maintenance Services section consists of three operating divisions: Park Landscape Management and Operations (PLMO), Fleet Maintenance, and Facilities Maintenance. These three divisions reflect a 1% decrease in total operating expenses.

Park Landscape Management and Operations (PLMO)

The PLMO Division continues to place emphasis on updating the plantings, groundcover and turf of City facilities and roadways. Special attention has been paid to replacing overgrown and outdated plantings throughout the City. This division is responsible for caring for over 77 acres of park and municipal property and 50.7 miles of roadway. Sixteen miles of roadway, much of which is on both sides and in the medians, the tree farm and our greenhouse facility are maintained on a weekly basis. Beginning Spring 2017 an additional 2 miles of landscaping along SR434 will be added. Specialized crews are made up of Groundskeeper/landscapers; Tree Maintenance Workers; Irrigation Technicians; Crew Leaders; A Chemical Application Technician; Turf Specialist; Arborist; and Operations Supervisors. Additionally, we depend on contractors and on-call maintenance support services to keep our properties and roadways clean and beautifully manicured. The operating costs are up 4% based on maintenance at the various City sites.

**Leisure and Maintenance Services Department
Maintenance Services Section
Overview**

Fleet Maintenance Division

The Fleet Maintenance Division provides all City departments with comprehensive fleet management services including general maintenance and vehicle preparations; metal fabrication; small engine maintenance and repair; and delivery of parts and fuel. The division budget shows a slight decrease based on the reduction of current fuel prices. Seminole County continues to utilize fuel for fire related units and reimburses the City accordingly.

Facilities Maintenance Division

The Facilities Maintenance Division provides day-to-day general maintenance & repair, renovations and improvement services, including emergency repairs and operational maintenance. Operational maintenance work includes re-roofing, HVAC systems repairs, electrical repairs, plumbing and structural repairs. Commonly known as the “fix-it” division, this division employs a variety of skilled trades, including electricians; heating, ventilation & air conditioning (HVAC) technicians; custodians; plumber; and a construction manager. In addition to in-house forces, the Facilities Maintenance Division relies on contractors to perform maintenance, repairs and improvements on various facility systems. Most notably, cameras, alarm and security systems are maintained through contracts with these specialized vendors. The Division operating budget reflects a modest 2% increase based on increased cost for goods and services. Capital Improvement projects continue to keep this division busy as we strive to keep our facilities safe, clean and operating efficiently.

City of Altamonte Springs, Florida
Fiscal Year 2014 / 2015 Annual Budget

**Leisure and Maintenance Services Department
Maintenance Services Section
Summary Budget by Fund**

	<u>2017 Budget</u>			<u>2016 Budget</u>
	<u>General Fund</u>	<u>Tree Bank Fund</u>	<u>Total</u>	
<u>Operating Expenses</u>				
Park Land Management/Operations	\$ 2,201,584	\$ 30,000	\$ 2,231,584	\$ 2,148,819
Fleet Maintenance	1,942,385	-	1,942,385	2,107,675
Facilities Maintenance	<u>2,206,856</u>	<u>-</u>	<u>2,206,856</u>	<u>2,208,217</u>
Total Operating Expenses	<u>\$ 6,350,825</u>	<u>\$ 30,000</u>	<u>\$ 6,380,825</u>	<u>\$ 6,464,711</u>
<u>Non-Operating Expenses</u>				
Capital Outlay	\$ 43,000	\$ -	\$ 43,000	\$ -
Appropriated Reserves	-	<u>25,000</u>	<u>25,000</u>	<u>222,900</u>
	<u>\$ 43,000</u>	<u>\$ 25,000</u>	<u>\$ 68,000</u>	<u>\$ 222,900</u>
Total Expenses	<u>\$ 6,393,825</u>	<u>\$ 55,000</u>	<u>\$ 6,448,825</u>	<u>\$ 6,687,611</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (00109030)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
PERSONAL SERVICES					
501201 Regular Salaries & Wages					
Base: 31 Positions	\$ 967,441	\$ 1,008,419	\$ 1,103,354	\$ 1,135,664	\$ 1,135,664
501300 Limited Term Employees:					
On Call Ground/Land (3,800 hrs)	11,888	15,270	19,000	19,000	19,000
Total Salaries & Wages	\$ 979,329	\$ 1,023,689	\$ 1,122,354	\$ 1,154,664	\$ 1,154,664
Sign Incentive	813	302	-	-	-
501400 Overtime	8,226	10,292	3,500	3,500	3,500
Allowances					
501702 Cell Phone Allowance	3,012	3,012	3,000	3,000	3,000
501800 Uniform Allowance	135	224	620	775	775
502100 FICA Taxes	74,061	77,594	86,405	88,888	88,888
502200 Retirement Contributions	109,584	113,697	124,627	136,861	136,861
502300 Health Insurance	191,099	213,294	232,770	253,620	253,620
502400 Life Insurance	2,022	2,047	4,359	4,592	4,592
Total Personal Services	\$ 1,368,281	\$ 1,444,151	\$ 1,577,635	\$ 1,645,900	\$ 1,645,900

POSITION ROSTER

Full Time Employees -

Parks Land Mgmt&Oper Super	2A	1	1	1	1	1
Arborist	3A	1	1	1	1	1
Senior Operations Supervisor	3A	2	2	2	2	2
Turf Specialist	3A	1	1	1	1	1
Chemical Application Special	3A	1	1	1	1	1
Crew Leader	4C	7	7	7	7	7
Heavy Equipment Operator	4C	1	1	1	1	1
Groundskeeper/Landscapers	4B	12	12	13	13	13
Irrigation Technician	4B	1	1	1	1	1
Tree Maint Workers	4B	2	2	2	2	2
Total Full Time Employees		<u>29</u>	<u>29</u>	<u>30</u>	<u>30</u>	<u>30</u>

Part Time Employees -

Special Worker		<u>2</u>	<u>2</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total Positions		<u>31</u>	<u>31</u>	<u>31</u>	<u>31</u>	<u>31</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (00109030)**

						2017	
		2014	2015	2016	2017	2017	2017
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Manager</u>	<u>Commission</u>	<u>Approved</u>
					<u>Approved</u>	<u>Approved</u>	
<u>OPERATING EXPENDITURES</u>							
Other Contractual Services							
503420	Landscaping Services						
	Major Tree Removal	\$ 25,725	\$ 29,018	\$ -	\$ -	\$ -	\$ -
	Landscape Maintenance	145,376	122,619	200,000	200,000	200,000	200,000
	Cholinesterase Testing	-	500	500	500	500	500
	Licenses (Pest Ctrl, Mosquitos, Herbicides)	-	-	2,000	2,000	2,000	2,000
	Respirator/Pulmonary Tests	920	745	-	-	-	-
	CDL Training	-	-	800	800	800	800
503450	Temporary Labor	1,261	2,502	6,000	6,000	6,000	6,000
503460	Trash Disposal	-	-	1,500	1,500	1,500	1,500
503901	Educational Incentive	-	-	500	500	500	500
Travel and Training							
504020	Visit Cities/Observations/Train	-	-	300	300	300	300
504030	Conferences/Seminars	-	2,013	-	-	-	-
	Tech Seminars & Certifications	2,409	-	2,400	2,400	2,400	2,400
	Arbor Culture Conference (2)	-	-	1,000	1,000	1,000	1,000
	DODD Mosquito Short Course	-	-	1,500	1,500	1,500	1,500
	Pesticide Licence Renew	-	-	1,000	1,000	1,000	1,000
	STMA & FRPA Seminars	-	-	750	750	750	750
Rentals & Leases							
504430	Equipment	115	410	1,200	1,200	1,200	1,200
Repair & Maintenance							
504602	Fencing/Security						
	Repl Windscreens (EM, WM, MP)	-	16	5,000	5,000	5,000	5,000
	Temporary Fencing (all Parks)	5,141	1,227	3,000	3,000	3,000	3,000
504610	Ballfield Maintenance						
	General Maintenance (all Parks)	21,470	50,771	25,000	25,000	25,000	25,000
	Crimson Stone	4,120	-	6,000	6,000	6,000	6,000
	Diamond Pro Infield Cond (EM)	-	-	1,000	1,000	1,000	1,000
	Clay	-	-	1,500	1,500	1,500	1,500
	Field Paint	-	-	2,500	2,500	2,500	2,500
	Pitching Mound	-	-	-	7,000	7,000	7,000
	Sod	-	-	5,000	7,500	7,500	7,500
504615	Landscape Maintenance						
	Lawn Maintenance	-	115,920	7,500	7,500	7,500	7,500
	General Lndscpng/Pub Buildings	-	-	9,000	9,000	9,000	9,000
	General Landscaping/All Parks	111,411	-	28,500	28,500	28,500	28,500
	Homeowner Asst/Trees E/M	-	-	5,000	5,000	5,000	5,000
	Irrigation Parts/Repair/City-wide	-	-	15,000	15,000	15,000	15,000
	Hermits Tr Hardscape Maint Play	-	-	1,250	1,250	1,250	1,250
	Repl Plants/Right of Way	-	-	10,000	10,000	10,000	10,000
	Repl Turf/Common Areas/Parks	-	-	10,000	12,500	12,500	12,500
	Mulch (all Parks)	-	-	6,000	12,000	12,000	12,000
	Forestry (Trees)	-	-	18,000	18,000	18,000	18,000
	Well Maintenance	-	-	500	500	500	500

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (00109030)**

			2017		
	2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved
Repair & Maintenance (continued)					
504615	Landscape Maintenance (continued)				
			7,000	5,000	5,000
504620	9,159	6,916	5,000	5,000	5,000
			4,000	4,000	4,000
			4,000	4,000	4,000
504675		659	-	-	-
	1,050	-	5,000	5,000	5,000
	-	-	1,250	1,250	1,250
Printing & Binding					
504710	1,075	562	700	700	700
504755					
		135	350	350	350
			350	350	350
505101	589	173	2,000	2,000	2,000
Operating Supplies					
505201	5,969	6,446	6,000	6,000	6,000
505220					
	37,855	44,343	16,000	20,000	20,000
			4,000	6,000	6,000
			25,000	25,000	25,000
505285		14,300	-	-	-
	9,579	-	7,000	7,000	7,000
505401		150	800	800	800
Uniforms					
505501	1,116	1,023	4,000	4,000	4,000
505505	8,032	8,180	14,942	14,942	14,942
505532	4,537	4,409	11,300	11,300	11,300
505540	4,574	7,012	4,000	4,000	4,000
505550	1,976	2,077	5,692	5,692	5,692
Gas, Oil & Lube					
505602	3,738	1,927	5,000	5,000	5,000
Small Tools & Equipment					
505720	15,775	8,187	12,000	12,000	12,000
				5,000	5,000
			500	-	-
			2,500	500	500
			1,000	-	-
			-	500	500
			1,500	-	-
505750			2,500	2,500	2,500
			600	600	600
Total Operating Expenditures	\$ 422,972	\$ 432,240	\$ 533,184	\$ 555,684	\$ 555,684

