The City of Altamonte Springs, Florida

ANNUAL BUDGET

Fiscal Year 2013

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Altamonte Springs

Section 1

Transmittal Letter

To the Mayor, City Commission and

Citizens of Altamonte Springs, Florida

June 22, 2012

In accordance with Florida Law and our own City Charter, it is our pleasure to present the City Manager's Recommended Annual Budget for the Fiscal Year which begins on October 1, 2012 and ends on September 30, 2013. The recommended budget is balanced. Projected revenues and other available resources equal or exceed recommended expenditures and other uses. The recommended budget is complete, covering all departments, operations and funds of the City.

Table 1: Total City Budget

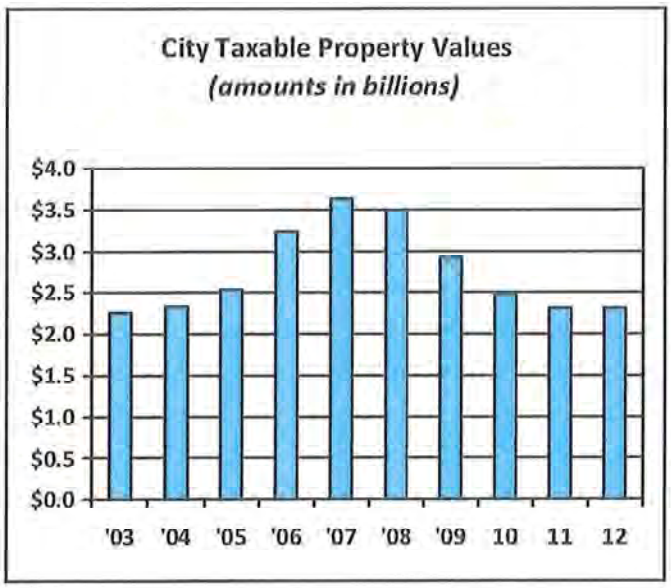
All Funds Combined - Net of Interfund Transactions
(all dollar amounts are times 1,000,000)

	2012	2013	Increase (decrease) Amount	Percent
Revenues				
Property taxes	$ 6.4	$ 6.4	$ -	-
Utility charges	19.4	20.3	0.9	5%
Franchise fees & utility taxes	11.0	10.5	(0.5)	-5%
Federal/state shared revenues	5.8	4.2	(1.6)	-28%
Other revenues	8.2	8.7	0.5	6%
Total revenues	$ 50.8	$ 50.1	$ (0.7)	-1%
Expenses				
Operating	$ 40.9	$ 42.0	$ 1.1	3%
Capital	23.4	24.2	0.8	3%
Reserves	3.2	3.2	-	-
Total expenses	$ 67.5	$ 69.4	$ 1.9	3%
Revenues over (under) expenses	$ (16.7)	$ (19.3)	$ (2.6)	-16%
Fund balance				
Beginning of year	108.1	113.9	5.8	5%
End of year	$ 91.4	$ 94.6	$ 3.2	4%

For the coming year we anticipate $50 million in revenues. We recommend $69 million in expenses and appropriated reserves. The recommended budget relies on $19 million in funding from fund balances, which we have saved for this purpose. The budget includes $24 million in various capital outlay projects and 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 proposed budget, we project ending the next fiscal year, fiscal year 2013, with fund balances totaling nearly $95 million. Table 1 presents a highly condensed version of the total City budget.

We are confident the budget provides adequate funding for the coming year as well as providing a sound basis for the future financial security of the City. We ask the City Commission to give favorable consideration to our recommended budget.



The value of taxable property rose 59% in the course of three years from 2004 to 2007. In the following years from 2007 to 2011 values retreated 36%, a wild ride by any definition. However, this year there is a new wrinkle to the story of the ongoing struggles of the economy. For the first time since 2008 the value of taxable property values did not fall but remains virtually unchanged from last year to this year. The economist tell us a recovery is underway but is in its infancy and rests upon weak legs. It surely won't take much to topple over but a first step is a first step, no matter how small. We choose to believe the glass to be half full with better days ahead.

With all the potential exemptions and caps that now exist it is increasingly difficult to determine how any given property tax scenario will affect a broad spectrum of taxpayers, as these answers become more and more fact specific. However, we do know that the rolled-back millage rate, the rate which would generate the same amount of tax revenues for the City in 2013 as in 2012, is 2.9 mills.

Property Tax Millage Rates	
2012 Current	2.89
2013 Rolled-back	2.90
2013 Recommended	2.89

We recommend ***maintaining the existing rate of 2.89 mills*** for 2013, which is slightly less than the rolled-back rate. How this affects individual homes depends on how "save our homes" affected the appraised value of the individual property, but for most non-homesteaded properties there should no significant change in the tax bill.

This year (2012) we completed our regular tri-annual comprehensive, multi-year study of all of our utility funds, rates and operations. After reviewing this study the City Commission adopted a multi-year rate plan. In conformance with this plan the recommended budget for the coming year includes a 2% increase in potable water and sewer rates and a twenty-five cent per month increase in the residential refuse rate. These rate changes, effective October 1, 2012, will increase the average total residential monthly utility bill by $1.70 a month or 1.5% as shown in Table 3

Table 3: Average Monthly Residential Utility Bill

	2012	2013	Increase Dollars	Increase Percent
Potable water	$ 25.18	$ 25.69	$ 0.51	2.0%
Sewer	45.26	46.15	0.89	2.0%
Reclaimed water	14.00	14.00	-	0.0%
Refuse disposal	20.00	20.25	0.25	1.3%
Stormwater	6.75	6.75	-	-
Utility tax	2.01	2.06	0.05	2.5%
Total	$ 113.20	$ 114.90	$ 1.70	1.5%

We believe the future is, once again, beginning to brighten. We are excited about all that is going in and around our City and are thrilled to be a part of it all. Our budget alone includes over $24 million in capital projects of one sort or another. So much is happening by us and in concert with others. These include:

1. The construction of the new SunRail station and, working with the County and State, we are preparing the way for development within and around this new asset.
2. The construction of Gateway Drive, the catalyst for future development in the Gateway area.
3. Maintenance, repairs and replacements to Cranes Roost Park.

4. Numerous improvements to our various regional parks.
5. Significant upgrades and improvements to the Regional Wastewater Treatment Plant.
6. Finally, the Florida Department of Transportation has released the funds we need to complete extensive landscaping of the recently widened portion of SR 434.

We believe our recommended budget meets the test of these challenging times and is in keeping with our conservative history. We are guardedly optimistic that brighter days are ahead. But come what may we are dedicated to our long-standing financial goals for the City: providing for the City's current needs and maintaining long-term financial health. The recommended budget meets these goals, and does so at an affordable price to our customers.

As always, we commend our City Commission for their continued commitment to the financial well-being of the City. Our budget is a testament to the commitment to excellence constantly displayed by our Commission, Staff, and our citizens. We believe the recommended budget continues this long legacy of excellence and we recommend its adoption.

Sincerely,

Franklin W. Martz, II
City Manager

Altamonte Springs

Section 2

Overview

Overview

On the following pages we present the City Manager's Recommended Annual City Budget for fiscal year 2013. The budget is divided into ten sections including: an overview section, the operating departments, the Community Redevelopment Agency and, finally, a section devoted to capital projects. This presentation is representative of how the City is organized and administered and provides a clear picture, for each department, 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 recommended 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 recommended budget, the current budget and the actual expenditures for the prior two fiscal years. Presented in this overview section is a discussion of the recommended 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: Water & Sewer	Utility Funds: Refuse Disposal	Utility Funds: Storm Water	Community Redev. Agency
Revenues					
Property taxes	$ 6,407,934	$ -	$ -	$ -	$ -
Tax increments	-	-	-	-	1,853,679
Utility charges	-	16,663,219	1,653,972	1,947,188	-
Franchise fees & utility taxes	10,542,800	-	-	-	-
Local business tax	826,000	-	-	-	-
Building permit, inspections and impact fees	8,550	91,650	-	18,250	-
Local option gas tax	740,000	-	-	-	-
Intergovernmental revenues	3,650,800	-	-	-	-
Reimbursements from Other Funds	4,678,000	-	-	-	-
Recreation charges for services	690,800	-			242,750
Other charges for services	563,000	-	-	-	-
Fines & forfeitures	323,500	-	-	-	-
Miscellaneous revenues	914,600	528,043	57,055	181,596	265,000
Operating transfers from other funds	-	3,525,000	-	-	1,248,876
Total Revenues	29,345,984	20,807,912	1,711,027	2,147,034	3,610,305
Less: Interfund Transactions	-	-	-	-	-
Net Total Revenues	29,345,984	20,807,912	1,711,027	2,147,034	3,610,305
Expenditures					
Operating Expenses					
Administration	5,931,196	-	-	-	-
Police	10,135,466	-	-	-	-
Growth management	990,542	-	-	-	-
Community redevelopment agency	-	-	-	-	1,819,200
Public works	755,447	13,310,216	1,592,724	1,243,345	-
Leisure services	3,590,842	-	-	-	-
Maintenance services	5,632,451	-	-	-	-
Workers' compensation	-	-	-	-	-
Total Operating Expenses	27,035,944	13,310,216	1,592,724	1,243,345	1,819,200
Non-Operating Expenses					
Capital outlay	228,505	8,886,300	258,500	751,250	3,750,000
Appropriated reserves	250,000	1,200,000	25,000	100,000	100,000
Transfers to other funds	3,498,876	3,525,000	-	-	-
Total Non-Operating Expenses	3,977,381	13,611,300	283,500	851,250	3,850,000
Total Expenditures	31,013,325	26,921,516	1,876,224	2,094,595	5,669,200
Less: Interfund transactions	-	-	-	-	-
Net Total Expenditures	31,013,325	26,921,516	1,876,224	2,094,595	5,669,200
Revenues Over (Under) Expenditures	(1,667,341)	(6,113,604)	(165,197)	52,439	(2,058,895)
Fund Balances					
Beginning of Year	26,971,725	24,720,321	1,234,381	9,079,759	15,485,039
End of Year	$ 25,304,384	$ 18,606,717	$ 1,069,184	$ 9,132,198	$ 13,426,144

Overview

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

Building Inspections Fund	Capital Projects Fund	Impact Fee Funds	Trans. Sales Tax	Law Enforcemnt Trust	Internal Service Fund	TOTAL Manager Recmnd	TOTAL Current Budget
$ -	$ -	$ -	$ -	$ -	$ -	$ 6,407,934	$ 6,435,000
-	-	-	-	-	-	1,853,679	1,910,044
-	-	-	-	-	-	20,264,379	19,359,754
-	-	-	-	-	-	10,542,800	11,044,500
-	-	-	-	-	-	826,000	864,000
786,000	-	86,750	-	-	-	991,200	712,150
-	-	-	-	-	-	740,000	875,000
-	500,000	-	-	-	-	4,150,800	5,846,000
-	-	-	-	-	310,901	4,988,901	5,147,339
-	-	-	-	-	-	933,550	766,095
-	-	-	-	-	-	563,000	545,850
-	-	-	-	-	-	323,500	364,000
3,500	150,000	150,731	240,000	2,500	40,000	2,533,025	2,029,375
-	2,250,000	-	-	-	-	7,023,876	6,857,290
789,500	2,900,000	237,481	240,000	2,500	350,901	62,142,644	62,756,397
-	-	-	-	-	-	(12,012,777)	(12,004,629)
789,500	2,900,000	237,481	240,000	2,500	350,901	50,129,867	50,751,768
-	-	-	-	-	-	5,931,196	5,842,450
-	-	-	-	120,316	-	10,255,782	10,092,621
1,157,568	-	-	-	-	-	2,148,110	1,949,734
-	-	-	-	-	-	1,819,200	1,927,649
-	-	-	-	-	-	16,901,732	16,837,073
-	-	-	-	-	-	3,590,842	3,306,191
-	-	-	-	-	-	5,632,451	5,268,766
-	-	-	-	-	661,000	661,000	861,000
1,157,568	-	-	-	120,316	661,000	46,940,313	46,085,484
-	4,762,900	266,000	5,280,000	10,000	-	24,193,455	23,366,317
25,000	250,000	700,000	500,000	50,000	-	3,200,000	3,245,000
-	-	-	-	-	-	7,023,876	6,857,290
25,000	5,012,900	966,000	5,780,000	60,000	-	34,417,331	33,468,607
1,182,568	5,012,900	966,000	5,780,000	180,316	661,000	81,357,644	79,554,091
-	-	-	-	-	-	(12,012,777)	(12,004,629)
1,182,568	5,012,900	966,000	5,780,000	180,316	661,000	69,344,867	67,549,462
(393,068)	(2,112,900)	(728,519)	(5,540,000)	(177,816)	(310,099)	(19,215,000)	(16,797,694)
1,331,341	8,851,676	7,695,366	17,510,471	375,803	620,175	113,876,057	108,136,677
$ 938,273	$ 6,738,776	$ 6,966,847	$ 11,970,471	$ 197,987	$ 310,076	$ 94,661,057	$ 91,338,983

Overview

The preceding schedule is useful in showing the budget for each fund and the relationship between the various funds and departments. Table 1 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.

Table 1: Total City Budget
All Funds Combined - Net of Interfund Transactions
(dollar amounts are in millions)

	2012	2013	Increase (Decrease) Amount	Increase (Decrease) %
Revenues				
Property taxes	$ 6.4	$ 6.4	$ -	-
Utility charges	19.4	20.3	0.9	4.6%
Franchise fees and utility taxes	11.0	10.5	(0.5)	-4.5%
Federal and state shared revenues	5.8	4.2	(1.6)	-27.6%
Other revenues	8.2	8.7	0.5	6.1%
Total revenues	$ 50.8	$ 50.1	$ (0.7)	-1.4%
Expenses				
Operating	$ 40.9	$ 42.0	$ 1.1	2.7%
Capital	23.4	24.2	0.8	3.4%
Reserves	3.2	3.2	-	-
Total expenses	$ 67.5	$ 69.4	$ 1.9	2.8%
Revenues over or (under) expenses	$ (16.7)	$ (19.3)	$ (2.6)	-15.6%
Fund balance				
Beginning of year	108.1	113.9	5.8	5.4%
End of year	$ 91.4	$ 94.6	$ 3.2	3.5%

As shown in Table 1, the fund balance at the beginning of next fiscal year (2013) is projected to be about $114 million, which when added to the estimated revenues of $50 million provides the City with a total of $164 million in estimated available funding for the coming fiscal year. Recommended expenditures total $69 million, which when subtracted from the total available funding, leaves a fund balance at year end of $95 million. Thus the recommended 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 40% 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 21% comes from franchise fees and utility taxes established and imposed by the City. Property taxes, though widely discussed, provide the City with just under 13% of total revenues. Another 8% comes from intergovernmental revenues which are federal and state revenues shared with the City. The tax increment from the County paid into the CRA accounts for another 4%. Revenues from building permits, plans inspections, impact fees and similar activities provide 2%. Recreation fees account for 1.8%. The local business tax (formerly occupational licenses fees) gives the City another 1.6%. The local option gas tax provides another 1.4%. Other charges for services add 1.2%. Fines and forfeitures (largely traffic fines) provide 0.6%. The balance of revenues comes from various miscellaneous sources including investment income, sale of surplus property and other items.

Table 2: Projected City Revenues 2013
(dollar amounts are in millions)

Utility charges	$ 20.3	40.5%
Franchise fees & utility taxes	10.5	21.0%
Property taxes	6.4	12.8%
Intergovernmental revenues	4.2	8.4%
Tax increments	1.9	3.8%
Building permit, inspection & impact	1.0	2.0%
Recreation charges for services	0.9	1.8%
Local business tax	0.8	1.6%
Local option gas tax	0.7	1.4%
Other charges for services	0.6	1.2%
Fines & forfeitures	0.3	0.6%
Miscellaneous revenues	2.5	5.0%
	$ 50.1	100%

Overview

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 bottled gas, water and commercial refuse services. This year's recommended budget includes the changes in rates as shown in Table 3.