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (00109030)**

						2017	
		2014	2015	2016	Manager	Commission	
		Actual	Actual	Budget	Approved	Approved	
<u>CAPITAL OUTLAY</u>							
Buildings							
562100	City Buildings						
	Green House - Repairs	\$ 4,107	\$ 3,300	\$ 5,000	\$ 5,000	\$ 5,000	
Machinery & Equipment							
564200	Lawn Equipment						
	Replacements:						
	Mosquito Sprayer (15214)	-	-	-	10,000	10,000	
	Honda Mower	4,068	-	-	-	-	
	Pressure Washer	-	2,607	2,000	5,000	5,000	
	Chain Saws (3)	-	-	-	1,000	1,000	
	Car Hauler	3,089	-	-	-	-	
	Grapple Rake	2,771	-	-	-	-	
	Gator ATV	30,521	-	-	-	-	
	Sand Pro Tractor	16,991	-	21,000	-	-	
	Vermeer Chipper	-	-	67,000	-	-	
	Scagg Ride Mower(2) (541,648)	-	-	8,000	-	-	
	Toro Turf Mower (2)	-	-	55,000	-	-	
	Turf Sweeper	-	-	44,000	-	-	
	Z-Sprayer M -685	-	-	-	12,000	12,000	
	Auger	-	-	-	2,000	2,000	
	New:						
	Kabota Tractor	21,907	-	-	-	-	
	Verticut Mower	7,480	6,058	-	-	-	
	Ballfield Lip Broom	-	-	4,000	-	-	
	Rear Mounted Blower-Sand Pro	-	-	-	4,000	4,000	
	Spreader w/125lb Capacity	-	-	-	4,000	4,000	
	Total Capital Outlay	\$ 90,934	\$ 11,965	\$ 206,000	\$ 43,000	\$ 43,000	
TOTAL BUDGET		\$ 1,882,187	\$ 1,888,356	\$ 2,316,819	\$ 2,244,584	\$ 2,244,584	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Fleet Maintenance Division
General Fund (00109040)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 12 Positions	\$ 434,881	\$ 443,940	\$ 517,632	\$ 485,631	\$ 485,631
Position Transferred					
Custodial Supervisor from Facilities Maintenance Upgraded to Service Writer	-	-	-	47,342	47,342
Total Salaries & Wages	\$ 434,881	\$ 443,940	\$ 517,632	\$ 532,973	\$ 532,973
501400 Overtime	672	4,815	1,500	1,500	1,500
Allowances					
501702 Cell Phone Allowance	1,205	1,205	1,200	1,200	1,200
501800 Uniform Allowance	72	8	240	420	420
502100 FICA Taxes	33,519	34,756	39,822	41,012	41,012
502200 Retirement Contributions	46,965	48,528	56,402	66,464	66,464
502300 Health Insurance	73,618	79,343	93,108	109,902	109,902
502400 Life Insurance	922	900	2,061	2,159	2,159
Total Personal Services	\$ 591,854	\$ 613,495	\$ 711,965	\$ 755,630	\$ 755,630

POSITION ROSTER

Full Time Employees -

Fleet Division Manager	3C	1	1	1	1	1
Fleet Maint Supervisor	3B	1	1	1	1	1
Service Writer		-	-	-	1	1
Office Manager	3A	1	1	1	1	1
Automotive Technician	3A	4	4	4	4	4
Equipment Installer	3A	-	-	1	1	1
Small Engine Mechanic	4C	2	2	2	2	2
Preventive Maint Mechanic	4B	1	1	1	1	1
Auto Parts Specialist	4B	1	1	1	1	1
Total Positions		<u>11</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>13</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Fleet Maintenance Division
General Fund (00109040)**

				2017		
				Manager Approved	Commission Approved	
		2014 Actual	2015 Actual	2016 Budget		
<u>OPERATING EXPENDITURES</u>						
Other Contractual Services						
503460	Trash Disposal	\$ 538	\$ 705	\$ -	\$ -	\$ -
Travel and Training						
504015	Certifications (ASE)	597	617	750	750	750
504020	Meetings	238	100	500	500	500
504030	Conferences/Seminars	525	-	750	750	750
Repair & Maintenance						
504690	Vehicle Repair/Maint	498	63,222	20,000	20,000	20,000
	Outside Repairs	45,886	-	50,000	50,000	50,000
504710	Printing & Binding	2,506	515	1,350	1,350	1,350
505101	Office Supplies	2,168	1,611	2,000	2,000	2,000
505201	Operating Supplies	286,168	295,778	20,000	20,000	20,000
505270	Inventory Parts	-	-	228,000	228,000	228,000
505401	Books/Pubs/Subscrs/Membs	377	1,005	1,100	1,100	1,100
Uniforms						
505505	Rental Uniforms	2,245	2,294	3,770	3,795	3,795
505532	Shoes/Workboots	1,380	1,164	2,800	2,800	2,800
505540	Safety	-	12	-	-	-
505550	Purchased Uniforms	665	100	1,740	1,860	1,860
505601	Gas, Oil & Lube	872,870	631,572	1,053,000	845,000	845,000
505701	Small Tools & Equipment	9,124	9,493	8,850	8,850	8,850
505801	Computer Software	-	376	1,100	-	-
	Total Operating Expenditures	\$ 1,225,785	\$ 1,008,564	\$ 1,395,710	\$ 1,186,755	\$ 1,186,755
<u>CAPITAL OUTLAY</u>						
Machinery & Equipment						
564500	Shop Equipment					
	Replace Brake Lathe	\$ 8,815	\$ -	\$ -	\$ -	\$ -
	Equipment Lift Tables	-	-	6,000	-	-
	Heavy Truck Tools	-	-	2,500	-	-
	Shop Cooling Fans	-	-	8,400	-	-
	Total Capital Outlay	\$ 8,815	\$ -	\$ 16,900	\$ -	\$ -
	TOTAL BUDGET	\$ 1,826,454	\$ 1,622,059	\$ 2,124,575	\$ 1,942,385	\$ 1,942,385

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (00109070)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 18 Positions	\$ 471,336	\$ 559,121	\$ 593,748	\$ 601,404	\$ 601,404
Position Transferred					
Custodial Supervisor to Fleet Maintenance	-	-	-	(37,907)	(37,907)
501300 Limited Term Employees					
Custodian (1,280 Hrs)	13,191	14,020	13,100	13,100	13,100
Total Salaries & Wages	\$ 484,527	\$ 573,141	\$ 606,848	\$ 576,597	\$ 576,597
501400 Overtime	3,231	1,369	3,000	3,000	3,000
501401 On Call Pay	3,294	3,341	3,913	7,826	7,826
Allowances					
501701 Car Allowance	-	-	2,400	-	-
501702 Cell Phone Allowance	7,558	8,373	8,400	8,400	8,400
501800 Uniform Allowance	137	18	230	425	425
502100 FICA Taxes	37,642	44,057	47,788	45,613	45,613
502200 Retirement Contributions	46,316	55,850	60,798	58,926	58,926
502300 Health Insurance	58,291	80,141	85,349	84,540	84,540
502400 Life Insurance	768	960	2,376	2,314	2,314
Total Personal Services	\$ 641,764	\$ 767,250	\$ 821,102	\$ 787,641	\$ 787,641

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (00109070)**

		2014	2015	2016	2017	
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Manager Approved</u>	<u>Commission Approved</u>
POSITION ROSTER						
Full Time Employees -						
Facilities Maintenance and						
Development Supt.	2A	1	1	1	1	1
Fac Plan & Const Proj Mgr	3C	1	1	1	1	1
HVAC/Bldg Control Spec	3B	1	1	1	1	1
HVAC Technician	3A	1	1	1	1	1
Plumber	3A	1	1	1	1	1
Staff Assistant	3A	1	1	1	1	1
Electrician	3A	1	1	1	1	1
Maintenance Specialist	4C	1	1	1	1	1
Custodial Manager	4C	1	1	1	1	1
Custodial Supervisor	4B	1	1	1	-	-
Custodian	4A	-	1	1	1	1
		<u>10</u>	<u>11</u>	<u>11</u>	<u>10</u>	<u>10</u>
Total Full Time Employees						
Part Time Employees -						
Custodian	4A	<u>6</u>	<u>6</u>	<u>7</u>	<u>7</u>	<u>7</u>
Total Positions						
		<u><u>16</u></u>	<u><u>17</u></u>	<u><u>18</u></u>	<u><u>17</u></u>	<u><u>17</u></u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (00109070)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
OPERATING EXPENDITURES					
503140 Professional Services					
Architectural Services	\$ -	\$ 8,832	\$ 25,000	\$ 25,000	\$ 25,000
Other Contractual Services					
503410 Custodial Services					
Carpet Cleaning	9,706	8,861	25,000	25,000	25,000
503440 Pest Control Service	4,834	4,925	6,800	6,800	6,800
503450 Temporary Labor	1,381	1,547	1,000	2,500	2,500
503901 Educational Incentive	-	313	2,500	2,500	2,500
Travel and Training					
504005 Professional Training	1,126	4,631	600	600	600
Bldg Control System Training	-	-	800	800	800
504030 Conferences/Seminars					
Refrigeration Seminars	928	-	650	650	650
IFMA Conference	-	-	1,000	1,000	1,000
504050 Mileage Reimbursement	-	-	-	2,400	2,400
Utility Services					
504310 Electric Power	763,362	780,315	800,000	800,000	800,000
504315 Other Utilities	149,914	161,913	170,000	170,000	170,000
Repair & Maintenance					
504601 Building/Facilities Maintenance	129,294	-	-	-	-
Electrical Repair/Parts	-	145,570	25,000	25,000	25,000
Plumbing Repair/Parts	10,520	-	9,500	9,500	9,500
HVAC	1,537	-	18,750	18,750	18,750
Light Bulb Disposal	-	-	2,000	2,000	2,000
Painting City-wide	25,532	-	15,000	15,000	15,000
Roofing Repairs	-	-	33,000	33,000	33,000
Carpet Maintenance	-	-	7,500	7,500	7,500
Gate Repairs City Wide	21,690	-	-	5,000	5,000
City Parks:					
Ballfield Lighting	-	-	7,500	7,500	7,500
Scoreboard Modules	-	-	2,100	2,100	2,100
Gym Maintenance	-	-	4,000	4,000	4,000
Westmonte Park:					
Therapeutic Pool Repairs	1,184	-	5,000	5,000	5,000
Door Controls-Thera Pool	12,237	-	-	-	-
West Altamonte:					
Duck Removal	-	-	-	3,200	3,200
504680 Maintenance Contracts					
Handicap Chair Maint TH/Pool	-	47,801	975	975	975
Fire Burglar Alarm Monitoring	28,945	-	30,000	30,000	30,000
Elevator Monitoring	3,729	-	600	600	600
Generator Maintenance	8,154	-	16,000	20,000	20,000
Fire Sprinkler Maintenance	14,866	-	15,000	19,500	19,500
Fire Suppression/Chem/Halon	-	-	2,000	2,000	2,000
Low Voltage Sys Maint/PSB	-	-	3,000	3,000	3,000