Table 3: Tax & Fee Rate Changes

Tax or fee	Changes for 2013
Property tax rate	No increase from the existing rate of 2.89 mills.
Utility rates:	
Residential refuse	Increase from $20 to $20.25 monthly
Water and sewer	2% increase
Reclaimed water	No change
Stormwater	No change
Franchise fees:	
Electricity	No change
Natural gas	No change
Commercial refuse	No change
Utility Taxes:	
Electricity	No change
Potable water	No change
Natural & bottled gas	No change
Communications svcs	No change

1. Property Taxes

Not the largest, but usually the most controversial source of revenues for Florida's local governments are property taxes. Property taxes are a function of both the *taxable value* and the *property tax rate*. The City Commission is empowered with establishing the property tax rate. The taxable value is determined by the County Property Appraiser.

The Property Appraiser reports the taxable value of all property within the City during the past year remained almost unchanged, falling less than one-half of one percent (about $10 million) to $2.32 billion (this year's taxable value including new construction). In past years we have benefited from the effect of the value of new

construction and annexations which add to the tax roll. During the past 25 years the annual value of new construction and annexations has ranged from a high of $94 million in FY 2008 to a low of $4 million in 2012. The value of new construction of taxable property in the past year totaled slightly more than $1 million, the lowest it's been in memory.

Table 4: Taxable Property Values
(dollar amounts are in millions)

Fiscal Year	Calendar Year	Taxable Value of Existing Properties		New Construction & Annexations	Total Taxable Value	
		Amount	Inc (Dec)		Amount	Inc (Dec)
2007	2005	$ 3,227	26%	$ 40	$ 3,267	27%
2008	2006	3,635	11%	94	3,729	14%
2009	2007	3,488	-6%	24	3,512	-6%
2010	2008	2,921	-17%	4	2,925	-17%
2011	2009	2,462	-16%	11	2,473	-15%
2012	2010	2,322	-6%	10	2,332	-6%
2013	2011	2,322	-0.4%	1	2,323	-0.4%

Table 4 provides information on taxable values for the past few years. Keep in mind the valuations are as of January 1st of the beginning of the fiscal year. For example, the value shown for fiscal year 2013 is the value of all property as of January 1, 2012, reflecting activity for calendar year 2011.

The Millage Rate

Legislative changes of 2007 and 2008, as well as the 2009 enactment of Amendment 1 to the Florida Constitution, significantly changed the way taxable property values are determined and property tax rates are calculated. The "**rolled-back**" rate has been around for 30 plus years and continues to be a measure of the rate at which there would theoretically be no increase in property taxes on individual properties. This basic calculation remains largely unchanged but now includes an adjustment for payments to the tax increment district. The rolled-back rate for 2013 is 2.9 mills.

In 2008 the Legislature brought us the "**maximum millage rate**". This introduced the

Overview

concept of dignity of the vote by which varying property tax rates may be levied. A simple majority of the City Commission (3 votes) can levy the maximum millage rate. A super majority (two-thirds or 4 votes) can levy a millage rate not more than 10% above the maximum millage rate. To levy a rate above 110% of the maximum millage rate requires a unanimous vote of the City Commission. The maximum millage rate for 2013 is 4.25 mills.

After having performed all of the requisite calculations, we recommend the City Commission keep the existing millage rate of 2.89 for 2013, the same as the current rate. This is slightly less than the rolled-back rate and 32% less than the maximum millage rate.

Table 5: Historical Property Tax Rates

Fiscal Year	Millage Rate
2006	2.90
2007	2.65
2008	2.43
2009	2.64
2010	2.64
2011	2.89
2012	2.89
2013	2.89

At the recommended millage rate property tax revenues to the City will be $6.4 million, only $27,000 less in 2013 than in 2012. The recommended millage rate of 2.89 is slightly less than the rate levied in 2006. As seen in Table 5 the City's tax rate has been and continues to be very low.

For the average homeowner receiving the full $50,000 homestead exemption, this means property taxes will be very slightly less in 2013 than in 2012. Table 6 shows the effect of the recommended change in tax rate at various dollar valuations.

Table 6: Actual Property Taxes on Residential Property

Property Values		City Property Taxes (c)			
Last Year	This Year	Last Year	This Year	Decrease	
$ 50,000	$ 49,825	$ 72.25	$ 71.74	$ (0.51)	-0.7%
100,000	99,650	144.50	143.49	(1.01)	-0.7%
150,000	149,475	289.00	287.48	(1.52)	-0.5%
200,000	199,300	433.50	431.48	(2.02)	-0.5%

In the General Fund, the only fund that includes property tax revenues, the

Overview

current budget is $30.5 million. The recommended budget totals $31 million, a 1.8% increase over the current budget. This $535,000 increase is the net result of budget reductions totaling $894,000 and additions to the budget totaling $1.43 million.

We've been able to reduce the budget in several ways. The City operates a partially self-insured workers compensation program. This program continues to keep costs under control but does subject the City to the risk of fluctuating claims from year to year. In 2012 the City paid claims totaled $1.2 million. Fortunately since then paid claims have fallen. We project $350,000 for 2013. These falling claims allow us to lower premiums for workers compensation.

Table 7: Recommended Expenditure Budget for the General Fund

Current budget for 2012	$ 30,478,155
Deletions -	
Reduced workers compensation premiums	$ (188,000)
Staff position transferred to Public Works	(65,000)
Reduced subsidy for CRA events budget	(50,000)
Reduced unemployment premiums due to fewer layoffs	(50,000)
Reduced TIF payment due to falling property values	(33,000)
Reduced general fund funded capital outlays	(492,127)
	$ (878,127)
Additions -	
Merit pay for staff	$ 294,000
Increase in health insurance rates	190,000
Increase in gas, oil, and diesel fuel	172,000
Information services dept operating increases	168,000
Increase in Florida Retirement System rates	110,000
Two new staff positions	110,000
Neighborhood enhancement program	50,000
Comprehensive plan update	50,000
Increase in credit card fees	50,000
Projected increase in City-wide electric bill	38,000
Land development code update	25,000
Westmonte park pool assessment	25,000
Database consultant - growth management	20,000
Net amount of miscellaneous increases and decreases	111,297
	$ 1,413,297
Recommended budget for 2013	**$ 31,013,325**

For the General Fund we lowered the premium by $188,000.

We also transferred one position from the Growth Management Department to the Public Works Department. This saves the General Fund $65,000 annually.

Overview

We continue in our efforts to make events at Uptown Altamonte financially self-sufficient. To that end we reduced the events subsidy from $200,000 in 2012 to $150,000 in 2013. We reduced anticipated payouts for unemployment compensation by $50,000 as we anticipate far fewer layoffs or other staff reductions.

The required TIF payment to the CRA is $33,000 less in 2013 due to falling property values. Capital outlays in the 2013 budget for the General Fund are $492,000 less than in 2012.

For 2013 we have included merit raises for employees at a cost of $294,000. This includes a potential, depending on merit, small (1%) increase in salary and a one time lump sum payment equal to 1% of annual pay. On an individual employee basis it's not a lot of money, but it helps and it sends a positive message to employees that the City is trying to reward their efforts.

Final figures are not available yet but we are planning for a double-digit increase in health insurance premiums. Claims this year have been extraordinarily high, with some employees suffering from grave and sometimes fatal illnesses. It's at these times we are reminded how important it is to have good health insurance, but we are also reminded that it's not free. We monitor this expenditure closely and know that the City's rates are among the lowest in the area but they're still going up. We have set aside an additional $190,000 to meet this increase.

We are also concerned about the recent volatility in the cost of gas, diesel and fuel oils. We have included an additional $172,000 (20%) in the budget to cover this likely increase.

The operating budget for our Information Services department is up $168,000. This

includes an additional $50,000 in maintenance cost for the in-car police video system. Also included is another $50,000 in additional system-wide software and hardware maintenance contract costs. Training costs will increase $27,000 as we add more applications requiring more training for our IS staff. Another $11,000 is to cover an anticipated increase in internet provider services, and another $15,000 increase in cellular phone service, primarily aircards for the police department laptops.

The Legislature approved higher rates for the Florida Retirement System (FRS). This added $110,000 to the General Fund budget. Of special note, the already approved rates for two years from now (2014) are substantially higher than the upcoming rates for 2013. Fortunately, we continue to see our participation in FRS diminish as more of our older employees retire. Newer employees are all enrolled in the City operated pension plans where we have at least a fighting chance to control costs.

We have added two new staff positions to the budget at a total cost of $110,000. This includes one additional code enforcement officer giving us two officers to pursue this vital community service. Ensuring that everyone's home and business is maintained in tip-top shape helps maintain the community values we treasure. We have also added a planner to the Growth Management Department. In 2011 we deleted 2 of the 8 positions in this department. It turns out we were a bit overzealous in our cost cutting. The existing staff is currently overwhelmed with work so we propose adding the planner and a part-time office position to get everyone's head above water.

We have included $50,000 for a Neighborhood Enhancement Program. This is the continuation of a multi-year effort to spruce up all of our many family neighborhoods with various public improvements. We plan to continue funding this program for many years to come. We have included another $50,000 to pay the cost of updating the Comprehensive Plan, a necessary expense incurred about every three years. Another

$50,000 will go for new and increased credit card fees paid to the bank. We included $38,000 in anticipated increases in the rates for electric service. We included $25,000 to pay the cost of updating the Land Development Code and a like amount to conduct a full assessment of the pool at Westmonte Park.

Finally, we have numerous other smaller additions and deletions to the budget all of which net out to about $112,000 or less than four tenths of one percent.

2. Utility Charges.

Revenues from utility charges are derived from fees imposed upon users of the City's various utility systems. These charges include potable water, sewer, reclaimed water, stormwater and refuse collection. During the first quarter of 2012 the City completed rate studies for all City utilities. As a result of these studies, the City Commission adopted a multi-year rate plan covering rates for the next three years. The changes for 2013 are shown in Table 8.

Table 8: Utility Rate Changes
(effective October 1, 2012)

Service provided	Rate change
Potable & waste water	Up 2%
Reclaimed water	No change
Stormwater management	No change
Residential refuse	Increase from $20 to $20.25 monthly

Table 9: Typical Monthly Residential Utility Bill

	2012	2013	Increase	
Potable water	$ 25.18	$ 25.69	$ 0.51	2.0%
Sewer	45.26	46.15	0.89	2.0%
Reclaimed water	14.00	14.00	-	-
Refuse disposal	20.00	20.25	0.25	1.3%
Stormwater	6.75	6.75	-	-
Utility tax	2.01	2.06	0.05	2.5%
	$ 113.20	$ 114.90	$ 1.70	1.5%

The monthly utility bill for a typical homeowner located in the City using 10,000 gallons of potable water monthly and connected to the reclaimed water system is shown in Table 9. With the rate changes, the monthly bill for the typical homeowner will increase $1.70 monthly or about 1.5%.

Overview

For the coming year we project revenues from utility charges will be $20 million, up about 5% from the current year's projected revenues. This includes potable water, reclaimed water, sewer, residential refuse disposal and stormwater fees and reflects all recent rate adjustments. Table 10 shows the current year's and next year's anticipated revenues.

Table 10: City Utility Revenues
(dollar amounts are in millions)

	2012	2013	Increase	
Potable water	$ 4.76	$ 4.92	$ 0.16	3%
Sewer	8.13	8.69	0.56	7%
Reclaimed water	2.93	3.05	0.12	4%
Refuse disposal	1.60	1.69	0.09	6%
Stormwater	1.96	1.95	(0.01)	-1%
	$ 19.38	$ 20.30	$ 0.92	5%

3. Franchise Fees and Utility Taxes

The City imposes franchise fees on the providers, and utility taxes on the users, of public utilities throughout the City. Revenues from these fees and taxes, all of which flow into the General Fund, generate about 21% of the City's total annual revenues. For the coming year, we anticipate these revenues will total just over $10.5 million. This is 5% or $500,000 less than the amount we budgeted for 2012. The projection is based on the assumption that past and present relatively mild weather will continue, driving revenues down as less electricity is required to heat and cool homes and commercial properties.

Table 11: Franchise Fees & Utility Taxes
(dollar amounts in millions)

Year	Amt	Increase (Decrease)	
2008	$ 11.11	$ 0.20	2%
2009	11.01	(0.10)	-1%
2010	11.26	0.25	2%
2011	10.73	(0.53)	-5%
2012	11.04	0.31	3%
2013	10.54	(0.50)	-5%

Overview

4. Impact Fees & Other Growth Related Revenues.

This category includes revenues from impact fees, utility connection fees, business (occupational) licenses and building permits. All of these revenue sources are grouped together because all of them are dependent upon ongoing and new business and/or construction activity in the City. Thus, they are subject to the volatility of the business cycle. A history of revenue collections from these sources is shown in table 12.

Table 12: Impact Fees & Other Growth Related Revenues
(dollar amounts are in millions)

	Connection & Impact fees		Business Licenses		Building Permits & Fees	
	Amt	Increase (Decrease)	Amt	Increase (Decrease)	Amt	Increase (Decrease)
2008	$ 0.36	-27%	$ 0.89	1%	$ 1.33	7%
2009	0.19	-47%	0.91	2%	0.71	-47%
2010	0.52	174%	0.88	-3%	1.26	77%
2011	0.21	-60%	0.86	-2%	0.69	-45%
2012	0.13	-38%	0.86	-	0.62	-10%
2013	0.20	54%	0.83	-3%	0.83	34%

5. Intergovernmental Revenues.

Intergovernmental revenues are taxes and fees collected by the state and county and returned or shared with the City plus any state or federal grants received by the City. For the coming year revenues from this source are projected to reach $4.15 million, down 23% or $1.2 million from the current year's projected total of $5.35 million. The Infrastructure Sales Tax ended in 2012 so this is $1.75 million the City won't collect in 2013. Offsetting this reduction is $500,000 anticipated from the Florida Department of Transportation for the City to landscape the recently widened portions of SR 434 through Altamonte Springs.

Table 13: Intergovernmental Revenues
(dollar amounts are in millions)

	2012	2013	Increase (Decrease)	
Sales tax	$ 2.36	$ 2.35	$ (0.01)	0%
State revenue sharing	1.10	1.15	0.05	5%
Infrastructure sales tax	1.75	-	(1.75)	-100%
Grants and other	0.14	0.65	0.51	364%
	$ 5.35	$ 4.15	$ (1.20)	-22%

Overview

6. **Recreation Fees and Related Revenues.**

These are revenues from recreation programs, event sponsorships and donations, rental of the civic centers and library and concession fees. For the coming year we project revenues of about $933,000, up $167,455 from the current year. This increase includes $102,900 from the basketball program which we are bringing in-house and $62,000 from senior citizen field trips.

7. **Reimbursements from Other Funds.**

These revenues result from interfund transactions; that is when one fund pays another fund for services received. For example, fuel and maintenance of the City's fleet of vehicles is paid entirely from the General Fund. The General Fund charges other funds (the Water and Sewer Fund, Refuse Disposal Fund, etc.) the cost of fuel and maintenance for vehicles owned by each fund. The Workers' Compensation Fund charges other funds for the cost of operating the workers' compensation program. For the coming year revenues from this source are estimated at $5 million.

8. **Fines and Forfeitures.**

As the name implies, revenues from fines and forfeitures are generated from traffic tickets, false alarms, parking fines and the like. For the coming year we project revenues will be just over $323,000.

9. **Miscellaneous Revenues.** Miscellaneous revenues consists of any and all revenue sources not otherwise classified under another heading and includes investment income, insurance reimbursements, sales of surplus properties and about a dozen minor categories. For the coming year we project miscellaneous revenues will total just over $2.5 million, or $500,000 more than the current budget. Most miscellaneous revenue comes from investment income which we project will increase about $490,000 as the uneasy market sends investors to the safer ground of the bond market.

Overview

10. **Transfers Between Funds.** Transfers between funds are monies moved from one fund to another, most typically to pay annual debt service costs and/or finance capital improvements. In the City budget there are both annually recurring transfers, which are used to pay recurring costs, and one-time transfers which are generally used for specific capital projects. Transfers in the recommended budget total $7 million, about $167,000 more than this year's level of $6.9 million. These transfers include the following:

    a) The annual transfer from the Water and Sewer Operating Fund to the Water and Sewer Capital Projects Fund in the recommended budget is $3.5 million, an increase of $250,000 as we work to strengthen the capital projects fund. These funds are used to pay the cost of capital replacements and improvements to the water and sewer utility system.

    b) Several years ago the City began a program to spread the costs of major capital improvements over several years by transferring a recurring amount of money from the General Fund to the Capital Projects Fund. To continue and expand funding for this program, the recommended budget includes a transfer of $2.25 million, same as the current year's budget.

    c) The City transfers money from the General Fund to the CRA Tax Increment Fund to pay the City's tax increment share. At the recommended millage rate of 2.89, the City's share for the coming fiscal year is estimated to be $1.09 million, down about $33,400 from the current amount of $1.13 million. This decrease is the result of falling property values within the tax increment district. As always, these amounts are subject to change, pending the final tax roll numbers from the County Property Appraiser after finalization of the tax roll and adjustments from the Property Appraisal Adjustment Board.

d) Events at Uptown Altamonte are financed with direct charges and contributions from vendors and the City. The City pays its share with a transfer from the General Fund to the Community Redevelopment Agency Fund. In 2012 this transfer totaled $200,000. For the coming year we recommend reducing this amount by 25% to $150,000.

Having covered each major category this concludes our discussion on revenues.

Appropriated Reserves

Finally, the discussion comes to appropriated reserves. These are the amounts included in the budgets of the City's various funds and departments to provide (a) contingency funds for both unforeseen and unforeseeable events in the coming year, and (b) to set aside or earmark money for future projects. This year's recommended budget includes $3.2 million in appropriated reserves.

The General Fund

All facets of the General Fund are explained in detail in other sections of the recommended budget. However, we have not presented the budget for the fund as a whole 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 recommended budget. Second is a schedule providing figures for each revenue item in the General Fund. And third is a summary schedule of expenditures. These schedules are for informational purposes and further explanations are not warranted.

Conclusion

This completes the general overview of the recommended budget. The recommended

Overview

budget is complete in all respects and provides sufficient information upon which to draw conclusions and make decisions. The recommended budget is balanced, is adequate to meet the financial needs of the City for the coming year and protects the City's financial integrity for the future.

Altamonte Springs

Section 3

Administration

Administration
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Administration
Overview

For budget presentation purposes we group a number of departments and divisions under one category labeled "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 $10.35 million, an decrease of $362,000 from the current budget of $10.71 million. 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 $892,000, up $10,000 from the current amount of $882,000. The increase is the result of increases in the cost of employee benefits.

City Clerk's Office

The City Clerk's recommended budget of $413,000 reflects a decrease of $57,000 from the current budget. Reductions are a result of positions abolished positions as part of a Department reorganization, decreases in printing Business Tax Receipt renewal notices, accurate elections figures, and operating supplies. There are some very small increases in

various line items. Even all together these are not a material amount..

Human Resources Department

The Human Resources budget reflects the continuation of the City's management development program called PRIME (Professional Reinforcement of Innovative Management Experiences). The purpose of PRIME is to develop future City leaders by providing training courses along with job shadowing and mentoring opportunities for a select group of mid-level managers to grow and learn the "Altamonte Way." This Fiscal Year the PRIME management development participants will graduate from the program and a new tier of PRIME will be developed for rising stars at the supervisory level.

To help contain other training expenditures, courses will be offered to the general employee population through the existing contractual agreement with the City's employee assistance program (EAP) provider and supervisor training will be hosted by the Human Resources Department and other key staff. Remaining funds will be used to support EPIQ teams and on-going programs such as Open Enrollment, Shining Star, CityScape, Wellness, Employee Assistance and Employee Recognition.

Finance Department

The budget for the Finance Department is $1.39 million, up about $54,000 from the current budget of $1.33 million. This increase includes $29,000 in additional cost for employee benefits, $11,000 to replace hand-held meter reading devices, $3,500 in new fees imposed by the State for driver's license background checks for employees driving City vehicles.

Information Services

The budget for the Information Services Department is $1.57 million, up $33,000 from the current budget of $1.53 million. The current budget includes $166,000 in capital outlays not repeated in the recommended budget. The operating budget is up $168,000. This

includes an additional $50,000 in maintenance cost for the in-car police video system. Plus another $50,000 in additional system-wide software and hardware maintenance contract cost. Training cost will increase $27,000 as we add more applications requiring more training for our IS staff. Another $11,000 is to cover an anticipated increase in internet provider services, and another $15,000 increase in cellular phone service primarily aircards for the police department laptops

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 recommended budget for Central Lines is $4.7 million, $205,000 less than the current budget of $4.9 million. Fortunately we are finally recovering from significant workers compensation claims from prior years. This has allowed us to reduce workers compensation insurance premiums for the coming year. For the General Fund this results in a premium reduction of $188,000 for the coming year. In other good news we have reduced projected unemployment compensation payments for $100,000 in 2012 to $50,000 in the recommended budget, saving $50,000. We have reduced the subsidy paid for Uptown Altamonte events from $200,000 to $150,000, saving another $50,000. The goal is to make events self-sufficient by 2015 and this certainly furthers that goal. Finally in savings the tax increment transfer from the General Fund to the CRA fell by $33,000 because taxable values fell slightly in the tax increment district.

There were several items within Central Lines items that are higher in the recommended budget than in the current budget. These include an additional $50,000 in fees paid to the bank primarily tied to the acceptance and use of credit cards. Recent regulatory changes in banking rules have forced banks to find new ways to generate revenues, one of which is

to charge commercial customers more. The recommended budget includes another $50,000 for city-wide Microsoft software training. In 2013 we anticipate updating our Microsoft applications (excel, word, power point, etc.) to the newest versions. This will be a five year leap meaning these newest versions will have many more features. To ensure we are able to get most out of these applications will require additional training.

Reserves and Contingencies

The recommended budget includes an appropriation of $250,000 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 recommended budget for the Workers' Compensation Internal Service Fund is $661,000, down $200,000 from the current budget. Fortunately we are finally recovering from significant workers compensation claims from prior years. This has allowed us to reduce workers compensation insurance premiums for the coming year.

Administration
Summary Budget by Fund

	2013 Commission Approved Budget			
	General Fund	Workers' Compensation Fund	Total	2012 Budget
Operating Expenses				
City Manager's Office	$ 891,478	$ -	$ 891,478	$ 882,076
City Clerk's Office	412,995	-	412,995	469,927
Human Resources Department	454,218	-	454,218	451,907
Finance Department	1,378,103	-	1,378,103	1,334,869
Information Services	1,565,573	-	1,565,573	1,366,327
Central Lines	1,228,829	-	1,228,829	1,350,009
Workers' Compensation	-	661,000	661,000	861,000
Total Operating Expenses	$ 5,931,196	$ 661,000	$ 6,592,196	$ 6,716,115
Non-Operating Expenses				
Capital Outlay	$ 11,000	$ -	$ 11,000	$ 165,866
Appropriated Reserves	250,000	-	250,000	250,000
Transfers to Other Funds	3,498,876	-	3,498,876	3,582,290
Total Non-Operating Expenses	$ 3,759,876	$ -	$ 3,759,876	$ 3,998,156
Total Expenses	$ 9,691,072	$ 661,000	$ 10,352,072	$ 10,714,271

City Manager's Office
General Fund (001-101-512)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
11	**Executive Salaries** Mayor and Four Commissioners	$ 31,294	$ 31,320	$ 31,200	$ 31,200	$ 31,200
12	**Regular Salaries & Wages** Base: 2 Positions	291,721	242,136	239,189	240,032	240,032
17 - 01	**Auto/Travel Allowance** City Manager @ $400/mo. Mayor @ $300/mo. Commissioners @ $250/mo.	20,478	20,478	20,400	23,880	23,880
- 02	**Cell Phone Allowance**	-	2,400	2,400	2,400	2,400
21	**FICA Taxes**	18,168	17,178	22,431	22,759	22,759
22	**Retirement Contributions** FL Retirement System ICMA Retirement for City Mgr	62,734	46,160	40,911	41,612	41,612
23	**Health Insurance**	22,298	24,132	38,640	42,490	42,490
24	**Life Insurance**	890	870	544	544	544
	Total Personal Services	$ 447,583	$ 384,674	$ 395,715	$ 404,917	$ 404,917
POSITION ROSTER						
	Mayor	1	1	1	1	1
	City Commissioner	4	4	4	4	4
	City Manager 1E	1	1	1	1	1
	Assistant to City Manager 3B	1	1	1	1	1
	Total Positions	7	7	7	7	7

City Manager's Office
General Fund (001-101-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 20 Legislative Consultant	$ 58,100	$ 58,673	$ 60,000	$ 60,000	$ 60,000
- 60 City Physician	1,518	1,457	2,000	2,000	2,000
- 70 City Attorney	351,660	557,640	400,000	400,000	400,000
- 71 Labor Attorney	4,862	15,020	15,000	15,000	15,000
40 Travel and Training					
- 30 FL League of Cities Commissioners	470	412	2,000	2,000	2,000
City Manager FCCMA, ICMA					
47 Printing & Binding					
- 10 In-house Copies	130	488	200	200	200
48 Promotional Activities					
- 10 Community Programs					
Framing/Artwork	203	397	-	-	-
Embroidery	-	34	100	100	100
Flowers, Photos, Gifts	87	-	100	100	100
CALNO meeting	230	63	150	150	150
PD Chief Interviews	-	413	-	-	-
51 - 01 Office Supplies	53	273	200	300	300
52 - 01 Operating Supplies	40	355	400	500	500
54 Books/Pubs/Subscrs/Membs					
- 40 Subscriptions	-	-	200	200	200
Miscellaneous	177	162	100	100	100
- 60 Memberships					
FL League of Cities	4,258	4,149	4,787	4,787	4,787
Tri County League of Cities	808	807	809	809	809
FL League of Mayors	-	830	-	-	-
FL City/County Mgrs Assoc	-	-	200	200	200
Sem Cty Chamber of Comm	-	-	90	90	90
Council of Local Governments	-	-	25	25	25
Total Operating Expenditures	$ 422,596	$ 641,173	$ 486,361	$ 486,561	$ 486,561
TOTAL BUDGET	$ 870,179	$ 1,025,847	$ 882,076	$ 891,478	$ 891,478

City Clerk's Office
General Fund (001-201-512)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages**						
	Base: 5 Positions		$ 213,157	$ 213,335	$ 257,958	$ 249,702	$ 249,702
	Deleted:						
	Office Coordinator		-	-	-	(41,326)	(41,326)
	Total Salaries & Wages		$ 213,157	$ 213,335	$ 257,958	$ 208,376	208,376
14	**Overtime**		387	363	550	503	503
16	**Special Pay Differential**		55	-	-	-	-
17	**Cell Phone Allowance**		-	-	-	1,800	1,800
21	**FICA Taxes**		16,204	15,978	19,776	16,117	16,117
22	**Retirement Contributions**		26,566	25,056	28,384	26,710	26,710
23	**Health Insurance**		22,373	24,132	33,120	30,350	30,350
24	**Life Insurance**		623	627	720	586	586
	Total Personal Services		$ 279,365	$ 279,491	$ 340,508	$ 284,442	$ 284,442
POSITION ROSTER							
	Full Time Employees -						
	City Clerk	1A	1	1	1	1	1
	Deputy City Clerk	2A	-	-	1	1	1
	Office Coordinator	3A	1	1	1	-	-
	Administrative Assistant	3A	-	-	-	1	1
	Business Tax Administrator	4B	1	1	1	-	-
	Business Tax Specialist	4C	2	2	2	2	2
	Total Full Time Employees		5	5	6	5	5
	Part Time Employees -						
	Public Records Administrator	4C	1	1	-	-	-
	Total Part Time Employees		1	1	-	-	-
	Total Positions		6	6	6	5	5

City Clerk's Office
General Fund (001-201-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 15 Bank/Service Fees	$ 207	$ 207	$ -	$ 207	$ 207
- 30 Microfilming	500	498	1,000	1,000	1,000
- 50 Outside Services					
OL Renewals	2,986	3,053	4,000	3,400	3,400
Election Workers	-	-	8,000	8,000	8,000
- 51 Videography/Meetings	4,275	4,275	4,725	4,500	4,500
- 99 Other Contractual Services	16,075	75	750	750	750
40 Travel and Training					
- 05 Staff Training & Development	-	665	1,250	1,700	1,700
- 30 Conference/Seminars					
FACC State Conference	435	190	2,364	1,500	1,500
42 Postage & Transportation					
- 01 Postage, FedEx, etc.	477	511	630	630	630
- 10 OL Renewals	3,072	3,010	3,810	2,500	2,500
- 11 Election Notices	-	-	8,775	8,775	8,775
- 99 Other Postage & Transportation	999	996	1,150	1,150	1,150
44 Rentals and Leases					
- 30 Equipment					
Mail Meter	973	973	1,025	1,025	1,025
46 Repair & Maintenance					
- 20 Equipment	103	333	1,000	1,000	1,000
- 80 Maintenance Contracts	-	-	-	500	500
- 81 Mail Machine & Letter Opener	1,737	1,807	1,900	1,901	1,901
- 82 Chambers Audio/Visual Maint	3,054	1,140	5,000	5,000	5,000
47 Printing & Binding					
- 10 In-house Copies	8,849	8,767	9,250	9,250	9,250
- 50 Outside Printing	136	240	300	600	600
- 51 Occupational Lic Forms	788	706	650	700	700
- 52 Election Notices	-	-	500	1,000	1,000
48 Promotional Activities					
- 10 Board Appreciation	10,025	8,319	9,250	9,250	9,250
49 Other Current Charges					
- 20 Legal & Classified Ads	22,077	20,579	47,600	47,600	47,600
- 25 Codification	2,921	-	4,000	4,000	4,000
- 30 Recording Fees	758	896	2,000	3,000	3,000
- 99 Other Current Charges					
Election Expenses	673	1,145	6,400	6,400	6,400
51 - 01 Office Supplies	1,178	1,036	1,000	1,000	1,000

City Clerk's Office
General Fund (001-201-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
52 - 01 Operating Supplies	651	752	1,300	1,000	1,000
54 - 01 Books/Pubs/Subscrs/Membs	1,009	1,139	1,240	915	915
57 Small Tools & Equipment					
- 10 Office Furniture/Fixtures	510	-	550	300	300
Total Operating Expenditures	$ 84,468	$ 61,312	$ 129,419	$ 128,553	128,553
TOTAL BUDGET	$ 363,833	$ 340,803	$ 469,927	$ 412,995	$ 412,995

Human Resources Department
General Fund (001-104-512)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 6 Positions	$ 283,919	$ 289,899	$ 291,945	$ 298,730	$ 298,730
14	**Overtime**	-	-	100	100	100
16	**Special Pay Differential**	653	653	650	650	650
17	**Allowances**					
	Car Allowance	-	1,477	2,400	2,400	2,400
	Cell Phone Allowance	-	1,200	1,200	1,200	1,200
21	**FICA Taxes**	20,420	21,505	22,666	23,185	23,185
22	**Retirement Contributions**	40,266	39,029	35,863	38,364	38,364
23	**Health Insurance**	26,772	28,940	33,120	36,420	36,420
24	**Life Insurance**	896	902	808	839	839
	Total Personal Services	$ 372,926	$ 383,605	$ 388,752	$ 401,888	$ 401,888
POSITION ROSTER						
	Full Time Employees -					
	Human Res Director 1B	1	1	1	1	1
	Training & Prgm Coordinator 3B	1	1	1	1	1
	Senior Hum Resource Analyst 3B	2	2	2	2	2
	Staff Assistant 4C	1	1	1	1	1
	HR Records Specialist 3A	1	1	1	1	1
	Total Full Time Employees	6	6	6	6	6
	Part Time Employees -					
	Admin Assistant 4B	1	-	-	-	-
	Total Positions	7	6	6	6	6