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (00109070)**

		2017				
		2014	2015	2016	Manager	Commission
		Actual	Actual	Budget	Approved	Approved
Repair & Maintenance (continued)						
504680	Maintenance Contracts (continued)					
	Fire Extinguisher Maint/City-wide	-	-	4,000	4,000	4,000
	Elevator Maint/Inspection	-	-	7,500	7,500	7,500
504683	Hardware Maintenance Contracts					
	Leibert UPS Maintenance	-	51,076	7,500	7,500	7,500
	VRLA Battery Maintenance	14,840	-	13,000	13,000	13,000
	Security Camera Hardware Maint	26,355	-	50,500	56,000	56,000
Printing & Binding						
504710	In-house Copies	1,902	493	775	775	775
Promotional Activities						
504810	Holiday Decorations & Lights	299	1,016	1,500	1,500	1,500
505101	Office Supplies	773	1,048	1,000	1,000	1,000
Operating Supplies						
505201	General Operating Supplies	12,917	12,778	1,500	1,500	1,500
	HVAC Filters/Health	-	-	3,000	3,000	3,000
	Lighting (Bulb Replacement)	-	-	7,500	7,500	7,500
	Batteries	-	-	2,000	2,000	2,000
505210	Custodial Supplies	41,100	45,990	35,000	41,000	41,000
	Hand Sanitizer	-	-	1,000	1,000	1,000
	Janitorial Supplies	-	-	3,000	3,000	3,000
Gas, Oil & Lube						
505602	Propane for Generators	202	29	1,200	1,200	1,200
505401	Books/Pubs/Subscrs/Membs	795	1,940	850	850	850
	RS Means Job Costing	-	-	1,300	1,300	1,300
Uniforms						
505505	Rental Uniforms	3,951	4,084	4,835	4,835	4,835
505532	Shoes/Workboots	1,120	1,280	2,700	2,700	2,700
505540	Safety	493	1,046	1,000	1,000	1,000
505550	Purchased Uniforms	850	124	780	780	780
Small Tools & Equipment						
505710	Appliances As Needed	653	4,819	2,700	2,700	2,700
505720	Hand Tools	2,113	2,637	2,700	2,700	2,700
Total Operating Expenditures		\$ 1,297,302	\$ 1,293,068	\$ 1,387,115	\$ 1,419,215	\$ 1,419,215
CAPITAL OUTLAY						
Machinery & Equipment						
564550	Building Equipment					
	Refrigerant Recovery Unit	\$ -	\$ 12,905	\$ -	\$ -	\$ -
Total Capital Outlay		\$ -	\$ 12,905	\$ -	\$ -	\$ -
TOTAL BUDGET		\$ 1,939,066	\$ 2,073,223	\$ 2,208,217	\$ 2,206,856	\$ 2,206,856

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Leisure and Maintenance Services Department
Tree Bank Fund (01107010)**

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Tree Bank Fund Deposits	\$ 22,000	\$ 25,800	\$ 5,000	\$ -	\$ 7,500
Investment Income	<u>2,256</u>	<u>3,139</u>	<u>2,000</u>	<u>2,924</u>	<u>2,935</u>
Total Revenues	\$ <u>24,256</u>	\$ <u>28,939</u>	\$ <u>7,000</u>	\$ <u>2,924</u>	\$ <u>10,435</u>
<u>EXPENDITURES</u>					
Other Contractual Services					
503420 Landscape Services					
Major Tree Removal	\$ -	\$ 37,611	\$ 38,000	\$ 10,000	\$ 30,000
587001 Reserved for Contingencies	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
Total Expenditures	\$ <u>-</u>	\$ <u>37,611</u>	\$ <u>38,000</u>	\$ <u>10,000</u>	\$ <u>55,000</u>
REVENUES OVER (UNDER) EXPENDITURES	\$ 24,256	\$ (8,672)	\$ (31,000)	\$ (7,076)	\$ (44,565)
<u>FUND BALANCE</u>					
Beginning of Year	<u>187,170</u>	<u>211,426</u>	<u>202,754</u>	<u>202,754</u>	<u>195,678</u>
End of Year	\$ <u><u>211,426</u></u>	\$ <u><u>202,754</u></u>	\$ <u><u>171,754</u></u>	\$ <u><u>195,678</u></u>	\$ <u><u>151,113</u></u>

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Section 10

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City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Community Redevelopment Agency
Table of Contents

Overview..... 10-2

Tax Increment Fund

Statement of Revenues and Expenses..... 10-3
Administration Division..... 10-4
Maintenance / Operations Division 10-7
Events Operations 10-10
Capital Projects..... 10-11

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Community Redevelopment Agency
Overview**

The City created the Community Redevelopment Agency (CRA) in the mid 1980's with the mission of addressing the blighted conditions in and around the center of the City. This mission included the encouragement of development of vacant parcels and re-development of underutilized parcels and, to the extent possible, alleviate traffic problems primarily in and around the I-4/SR 436 intersection, the City's Central Business District (CBD). To alleviate traffic crowding, the CRA sought to encourage or redirect commercial growth from the City's main thoroughfares to sites within the CBD. The CRA made extensive infrastructure improvements, including new and expanded roadways, and the construction of a pedestrian park and sidewalk system featuring Cranes Roost Lake, a center of attraction in this area. Pursuant to the ordinance creating the CRA, it completed its mission as of September 30, 2016. The budgets for the Administration, Maintenance/Operations, and Events Management divisions to promote and maintain the CBD, including Cranes Roost Park, have been moved to the newly created Economic Development Department.

The budget is \$14.6 million including the City commitment of \$8.8 million for construction of two new parking garages in the Central Business District through a developer subsidy, \$4.4 million for roadway improvements, including streetlights, and Corridor Improvements and \$1.3 million for contingencies.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency
Tax Increment Fund (103)
Statement of Revenues and Expenses**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
REVENUES					
Tax Increments					
Seminole County	\$ 1,923,253	\$ 2,122,665	\$ 2,309,788	\$ 2,311,171	\$ -
City of Altamonte Springs	1,140,121	1,202,775	1,468,758	1,469,637	-
Total Tax Increments	\$ 3,063,374	\$ 3,325,440	\$ 3,778,546	\$ 3,780,808	\$ -
Investment Income	215,291	369,198	250,000	368,616	-
Events:					
Sponsorships	247,189	309,755	202,500	75,096	-
General Fund Subsidy	150,000	150,000	100,000	100,000	-
Sale of Land	5,463,655	-	-	-	-
Miscellaneous Revenues	2,966	-	-	-	-
Total Revenues	\$ 9,142,475	\$ 4,154,393	\$ 4,331,046	\$ 4,324,520	\$ -
EXPENDITURES					
Operating Expenses:					
Administration	\$ 628,767	\$ 691,600	\$ 794,763	\$ 692,735	\$ -
Maintenance Operations	678,105	628,252	760,604	607,256	-
Events	316,731	325,000	259,250	237,197	-
Total Operating Expenses	\$ 1,623,603	\$ 1,644,852	\$ 1,814,617	\$ 1,537,188	\$ -
Capital Projects:					
Public Parking Garages (2)	\$ -	\$ -	\$ -	\$ -	\$ 8,800,000
Roadway Improvements	-	17,048	200,000	1,082,445	4,437,908
Cranes Roost Park Improvements	29,661	817,573	6,584,358	12,679,578	-
Total Capital Projects	\$ 29,661	\$ 834,621	\$ 6,784,358	\$ 13,762,023	\$ 13,237,908
Transfers:					
Flex Bus	\$ -	\$ 16,921	\$ -	\$ -	\$ -
Reserves:					
Contingencies	\$ -	\$ -	\$ 100,000	\$ -	\$ 1,323,791
Total Expenditures	\$ 1,653,264	\$ 2,496,394	\$ 8,698,975	\$ 15,299,211	\$ 14,561,699
REVENUES OVER (UNDER) EXPENSES	\$ 7,489,211	\$ 1,657,999	\$ (4,367,929)	\$ (10,974,691)	\$ (14,561,699)
FUND BALANCE					
Beginning of Year	17,164,766	24,653,977	26,311,976	26,311,976	15,337,285
End of Year	\$ 24,653,977	\$ 26,311,976	\$ 21,944,047	\$ 15,337,285	\$ 775,586

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Administration Division
Tax Increment Fund (10307030)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages					
Base: 3 Positions	\$ 127,638	\$ 165,261	\$ 171,481	\$ -	\$ -
501400 Overtime	774	1,330	650	-	-
 Allowances					
501701 Auto Allowance	-	3,493	3,480	-	-
501702 Cell Phone Allowance	2,704	1,205	1,200	-	-
502100 FICA Taxes	9,803	12,869	13,526	-	-
502200 Retirement Contributions	15,948	20,442	21,103	-	-
502300 Health Insurance	14,872	22,370	23,277	-	-
502400 Life Insurance	253	339	612	-	-
Total Personal Services	<u>\$ 171,992</u>	<u>\$ 227,309</u>	<u>\$ 235,329</u>	<u>\$ -</u>	<u>\$ -</u>

POSITION ROSTER

Director of Economic Develop	2B	1	1	1	-	-
Communication Coordinator	3B	1	1	1	-	-
Communication Specialist	3A	1	1	1	-	-
Total Positions		<u>3</u>	<u>3</u>	<u>3</u>	<u>-</u>	<u>-</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Administration Division
Tax Increment Fund (10307030)**

		2014		2015		2016		2017	
		Actual		Actual		Budget		Manager Approved	Commission Approved
<u>OPERATING EXPENDITURES</u>									
Professional Services									
503170	Legal Fees	\$ 16,570	\$	4,495	\$	50,000	\$	-	\$ -
503180	Marketing/Promotional Services								
	Downtown Altamonte & Economic Development, Marketing and Promotions	-		-		9,000		-	-
Travel and Training									
504020	Meetings	374		350		-		-	-
504050	Mileage	-		-		500		-	-
504201	Postage	-		-		250		-	-
Rentals and Leases									
504410	Storage Space Lease	1,968		2,103		2,750		-	-
504450	Office Lease	58,240		54,470		62,200		-	-
Insurance									
504510	General Liability & Property	47,103		58,474		54,744		-	-
504540	Workers' Compensation	5,000		8,000		7,000		-	-
Printing & Binding									
504710	In-house Copies	201		484		750		-	-
Promotional Activities									
504870	Marketing	1,280		4,549		5,000		-	-
	Constant Contact	-		-		1,000		-	-
	RHB Lunch & Supplies	-		-		250		-	-
Office Supplies									
505101	General Office Supplies	1,913		2,344		2,500		-	-
505110	Color Printer Cartridges	-		160		300		-	-
505201	Operating Supplies	3,646		1,055		3,000		-	-
Books/Pubs/Subscrs/Membs									
505410	Subscriptions	60		-		200		-	-
505440	Memberships								
	BMI	1,520		1,557		350		-	-
	Special Districts (DCA)	-		-		175		-	-
	FL Redevelopment Assoc	-		-		200		-	-
	SESAC	-		-		720		-	-
	Seminole County Chamber	-		-		195		-	-
	ASCAP	-		-		350		-	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Administration Division
Tax Increment Fund (10307030)**

			<u>2017</u>				
			<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Manager</u>	<u>Commission</u>
			<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Approved</u>	<u>Approved</u>
Small Tools & Equipment							
505710	Office Furn/Fixt	-	6,387	-	-	-	-
505730	Computer Equipment	-	963	-	-	-	-
Reimbursement to General Fund							
505901	For Administrative Services	198,000	198,000	198,000	-	-	-
Total Operating Expenditures		\$ 335,875	\$ 343,391	\$ 399,434	\$ -	\$ -	-
<u>GRANTS AND AID</u>							
581001	Aid to Other Organizations						
	LYNX Operating Subsidy	\$ 120,900	\$ 120,900	\$ 160,000	\$ -	\$ -	-
591135	Transfer to Flex Bus	-	16,920	-	-	-	-
<u>RESERVES</u>							
587001	Reserve for Contingencies	-	-	100,000	-	-	-
TOTAL BUDGET		\$ 628,767	\$ 708,520	\$ 894,763	\$ -	\$ -	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (10309300)**

	2014 Actual	2015 Actual	2016 Budget	2017	
				Manager Approved	Commission Approved
<u>PERSONAL SERVICES</u>					
501201 Regular Salaries & Wages Base: 8 Positions	\$ 244,404	\$ 257,203	\$ 275,854	\$ -	\$ -
501300 Limited Term Employees: On Call Park Rangers (12 @ 315 hours each)	63,664	55,219	55,000	-	-
Total Salaries & Wages	\$ 308,068	\$ 312,422	\$ 330,854	\$ -	\$ -
501400 Overtime	8,361	7,547	13,000	-	-
501401 On Call	617	361	1,957	-	-
Allowances					
501702 Cell Phone Allowance	1,807	1,807	1,800	-	-
501800 Uniform Allowance	495	137	400	-	-
502100 FICA Taxes	24,267	23,609	26,623	-	-
502200 Retirement Contributions	24,103	27,561	28,687	-	-
502300 Health Insurance	49,097	57,384	62,072	-	-
502400 Life Insurance	496	517	1,106	-	-
Total Personal Services	\$ 417,311	\$ 431,345	\$ 466,499	\$ -	\$ -
<u>POSITION ROSTER</u>					
Venue Maintenance Specialist 3A	1	1	1	-	-
Senior Park Ranger 4C	1	1	1	-	-
Crew Leader 4C	1	1	1	-	-
Park Ranger 4B	3	3	3	-	-
Groundskeeper/Landscaper 4B	2	2	2	-	-
Total Positions	<u>8</u>	<u>8</u>	<u>8</u>	<u>-</u>	<u>-</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (10309300)**

		2014		2015		2016		2017	
		Actual		Actual		Budget		Manager Approved	
								Commission Approved	
<u>OPERATING EXPENDITURES</u>									
Contractual Services									
503420	Landscape Maintenance	\$	32,607	\$	18,171	\$	40,000	\$	-
503450	Temporary Labor/Services								
	Security		454		598		3,000		-
503460	Trash Disposal		314		315		500		-
503461	Sludge Hauling		-		-		350		-
503481	Street Light Maintenance		2,442		7,375		2,000		-
503499	Other Contractual Services								
	Road Reseal / Repairs		16,291		12,986		-		-
	AV System Maintenance		-		-		15,000		-
	Fountain Repairs		-		-		12,000		-
	Employee Testing		-		-		100		-
Travel and Training									
504015	Certifications		1,458		1,119		1,000		-
Utility Services									
504310	Electric Power		42,751		43,271		50,000		-
504315	Other Utilities		9,129		10,947		14,000		-
Rentals and Leases									
504401	Other Rentals & Leases								
	DMX License Rental		1,404		1,404		2,000		-
504430	Equipment								
	Lift Rental		-		2,169		1,500		-
	On-Site Storage Unit		2,459		-		2,500		-
504450	Office Lease-Rangers		23,148		23,015		25,000		-
Repair & Maintenance									
504601	Building/Facilities		24,893		19,527		6,000		-
	Electrical System		-		-		3,000		-
	Lights/Ballasts/Bulbs		-		-		2,000		-
	Unanticipated Repairs		-		-		10,000		-
	Pet Care		-		-		2,700		-
	Banner Brackets & Bands		-		-		2,000		-
504615	Landscape Maintenance								
	Fencing		5,562		848		1,000		-
	Chemicals & Sprayer		-		-		1,000		-
504620	Equipment Repair		2,602		1,343		2,000		-
	Stage Operations		-		-		1,000		-
	Boat Covers		-		-		600		-
504675	Hardscaping		2,898		1,344		3,000		-
Printing and Binding									
504710	In-House Copies		61		-		175		-
Promotional Activities									
504871	Flags /Banners		-		5,595		-		-
505101	Office Supplies		72		-		300		-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (10309300)**

						2017	
		2014	2015	2016	Manager	Commission	
		Actual	Actual	Budget	Approved	Approved	
Operating Supplies							
505201	General Operating Supplies	16,050	13,864	22,000	-	-	
	Small Spotlights/Uplights	-	-	15,000	-	-	
505260	Safety/CPR/AED Training Supplies	308	797	500	-	-	
505285	Plant & Shrubbery Replacement						
	Replace Sod & Trees	-	532	20,000	-	-	
505401	Books/Pubs/Subscrs/Membs	-	-	100	-	-	
Uniforms							
505501	Uniforms	-	330	500	-	-	
505505	Rental Uniforms	1,504	1,432	3,280	-	-	
505532	Shoes/Workboots	1,809	1,181	1,500	-	-	
505540	Safety	158	480	1,000	-	-	
505550	Purchased Uniforms	3,064	1,317	4,500	-	-	
Gas, Oil & Lube							
505601	Sweeper Gas	255	275	600	-	-	
Small Tools & Equipment							
505715	Office Equipment	2,587	661	-	-	-	
	(3) Radios	-	-	1,800	-	-	
	Police Radio (ASPD)	-	-	3,200	-	-	
505720	Hand Tools						
	Radio Ear Pieces	690	623	500	-	-	
505750	Park Equipment						
	Back Pack Blowers	3,062	1,623	-	-	-	
	Total Operating Expenditures	\$ 198,032	\$ 173,141	\$ 278,205	\$ -	\$ -	
<u>CAPITAL OUTLAY</u>							
Improvements Not Buildings							
562110	Cranes Roost Park						
	Replacements -						
	Banners	\$ 11,464	\$ 23,766	\$ 5,000	\$ -	\$ -	
	Park Benches	20,259	-	-	-	-	
	Trash Cans	3,240	-	-	-	-	
	Surface Mount Speakers	3,454	-	-	-	-	
Machinery & Equipment							
564450	Park Equipment						
	Fountain Controller	10,549	-	-	-	-	
	Repl Pressure Washer	2,998	-	1,400	-	-	
	Repl Cushman Cart	10,798	-	9,500	-	-	
	Total Capital Outlay	\$ 62,762	\$ 23,766	\$ 15,900	\$ -	\$ -	
TOTAL BUDGET		\$ 678,105	\$ 628,252	\$ 760,604	\$ -	\$ -	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Events Operations Division
Tax Increment Fund (10309350)**

						2017	
		2014 Actual	2015 Actual	2016 Budget	Manager Approved	Commission Approved	
<u>OPERATING EXPENDITURES</u>							
Professional Services							
503181	Entertainment	\$ 19,250	\$ 18,973	\$ 25,000	\$ -	\$ -	
503182	Electrical Distribution	4,000	4,315	4,500	-	-	
503183	Pyrotechnics	7,500	7,500	7,500	-	-	
503184	Event Labor/Misc.	721	-	750	-	-	
503184	AV, Photographer, Security	1,742	2,347	3,000	-	-	
Other Contractual Services							
503453	Production Services						
	Red, Hot & Boom Production	8,000	8,000	8,000	-	-	
Rentals and Leases							
504430	Rental, Leases Misc	-	-	1,000	-	-	
504451	Tents and Other Shelters	292	234	2,000	-	-	
504452	Portable Restrooms	2,377	3,209	2,000	-	-	
504453	Tree and Light Displays	89,084	89,995	-	-	-	
Insurance							
504550	Special Events Coverage	2,695	2,695	6,000	-	-	
Printing and Binding							
504755	Promotional Brochures, Etc.	2,548	3,215	2,500	-	-	
Promotional Activities							
504810	Unscheduled Events	-	-	27,500	-	-	
504820	Red, Hot & Boom	140,494	147,394	150,000	-	-	
504820	Ongoing Events Production	24,150	19,550	10,000	-	-	
504820	Festival of the Arts						
	Winestock	4,572	6,381	-	-	-	
504870	Signs / Advertising	8,160	10,294	1,000	-	-	
504871	Flags and Banners	-	898	1,000	-	-	
	100 Pole Banners	1,146	-	5,000	-	-	
	Overhead Banners	-	-	2,500	-	-	
Total Operating Expenditures		\$ 316,731	\$ 325,000	\$ 259,250	\$ -	\$ -	

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

**Community Redevelopment Agency - Capital Projects
Tax Increment Fund (10307030)**

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Public Parking Garages (2)	\$ -	\$ -	\$ -	\$ -	\$ 8,800,000
Roadway Improvements:					
Mast Arm Upgrades	-	-	-	-	748,100
Traffic Signals (16-007 & 16-016)	-	-	-	149,050	-
Northlake Blvd (16-009)	-	-	-	278,228	-
Central Parkway:					
Signal Improvements (FDOT/City)	-	17,048	200,000	-	-
Corridor Improvements (16-010 & 16-018)	-	-	-	249,370	653,500
Streetlight Improvements (16-006)	-	-	-	122,248	478,308
Crosswalks / ADA Improvements	-	-	-	-	500,000
Total Central Parkway	<u>-</u>	<u>17,048</u>	<u>200,000</u>	<u>371,618</u>	<u>1,631,808</u>
Festival Drive Corridor Improvements:					
Construction (16-008 & 16-019)	-	-	-	283,549	758,000
Multi-use Trail Bridge	-	-	-	-	1,300,000
Tota Festival Drive Improvements	<u>-</u>	<u>-</u>	<u>-</u>	<u>283,549</u>	<u>2,058,000</u>
Cranes Roost Park:					
Handrail & Lighting Storm Repair (13-014)	16,996	-	-	-	-
Replace Burglar / Fire System (12-602)	-	8,836	-	-	-
Major Rehabilitation:					
Lighting Controls	-	25,796	-	-	-
Stage Rehabilitation	-	264,894	-	-	-
Construction	-	518,047	-	-	-
Cranes Roost Rehab	-	-	405,700	24,365	-
Cranes Roost Rehab (14-009)	-	-	6,153,658	2,085	-
Cranes Roost Rehab (14-022)	-	-	-	41,612	-
Cranes Roost Rehab (14-024)	-	-	-	3,848,132	-
Cranes Roost Rehab (14-025)	-	-	-	2,922,484	-
Cranes Roost Rehab (15-031)	-	-	-	39,065	-
Cranes Roost (16-012)	-	-	-	353,988	-
Pedestrian Improvements (16-011)	-	-	-	26,974	-
Pedestrian Improvements (16-014)	-	-	-	7,625	-
Total Major Rehabilitation	<u>-</u>	<u>808,737</u>	<u>6,559,358</u>	<u>7,266,330</u>	<u>-</u>
Boardwalk Refurbishment:					
Facility Assessment (14-023)	12,665	-	-	-	-
Boardwalk Renovation (14-021)	-	-	25,000	190,317	-
Boardwalk Renovation (14-022)	-	-	-	1,218,743	-
Boardwalk Renovation (14-023)	-	-	-	4,004,188	-
Total Boardwalk Refurbishment	<u>12,665</u>	<u>-</u>	<u>25,000</u>	<u>5,413,248</u>	<u>-</u>
Total Expenditures	<u>\$ 29,661</u>	<u>\$ 834,621</u>	<u>\$ 6,784,358</u>	<u>\$ 13,762,023</u>	<u>\$ 13,237,908</u>

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Section 11

Capital Projects

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**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

**Capital Projects
Table of Contents**

Overview..... 11-2

Capital Projects Fund 11-5

Transportation Impact Fee Fund 11-12

2nd Generation Infrastructure Sales Tax Fund 11-13

3rd Generation Infrastructure Sales Tax Fund..... 11-14

Neighborhood Enhancement Capital Projects Fund..... 11-15

Capital Projects Funds Overview

This next section of the budget includes our five non-utility capital projects funds which are not readily ascribed to one of the City's operating departments. These are the Capital Projects Fund, the Transportation Impact Fee Fund, the 2nd Generation Infrastructure Sales Tax Fund, the 3rd Generation Infrastructure Sales Tax Fund, and the Neighborhood Enhancement Capital Projects Fund.