Human Resources Department
General Fund (001-104-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 60 Employee Services	$ 6,106	$ 6,164	$ 7,000	$ 7,225	$ 7,225
- 99 Other Professional Services	-	60	-	-	-
34 Other Contractual Services					
- 55 Speakers/Trainers					
Supervisor Training	519	1,259	1,500	1,500	1,500
PRIME	-	-	32,000	16,000	16,000
39 - 01 Educational Incentive	-	-	-	2,600	2,600
40 Travel and Training					
- 05 Staff Training	299	-	-	100	100
- 30 Training Seminars	-	689	700	700	700
42 - 01 Postage & Transportation	16	12	200	200	200
46 Repair & Maintenance					
- 83 Software	89	-	-	-	-
47 Printing & Binding					
- 10 In-house Copies	7,479	8,051	7,000	8,000	8,000
48 Promotional Activities					
- 50 Employee Programs					
Holiday Celebration	-	82	125	125	125
Misc Employee Programs	70	-	-	-	-
- 51 Shining Star Program	722	728	1,300	1,300	1,300
- 52 Years of Service Recognition	3,746	3,415	3,700	3,700	3,700
- 53 Wellness Promotion					
Flu Shots	2,266	660	2,500	3,000	3,000
7 Pkg Health Screen	2,188	1,328	1,750	2,700	2,700
- 54 EPIQ Program					
CIA/EPIQ Awards/Video	25	-	-	-	-
51 Office Supplies					
- 10 Computer/Printer Supplies					
Laser Printer Toner Cartridges	-	-	150	150	150
- 90 General Office Supplies	1,318	1,480	2,400	2,000	2,000
52 Operating Supplies					
- 50 Program Supplies					
Training Items	-	396	350	350	350
- 90 General Operating Supplies	366	832	1,000	1,000	1,000
ID Cards Supplies	-	-	700	700	700

Human Resources Department
General Fund (001-104-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
54 Books/Pubs/Subscrs/Membs					
- 10 Books					
BNA Human Resources Library	2,438	-	-	-	-
- 60 Memberships					
FL Pub Personnel Assn	125	125	220	220	220
IPMA Memberships	145	145	175	175	175
SHRM Memberships	-	160	185	185	185
HR Sentry	-	99	200	200	200
SHRM Recertification	150	-	-	200	200
57 - 30 Small Tools & Equipment	-	1,436	-	-	-
Total Operating Expenditures	$ 28,067	$ 27,121	$ 63,155	$ 52,330	$ 52,330
TOTAL BUDGET	$ 400,993	$ 410,726	$ 451,907	$ 454,218	$ 454,218

Finance Department - Accounting Division
General Fund (001-301-513)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 7 Positions	$ 438,092	$ 433,680	$ 442,544	$ 453,687	$ 453,687
14	**Overtime**	36	148	200	200	200
21	**FICA Taxes**	31,374	30,648	33,870	34,723	34,723
22	**Retirement Contributions**	55,463	52,220	47,098	49,493	49,493
23	**Health Insurance**	21,775	24,105	27,600	30,350	30,350
24	**Life Insurance**	1,159	1,162	1,144	1,179	1,179
	Total Personal Services	$ 547,899	$ 541,963	$ 552,456	$ 569,632	$ 569,632
POSITION ROSTER						
Full Time Employees -						
Finance Director	1C	1	1	1	1	1
Deputy Finance Director	2C	1	1	1	1	1
Finance Administrator	3B	1	1	1	1	1
Capital Projects Manager	3B	1	1	1	1	1
Staff Assistant	4C	1	1	1	1	1
Total Full Time Employees		5	5	5	5	5
Part Time Employees -						
Accountant	3A	1	1	1	1	1
Senior Accounts Clerk	4C	1	1	1	1	1
Total Part Time Employees		2	2	2	2	2
Total Positions		7	7	7	7	7

Finance Department - Accounting Division
General Fund (001-301-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
32 Accounting & Auditing					
- 01 Annual Audit	$ 49,250	$ 53,250	$ 52,500	$ 52,500	$ 52,500
34 Other Contractual Services					
- 15 Bank/Service Fees					
Armored Car Service	4,752	4,752	5,000	6,000	6,000
Bank Charges	524	-	500	1,000	1,000
40 Travel and Training					
- 05 Professional Training	200	324	1,500	1,500	1,500
- 10 Other Training	50	135	150	150	150
42 - 01 Postage & Transportation	-	13	200	200	200
46 Repair & Maintenance					
- 20 Equipment Repair	-	1,725	300	300	300
- 80 Maintenance Contracts					
Xerox Hardware Maint	-	-	500	500	500
47 Printing & Binding					
- 10 In-house Copies	5,098	6,293	2,500	4,000	4,000
- 50 Annual Budget & Audit	623	624	1,500	1,500	1,500
51 Office Supplies					
- 10 Computer/Printer Supplies	1,886	701	2,000	2,000	2,000
- 90 General Office Supplies	1,149	1,099	1,000	1,000	1,000
52 Operating Supplies					
- 90 General Operating Supplies	2,111	3,446	2,000	2,000	2,000
54 Books/Pubs/Subscrs/Membs					
- 10 Technical References	240	825	600	600	600
- 20 Professional Publications	50	50	-	-	-
- 60 State & Natl GFOA Membership	1,545	1,550	1,000	1,000	1,000
57 Small Tools & Equipment					
- 20 Office Equipment	269	138	500	500	500
58 - 01 Computer Software <1,000	-	464	-	-	-
Total Operating Expenditures	$ 67,747	$ 75,389	$ 71,750	$ 74,750	$ 74,750
TOTAL BUDGET	$ 615,646	$ 617,352	$ 624,206	$ 644,382	$ 644,382

Finance Department - Procurement Division
General Fund (001-303-513)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 3 Positions	$ 109,062	$ 130,601	$ 133,668	$ 133,663	$ 133,663
14	**Overtime**	102	-	200	304	304
21	**FICA Taxes**	7,873	9,468	10,241	10,249	10,249
22	**Retirement Contributions**	12,519	14,993	12,682	13,306	13,306
23	**Health Insurance**	8,887	14,461	16,560	18,210	18,210
24	**Life Insurance**	322	413	370	375	375
	Total Personal Services	$ 138,765	$ 169,936	$ 173,721	$ 176,107	$ 176,107

POSITION ROSTER

Full Time Employees -						
Procurement Manager	3C	1	1	1	1	1
Purchasing Agent	3A	1	1	1	1	1
Administrative Assistant	4B	-	1	1	1	1
Total Positions		2	3	3	3	3

Finance Department - Procurement Division
General Fund (001-303-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
40 Travel and Training					
- 15 Certifications					
NIGP Cert. Classes (Office Ast)	$ -	$ 375	$ 1,000	$ 2,000	$ 2,000
- 30 Conferences/Seminars					
FAPP	-	125	100	500	500
42 Postage & Transportation					
- 01 Postage, FedEx, etc		-	25	25	25
47 Printing & Binding					
- 10 In-house Copies	4,059	5,185	4,000	5,000	5,000
- 50 Outside Printing	273	495	500	600	600
51 Office Supplies					
- 01 General Office Supplies	177	117	250	500	500
- 10 Computer/Printer Supplies	325	166	650	650	650
52 Operating Supplies					
- 01 General Operating Supplies	4,050	-	100	125	125
54 Books/Pubs/Subscrs/Membs					
- 10 Books	-	-	50	50	50
- 40 Subscriptions	44	-	45	45	45
- 60 Memberships					
Wholesale Clubs (Sam's/Costco)	275	135	135	150	150
Professional (NIGP/FAPPO)	430	530	430	500	500
57 Small Tools & Equipment					
- 01 Office Equip-Bid Time Clock	-	99	260	-	-
- 30 Computer Equipment <1,000	-	718	-	200	200
58 - 01 Computer Software	-	408	-	-	-
Total Operating Expenditures	$ 9,633	$ 8,353	$ 7,545	$ 10,345	$ 10,345
TOTAL BUDGET	$ 148,398	$ 178,289	$ 181,266	$ 186,452	$ 186,452

Finance Department - Utility Billing Division
General Fund (001-304-513)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 8 Positions	$ 261,334	$ 257,681	$ 263,660	$ 266,234	$ 266,234
14	**Overtime**	1,213	681	1,000	2,528	2,528
16	**Special Pay Differential**	652	653	650	650	650
18	**Uniform Allowance**	-	-	-	132	132
21	**FICA Taxes**	19,275	19,084	20,296	20,620	20,620
22	**Retirement Contributions**	29,698	27,605	23,275	24,544	24,544
23	**Health Insurance**	31,420	33,785	38,640	42,490	42,490
24	**Life Insurance**	757	758	731	742	742
	Total Personal Services	$ 344,349	$ 340,247	$ 348,252	$ 357,940	$ 357,940
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	1	1
	Meter Reader 4B	1	1	1	1	1
	Senior Meter Reader 4B	2	2	2	2	2
	Total Full Time Employees	7	7	7	7	7
	Part Time Employees -					
	Customer Svc Rep 4B	1	1	1	1	1
	Total Positions	8	8	8	8	8

Finance Department - Utility Billing Division
General Fund (001-304-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
42 Postage & Transportation					
- 01 Postage, FedEx, etc	$ -	$ 99	$ 100	$ 100	$ 100
- 12 Utility Bills/Deliquent Notices	56,681	54,277	54,000	54,000	54,000
Shipping Charge/Mail Drop	-	-	2,400	2,800	2,800
Return Postage Due/Renewals	-	-	800	800	800
46 Repair & Maintenance					
- 20 Equipment Repair	-	-	500	2,700	2,700
- 80 Maintenance Contract					
Itron Support	3,106	3,231	3,025	2,385	2,385
47 Printing & Binding					
- 10 In-house Copies	591	1,202	750	1,300	1,300
- 50 Outside Printing					
Stuffers & Hangers	1,103	-	1,000	600	600
- 60 Utility Bills/Delinquency Notices	33,986	29,916	33,000	34,650	34,650
Set Up Fee/Misc. Bill Inserts	-	-	1,000	1,000	1,000
51 - 01 Office Supplies	374	878	700	700	700
52 Operating Supplies					
- 90 General Operating Supplies	1,482	1,796	1,500	1,400	1,400
55 Uniforms					
- 01 Uniforms	36	70	100	100	100
- 05 Rental Uniforms	1,045	987	1,320	1,487	1,487
- 32 Shoes/Workboots	286	179	450	480	480
- 40 Safety	-	36	100	100	100
- 50 Purchased	-	-	-	724	724
57 Small Tools & Equipment					
- 20 Screwdrivers, Flashlights, etc	14	35	150	100	100
- 30 Computer Equipment	801	-	-	-	-
Total Operating Expenditures	$ 99,505	$ 92,706	$ 100,895	$ 105,426	$ 105,426
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 50 Hand Held Meter					
Reading Units (3) FC300	$ -	$ -	$ -	$ 11,000	11,000
Total Capital Outlay	$ -	$ -	$ -	$ 11,000	11,000
TOTAL BUDGET	$ 443,854	$ 432,953	$ 449,147	$ 474,366	$ 474,366

Finance Department - Risk Management Division
General Fund (001-305-513)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages** Base: 1 Position		$ 55,705	$ 55,869	$ 56,768	$ 56,773	$ 56,773
21	**FICA Taxes**		3,924	4,122	4,343	4,343	4,343
22	**Retirement Contributions**		5,643	5,139	3,060	3,158	3,158
23	**Health Insurance**		4,439	4,826	5,520	6,070	6,070
24	**Life Insurance**		175	175	159	159	159
	Total Personal Services		$ 69,886	$ 70,131	$ 69,850	$ 70,503	$ 70,503
POSITION ROSTER							
	Full Time Employees - Risk Manager	3C	1	1	1	1	1
	Total Positions		1	1	1	1	1

Finance Department - Risk Management Division
General Fund (001-305-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 60 Employee Testing/Screen					
Pre-employment Screening	$ 3,675	$ 2,833	$ 5,000	$ 5,000	$ 5,000
Driver History Records	-	-	-	3,500	3,500
40 Travel and Training					
- 20 Meetings	-	50	-	-	-
PRIMA Qtrly Luncheons	-	-	100	100	100
RIMS Monthly Meetings	-	-	150	150	150
- 30 Misc Educational Seminars	50	-	-	-	-
- 50 Monthly Mileage	659	242	500	500	500
42 - 01 Postage & Transportation	67	87	200	200	200
47 Printing & Binding					
- 10 In-house Copies	465	494	1,100	1,100	1,100
- 50 Other Printing and Binding	362	802	-	-	-
48 Promotional Activities					
- 50 Employee Programs					
Employee Safety Training Films	405	870	700	700	700
Safety Incentive Programs	1,500	-	-	-	-
In-house Training Seminars	575	785	-	-	-
- 54 EPIQ Program	833	-	500	-	-
51 - 01 Office Supplies	38	47	50	50	50
52 - 01 Operating Supplies	-	207	900	900	900
54 Books/Pubs/Subscrs/Membs					
- 40 Publications & Subscriptions	70	98	200	200	200
- 60 Memberships	60	25	500	500	500
57 - 01 Small Tools & Equipment	-	-	500	500	500
Total Operating Expenditures	$ 8,759	$ 6,540	$ 10,400	$ 13,400	$ 13,400
TOTAL BUDGET	$ 78,645	$ 76,671	$ 80,250	$ 83,903	$ 83,903

Information Services Department
General Fund (001-1001-513)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 10 Positions	$ 462,053	$ 484,660	$ 515,007	$ 521,343	$ 521,343
14	**Overtime**	26,272	21,994	20,000	30,306	30,306
	On Call	-	5,633	7,826	7,826	7,826
17	**Allowances**					
	Car Allowance	-	-	-	2,400	2,400
	Cell Phone Allowance	6,954	10,795	11,400	11,400	11,400
21	**FICA Taxes**	36,116	38,551	42,399	43,855	43,855
22	**Retirement Contributions**	66,039	67,240	68,685	73,528	73,528
23	**Health Insurance**	36,352	44,156	55,200	60,700	60,700
24	**Life Insurance**	1,382	1,488	1,445	1,465	1,465
	Total Personal Services	$ 635,168	$ 674,517	$ 721,962	$ 752,823	$ 752,823
POSITION ROSTER						
	Full Time Employees -					
	Director Information Systems 1C	1	1	1	1	1
	Database Appl Admin 3B	1	1	1	1	1
	Technical Support Specialist 3A	2	3	3	3	3
	Network Engineer 3C	1	1	1	1	1
	IS Operations Manager 3C	-	-	1	1	1
	Network Administrator 3B	3	3	2	2	2
	Telecom Administrator 3A	1	1	1	1	1
	Total Positions	9	10	10	10	10

Information Services Department
General Fund (001-1001-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 50 Temporary Services/Labor					
AS400 Software Modifications	$ -	$ 4,000	$ 4,500	$ 5,000	$ 5,000
IS Out-source System Support	33,476	29,091	25,000	35,000	35,000
40 Travel and Training					
- 10 Technical Training					
PC & Network Training	14,942	3,064	-	-	-
Systems/Applications Training	-	5,990	9,000	20,000	20,000
Cisco Router & Switch Training	-	5,881	6,000	10,000	10,000
City Phone System Training	-	-	2,000	2,000	2,000
PW/GIS Training	-	-	2,500	10,000	10,000
- 30 Technical Conferences/Seminars	4,308	258	2,000	4,000	4,000
PW/GIS Conferences	-	1,507	3,000	6,000	6,000
41 Communications					
- 20 Cellular Phones	6,141	31,408	36,600	-	-
Leisure Services (8)	-	-	-	3,264	3,264
Finance Department (2)	-	-	-	228	228
- 21 Air Cards	-	-	-	-	-
Police Department	-	-	-	45,988	45,988
Building & Fire Inspection Svcs	-	-	-	1,008	1,008
Info Systems Department	-	-	-	1,512	1,512
42 - 01 Postage & Transportation	22	35	150	150	150
44 Rentals & Leases					
- 40 Network Connections					
County Fiber	35,178	35,178	39,000	45,000	45,000
Internet Service Provider	23,744	23,717	19,281	30,000	30,000
46 Repair & Maintenance					
- 20 Equipment Repair					
Optical Library	-	4,500	-	-	-
- 83 / 84 Maintenance Contracts					
City-wide system					
Software					
AS400 Software Modifications	-	4,000	-	-	-
AutoCAD	2,850	-	-	-	-
BMC Software Maintenance	10,815	-	-	-	-
Security System Softwre Maint	5,504	6,484	3,000	-	-
Acronis Maintenance	-	-	-	1,600	1,600
Com-Vault Backup	18,278	15,999	21,000	21,000	21,000
Crystal Reports Maint	1,467	1,428	1,600	1,600	1,600
Disk Keeper Software Maint	-	2,615	3,500	8,200	8,200
ESRI Software Maint	-	4,400	8,600	14,000	14,000
HTE/Sunguard ASP	166,663	170,164	176,000	176,000	176,000

Information Services Department
General Fund (001-1001-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46 Repair & Maintenance *(continued)*					
- **83 / 84** Maintenance Contracts *(continued)*					
City-wide system *(continued)*					
Software *(continued)*					
KIWI CAT Tools	-	-	500	500	500
Mail Marshal SMTP Filter Main	4,925	5,305	5,000	6,500	6,500
Misc. Software Maint	12,561	11,411	3,500	3,500	3,500
Red Hat Software	-	3,381	3,000	3,000	3,000
Script Logic Maint	10,519	27,517	18,000	25,000	25,000
Trend Micro AntiVirus Maint	2,877	2,699	3,000	10,000	10,000
VMWare	-	19,869	17,500	17,500	17,500
Web Site Maintenance	-	-	2,500	2,500	2,500
WebSence Maintenance	5,760	6,500	6,500	7,000	7,000
Hardware					
Leibert UPS Maintenance	7,280	-	-	-	-
Security Hardware Maint	980	-	-	-	-
Cisco SmartNet Maint	42,242	31,633	40,000	40,000	40,000
City PC Maintenance	7,964	-	15,000	30,000	30,000
Fluke Network Device	3,979	6,619	7,000	7,500	7,500
Misc. Hardware Maint	9,383	7,335	5,000	5,000	5,000
Network Maint/Modifications	26,751	5,205	20,000	25,000	25,000
Tech Hero Printer Maint	-	2,683	3,500	4,000	4,000
Workstation UPS Maint	-	-	3,000	3,000	3,000
Xiotech Maintenance	15,796	20,686	24,000	30,000	30,000
Building & Fire Safety					
Software					
Accella Maint	29,756	32,731	37,000	37,000	37,000
City Clerk's Department					
Software					
Clerks Index Maint	-	-	500	600	600
Human Resources Department					
Software					
NewGov Software Maint	-	-	-	2,500	2,500
Leisure & Maintenance Services					
Software					
Davey Tree Software Maint	-	-	1,000	1,000	1,000
Fleet Car Whisperer	-	-	-	300	300
Facilities Main-Trac Maint	-	-	-	5,500	5,500
Fleet Cummins Power South	-	-	-	700	700
Fleet Ring Power Corp	-	-	-	200	200
Fuel Master	-	-	2,400	4,000	4,000
KMCA A/C Control Software	-	-	1,000	2,000	2,000
Rec Trac Software Maint	4,674	4,900	5,000	7,000	7,000
Surpass Library Software	-	-	2,500	2,500	2,500

Information Services Department
General Fund (001-1001-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46 Repair & Maintenance *(continued)*					
- **83 / 84** Maintenance Contracts *(continued)*					
Police Department					
Software					
APS Pocket Citation Maint	8,286	1,606	-	-	-
APS Quick Voice Maintenance	5,191	-	-	-	-
APS AVL Maintenance	1,607	-	2,100	2,200	2,200
ASPD Alarm Software Maint	-	-	500	500	500
ASPD In-Car Vid. Softwre Mair	-	-	-	15,000	15,000
IYETek PD Software	-	-	1,400	2,000	2,000
Live Scan - ASPD Finger Print	1,620	-	2,250	2,250	2,250
Power DMS/Power Detail Main	-	3,920	5,000	5,000	5,000
Hardware					
ASPD Car Camera System	-	-	-	35,000	35,000
Public Works					
Software					
Sperian IQ Gas Monitor Softwr	-	-	1,000	1,000	1,000
47 Printing & Binding					
- **10** In-house Copies	2,289	1,335	1,500	1,500	1,500
51 - 90 Office Supplies	599	965	1,200	1,200	1,200
52 - 90 Operating Supplies	7,064	4,074	10,000	10,000	10,000
54 Books/Pubs/Subscrs/Membs					
- **10** Books	498	313	500	750	750
- **40** Subscriptions	744	134	-	-	-
Microsoft Tech Net	-	-	500	500	500
- **60** Memberships	375	290	2,500	3,000	3,000
Rockhurst Universe	-	299	-	-	-
Meeting Track	-	695	-	-	-
IAUG	-	400	-	-	-
57 Small Tools & Equipment					
- **10** Office Furniture/Fixtures	2,131	1,309	1,000	1,000	1,000
- **30** Computer Equipment <$1,000	7,654	7,825	10,271	7,000	7,000
(2) Cisco Memory Cards	-	806	-	-	-
(2) GIS System	-	24,127	-	-	-
(13) PD in Car Laptops	-	30,216	-	-	-
(1) LCD TV	-	1,152	-	-	-

Information Services Department
General Fund (001-1001-513)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
58 Computer Software					
- 01 Computer Software					
Computer Software <$1,000	-	2,010	-	-	-
PD Ticket Writing	-	7,464	-	-	-
(25) License	-	1,848	-	-	-
- 02 Computer Software Licenses	-	-	15,513	-	-
Total Operating Expenditures	$ 546,893	$ 628,981	$ 644,365	$ 812,750	$ 812,750
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 15 Computer Equipment					
CISCO Security Upgrade	$ -	$ -	$ 35,000	$ -	$ -
Building & Fire Safety Division					
New Monitors	-	-	2,400	-	-
Leisure Services					
Laptop Replacement - Facilities	-	-	2,500	-	-
ID Card Replacement @ T-Pool	-	-	3,750	-	-
City Wide					
Website Upgrade	-	-	96,229	-	-
67 - 01 Computer Software					
Upgrades					
Microsoft Software	55,080	-	12,487	-	-
Vmware Software	-	10,900	-	-	-
Timesheet Server	-	1,918	-	-	-
PW/GIS ESRI Modules for Emer	-	-	7,500	-	-
PW Adobe Acrobat Pro	-	-	6,000	-	-
Total Capital Outlay	$ 55,080	$ 12,818	$ 165,866	$ -	$ -
TOTAL BUDGET	$ 1,237,141	$ 1,316,316	$ 1,532,193	$ 1,565,573	$ 1,565,573

Central Lines
General Fund (001-103-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
25 - 01 Unemployment Compensation	$ 79,023	$ 32,624	$ 100,000	$ 50,000	$ 50,000
31 Professional Services					
- 17 Actuarial Services	-	2,625	-	-	-
- 20 Consulting Services					
Legal Consulting	24,530	29,157	-	-	-
- 60 Employee Screening/Testing					
DOT Req'd Employee Drug Test	3,731	3,085	6,000	6,000	6,000
34 Other Contractual Services					
- 15 Banking/Service Fees					
Monthly Banking Services-BOA	33,303	25,027	32,000	30,000	30,000
U.T. Lock Box Fees	22,142	19,494	18,000	19,900	19,900
Credit Card Fees	50,648	71,427	25,000	75,000	75,000
Flex Plan Fees	-	6,596	5,300	5,640	5,640
- 60 Trash Disposal/Dumpster Fees	24,706	22,207	35,000	30,000	30,000
- 99 Other Contractual Services	874	1,376	-	-	-
36 - 03 Pension Benefits	427	296	-	-	-
40 - 01 Travel and Training	-	-	100	100	100
City Wide MS Office Training	-	-	-	50,000	50,000
41 Communications					
- 10 Telephone Service:					
City-wide Phone System	136,327	110,265	112,500	128,800	128,800
New Equipment	-	-	11,900	5,500	5,500
Cable/Labor/Parts	1,465	3,153	-	-	-
Software Upgrade	17,939	23,424	-	-	-
Maintenance Agreement	26,385	32,874	55,600	40,700	40,700
42 Postage & Transportation					
- 15 City-wide Mailings					
City-wide Mailings	29,000	25,999	32,000	32,000	32,000
Mailing of Property Tax Bills	-	-	1,500	1,500	1,500
44 Rentals & Leases					
- 10 Off-site Storage	1,325	497	1,000	1,000	1,000
45 Insurance					
- 10 General Liability & Property	545,486	404,049	327,160	373,704	373,704
- 40 Workers' Compensation	239,331	144,508	386,799	198,835	198,835
46 Repair & Maintenance					
- 20 Equipment Repair	-	-	500	500	500
47 Printing & Binding					
- 10 In-house Copies from PC's	12,438	-	20,000	-	

Central Lines
General Fund (001-103-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
48 Promotional Activities					
- 10 Community Programs					
Life in Altamonte Springs	108,840	110,490	110,000	110,000	110,000
- 54 Clever Ideas in Action	3,484	5,069	6,000	6,000	6,000
52 - 01 Operating Supplies					
Copy Machine Supplies	583	122	1,000	1,000	1,000
Operating Supplies	490	1,741	200	200	200
Auto Tags & Titles	2,526	3,084	3,000	3,000	3,000
Emergency Supplies		460	1,500	1,500	1,500
- 60 Safety Supplies	1,002	-	-	-	-
64 Machinery & Equipment					
- 30 Safety Equipment	-	1,171	-	-	-
Total Operating Expenditures	$ 1,366,005	$ 1,080,820	$ 1,292,059	$ 1,170,879	$ 1,170,879
GRANTS AND AID					
81 Aid to Other Organizations					
- 07 Neighborhood Improvement Grant Program	$ 3,000	$ -	$ 5,000	$ 5,000	$ 5,000
- 00 Charitable Organizations:					
Meals on Wheels	$ 5,702	$ 5,878	$ -	$ -	$ -
Coalition for the Homeless	4,015	4,063	-	-	-
United Arts of Central Florida	357	583	-	-	-
Center for Independent Living	1,603	1,941	-	-	-
Seminole County Bar Assn - Aid	589	676	-	-	-
BETA Center (Parent Res)	1,381	1,352	-	-	-
Kids House of Seminole	2,717	2,687	-	-	-
Christian Sharing Center	3,601	3,217	-	-	-
Dawn's Heartfelt Corner	493	517	-	-	-
Early Learning Coalition	3,441	2,833	-	-	-
Hospice of the Comforter	3,341	4,036	-	-	-
Boys & Girls Clubs	2,043	1,772	-	-	-
A.S. Chapter of the Links	781	812	-	-	-
Reserved for Distribution	-	-	30,000	30,000	30,000
Total Charitable Contributions	$ 30,064	$ 30,367	$ 30,000	$ 30,000	$ 30,000

Central Lines
General Fund (001-103-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
82 Aid to Governmental Organizations					
- 04 Metropolitan Planning Council	$ 24,677	$ 22,950	$ 22,950	$ 22,950	$ 22,950
Total Aid to Other Gov'ts	$ 24,677	$ 22,950	$ 22,950	$ 22,950	$ 22,950
Total Grants and Aid	$ 57,741	$ 53,317	$ 57,950	$ 57,950	$ 57,950
TRANSFERS/ADVANCES TO OTHER FUNDS					
91 Transfers to Other Funds					
- 01 Incremental Tax Pmt - CRA	$ 1,563,542	$ 1,221,900	$ 1,132,290	$ 1,098,876	$ 1,098,876
- 02 CRA Events Subsidy	300,000	183,422	200,000	150,000	150,000
- 03 Capital Projects Fund	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000
- 05 Building Inspection Fund	750,000	400,000	-	-	-
Total Transfers	$ 4,863,542	$ 4,055,322	$ 3,582,290	$ 3,498,876	$ 3,498,876
TOTAL BUDGET	$ 6,287,288	$ 5,189,459	$ 4,932,299	$ 4,727,705	$ 4,727,705

Reserves and Contingencies
General Fund (001-102-512)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
RESERVES					
93-01 Reserved for Contingencies	$ -	$ -	$ 250,000	$ 250,000	$ 250,000

Workers' Compensation Internal Service Fund

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Premiums:					
General Fund	$ 239,331	$ 144,508	$ 386,799	$ 386,799	$ 198,835
Water & Sewer Operating Fund	77,072	54,310	101,690	101,690	54,060
Refuse Disposal Operating Fund	35,125	22,673	66,074	66,074	28,821
Stormwater Management Fund	16,937	11,115	36,546	36,546	16,183
Building Inspections Fund	11,655	6,260	15,968	15,968	7,756
Community Redevelopment Agency	6,813	3,854	9,762	9,762	5,246
Total Premiums	386,933	242,720	616,839	616,839	310,901
Other Revenues:					
Investment Income	54,720	19,616	25,000	40,704	30,000
Reimbursements	744,226	261,675	30,000	4,535	10,000
Total Other Revenues	798,946	281,291	55,000	45,239	40,000
Total Revenues	1,185,879	524,011	671,839	662,078	350,901
EXPENSES					
Claims Expenses					
Claims Paid	1,223,867	404,484	550,000	225,150	350,000
Claims Reserve	-	-	100,000	-	100,000
Total Claims Expenses	1,223,867	404,484	650,000	225,150	450,000
Other Expenses					
Claims Administration	20,200	20,200	21,000	20,200	21,000
Actuarial Services	2,500	2,500	3,000	3,000	3,000
Excess Coverage Premiums	162,957	170,861	175,000	173,885	175,000
State Assessments	27,803	10,946	12,000	10,945	12,000
Total Other Expenses	213,460	204,507	211,000	208,030	211,000
Total Expenses	1,437,327	608,991	861,000	433,180	661,000
REVENUES OVER (UNDER) EXPENSES	(251,448)	(84,980)	(189,161)	228,898	(310,099)
FUND BALANCE					
Beginning of Year	727,705	476,257	391,277	391,277	620,175
End of Year	$ 476,257	$ 391,277	$ 202,116	$ 620,175	$ 310,076

Altamonte Springs

Section 4

Police Department

Police Department
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Police Department
Overview

The Police Department is an outstanding police service agency, with highly dedicated personnel who are committed to serving the citizens of Altamonte Springs in the most effective and cost-efficient manner, while at the same time, providing the highest level of quality community-oriented service. The Police Department is accredited through the Commission for Florida Law Enforcement Accreditation (CFA).

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 Law Enforcement Trust Fund, and the Police Impact Fee Fund. The recommended budget for the Department totals $10.7 million. This includes operating expenses of $10.3 million, capital outlays of $281,000, and appropriated reserves of $150,000. In addition to the General Fund, expenditures for the Department are funded by the Police Impact Fee Fund which has $266,000 allocated for capital outlay, the Law Enforcement Trust Fund with $40,000 allocated to supporting community programs and gym equipment replacement, and the Federal Trust Fund which includes $90,000 to fund one officer in the DARE program. We have included appropriated contingency funds of $50,000 held in reserve within the Law Enforcement Trust Fund and $100,000 in the Police Impact Fee Fund to be used if needed. The recommended operating budget is about $163,000 (1.6%) more than the current budget.