Capital Projects Fund

In 1994 the City established a separate Capital Projects Fund to provide funding for acquisition and/or construction of major capital items such as roads, buildings, building improvements and heavy or expensive equipment. This fund is financed primarily through annual transfers from the General Fund and, to a lesser extent, interest earned on idle monies. Like a savings account, this method allows the City to spread the costs of large purchases over several years, thus reducing the effect of these purchases on any one year. The budget includes a transfer of \$2.75 million to finance the completion of several ongoing projects, start new projects, and continue to build our capital savings account.

For fiscal year 2017 expenditures total \$5.3 million to fund a number of capital items. These include the following:

- An appropriation of \$1.5 million for repairs, refurbishments and new structures at various City parks.
- An appropriation of \$1.1 million to continue the purchase and installation of our new Enterprise Resource Planning (ERP) solution. This is primarily new software to replace our existing systems which have reached the end of their useful lives. An additional amount of \$480,000 has been included to replace and update the City computer infrastructure
- An appropriation of \$1.2 million for repairs and refurbishments to various City buildings and facilities.

Capital Projects Funds Overview

- An appropriation of \$584,000 to replace aging vehicles.

We have included a reserve for contingencies of \$100,000, which leaves an estimated \$1.4 million in fund balance. This amount will be held in reserve for future capital projects.

Transportation Impact Fee Fund

The Transportation Impact Fee Fund is supported by impact fees charged to new growth. These fees are used to enhance or expand the City's transportation network. We anticipate ending 2016 with a fund balance of \$4.7 million. For fiscal year 2017 we anticipate revenues will total \$442,000 which, when added to the anticipated fund balance, yields \$5.1 million in total available resources.

For fiscal year 2017 we have expenditures totaling \$3.2 million. This includes \$2.3 million for the East Town Center Transportation Network project, \$350,000 for Spring Lake Road Pedestrian Corridor, and \$350,000 in traffic signal improvements. In addition \$230,000 is being reserved for contingencies. We project ending 2017 with \$1.9 million.

2nd Generation Infrastructure Sales Tax Fund

In 2002, County voters approved extending the transportation and school infrastructure local sales tax for 10 more years. A substantial amount of the money collected from this tax goes directly to the Seminole County School Board for school construction. Seminole County Government and the seven cities within the County share the balance. The legislation authorizing the collection of this fee expired in 2012 thus we have no anticipated tax revenues going forward. We anticipate ending 2016 with \$4.6 million. Expenditures for 2017 include \$70,000 in reserve for contingencies. We project ending 2017 with a balance of \$4.7 million.

Capital Projects Funds Overview

3rd Generation Infrastructure Sales Tax Fund

In 2014, County voters approved extending the transportation and school infrastructure local sales tax for 10 more years, the 3rd generation of this tax. Of the money collected from this tax 25% goes directly to the Seminole County School Board, 55.6% goes to the Seminole County government and the seven cities within the County receive 19.4%. Altamonte Springs' share is 3.7%.

We project \$23.4 million in revenues over the ten year life of the tax, with \$2.5 million of this coming in 2017. The budget includes appropriations for City-wide Street resurfacing of \$1.2 million, Northlake Boulevard reconstruction of \$2.5 million, various other road/pedestrian improvements totaling 1.8 million and \$305,000 in reserves. Our 5-year capital improvement plan includes using these funds for \$3.8 million in transportation projects and \$5.3 million in infrastructure improvements to our parks.

Neighborhood Enhancement Capital Projects Fund

The Neighborhood Enhancement Program is our plan for substantial reinvestment in and reinvigoration of our residential communities. Infrastructure will be prioritized, replaced and/or rehabilitated. Although required improvements and needs vary between communities, these improvements typically consist of water and sewer repairs or replacements, sidewalk and curb repairs, road resurfacing, drainage repairs and/or related infrastructure work.

Instead of implementing this work with multiple individual projects performed at different times, all work is done comprehensively as one cohesive project (similar to the Oakland Estates and the Glen Arden Heights and High Ridge project). The budget includes \$6.5 million in funding for improvements to several City neighborhoods.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Capital Projects Fund (301)

	<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Budget</u>	<u>2016</u> <u>Projected</u>	<u>2017</u> <u>Budget</u>
REVENUES					
Investment Income	\$ 110,964	\$ 92,756	\$ 75,000	\$ 68,984	\$ 75,000
Sale of Surplus Assets	49,888	66,613	-	765	-
Traffic Signal Reconstruction	195,801	168,109	-	-	-
Reimbursements:					
Gateway Road Construction	1,501,014	-	-	577,815	1,295,829
FDOT - SR 434 Median Landscaping	-	-	-	167,901	-
Stonewood HOA Lighting Contribution	12,500	-	-	-	-
Miscellaneous Revenue	14,402	-	-	139,650	-
Transfers from Other Funds:					
Annual General Fund Subsidy	2,250,000	2,250,000	2,500,000	2,500,000	2,750,000
Total Revenues	\$ 4,134,569	\$ 2,577,478	\$ 2,575,000	\$ 3,455,115	\$ 4,120,829
EXPENDITURES					
Neighborhood Enhancement Program					
Glen Arden & Highridge Est (13-006)	\$ 548,589	\$ 1,850,025	\$ -	\$ -	\$ -
Spring Oaks Subdivision (14-012)	29,186	37,629	-	-	-
Stonewood Lighting Project (14-101)	20,061	-	-	-	-
Total Neighborhood Enhncmnt Pgm	\$ 597,836	\$ 1,887,654	\$ -	\$ -	\$ -
Road Projects					
Roadway Rehabilitation (14-004)	\$ 1,036,293	\$ 9,404	\$ -	\$ -	\$ -
Bicycle & Pedestrian Master Plan (14-026)	-	26,040	-	-	-
SR 434 Median Landscaping (12-021)	5,963	431,175	-	-	-
Gateway/Inspiration Traffic Signal (15-004)	-	28,360	-	-	-
Festival Dr - Remove Pull Boxes	-	4,561	-	-	-
Total Road Projects	\$ 1,042,256	\$ 499,540	\$ -	\$ -	\$ -
Land Expenditures					
East Town Center (14-100)	\$ 787,674	\$ 66,059	\$ -	\$ 4,387	\$ -
Total Land Purchases	\$ 787,674	\$ 66,059	\$ -	\$ 4,387	\$ -
Capital Expense					
Police	\$ 21,778	\$ -	\$ -	\$ -	\$ -
Information Services	54,570	-	-	-	-
Total Capital Expense	\$ 76,348	\$ -	\$ -	\$ -	\$ -
Information Services					
PC Replacements	\$ 43,820	\$ -	\$ -	\$ -	\$ 200,000
City-Wide Radios	15,966	-	-	-	-
Server / Hardware	29,720	-	-	-	-
ERP System (IS-103)	95,050	800,162	1,200,000	1,340,953	1,100,000
Infrastructure Upgrade	-	-	18,000	-	-
CISCO Security Upgrade	-	-	18,000	-	-
City-Wide Scanner Upgrade	-	1,743	-	-	-
SCADA Computer Upgrades	-	1,652	-	-	-
XioTech Storage Upgrade	-	37,682	-	-	-
Computer Software Upgrades					
PD Sketch Cop Software	-	1,615	-	-	-
Network Control Security	-	24,530	18,000	32	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Capital Projects Fund (301)

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Information Services (continued)					
PC Upgrades	-	64,717	25,000	92,394	-
Disk Sanitizer	-	3,323	-	-	-
City-Wide Security (Switches/Routers)	-	-	-	-	95,000
City-Wide SharePoint project (Services)	-	-	-	-	95,000
Compliance Software	-	-	-	-	70,000
Desktop Scanners (10)	-	-	-	-	9,000
GIS Software Lic (1)	-	-	-	-	2,500
GPS Unit (1)	-	-	-	-	2,500
RSA keys (50)	-	-	-	-	3,000
RSA Software Lic (50)	-	-	-	-	3,000
Total Information Systems	\$ 184,556	\$ 935,424	\$ 1,279,000	\$ 1,433,379	\$ 1,580,000
Police Department					
Cameras @ Mall	\$ -	\$ 22,354	\$ -	\$ -	\$ -
Laser Scanner (3D) for THI, Homicide, and Crime Recreation	-	71,674	-	-	-
Surveillance Mobile Cameras	-	22,674	-	-	-
Bicycle Replacements	-	5,923	-	-	-
Emergency Operations Center					
Upgrade TV's and Connections	-	8,305	-	-	-
Large Refrigerator (replacment)	-	2,699	-	-	-
Laptop Replacement	-	2,056	-	-	-
Ultrasonic Firearms Cleaning System	-	5,021	-	-	-
Canine Replacement	-	8,500	-	-	-
Network Access - Mobile Units	-	54,926	-	-	-
Security Compliance Upgrades	-	-	19,000	-	-
FDLE Fingerprint Scanner	-	-	3,000	-	-
Police In Car Video Upgrade	-	-	-	-	200,000
Ticket Writing Software (Seminole)	-	-	-	-	10,000
PD Car Docking Station Upgrade (75)	-	-	-	-	70,000
Total Police Department	\$ -	\$ 204,132	\$ 22,000	\$ -	\$ 280,000
Leisure & Maintenance Services Department					
PC Replacement	\$ -	\$ -	\$ 6,000	\$ 7,282	\$ -
Quicksilver Software for Fleet	-	-	2,000	-	-
Automotive Diagnostic Software for Fleet	-	-	5,000	-	-
Playground Inspection Software	-	-	2,000	-	-
LS Fuel Master Upgrade	-	-	-	-	14,000
LS Auto CAD LT Software (2)	-	-	-	-	1,000
Total Leisure & Maintenance Service	\$ -	\$ -	\$ 15,000	\$ 7,282	\$ 15,000
City Buildings / Facilities					
City Facilities					
Reseal Parking Lots	\$ -	\$ -	\$ 20,000	\$ 9,190	\$ 20,000
City Hall:					
HVAC - West End	29,483	-	-	-	225,000
HVAC	-	15,533	-	-	-
Ceiling Replacement	-	8,827	-	-	-
Re-key Building	-	4,185	-	-	-
Lighting&AV Upgrades/Chambers	-	-	200,000	4,890	200,000
Repl Exterior Doors/Chambers	-	-	8,000	-	-
Paint Chambers	-	-	5,000	-	-

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

Capital Projects Fund (301)