The recommended manpower for the Police Department for Fiscal Year 2013 is 103 sworn officers and 18 civilian employees in various support functions. The Department was restructured in December 2011 reducing the number of divisions from six to five. The Services Division (502) was merged with the Management Support Division (506). Uptown and COPS Sections were moved from the Services Division (502) to the Special Operations Division (504). The Court Liaison position was moved from the Special Operations Division (504) to the Management Support Division (506), and a

new public information officer's position was created in the Administrative Division (501). These changes were done in an effort to improve communication and efficiency within the organization.

Overall, the recommended budget provides sufficient funding to perform the day-to-day operations of the Department and also begins the process of addressing future needs in the area of digital radio communications.

We recommend the purchase of a replacement wireless video camera system for the Special Investigations Section. The current system is seven years old and is broken, antiquated, and no longer serviceable. The cost of a new wireless camera system is $2,500. We are also recommending the purchase of a replacement shredder for the Records Section. The current shredder is ten years old and is no longer serviceable. This shredder is the primary shredder for all confidential records destruction in the Police Department and cost $2,500 to replace.

A portion of the Police Department budget is reserved in special funds, which are used for special projects and programs. These include:

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. The entire projected fund balance has been appropriated into a reserve account. 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 have historically been earmarked for the Grove Counseling Center, Kids House of Seminole, MADD, Crimeline and Narcotics Overdose Prevention Education (NOPE).

Federal Trust Fund

The recommended budget includes funding the salary and benefits of our DARE Officer from the Federal Trust Fund. Federal guidelines indicate that use of these funds is allowable for this purpose. We project this Fund will end 2012 with a balance of $221,000. The cost of funding the DARE officer for 2013 is projected to be about $90,000 so there are sufficient monies to fund this position.

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 the capital costs associated with expanding the Police Department to meet the new demands for services.

For the coming year we recommend implementing the 2nd phase of a five-year plan to upgrade via replacement all mobile and portable radios to the P25 digital platform. For 2013 this includes the purchase of 20 mobile and 20 portable radios in the amount of $172,000 out of the Police Impact Fee Fund. This will give us a total of 87 radios that will operate under the new P25 digital platform. To complete this upgrade over the next three years, we hope to purchase at least 133 additional radios to completely equip every sworn officer, every community service officer, and their vehicles. This number includes replacement radios in the Mobile Command Vehicle and Emergency Operations Center.

Police Department
Overview

We recommend the purchase of a new marked police vehicle for the new Public Information Officer and a replacement vehicle for the DARE Officer. Currently, the vehicle utilized by the DARE Officer is a 2006 PT Cruiser HHR that was seized and forfeited during one of our criminal investigations. This vehicle is six years old with approximately 70,000 miles and is in need of replacement.

Also included in the recommended budget is the upgrade of three marked police vehicles scheduled for replacement to Chevy Tahoes. We currently have four sworn members who participate on the Seminole County Swat Team. This assignment requires members to carry a lot of equipment on-duty in addition to the equipment needed for their regular assignment in the patrol division. The Chevy Impala they currently drive do not provide sufficient space for all this gear. We only need to upgrade three vehicles in 2013 as one of the Swat Team members is currently assigned to our Street Crimes Unit and is already driving a large truck with plenty of space.

We are recommending six Harley-Davidson motorcycles with BMW police motorcycles. This recommendation comes with the endorsement of the officers assigned to the Traffic Section as well as the City's Fleet Maintenance staff.

A Police Motorcycle Evaluation and Recommendation was recently completed by the Orange County Sheriff's Office Traffic Enforcement Section Motor Squad. This group concluded the BMW police motorcycle to be the safest, most cost effective and technology driven police motorcycle on the market. In fact, the BMW police motorcycle is the only motorcycle that comes directly from the factory specifically engineered for police service. The BMW police motorcycle is

considered to be the safest motorcycle for police work because it is equipped with advanced safety features providing the highest rating in ABS braking, automatic stability control, handling with an increased lean angle, and overall superior performance. The BMW also gets the best fuel economy, and the ride quality would address our issues with vibration that currently affected the on-board notebook computers carried in the Harley-Davidson.

The BMW police motorcycles cost an additional $5,000 each for a total increase of $30,000 to replace all six motorcycles. However, according to Fleet Maintenance, the City will not have to purchase new lighting and equipment as the BMW comes already outfitted with police lighting. In the end we believe the City will save money in maintenance costs and resale values for the BMW's which currently outperform all competitors.

Special Projects

The Special Projects account includes 2nd Dollar Training monies and other funds earmarked for annual City events. The 2nd Dollar Training Fund comes from a $2 fee received by the City for each traffic citation, parking ticket, tobacco citation, and seatbelt citation issued by our police officers. The 2nd Dollar Training Fund is restricted for use in providing additional training designed to create more knowledgeable police officers and to augment training systems. We estimate collecting $42,600 in 2nd Dollar revenues in Fiscal Year 2012, with the funding used for police officer training.

Annual City events and programs funded by the Special Projects Fund include Red Hot and Boom, Halloween at Cranes Roost; DARE graduations, Law Enforcement Enhancement Program, Family Fest at Uptown Altamonte, Public

Police Department
Overview

Safety Academy, Volunteer Program, Explorers Program, and our Golf Tournament to benefit the American Cancer Society Relay for Life Program. A total of $43,020 has been budgeted for these special events. This is a decrease of $2,000 from 2012. As we did in 2012, we anticipate receiving revenues through sponsorships and vendors which will offset our actual costs for special events such as Halloween, Family Fest, and the Golf Tournament.

Police Department
Summary Budget by Fund

	2013 Commission Approved Budget					
	General Fund	Law Enforcement Trust Fund	Federal Trust Fund	Police Impact Fee Fund	Total	2012 Budget
Operating Expenses						
Administration Division	$ 630,394	$ -	$ -	$ -	$ 630,394	$ 449,864
Services Division	-	-	-	-	-	1,172,883
Investigations Division	1,942,921	-	-	-	1,942,921	1,744,410
Special Operations Division	2,279,303	-	-	-	2,279,303	1,482,071
Operations Division	4,267,720	-	-	-	4,267,720	4,411,391
Management Support Division	929,508	-	-	-	929,508	621,788
2nd Dollar Training Fund	42,600	-	-	-	42,600	46,100
Special Projects	43,020	-	-	-	43,020	45,020
Law Enforcement Trust Fund	-	30,000	-	-	30,000	32,000
Federal Trust Fund	-	-	90,316	-	90,316	87,094
Total Operating Expenses	$ 10,135,466	$ 30,000	$ 90,316	$ -	$ 10,255,782	$ 10,092,621
Non-Operating Expenses						
Capital Outlay	$ 5,000	$ 10,000	$ -	$ 266,000	$ 281,000	$ 187,000
Appropriated Reserves	-	50,000	-	100,000	150,000	195,000
Total Non-Operating Expenses	$ 5,000	$ 60,000	$ -	$ 366,000	$ 431,000	$ 382,000
TOTAL BUDGET	$ 10,140,466	$ 90,000	$ 90,316	$ 366,000	$ 10,686,782	$ 10,474,621

Police Department - Administrative Division
General Fund (001-501-521)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages**						
	Base: 4 Positions		$ 163,031	$ 182,160	$ 300,586	$ 305,118	$ 305,118
	Reorganization:						
	Police Commander from Div 502		-	-	-	74,263	74,263
	Police Officer (PIO) from Div 504		-	-	-	38,380	38,380
	Total Salaries & Wages		$ 163,031	$ 182,160	$ 300,586	$ 417,761	$ 417,761
14	**Overtime**		37	-	1,000	2,431	2,431
16	**Special Pay Differential**		5,343	5,343	8,597	10,900	10,900
17	**Allowances**						
	Cell Phone Allowance		390	602	1,800	4,200	4,200
21	**FICA Taxes**		11,148	12,091	23,867	33,300	33,300
22	**Retirement Contributions**		18,571	17,562	20,950	50,576	50,576
22	**Military Retirement Contibution**		67,733	-	-	-	-
23	**Health Insurance**		8,743	9,450	22,080	36,420	36,420
24	**Life Insurance**		507	493	774	1,096	1,096
	Total Personal Services		$ 275,503	$ 227,701	$ 379,654	$ 556,684	$ 556,684
POSITION ROSTER							
	Sworn Officers -						
	Police Chief	1D	1	1	1	1	1
	Deputy Chief		-	1	1	1	1
	Police Commander		-	-	-	1	1
	Police Officer		-	-	-	1	1
	Total Sworn Officers		1	2	2	4	4
	Civilian Employees -						
	Administrative Assistant	4B	-	1	1	1	1
	Administrative Coordinator	4C	1	1	-	-	-
	Office Coordinator	3A	-	-	1	1	1
	Total Civilian Employees		1	2	2	2	2
	Total Positions		2	4	4	6	6

Police Department - Administrative Division
General Fund (001-501-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
39 - 01 Educational Incentive	$ 8,870	$ 10,553	$ 20,800	$ 20,800	$ 20,800
40 Travel and Training					
- 11 Sworn Officer Training	-	-	800	-	-
- 12 Civilian Seminars/Mtgs/Training	853	1,020	1,500	2,300	2,300
- 30 Conferences/Seminars					
FL Chief of Police Conferences	882	548	2,000	2,000	2,000
FL PAC & CFA	164	681	-	-	-
FL Law Enforcement	188	-	-	-	-
FDLE Conference/Seminars	1,283	328	1,200	1,200	1,200
CFLEA Meetings	-	-	1,200	1,200	1,200
Senior Leadership	-	181	-	-	-
FBINA	-	1,022	-	-	-
47 Printing & Binding					
- 10 In-house Copies	647	32,040	38,800	38,800	38,800
48 Promotional Activities					
- 10 Community Programs					
Luncheon/Meetings/etc	-	-	360	360	360
Miscellaneous Programs	-	95	1,200	1,200	1,200
Retirement Program	979	1,220	-	-	-
SCLEA	204	161	-	-	-
Awards and Awards Ceremonies	-	-	-	3,500	3,500
- 54 EPIQ/CIA	75	-	-	-	-
51 Office Supplies					
- 90 General Office Supplies	-	-	-	900	-
- 99 Other Office Supplies	62	547	900	-	900
52 - 01 Operating Supplies	248	-	550	550	550
54 Books/Pubs/Subscrs/Membs					
- 60 Memberships	517	242	900	900	900
Total Operating Expenditures	$ 14,972	$ 48,638	$ 70,210	$ 73,710	$ 73,710
TOTAL BUDGET	$ 290,475	$ 276,339	$ 449,864	$ 630,394	$ 630,394

Police Department - Services Division
General Fund (001-502-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 14 Positions	$ -	$ 740,357	$ 771,944	$ 776,803	$ 776,803
	Reorganization:					
	Police Commander to Div 501	-	-	-	(74,263)	(74,263)
	Watch Commander to Div 504	-	-	-	(65,046)	(65,046)
	Watch Commander to Div 506	-	-	-	(69,399)	(69,399)
	6 - Police Officers to Div 504	-	-	-	(404,648)	(404,648)
	2 - Police Officers to Div 503	-	-	-	(79,072)	(79,072)
	Senior Records Clerk to Div 506	-	-	-	(34,457)	(34,457)
	2 - Records Clerks to Div 506	-	-	-	(49,918)	(49,918)
	Total Salaries & Wages	$ -	$ 740,357	$ 771,944	$ -	$ -
14	**Overtime**	-	7,687	23,000	-	-
15	**Special Duty**	-	24,975	24,030	-	-
16	**Special Pay Differential**	-	15,431	14,689	-	-
17	**Allowances**					
	Cell Phone Allowance	-	6,901	7,200	-	-
21	**FICA Taxes**	-	58,968	64,326	-	-
22	**Retirement Contributions**	-	153,110	148,878	-	-
23	**Health Insurance**	-	65,645	77,280	-	-
24	**Life Insurance**	-	2,319	2,136	-	-
	Total Personal Services	$ -	$ 1,075,393	$ 1,133,483	$ -	$ -
POSITION ROSTER						
	Sworn Officers -					
	Police Commander	-	1	1	-	-
	Watch Commander	-	2	2	-	-
	Police Officer	-	8	8	-	-
	Total Sworn Officers	-	11	11	-	-
	Civilian Employees -					
	Senior Records Clerk 4C	-	1	1	-	-
	Records Clerk 4B	-	2	2	-	-
	Total Civilian Employees	-	3	3	-	-
	Total Positions	-	14	14	-	-

Police Department - Services Division
General Fund (001-502-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 **Contractual Services**					
- 10 Custodial Services					
Mall Location	$ -	$ 1,824	$ 2,000	$ -	$ -
46 **Repair & Maintenance**					
- 01 Building/Facility Maintenance					
Bldg Electronics Maint	-	-	2,700	-	-
Direct TV	-	281	-	-	-
Camera System-COPS	-	961	-	-	-
COPS Web Site Repair	-	231	-		-
- 80 Maintenance Contracts					
800 MHZ Radio Maint	-	10,380	13,000	-	-
Wireless Modem Trans Svc	-	11,357	-	-	-
- 90 Bicycle Maintenance	-	-	1,500	-	-
47 **Printing & Binding**					
- 55 Brochures/Pamphlets	-	-	1,000	-	-
48 **Promotional Activities**					
- 10 Community Programs					
Com Orient Police	-	-	4,000	-	-
Bike Rodeos	-	221	-	-	-
Neighborhood Watch	-	309	-	-	-
Carseat Check Point	-	66	-	-	-
Recruitment Ads/Fairs/Promo	-	-	2,000	-	-
Awards and Awards Ceremonies	-	3,313	3,500	-	-
Retirement	-	278	-	-	-
51 **Office Supplies**	-	1,771	3,500	-	-
52 **Operating Supplies**	-	68	1,000	-	-
Fingerprint Kits/Testing Kits	-	-	800	-	-
EOC Supplies	-	1,172	1,000	-	-
54 **Books/Pubs/Subscrs/Membs**					
- 60 Memberships	-	301	600	-	-
Safe Kids Worldwide	-	325	-	-	-
57 **Small Tools/Equipment**					
- 30 Computer Equipment <1000	-	1,530	-	-	-
- 40 Safety Equipment	-	-	1,000	-	-
- 41 Bicycle Equipment	-	-	1,800	-	-
58 - 01 **Computer Software**					
IDS (Power Detail/DMS)	-	338	-	-	-
Total Operating Expenditures	$ -	$ 34,726	$ 39,400	$ -	$ -
TOTAL BUDGET	$ -	$ 1,110,119	$ 1,172,883	$ -	$ -