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Budget</u>
City Buildings / Facilities (continued)					
Information Services Dome:					
Re-key Building	-	2,370	-	-	-
Replace Flat Roof	-	-	70,000	-	-
Replace A/C in Server Room	-	-	-	-	60,000
Replace Batteries/Liebert UPS	-	-	-	-	11,000
City Clerk's Building:					
Re-key Building	-	1,673	-	-	-
Replace HVAC Unit	-	-	-	-	10,000
Public Safety Building:					
Annex Renovations	-	140,596	-	-	-
Paint Evidence Room	-	96,859	-	-	-
Police Department Alterations (14-604)	1,072,087	30,523	-	-	-
Window Replacements (15-015)	-	27,320	150,000	33,490	-
Window Film	-	12,821	-	-	-
VFD / Chiller Pumps	-	10,475	-	-	-
Repl Roof/Evidence Room	-	-	175,000	-	-
Space Usage Study (15-026)	-	6,946	-	-	-
Re-key Building	-	848	-	-	-
Reseal Parking Lot	-	4,844	-	-	-
Replace Air Handlers (2)	-	-	-	-	100,000
Fire Station 11:					
Replace A/C	-	52,511	-	-	-
Replace Overhead Door	-	-	-	-	80,000
Fleet Maintenance:					
Site Improvements	-	57,185	250,000	110,004	450,000
Arrange Shop: Mech/Elec/Plumbing	-	-	15,000	-	-
Parts Room	-	-	10,000	1,923	-
Paint Floor	-	-	6,000	-	-
Drive On Lift	-	-	18,000	-	-
Refurbish Fuel Sump @ Fleet Maint.	-	61,712	-	-	-
Refurbish Fuel Sump @ City Hall	-	22,343	-	-	-
Fleet Maintenance:					
Oil Hose Reel Replacement	-	-	14,000	-	8,000
Roof Replacement & Repairs:					
Pavilions & Chem Bldg/Merrill	55,269	-	-	-	-
Cameras / Cop Center Mall	-	7,018	-	-	-
Library:					
Envisionware: Add Coin/Bill Acceptor	-	-	-	-	7,400
Leisure Buildings:					
Re-key Buildings (Pks & Events)	-	-	38,000	88,914	-
Total City Bldgs/Facilities	\$ 1,156,839	\$ 564,589	\$ 979,000	\$ 248,411	\$ 1,171,400

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Capital Projects Fund (301)

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Park Improvements					
Neighborhood Parks:					
Hermits Trail Park:					
LED Light Poles (6)	\$ -	\$ 17,656	\$ -	\$ -	\$ -
Groundcover	-	-	2,000	-	-
Tables,Benches,Recepticals	-	-	5,000	58,441	-
Total Neighborhood Parks	<u>\$ -</u>	<u>\$ 17,656</u>	<u>\$ 7,000</u>	<u>\$ 58,441</u>	<u>\$ -</u>
Lake Lotus Park					
Education Building - Enclose Pavillion	\$ -	\$ 65,333	\$ -	\$ -	\$ -
Plastic Lumber / Handrails	-	11,318	-	-	-
Boardwalk Repairs	-	-	9,000	6,001	-
Refurbish Pavillions	-	-	9,000	-	-
Stain Exterior/Ranger Residence	-	-	5,000	-	-
Remodel Restrooms	-	-	25,000	-	-
Additional Chases	-	-	45,000	43,839	-
Covered Storage Area	-	-	-	-	20,000
Total Lake Lotus Park	<u>\$ -</u>	<u>\$ 76,651</u>	<u>\$ 93,000</u>	<u>\$ 49,840</u>	<u>\$ 20,000</u>
Eastmonte Park					
Replace -					
Fencing/Batting Tunnels	\$ -	\$ -	\$ 10,000	\$ -	\$ -
Operations Building	196,179	1,184,615	1,032,000	199,878	-
Water Fountains (3-2013; 2-2014)	4,987	-	-	-	-
Park Renovations	25,970	32,261	-	-	-
Park Equipment	-	27,268	-	-	-
Baseball Improvements	-	1,589,569	750,000	408,173	80,000
Lighting Bat Cage/Bull Pen	20,473	243,379	-	-	-
Racquet Ball Court Improvements	24,978	2,566	-	-	-
License Plate Recognition Camera	-	4,400	-	-	-
Replace Infield/Buddy Ball Field	-	-	-	-	24,000
Field Lighting	-	-	350,000	4,339	-
Electrical Upgrades	-	-	350,000	-	-
Add'l Security Cameras	-	-	23,000	-	-
Refurbish Pavillions	-	-	9,000	-	-
Civic Center Improvements:					
Paint/Repl Carpet/Hallways&Mtg Rms	-	-	22,000	-	-
Replace High Speed Floor Machine	-	-	2,500	-	-
HVAC/Meeting Room 2	-	-	-	-	10,000
Reroof Chemical Building	-	-	60,000	-	58,000
Resurface Tennis Court	-	-	4,500	-	-
Playground Equipment	-	-	28,000	-	-
Groundcover	-	-	5,000	-	5,000
Racquetball Court Roofs	-	-	175,000	-	-
AED	-	-	-	-	1,500
Lightning Detection System	-	-	-	-	20,000
Total Eastmonte Park	<u>\$ 272,587</u>	<u>\$ 3,084,058</u>	<u>\$ 2,821,000</u>	<u>\$ 612,390</u>	<u>\$ 198,500</u>

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

Capital Projects Fund (301)

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Park Improvements (continued)					
Westmonte Park					
New Building & Pool					
Engineering Svcs Park Redesign	\$ 119,113	\$ 174,193	\$ 565,000	\$ 396,313	\$ 820,000
Replacements:					
Groundcover	-	2,387	-	-	-
Front Door / Main Building	-	9,562	-	-	-
Therapeutic Pool:					
Replace Shower Tile	3,309	-	-	-	-
Renovate Showers	-	-	11,000	10,163	-
Automatic Doors/Deck	-	-	18,000	16,530	-
Replace Water Fountain	-	-	-	-	5,000
Replace Carpet/2 Offices	-	-	-	-	2,500
Fire Sprinklers	-	-	-	-	75,000
Outdoor Pool:					
Pool Repairs	816	-	-	-	-
Parking Lot Resurfacing	4,862	-	-	-	-
Park Equipment	5,585	-	-	-	-
Pool/Deck Surfacing/Thera Pool	-	49,845	-	-	-
Pool Deck Sealer/Outdoor Pool	-	6,935	-	-	-
License Plate Recognition Camera	-	4,400	-	-	-
Auditorium Improvements	-	7,294	-	-	-
Total Westmonte Park	<u>\$ 133,685</u>	<u>\$ 254,616</u>	<u>\$ 594,000</u>	<u>\$ 423,006</u>	<u>\$ 902,500</u>
Merrill Park					
Park Improvements	\$ 5,510	\$ -	\$ -	\$ -	\$ -
License Plate Recognition Camera	-	4,400	-	-	-
Reseal/Stripe Parking Lot	-	6,050	-	-	-
Operations Bldg:					
Renovate Interior	76,580	4,164	-	-	-
Elevator Upgrade	-	15,175	-	-	-
Theft Prevention Renovations (PLMO)	-	-	57,000	2,485	-
Batting Tunnels (3)/Girls Softball	-	-	50,000	-	50,000
Re-Paint Scoreboard	-	-	5,000	-	-
Replace -					
Groundcover	-	-	5,000	-	5,000
A/C Operations Building	-	-	10,000	-	-
Ball Field Lighting/Flds A,B,C	-	-	320,000	315,445	-
Vehicle Bridge	-	-	75,000	-	75,000
Pedestrian Bridge	-	-	50,000	-	50,000
Bridge Design	-	-	50,000	-	50,000
Lightning Detection System	-	-	-	-	20,000
Total Merrill Park	<u>\$ 82,090</u>	<u>\$ 29,789</u>	<u>\$ 622,000</u>	<u>\$ 317,930</u>	<u>\$ 250,000</u>
Brantley Gym Complex					
Field House Renovations	\$ 50,456	\$ -	\$ -	\$ -	\$ -
Restroom Renovations	-	18,895	-	-	-
Forest City Elem Grounds Development	-	17,391	-	-	-
Sound System - South	-	-	5,000	-	-
Paint External - Field House	-	-	25,000	-	-
Baseball Field Dev - LBHS	-	-	250,000	16,963	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Capital Projects Fund (301)

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Park Improvements (continued)					
Brantley Gym Complex (continued):					
Replace -					
Scoreboards/South	-	14,641	-	-	-
Wall Pads	-	9,512	3,500	-	3,000
External Signs	-	6,059	-	-	-
AED Field House	-	-	-	-	1,500
Sand/Re-Stripe Gym Floor/Field House	-	-	-	-	12,000
HVAC South	-	-	-	-	150,000
Total Brantley Gym Complex	\$ 50,456	\$ 66,498	\$ 283,500	\$ 16,963	\$ 166,500
Total Park Improvements	\$ 538,818	\$ 3,529,268	\$ 4,420,500	\$ 1,478,570	\$ 1,537,500
New Vehicles					
Information Services					
(1) Cargo Van	\$ -	\$ -	\$ 21,500	\$ -	\$ -
Police Department:					
(1) Ford Interceptor	-	-	-	-	36,500
Parks & Land Mgmt / Operations					
(1) Kabota Tractor	-	25,806	-	-	-
Vehicle Replacements					
Police Department:					
(7) Chevy Impala (404, 428, 421, 429, 434, 451)	129,498	-	-	-	-
(3) Toyota Camry	69,090	-	-	-	-
(4) Harley Davidsons (438, 439, 440, 441)	54,028	-	-	-	-
(1) Extended Cab Pick Up	21,594	-	-	-	-
(3) Chevy Tahoe (414, 428, 433)	-	322,056	-	-	-
(5) Chevy Impala (477,481,482,805,899)	-	-	124,090	146,095	-
(6) Chevy Impala - replace with with Tahoe SUV (450,458,460,468,469,473)	-	-	178,910	210,636	-
(1) Half Ton Pickup (470)	-	-	24,000	28,256	-
(1) HHR (471)	-	-	23,500	27,667	-
(4) Chevy Impala (472,478,480,474)	-	-	-	-	146,000
(1) Van (406)	-	-	-	-	24,500
(5) Toyota Prius (490,491,494,1844,493)	-	-	-	-	130,000
(1) Half Ton Pickup (1822)	-	-	-	-	31,500
(4) Harley Davidsons (4043,4044,4045,4049)	-	-	-	-	78,000
Leisure & Maintenance Services:					
(1) Step Van (1403)	38,942	-	-	-	-
(1) F-150 Truck (3254)	26,368	-	-	-	-
(2) Scagg Riding Mowers	-	25,758	-	-	-
(1) Recreation Bus (555)	-	88,780	-	-	-
(2) One Ton Dump Truck (519, 523)	-	-	84,000	83,415	-
(1) Half Ton Pick Up Truck (682) - replace with one ton flatbed truck	-	-	39,167	38,894	-
(2) Half Ton Pick Up Truck (1107,3220)	-	-	43,333	43,031	-
(1) Prius (1409)	-	-	23,500	23,336	-

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Capital Projects Fund (301)