Police Department - Investigations Division
General Fund (001-503-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 21 Positions	$ -	$ 1,160,448	$ 1,120,224	$ 1,140,985	$ 1,140,985
	Reorganization:					
	2 - Police Officers from Div 502	-	-	-	79,072	79,072
	Total Salaries & Wages	$ -	$ 1,160,448	$ 1,120,224	$ 1,220,057	$ 1,220,057
14	**Overtime**	-	57,714	42,800	76,760	76,760
	On Call	-	2,892	3,913	3,913	3,913
15	**Special Duty**	-	31,468	43,200	54,000	54,000
16	**Special Pay Differential**	-	22,522	22,697	24,666	24,666
17	**Allowances**					
	Cell Phone Allowance	-	9,832	8,400	10,200	10,200
18	**Uniform Allowance**	-	-	-	114	114
21	**FICA Taxes**	-	94,673	94,955	106,312	106,312
22	**Retirement Contributions**	-	229,245	219,321	234,346	234,346
23	**Health Insurance**	-	99,320	115,920	139,610	139,610
24	**Life Insurance**	-	3,544	3,100	3,433	3,433
	Total Personal Services	$ -	$ 1,711,658	$ 1,674,530	$ 1,873,411	$ 1,873,411
POSITION ROSTER						
	Sworn Officers -					
	Police Commander	-	1	1	1	1
	Watch Commander	-	2	2	2	2
	Police Officer	-	14	14	16	16
	Total Sworn Officers	-	17	17	19	19
	Civilian Employees -					
	Sr. Crime Scene Analyst 3B	-	1	1	1	1
	Crime/Data Systems Analyst 3A	-	1	1	1	1
	Property & Evidence Tech 4C	-	1	1	1	1
	Investigative Support Tech 4C	-	1	1	1	1
	Total Civilian Employees	-	4	4	4	4
	Total Positions	-	21	21	23	23

Police Department - Investigations Division
General Fund (001-503-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 50 Temporary Labor/Services					
Automated Info Searches	$ -	$ 126	$ 2,000	$ -	$ -
Transcription Service	-	-	1,000	2,000	2,000
35 - 01 Investigative Fund	-	4,000	7,000	7,000	7,000
44 Rentals & Leases					
- 20 Vehicles					
Cars (SIS)	-	38,564	43,200	43,200	43,200
- 99 Other Rental & Leases					
SIS Vehicle Repairs/Tinting	-	283	1,780	1,780	1,780
51 - 90 Office Supplies	-	1,603	2,000	2,000	2,000
52 - 90 Operating Supplies					
Film/Printer Cartridges	-	-	1,000	1,100	1,100
Film Develop/Processing	-	-	100	-	-
Crime Scene Supplies	-	3,143	3,800	3,800	3,800
54 Books/Pubs/Subscrs/Membs					
- 60 Memberships	-	260	300	300	300
55 Uniforms					
- 10 Clothing Allowance	-	6,198	7,200	7,200	7,200
- 50 Purchased Uniforms	-	-	-	630	630
56 Gas, Oil & Lube					
- 01 (6) SIS Vehicles	-	191	500	500	500
Total Operating Expenditures	$ -	$ 54,368	$ 69,880	$ 69,510	$ 69,510
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 31 Police Equipment					
5000XL/DVR/Mmonitor of Wirele:	$ -	$ -	$ -	$ 2,500	$ 2,500
Total Capital Outlay	$ -	$ -	$ -	$ 2,500	$ 2,500
TOTAL BUDGET	$ -	$ 1,766,026	$ 1,744,410	$ 1,945,421	$ 1,945,421

Police Department - Special Operations Division
General Fund (001-504-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 19 Positions	$ -	$ 889,657	$ 909,805	$ 951,514	$ 951,514
	Reorganization:					
	Watch Commander from Div 502	-	-	-	65,046	65,046
	Police Officer (PIO) to Div 501	-	-	-	(38,380)	(38,380)
	6 - Police Officers from Div 502	-	-	-	404,648	404,648
	3 - Police Officers from Div 505	-	-	-	118,217	118,217
	Court Liaison	-	-	-	(28,245)	(28,245)
	Total Salaries & Wages	$ -	$ 889,657	$ 909,805	$ 1,472,800	$ 1,472,800
14	**Overtime**	-	39,393	62,500	40,411	40,411
15	**Special Duty**	-	69,390	66,150	75,600	75,600
16	**Special Pay Differential**	-	31,352	27,172	41,911	41,911
17	**Allowances**					
	Cell Phone Allowance	-	2,862	2,400	7,200	7,200
21	**FICA Taxes**	-	77,394	81,705	125,301	125,301
22	**Retirement Contributions**	-	192,036	192,180	309,831	309,831
23	**Health Insurance**	-	77,995	99,360	163,890	163,890
24	**Life Insurance**	-	2,682	2,514	4,144	4,144
	Total Personal Services	$ -	$ 1,382,761	$ 1,443,786	$ 2,241,088	$ 2,241,088
POSITION ROSTER						
	Sworn Officers -					
	Police Commander	-	1	1	1	1
	Watch Commander	-	2	2	3	3
	Police Officer	-	14	15	23	23
	Total Sworn Officers	-	17	18	27	27
	Civilian Employees -					
	Court Liaison 4C	-	1	1	-	-
	Total Civilian Employees	-	1	1	-	-
	Total Positions	-	18	19	27	27

Police Department - Special Operations Division
General Fund (001-504-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 99 Other Professional Services					
K-9 Medical Services	$ -	$ 444	$ 1,000	$ 1,000	$ 1,000
34 Contractual Services					
- 10 Custodial Services					
Mall Location	-	-	-	2,000	2,000
46 Repair & Maintenance					
- 01 Building/Facility Maintenance					
Armory Operation	-	47	500	500	500
- 20 Equipment Repair	-	846	720	720	720
Radar Calibration			4,000	4,000	4,000
Cleaning Services - COPS Ctr	-	2,550	-	-	-
Motorcycle Radar Mounts	-	911	-	-	-
- 90 Vehicle Repair & Maintenance					
Bicycle Maintenance	-	1,475	-	1,500	1,500
47 Printing & Binding					
- 50 Outside Printing					
Thermal Paper-APS Systems	-	1,964	3,400	3,400	3,400
- 55 Brochures/Pamphlets	-	-	-	1,000	1,000
48 Promotional Activities					
- 10 Community Programs					
Com Orient Police	-	-	-	3,500	3,500
51 Office Supplies					
- 90 COPS	-	-	-	1,200	1,200
52 - 90 Operating Supplies	-	791	500	500	500
Ammunition/Simunitions	-	11,315	12,100	12,100	12,100
K-9 Rations	-	688	1,250	1,250	1,250
Fingerprint Kits/Testing Kits	-	-	-	800	800
EOC Supplies	-	-	-	1,000	1,000
54 Books/Pubs/Subscrs/Membs					
- 60 Memberships	-	40	100	620	620
55 Uniforms					
- 31 Special Units Uniforms	-	4,679	11,015	-	-
- 32 Special Units Shoes	-	1,144	2,400	-	-
57 Small Tools/Equipment					
- 41 Police Equipment	-	2,015	1,300	1,325	1,325
Bicycle Equipment	-	-	-	1,800	1,800

Police Department - Special Operations Division
General Fund (001-504-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
58 - 01 Computer Software	-	199	-	-	-
Total Operating Expenditures	$ -	$ 29,108	$ 38,285	$ 38,215	$ 38,215
TOTAL BUDGET	$ -	$ 1,411,869	$ 1,482,071	$ 2,279,303	$ 2,279,303

Police Department - Operations Division
General Fund (001-505-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 55 Positions	$ 4,005,409	$ 2,770,446	$ 2,842,470	$ 2,801,046	$ 2,801,046
	Reorganization:					
	3 - Police Officers to Div 504	-	-	-	(118,217)	(118,217)
	Total Salaries & Wages	$ 4,005,409	$ 2,770,446	$ 2,842,470	$ 2,682,829	$ 2,682,829
13	**Limited Term**	9,533	-	-	-	-
14	**Overtime**	191,249	126,921	187,600	191,891	191,891
15	**Special Duty**	167,847	137,284	158,760	162,000	162,000
16	**Special Pay Differential**	88,418	52,333	55,017	48,905	48,905
17	**Allowances**					
	Cell Phone Allowance	7,829	7,035	7,200	7,200	7,200
18	**Uniform Allowance**	-	-	-	172	172
21	**FICA Taxes**	331,588	232,092	248,711	236,616	236,616
22	**Retirement Contributions**	866,862	593,473	568,125	570,109	570,109
23	**Health Insurance**	311,531	252,392	303,600	315,640	315,640
24	**Life Insurance**	11,870	8,349	7,866	7,536	7,536
	Total Personal Services	$ 5,992,136	$ 4,180,325	$ 4,379,349	$ 4,222,898	$ 4,222,898
POSITION ROSTER						
	Sworn Officers -					
	Police Commander	1	1	1	1	1
	Commander	2	-	-	-	-
	Watch Commander	8	5	5	5	5
	Police Officer	61	45	45	42	42
	Total Sworn Officers	72	51	51	48	48
	Civilian Employees -					
	Comm Svc Officer I 4C	5	4	4	4	4
	Court Liaison 4C	1	-	-	-	-
	Administrative Assistant 4B	1	-	-	-	-
	Total Civilian Employees	7	4	4	4	4
	Total Positions	79	55	55	52	52

Police Department - Operations Division
General Fund (001-505-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 99 Other					
K-9 Medical Services	$ 513	$ -	$ -	$ -	$ -
44 Rentals & Leases					
- 60 Pagers	1,415	989	2,160	1,080	1,080
46 Repair & Maintenance					
- 01 Bldg/Facilities Maintenance					
Partitions for Jail	-	-	3,000	-	-
- 20 Equipment Repair	382	-	1,000	1,000	1,000
Radar Calibration	2,970	-	-	-	
Taser Maintenance	1,349	7,828	7,500	7,500	7,500
Digital Patroller Repair & Maint	2,865	-	-	-	-
Ticket Writers	330	-	-	-	-
Intoxylizer	431	-	-	-	-
Boat Markings	515	-	-	-	-
- 90 Vehicle Repair/Maintenance					
Bicycle Maintenance	352	-	-	-	-
47 Printing & Binding					
- 10 In-house Copies	27,740	-	-	-	-
- 50 Outside Printing	-	-	-	2,200	2,200
Envelopes/Paper	54	78		-	-
Report Forms	-	-	1,700	-	-
Parking Tickets	1,588	-	-	-	-
Ticket Writer Paper	1,392	-	-	-	-
Thermal Paper-APS Systems	-	-	500	-	-
Business Cards	1,620	1,036	-	-	-
48 Promotional Activities					
- 10 Community Programs					
Bike Rodeos	-	-	-	500	500
51 - 90 Office Supplies	1,505	1,223	2,500	2,500	2,500
52 - 90 Operating Supplies	800	332	7,000	7,000	7,000
Film / Printer Cartridges/Parts	320	-	-	-	-
K-9 Rations	801	-	-	-	-
Crime Scene Supplies	954	1,832	-	-	-
Batteries - Portable Radios	-	875	-	-	-
Taser Supplies	2,024	3,022	-	-	-
Antenna-Radio	412	-	-	-	-
Badge History Box	-	327	-	-	

Police Department - Operations Division
General Fund (001-505-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
54	**Books/Pubs/Subscrs/Membs**					
- 10	Books					
	Drug ID & Statute Books	1,139	1,123	1,150	1,550	1,550
- 60	Memberships	384	122	200	200	200
55	**Uniforms**					
- 05	Rental Uniforms	2,677	2,670	3,632	3,632	3,632
- 10	Clothing Allowance	48	-	-	-	-
- 31	Special Units Uniforms	4,405	3	-	-	-
- 32	Special Units Shoes	1,711	-	-	-	-
- 50	Purchased Uniforms	-	-	-	960	960
57	**Small Tools/Equipment**					
- 41	Police Equipment	136	50	1,700	1,700	1,700
	Bicycle Equipment	555	179	-	-	-
	Digital Camera	390	863	-	-	-
	Car Wash Supplies	117	193	-	-	-
	Desk	574	-	-	-	-
	Radar Batteries	-	112	-	-	-
	Virtual Partner-talk Back (75)	-	-	-	15,000	15,000
	Total Operating Expenditures	$ 62,468	$ 22,857	$ 32,042	$ 44,822	$ 44,822
	CAPITAL OUTLAY					
64	**Machinery & Equipment**					
- 31	Police Equipment					
	K-9 Cage - 2010 Chevy Tahoe	$ -	$ 3,320	$ -	$ -	$ -
	Automated Ext. Defibrillators (8)	-	-	12,000	-	-
	Total Capital Outlay	$ -	$ 3,320	$ 12,000	$ -	$ -
	TOTAL BUDGET	$ 6,054,604	$ 4,206,502	$ 4,423,391	$ 4,267,720	$ 4,267,720

Police Department - Management Support Division
General Fund (001-506-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 7 Positions	$ 2,327,808	$ 391,073	$ 389,349	$ 389,433	$ 389,433
	Reorganization:					
	Watch Commander from Div 502	-	-	-	69,399	69,399
	Sr Records Clerk from Div 502	-	-	-	34,457	34,457
	2 - Records Clerks from Div 502	-	-	-	49,918	49,918
	Court Liaison from Div 504	-	-	-	28,245	28,245
	Total Salaries & Wages	$ 2,327,808	$ 391,073	$ 389,349	$ 571,452	$ 571,452
14	**Overtime**	71,326	1,719	7,600	5,049	5,049
15	**Special Duty**	64,491	279	8,910	8,100	8,100
16	**Special Pay Differential**	48,134	4,634	4,083	8,211	8,211
17	**Allowances**					
	Cell Phone Allowance	10,280	1,630	1,200	2,400	2,400
21	**FICA Taxes**	188,441	29,569	31,453	45,534	45,534
22	**Retirement Contributions**	439,554	59,705	51,210	89,827	89,827
23	**Health Insurance**	182,990	34,245	38,640	72,840	72,840
24	**Life Insurance**	7,131	1,223	1,084	1,607	1,607
	Total Personal Services	$ 3,340,155	$ 524,077	$ 533,529	$ 805,020	$ 805,020

Police Department - Management Support Division
General Fund (001-506-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
POSITION ROSTER						
Sworn Officers -						
Police Commander		1	1	1	1	1
Commander		1	-	-	-	-
Watch Commander		4	1	1	2	2
Police Officer		23	1	1	1	1
Total Sworn Officers		29	3	3	4	4
Civilian Employees -						
Accreditation Manager	3C	1	1	1	1	1
Sr. Crime Scene Analyst	3B	1	-	-	-	-
Budget Manager	3A	1	1	1	1	1
Crime/Data Systems Analyst	3A	1	-	-	-	-
Alarm Coordinator	4C	1	1	1	1	1
Court Liaison	4C	-	-	-	1	1
Senior Records Clerk	4C	1	-	-	1	1
Property & Evidence Tech	4C	1	-	-	-	-
Investigative Support Tech	4C	1	-	-	-	-
Admin Assistant	4B	1	1	1	1	1
Records Clerk	4B	-	-	-	2	2
Total Civilian Employees		9	4	4	8	8
Total Positions		38	7	7	12	12

Police Department - Management Support Division
General Fund (001-506-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 60 Employee Screening/Testing					
Employment Physicals	$ 3,328	$ 3,670	$ 2,657	$ 2,657	$ 2,657
Psychological Screening	1,930	2,205	2,573	2,678	2,678
Employee Drug Screening	5,878	3,998	5,450	5,450	5,450
Pre-employment Written Test	890	818	1,000	1,000	1,000
Hepatitis Testing	-	-	3,391	3,391	3,391
Wellness Program Doctor Visits	-	-	120	120	120
Fit for Duty Exams	-	-	468	468	468
Medical Exam/Screening OSHA	-	-	1,300	1,300	1,300
Medical Evaluations - 6 reservists	-	-	820	820	820
Flu Shots	-	-	1,250	1,250	1,250
Eye Exams for PPE (Eye Inserts)	-	-	150	150	150
34 Other Contractual Services					
- 10 Custodial Services					
Cleaning Service Mall Location	1,824	-	-	-	-
- 50 Temporary Labor/Services					
Automated Info Searches	401	-	-	-	-
Transcription Service	1,312	-	-	-	-
35 - 01 Investigative Fund	4,021	-	-	-	-
40 Travel and Training					
- 99 Other					
Accreditation Process	1,283	-	-	1,974	1,974
41 Communications					
- 20 Cell Phones	6,990	-	-	-	-
42 Postage & Transportation					
- 01 FedEx/UPS	980	569	1,000	1,000	1,000
44 Rentals & Leases					
- 20 Vehicles					
Cars (SIS)	40,740	-	-	-	-
- 50 Facilities					
Gun Range Rental	-	-	1,020	1,030	1,030
Driving & Gun Range Rental SCC	3,640	3,555	2,650	2,675	2,675
46 Repair & Maintenance					
- 01 Building/Facility Maintenance	-	-	-	2,700	2,700
Armory Operation	156	-	-	-	-
Bldg Electronics Maintenance	725	-	-	-	-
Security Monitoring	511	-	-	-	-
EOC Cable TV	435	-	-	-	-
EOC Ham Radio Room Parts	420	-	-	-	-
Miscellaneous	18	-	-	-	-