	2014 Actual	2015 Actual	2016		2017 Budget
			Budget	Projected	
Vehicle Replacements (continued)					
Leisure & Maintenance Services (continued)					
(1) One Ton Utility Truck (2481) - replace with spray truck	-	-	57,500	57,100	-
(1) Gem Cart (3023)	-	-	11,000	10,924	-
(2) Half Ton Pickup (710,712)	-	-	-	-	44,000
(2) Half Ton Pickup (625,1102)	-	-	-	-	44,000
City Clerk:					
(1) Toyota Camry (1108)	23,155	-	-	-	-
Finance:					
(1) Half Ton Pick Up Truck (203)	-	19,459	-	-	-
(2) Toyota Prius (208,209)	-	-	-	-	50,000
Total Vehicles	<u>\$ 362,675</u>	<u>\$ 481,859</u>	<u>\$ 630,500</u>	<u>\$ 669,355</u>	<u>\$ 584,500</u>
Total Capital Outlay	<u>\$ 4,747,002</u>	<u>\$ 8,168,525</u>	<u>\$ 7,346,000</u>	<u>\$ 3,841,384</u>	<u>\$ 5,168,400</u>
Reserves					
Reserve for Contingencies	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 367,300</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Total Expenditures and Reserves	<u>\$ 4,747,002</u>	<u>\$ 8,168,525</u>	<u>\$ 7,713,300</u>	<u>\$ 3,841,384</u>	<u>\$ 5,268,400</u>
REVENUES OVER (UNDER) EXPENSES	<u>\$ (612,433)</u>	<u>\$ (5,591,047)</u>	<u>\$ (5,138,300)</u>	<u>\$ (386,269)</u>	<u>\$ (1,147,571)</u>
FUND BALANCE					
Beginning of Year	<u>9,158,161</u>	<u>8,545,728</u>	<u>2,954,681</u>	<u>2,954,681</u>	<u>2,568,413</u>
End of Year	<u>\$ 8,545,728</u>	<u>\$ 2,954,681</u>	<u>\$ (2,183,619)</u>	<u>\$ 2,568,413</u>	<u>\$ 1,420,842</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Transportation Impact Fee Fund (303)

	<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Actual</u>	<u>2016</u>		<u>2017</u> <u>Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
FDOT Grant	\$ -	\$ 400,295	\$ -	\$ -	\$ -
Impact Fees					
Commercial	312,451	205,673	100,000	310,963	317,000
Residential	1,992	19,987	2,000	1,996	-
Investment Income	77,433	97,350	50,000	139,512	110,000
TCEA - Transportation					
Concurrency Exception Fees	10,651	16,319	10,000	16,020	15,000
Total Revenues	\$ 402,527	\$ 739,624	\$ 162,000	\$ 468,491	\$ 442,000
<u>EXPENDITURES</u>					
East Town Center Transportation Network					
Right of Way	\$ -	\$ -	\$ 750,000	\$ 33,750	\$ 1,000,000
Design	-	-	-	-	300,000
Mitigation Construction	-	-	-	-	1,000,000
Montgomery Road at Oak Drive					
Intersection Improvement	-	-	-	247,252	-
Traffic Signal Improvements					
Miscellaneous	-	-	-	-	350,000
Spring Lake Pedestrian Connector					
	-	-	-	-	350,000
Gateway Drive at Inspiration Road					
Traffic Signal	19,151	35,241	150,000	1,080	-
Orienta Ave.- Drainage and Pedestrian Improvements (12-029)					
Design	16,850	-	-	279,880	-
Cosntruction	-	220,342	2,700,000	2,668,035	-
Reserved for Contingencies					
	-	-	180,000	-	230,000
Total Expenditures	\$ 36,001	\$ 255,583	\$ 3,780,000	\$ 3,229,997	\$ 3,230,000
<u>REVENUES OVER (UNDER) EXPENSES</u>	\$ 366,526	\$ 484,041	\$ (3,618,000)	\$ (2,761,506)	\$ (2,788,000)
<u>FUND BALANCE</u>					
Beginning of Year	6,578,238	6,944,764	7,428,805	7,428,805	4,667,299
End of Year	<u>\$ 6,944,764</u>	<u>\$ 7,428,805</u>	<u>\$ 3,810,805</u>	<u>\$ 4,667,299</u>	<u>\$ 1,879,299</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

2nd Generation Infrastructure Sales Tax Fund (323)

	<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Actual</u>	<u>2016</u>		<u>2017</u> <u>Budget</u>
			<u>Budget</u>	<u>Projected</u>	
REVENUES					
Investment Income	\$ 112,268	\$ 98,905	\$ 71,043	\$ 104,590	\$ 70,000
Total Revenues	\$ 112,268	\$ 98,905	\$ 71,043	\$ 104,590	\$ 70,000
EXPENDITURES					
Gateway Drive (Eastern Segment) (04-040)					
Construct new 4-lane, divided road between Albermarle Road and Keller Road.	\$ 3,528,008	\$ (41,856)	\$ 936,000	\$ 725,794	\$ -
West Town Parkway Extension (10-012)	4,879	-	-	-	-
East Town Center					
EDO Roadway Network - Design	96,567	1,164	300,000	-	-
Intersection Improvements					
SR 436 @ Hattaway Enhance Turn Lanes	413,358	22,639	-	-	-
Sunrail Pedestrian Crossing	-	287,244	-	-	-
SR 436 DOT/City Joint Improvement Proj	-	-	-	935,570	-
Oranole Rd Bank Stabilization Imp					
436 East of I4 Corridor Enhancement	-	-	100,000	100,000	-
Traffic Signal Improvements					
436 @ Palm Springs	127,294	-	-	-	-
436 @ Boston Ave.	-	-	25,000	-	-
436 @ Northlake	-	-	20,000	-	-
Roadway Improvements					
Oriente Drainage/Peds Imp (12-029)	61,859	45,016	-	-	-
Galloway Dr. - Realignment (12-009)	61,205	21,427	-	-	-
Reserved for Future Projects	-	-	65,050	-	70,000
Total Expenditures	\$ 4,293,170	\$ 335,634	\$ 1,446,050	\$ 1,761,364	\$ 70,000
REVENUES OVER (UNDER) EXPENSES	\$ (4,180,902)	\$ (236,729)	\$ (1,375,007)	\$ (1,656,774)	\$ -
FUND BALANCE					
Beginning of Year	10,726,758	6,545,856	6,309,127	6,309,127	4,652,353
End of Year	<u>\$ 6,545,856</u>	<u>\$ 6,309,127</u>	<u>\$ 4,934,120</u>	<u>\$ 4,652,353</u>	<u>\$ 4,652,353</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

3rd Generation Infrastructure Sales Tax Fund (324)

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016</u>		<u>2017 Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
Infrastructure Sales Tax	\$ -	\$ 1,576,902	\$ 2,254,785	\$ 2,686,531	\$ 2,505,070
Investment Income	-	6,862	30,000	39,189	56,670
Total Revenues	<u>\$ -</u>	<u>\$ 1,583,764</u>	<u>\$ 2,284,785</u>	<u>\$ 2,725,720</u>	<u>\$ 2,561,740</u>
<u>EXPENDITURES</u>					
City-wide Resurfacing	\$ -	\$ 246,326	\$ 250,000	\$ 6,953	\$ 1,200,000
Orange Avenue Roadway & Drainage Improvements	-	-	-	-	250,000
Northlake Boulevard Reconstruction	-	-	-	278,228	2,518,000
SR 436 Pedestrian Underpass Design	-	-	-	-	600,000
Sidewalks & Connectivity Improve	-	-	-	-	500,000
SR 434 Multimodal Study SR 436 to Maitland Blvd	-	-	-	-	500,000
Reserved for Contingencies	-	-	25,000	-	305,000
Total Expenditures	<u>\$ -</u>	<u>\$ 246,326</u>	<u>\$ 275,000</u>	<u>\$ 285,181</u>	<u>\$ 5,873,000</u>
<u>REVENUES OVER (UNDER) EXPENSES</u>	<u>\$ -</u>	<u>\$ 1,337,438</u>	<u>\$ 2,009,785</u>	<u>\$ 2,440,539</u>	<u>\$ (3,311,260)</u>
<u>FUND BALANCE</u>					
Beginning of Year	-	-	1,337,438	1,337,438	3,777,977
End of Year	<u>\$ -</u>	<u>\$ 1,337,438</u>	<u>\$ 3,347,223</u>	<u>\$ 3,777,977</u>	<u>\$ 466,717</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Neighborhood Enhancement Capital Projects Fund (325)

	<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Actual</u>	<u>2016</u>		<u>2017</u> <u>Budget</u>
			<u>Budget</u>	<u>Projected</u>	
<u>REVENUES</u>					
FDOT Payment	\$ -	\$ 3,500,000	\$ -	\$ -	\$ -
Investment Income	-	94,539	76,965	239,642	100,000
Transfers from Other Funds:					
General Fund	-	11,500,000	-	-	-
Stormwater Management Fund	-	-	-	-	2,000,000
Total Revenues	\$ -	\$ 15,094,539	\$ 76,965	\$ 239,642	\$ 2,100,000
<u>EXPENDITURES</u>					
Spring Oaks	\$ -	\$ -	\$ 3,000,000	\$ 5,539,796	\$ -
Maltbie Shores	-	4,377	500,000	18,377	600,000
Robin Rd.	-	6,007	900,000	59,728	1,100,000
Florida Blvd/Hermits Cove	-	7,527	350,000	-	420,000
Florida Blvd./Lake Ave	-	-	400,000	89,571	500,000
Brook Hollow/Villa Brantley	-	-	130,000	-	1,350,000
Hidden Harbor	-	-	130,000	-	1,350,000
Spring Valley	-	-	-	-	90,000
Steward's Subdivision	-	-	-	-	140,000
Ballard / Turnbull	-	-	-	-	160,000
San Sebastian	-	-	-	-	180,000
Hardscape Maintenance	-	-	45,000	-	45,000
Reserved for Contingencies	-	-	272,750	-	593,500
Total Expenditures	\$ -	\$ 17,911	\$ 5,727,750	\$ 5,707,472	\$ 6,528,500
<u>REVENUES OVER</u>					
<u>(UNDER) EXPENSES</u>	\$ -	\$ 15,076,628	\$ (5,650,785)	\$ (5,467,830)	\$ (4,428,500)
<u>FUND BALANCE</u>					
Beginning of Year	-	-	15,076,628	15,076,628	9,608,798
End of Year	\$ -	\$ 15,076,628	\$ 9,425,843	\$ 9,608,798	\$ 5,180,298

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Section 12

Capital Improvements Plan

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Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

The City's Five Year Capital Improvements Plan for fiscal years 2017 to 2021 (the "CIP") totals \$143.3 million. This Plan is consistent with the CIP included in the City's Comprehensive Plan although the version presented here is more comprehensive.

The CIP includes both anticipated funding sources and proposed uses of those funds. However, the CIP is a plan and not a funding authorization document. Funding of the CIP is totally dependent on the annual budget adopted by the City Commission each year. The City Commission, at their sole discretion, can choose to fund or not to fund any item in the CIP each year.

Revenues and Other Sources of Funds

We anticipate ending fiscal year 2016 with about \$63.6 million available for capital improvements. We project an additional \$87 million being available over the next five

years. Thus we have \$150.6 million to fund our \$143.3 million Capital Improvements Plan.

Much of the new revenues, some \$42.9 million or 49%, of funding for the CIP is anticipated to come from transfers from operating funds. Over the next five years we anticipate transfers of \$16.25 million from the General Fund and \$26.4 million from the Water and Sewer Operating Fund, the City's two main operating funds.

The 3rd generation Infrastructure Sales Tax should add another \$12.8 million. Reimbursements of costs incurred on behalf of other private and public entities should add another \$6.6 million. We project \$1.9 million from investment income and \$1.9 million from net operating revenues. Finally, we expect at least \$3.6 million from impact fees over the next 5 years.

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

Expenses and Other Uses of Funds

The CIP includes \$143.3 million in spending within various categories. These include \$34 million in Water and Sewer projects, \$7.9 million in Stormwater projects, \$12.2 million for our Neighborhood Enhancement Program, \$24 million in Transportation related projects, \$4.9 million for City Facilities, \$13.2 million in improvements in the Central Business District, \$589,000 for Law Enforcement, \$5.4 million for Information Systems and Technology, \$22.6 million for Parks, \$6 for Vehicles and Vehicle Replacements, and \$12.4 million to cover contingencies and inflation.

Major projects and undertakings include:

- \$15.8 million to replace the buildings and pools at Westmonte Park.
- \$13.3 million in improvements, renovations, and refurbishments to the Regional Wastewater Treatment Plant.
- \$12.2 million invested in our communities through our very successful Neighborhood Enhancement Program.
- \$8.8 million as the City's share of two public parking garages at Cranes Roost.
- \$5.5 million to replace, rehabilitate, and/or upgrade our various lift stations.
- \$4.6 million for a pedestrian tunnel under SR 436.
- \$4.2 million for the East Town Center drainage project.

Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

- \$2.5 to reconstruct and upgrade the southern portion of Northlake Boulevard.

We are excited to be able to pursue such a long list of worthy projects. To do so requires “all hands on deck” and certainly depends on all things being equal. If there is some event or issue requiring redirecting of staff time our CIP plan will probably be disrupted. But this is a plan and not an appropriation and can be amended as needed.

We look forward to the challenges this plan presents and are certain we will all be proud of the future accomplishments represented by this plan.

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
REVENUES						
Net Operating Revenues Available for Capital	\$ 515,882	\$ 460,080	\$ 389,167	\$ 318,076	\$ 246,033	\$ 1,929,238
3rd Generation Infrastructure Sales Tax	2,505,070	2,530,117	2,555,421	2,581,564	2,602,469	12,774,641
State and Federal Grants	750,000	-	-	-	-	750,000
Investment Income	792,104	449,888	267,697	226,897	180,215	1,916,800
Reimbursements	1,295,829	1,671,162	1,750,000	1,887,363	-	6,604,354
Impact Fees	1,971,000	419,655	418,615	417,627	416,688	3,643,584
External Financing	-	8,000,000	8,000,000	-	500,000	16,500,000
Transfers from Other Funds	7,425,000	7,975,000	8,525,000	9,075,000	9,875,000	42,875,000
TOTAL AVAILABLE REVENUES	\$ 15,254,885	\$ 21,505,902	\$ 21,905,899	\$ 14,506,526	\$ 13,820,404	\$ 86,993,617
EXPENSES						
Water & Sewer						
Regional wastewater treatment plant	\$ 5,582,206	\$ 804,000	\$ 3,184,000	\$ 3,334,000	\$ 434,000	\$ 13,338,206
Update water master plan	-	-	-	100,000	-	100,000
Information systems infrastructure	150,000	-	-	-	-	150,000
Storage tanks and ponds	25,000	8,000	260,000	1,459,000	2,367,000	4,119,000
Lift station replacements, rehab, upgrades	1,010,000	1,310,000	1,605,000	630,000	1,030,000	5,585,000
Forcemain assessment and replacement	2,579,849	500,000	-	1,000,000	-	4,079,849
Potable water projects	465,672	300,000	300,000	300,000	300,000	1,665,672
Repairs and maintenance	343,000	280,000	500,000	655,000	480,000	2,258,000
Road widenings - utility relocations	200,000	400,000	-	-	-	600,000
Fleet vehicle replacements	429,000	293,000	528,000	250,000	250,000	1,750,000
Asset Mgmt Implementation Upgrades	200,000	200,000	-	-	-	400,000
	\$ 10,984,727	\$ 4,095,000	\$ 6,377,000	\$ 7,728,000	\$ 4,861,000	\$ 34,045,727

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
<u>Stormwater</u>						
East Town EDO Master Drainage	\$ 200,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ 4,200,000
TMDL Reduction	475,000	550,000	550,000	550,000	550,000	2,675,000
Fleet vehicle replacements	271,500	-	247,000	-	-	518,500
General Large Projects	200,000	75,000	75,000	75,000	75,000	500,000
	<u>\$ 1,146,500</u>	<u>\$ 2,625,000</u>	<u>\$ 2,872,000</u>	<u>\$ 625,000</u>	<u>\$ 625,000</u>	<u>\$ 7,893,500</u>
<u>Neighborhood Improvement Program</u>						
Neighborhood Improvement Program	<u>\$ 5,935,000</u>	<u>\$ 6,125,000</u>	<u>\$ 45,000</u>	<u>\$ 45,000</u>	<u>\$ 45,000</u>	<u>\$ 12,195,000</u>
<u>Transportation</u>						
City-wide Pavement Resurfacing	\$ 1,200,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 4,000,000
East Town Center Project	2,300,000	1,000,000	-	-	-	3,300,000
SR 436 East of I-4 Corridor Enhancement	-	500,000	-	-	-	500,000
Intersection Improvements	-	-	350,000	1,750,000	1,750,000	3,850,000
Sidewalks - Maint, Upgrades, ADA	500,000	-	-	-	-	500,000
Traffic Signal Improvements	350,000	-	-	-	-	350,000
Spring Lake Road Pedestrian Connector	350,000	-	100,000	500,000	-	950,000
TOD Pedestrian & Connectivity	-	250,000	250,000	250,000	250,000	1,000,000
Northlake Blvd Reconstruction	2,518,000	-	-	-	-	2,518,000
Orange Ave (SR 436 to SR 434)	250,000	180,000	1,500,000	-	-	1,930,000
SR 436 Pedestrian Underpass	600,000	4,000,000	-	-	-	4,600,000
SR 434 Multi-modal Study - SR 436 to Maitland Ave	500,000	-	-	-	-	500,000
	<u>\$ 8,568,000</u>	<u>\$ 6,630,000</u>	<u>\$ 2,900,000</u>	<u>\$ 3,200,000</u>	<u>\$ 2,700,000</u>	<u>\$ 23,998,000</u>

**City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget**

Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
<u>Facilities</u>						
City Hall Complex	\$ 435,000	\$ 225,000	\$ 120,000	\$ 50,000	\$ -	\$ 830,000
Information Services Dome	71,000	-	45,000	125,000	-	241,000
Public Safety Building	100,000	365,000	175,000	550,000	325,000	1,515,000
Fire Station 11 - A/C Replacement	80,000	-	60,000	-	-	140,000
Park Land Management	-	106,000	41,000	36,000	20,000	203,000
Fleet Maintenance	458,000	210,000	5,000	-	5,000	678,000
Miscellaneous	20,000	220,000	470,000	270,000	270,000	1,250,000
	<u>\$ 1,164,000</u>	<u>\$ 1,126,000</u>	<u>\$ 916,000</u>	<u>\$ 1,031,000</u>	<u>\$ 620,000</u>	<u>\$ 4,857,000</u>
<u>Central Business District</u>						
Mast Arm Upgrades	\$ 748,100	\$ -	\$ -	\$ -	\$ -	\$ 748,100
Parking Garage (South)	4,500,000	-	-	-	-	4,500,000
Parking Garage (North)	4,300,000	-	-	-	-	4,300,000
Central Parkway	1,631,808	-	-	-	-	1,631,808
Festival Drive	2,058,000	-	-	-	-	2,058,000
	<u>\$ 13,237,908</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,237,908</u>
<u>Law Enforcement</u>						
Law Enforcement Electronic Equipment	\$ 330,000	\$ 110,100	\$ 28,100	\$ 14,500	\$ 21,500	\$ 504,200
Vehicles and Vehicle Related	-	2,500	2,500	2,500	2,500	10,000
Facilities and Other Equipment	4,000	17,000	18,000	18,000	18,000	75,000
	<u>\$ 334,000</u>	<u>\$ 129,600</u>	<u>\$ 48,600</u>	<u>\$ 35,000</u>	<u>\$ 42,000</u>	<u>\$ 589,200</u>
<u>Information Systems & Technology</u>						
New ERP System	\$ 1,100,000	\$ 337,500	\$ 202,500	\$ -	\$ -	\$ 1,640,000
Other	495,000	1,047,500	615,000	229,500	1,335,000	3,722,000
	<u>\$ 1,595,000</u>	<u>\$ 1,385,000</u>	<u>\$ 817,500</u>	<u>\$ 229,500</u>	<u>\$ 1,335,000</u>	<u>\$ 5,362,000</u>

City of Altamonte Springs, Florida
Fiscal Year 2016 / 2017 Annual Budget

Five Year Capital Improvement Plan (Fiscal Years 2017 to 2021)

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Total</u>
<u>Parks</u>						
Neighborhood Parks	\$ -	\$ 7,000	\$ 5,000	\$ 7,000	\$ 5,000	\$ 24,000
Lake Lotus Park	20,000	45,000	265,000	-	15,000	345,000
Eastmonte Park	198,500	267,000	1,087,000	1,281,500	664,000	3,498,000
Westmonte Park - Replace Pools & Building	820,000	7,500,000	7,500,000	-	-	15,820,000
Westmonte Park - Other	82,500	240,000	-	5,000	150,000	477,500
Merrill Park	250,000	105,000	20,000	110,000	1,005,000	1,490,000
Lake Brantley Sports Complex	166,500	40,000	70,000	32,000	15,000	323,500
Library	7,400	625,000	-	-	-	632,400
	<u>\$ 1,544,900</u>	<u>\$ 8,829,000</u>	<u>\$ 8,947,000</u>	<u>\$ 1,435,500</u>	<u>\$ 1,854,000</u>	<u>\$ 22,610,400</u>
Vehicles	\$ 584,500	\$ 2,000,000	\$ 1,421,700	\$ 1,082,500	\$ 998,800	\$ 6,087,500
Reserves & Inflation	2,612,331	2,599,248	2,676,772	2,199,638	2,295,796	12,383,785
TOTAL EXPENSES	<u>\$ 47,706,866</u>	<u>\$ 35,543,848</u>	<u>\$ 27,021,572</u>	<u>\$ 17,611,138</u>	<u>\$ 15,376,596</u>	<u>\$ 143,260,020</u>
<u>REVENUES OVER (UNDER) EXPENSES</u>	\$ (32,451,982)	\$ (14,037,946)	\$ (5,115,673)	\$ (3,104,612)	\$ (1,556,192)	\$ (56,266,404)
<u>FUND BALANCE</u>						
Beginning of Year	63,598,598	31,146,616	17,108,670	11,992,998	8,888,386	63,598,598
End of Year	<u>\$ 31,146,616</u>	<u>\$ 17,108,670</u>	<u>\$ 11,992,998</u>	<u>\$ 8,888,386</u>	<u>\$ 7,332,194</u>	<u>\$ 7,332,194</u>