Police Department - Management Support Division
General Fund (001-506-521)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46	**Repair & Maintenance *(continued)***					
- 80	Maintenance Contracts					
	800 Mhz Radio Maintenance	10,380	-	-	13,000	13,000
	Gym Equip Maintenance	5,695	5,227	5,000	5,000	5,000
	Wireless Modem Trans Svc	34,829	-	-	-	-
- 90	Vehicles					
	SIS Vehicle Repairs/Tinting	824	-	-	-	-
	Miscellaneous	578	-	-	-	-
47	**Printing & Binding**					
- 10	In-house Copies	6,389	-	-	-	-
- 50	Outside Printing					
	Business Cards/Misc Printing	292	187	500	500	500
	Paper/Envelopes	98	-			
48	**Promotional Activities**					
- 10	Community Programs					
	Com Orient Police / Bike Rodeo	1,281	-	-	-	-
	Recruitment Ads/Fairs/Promo	2,023	-	-	2,000	2,000
	Awards and Awards Ceremonies	3,763	-	-	-	-
	Neighborhood Watch	217	-	-	-	-
	Miscellaneous	232	-	-	-	-
51 - 90	**Office Supplies**	5,529	1,977	2,000	4,300	4,300
52 - 90	**Operating Supplies**	924	260	1,000	2,000	2,000
	Ammunition/Simunitions	8,936	-	-	-	-
	AED Batteries and Supplies	496	880	1,000	1,000	1,000
	Fingerprint Kits/Testing Kits	496	-	-	-	-
	Biohazard Kits	-	-	1,200	1,200	1,200
	Training Supplies/Targets	474	255	1,000	1,000	1,000
	EOC Supplies	67	104	-	-	-
	Film/Printer Cartridges	391	-	-	-	-
	Crime Scene Supplies	2,206	-	-	-	-
	Taser Cartridge Replace	1,898	947	-	-	-
54	**Books/Pubs/Subscrs/Membs**					
- 60	Memberships	2,183	1,182	3,100	1,100	1,100
55	**Uniforms**					
- 10	Clothing Allowance	8,330	1,021	800	800	800
- 31	Uniforms	7,979	2,254	-	-	-
	Alterations/Tailoring/Repair	2,071	2,068	2,800	2,800	2,800
	Badges/Medals/Insignia/Access	5,500	9,178	2,500	2,500	2,500
	Replacement Uniforms	-	11,117	22,685	22,685	22,685
	Special Units Uniforms	-	-	-	11,015	11,015
	Ballistic Vest Program	10,154	11,939	12,825	12,825	12,825
	PPE Equip. Suits (5) Officers	-	-	2,000	2,000	2,000
	Service Awards	314	-	-	-	-
- 32	Shoe Program	1,796	2,367	5,000	5,000	5,000
	Special Units Shoes/Boots	-	-	-	2,400	2,400
- 40	Safety	16	-	-	-	

Police Department - Management Support Division
General Fund (001-506-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
56 Gas, Oil & Lube					
(6) SIS Vehicles	294	-	-	-	-
57 Small Tools/Equipment					
- 40 Safety Equipment	132	-	1,000	2,000	2,000
PPE Cartridges	7,257	-	-	-	-
Video Camera	150	-	-	-	-
Digital Camera	208	-	-	-	
Chairs	500	-	-	-	-
Podium	159	-	-	-	-
Scanner	-	299	-	-	-
Sample Safe	-	99	-	-	-
Portable Projector	-	-	-	700	700
58 Computer Software					
- 01 IDS (Power DETAIL/DMS)	3,950	-	-	-	-
Total Operating Expenditures	$ 214,493	$ 66,176	$ 88,259	$ 124,488	$ 124,488
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 10 Shredder	$ -	$ -	$ -	$ 2,500	$ 2,500
Total Capital Outlay	$ -	$ -	$ -	$ 2,500	$ 2,500
TOTAL BUDGET	$ 3,554,648	$ 590,253	$ 621,788	$ 932,008	$ 932,008

Police Department - 2nd Dollar Training Fund
General Fund (019-507-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
REVENUES					
Police Training Revenues	$ 46,114	$ 42,576	$ 46,100	$ 36,000	$ 36,000
EXPENDITURES					
40 Travel and Training					
- 10 Technical Training					
Second Dollar Training	12,487	28,119	46,100	42,600	42,600
Total Expenditures	12,487	28,119	46,100	42,600	42,600
Revenues Over (Under) Expenditures	33,627	14,457	-	(6,600)	(6,600)
Fund Balance					
Beginning of Year	153,723	187,350	201,807	201,807	201,807
End of Year	$ 187,350	$ 201,807	$ 201,807	$ 195,207	$ 195,207

Police Department - Special Projects
General Fund (001-507-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
REVENUES					
Federal & State Grants					
ARRA	$ 65,101	$ 5,779	$ -	$ -	$ -
Byrne/Jag	105,393	19,375	3,500	-	-
Sponsorships	19,542	5,350	10,000	10,000	8,000
Donations	21,016	16,145	-	5,000	4,000
Evidence Monies	-	2,583	-	-	-
Total Revenues	$ 211,052	$ 49,232	$ 13,500	$ 15,000	$ 12,000
EXPENDITURES					
Operating Expenditures					
46 Repair & Maintenance					
- 20 Equipment Repair					
ARES-ARES/RACES Emerg	$ 1,976	$ 1,984	$ 2,000	$ 2,000	$ 2,000
48 Promotional Activities					
- 10 Community Programs					
CERT - Emergency Mgmt Equip	-	842	1,000	1,000	1,000
COPPERS - Coppers & Choppers	13,520	5,175	2,000	-	-
DARE	4,561	4,658	4,800	4,800	4,800
E-FAMF - Family Fest	4,826	4,018	3,500	3,500	3,500
E-HALL - Halloween	21,773	8,499	11,500	11,500	11,500
E-RHB - Annual July 4th event	6,425	5,340	7,000	7,000	7,000
EXPLOR - Explorer Program	-	312	1,750	1,750	1,750
LEEP-Law Enf Enhance Prog	1,422	763	2,200	2,200	2,200
PSACA - Public Safety Academy	2,201	3,127	3,770	3,770	3,770
RELAY - Relay for Life	5,494	4,612	2,000	2,000	2,000
VOLUNT - Volunteer Program	3,098	3,330	3,500	3,500	3,500
52 - 90 General Operating Supplies					
Ammunition	11,312	-	-	-	-
57 Small Tools & Equipment					
- 40 Safety Equipment	73,587	1,344	-	-	-
Total Operating Expenditures	$ 150,195	$ 44,004	$ 45,020	$ 43,020	$ 43,020

Police Department - Special Projects
General Fund (001-507-521)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
Capital Outlay					
64 Machinery & Equipment					
- 15 Computer Equipment					
Laptop Computers	$ 51,832	$ -	$ -	$ -	$ -
- 31 Police Equipment					
Radar Units	8,394	-	-	-	-
Battery Transmitter	4,525	-	-	-	-
Evidence Lockers	13,488	-	-	-	-
Voice Stress Analyser	2,895	-	-	-	-
Ultralight Alternative Light	2,023	-	-	-	-
Portable Radios	-	18,031	-	-	-
IP Cameras (4)	-	7,625	-	-	-
67 - 01 Computer Software					
Field Training - Adore	14,328	-	-	-	-
Total Capital Outlay	$ 97,485	$ 25,656	$ -	$ -	$ -
Total Expenditures	$ 247,680	$ 69,660	$ 45,020	$ 43,020	$ 43,020
GENERAL FUND SUBSIDY					
Revenues Over (Under) Expenditures	$ (36,628)	$ (20,428)	$ (31,520)	$ (28,020)	$ (31,020)

Police Department
Law Enforcement Trust Fund (102)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Trust Fund Receipts:					
State Receipts	$ 48,936	$ 14,205	$ -	$ 7,942	$ -
Interest Income	4,955	2,152	2,500	6,113	2,500
Misc. Revenues	22	-	-	-	-
Total Revenues	53,913	16,357	2,500	14,055	2,500
EXPENDITURES					
48 **Promotional Activities**					
- 10 Community Programs					
Altamonte Baseball Club	$ 500	$ 500	$ 1,000	$ 1,000	$ 1,000
CINS/FINS	-	-	500	-	3,000
Crimeline	5,000	-	5,000	5,000	3,000
Foundation-Sem Cty Pub Schools	-	1,350	1,500	-	-
Florida PDMP	-	-	-	1,000	1,000
Grove Counseling	-	-	1,000	-	1,000
Kid's House of Seminole	-	-	3,000	3,000	3,000
Mothers Against Drunk Drivers	-	500	500	500	500
NOPE-Narc Ovrdse Prevent Educ	-	267	12,000	3,000	3,000
Project Graduation	-	-	500	-	-
Safe House	-	500	500	500	500
Safe Kids	-	-	500	-	-
Central FL Council Boy Scouts	-	-	1,000	-	-
Seminole Youth Commission	-	-	5,000	5,000	3,000
Seminole Youth Network	-	-	-	-	3,000
St. Mary Magdalen-Running Track	-	5,000	-	-	-
57 **Small Tools & Equip**	-	221	-	-	-
- 31 Police Equipment	-	-	-	-	-
- 40 Safety Equipment					
Emergency Lighting for Patrol Car	-	-	-	-	8,000
64 **Machinery & Equipment**					
- 31 Police Equipment					
Projector for NOPE	-	1,565	-	-	-
IP Camera Install	-	10,028	-	-	-
Speaker System	-	5,855	-	-	-
Replace Gym Equipment	-	-	-	-	10,000
93 - 01 **Reserve for Contingencies**	-	-	95,000	-	50,000
Total Expenditures	5,500	25,786	127,000	19,000	90,000
REVENUES OVER (UNDER) EXPENDITURES	48,413	(9,429)	(124,500)	(4,945)	(87,500)
FUND BALANCE					
Beginning of Year	122,586	170,999	161,570	161,570	156,625
End of Year	$ 170,999	$ 161,570	$ 37,070	$ 156,625	$ 69,125

Police Department
Federal Trust Fund (112)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Trust Fund Receipts:					
Federal Receipts	$ 54,686	$ 32,685	$ -	$ 64,664	$ -
Interest Income	5,838	2,672	-	6,220	2,500
Misc. Revenues	-	-	-	-	-
Total Revenues	60,524	35,357	-	70,884	2,500
EXPENDITURES					
PERSONAL SERVICES					
12 **Regular Salaries & Wages** Base: 1 Positions	$ -	$ -	$ 59,925	$ 53,165	$ 59,941
14 **Overtime**	-	-	3,000	1,564	5,052
16 **Special Pay Differential**	-	-	2,498	2,209	2,498
17 **Allowances** Cell Phone Allowance	-	-	600	530	600
21 **FICA Taxes**	-	-	5,051	4,282	5,209
22 **Retirement Contributions**	-	-	10,335	7,648	10,778
23 **Health Insurance**	-	-	5,520	4,669	6,070
24 **Life Insurance**	-	-	165	171	168
Total Personal Services	$ -	$ -	$ 87,094	$ 74,238	$ 90,316

POSITION ROSTER

Sworn Officers -					
Police Officer	-	-	1	1	1
Total Sworn Officers	-	-	1	1	1
Total Positions	-	-	1	1	1

Police Department
Federal Trust Fund (112)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
OPERATING EXPENDITURES					
48 Promotional Activities					
- 10 Community Programs	$ -	$ -	$ -	$ -	$ -
57 Small Tools & Equip	-	-	-	-	-
- 31 Police Equipment					
93 - 01 Reserve for Contingencies	-	-	-	-	-
Total Operating Expenditures	-	-	-	-	-
Total Expenditures		-	87,094	74,238	90,316
REVENUES OVER (UNDER) EXPENDITURES	60,524	35,357	(87,094)	(3,355)	(87,816)
FUND BALANCE					
Beginning of Year	128,696	189,220	224,577	224,577	221,223
End of Year	$ 189,220	$ 224,577	$ 137,483	$ 221,223	$ 133,407

Police Department
Police Impact Fee Fund (310)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Impact Fees					
Residential	$ 39,808	$ 12,218	$ -	$ 371	$ 250
Commercial	-	-	5,000	74,496	8,000
Interest Income	22,110	12,051	8,000	18,075	9,000
Total Revenues	61,918	24,269	13,000	92,942	17,250
EXPENDITURES					
Repair & Maintenance	$ -	$ -	$ 3,000	$ -	$ 3,000
Capital Outlay					
Digital Platform -					
Mobile Radios (20)	$ -	$ -	$ 86,000	$ 86,000	$ 86,000
Portable Radios (20)	-	-	86,000	86,000	86,000
Vehicle - DARE	-	-	-	-	24,500
Vehicle - PIO	-	-	-	-	24,500
Vehicle - SWAT (3-Tahoe Upgrades)	-	-	-	-	12,000
Motorcycles (6 BMW) Upgrades	-	-	-	-	30,000
Total Capital Outlays	$ -	$ -	$ 172,000	$ 172,000	$ 263,000
Contingency Reserves					
Reserved for Future Projects	-	-	100,000	-	100,000
Total Expenditures & Reserves	$ -	$ -	$ 275,000	$ 172,000	$ 366,000
REVENUES OVER (UNDER) EXPENDITURES	$ 61,918	$ 24,269	$ (262,000)	$ (79,058)	$ (348,750)
FUND BALANCE					
Beginning of Year	601,678	663,596	687,865	687,865	608,807
End of Year	$ 663,596	$ 687,865	$ 425,865	$ 608,807	$ 260,057

Altamonte Springs

Section 5

Growth Management Department

Growth Management Department
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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 Services and Building/Fire Safety.

The Planning and Development Services 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 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 2013, Planning and Development Services Division will be involved in several important planning and construction projects. These include the SunRail station area plan, East Town Center Activity Center plan and the beginning of construction for Gateway Drive extension east of the Gateway Crossings project east to Keller Road. Updates to the development codes will be completed consistent with policies in the Comprehensive Plan. In addition, the SunRail station construction will be substantially complete with initial service scheduled for May 2014. Finally, the City is working with Lynx and adjacent cities to finalize the service route for FlexBus. The intent is for this demonstration project to be operational prior to the startup of SunRail.

The Building/Fire Safety Division provides permitting and inspection services, fire investigations, and code compliance. The Division provides code compliance services 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

Growth Management Department
Overview

additional development in the coming year in the Gateway Activity Center area as a result of the recent Adventist Health Systems headquarters and due to the extension of Gateway Drive. Development opportunities exist in the Uptown Altamonte/Cranes Roost area as well.

The Planning and Development Services 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 Services Division is $858,000, up $113,000 or 15% from the current budget. Within the professional services line, there is $185,000 that is either re-budgeted or balance of unspent money from the FY 12 budget. This includes $50,000 to study and prepare recommendations regarding the establishment of a mobility fee as a replacement to City transportation impact fees to further the City's policies outlined in City Plan 2030. Excluding this one-time expense the recommended recurring expenditures are 4.16 % less than the current year's budget.

The Building/Fire Safety Division budget totals just less than $1.3 million, an $112,000 increase from the current year. For 2013, $1.15 million of the budget is funded through the Building Inspection Fund and $160,000 through the General Fund. For the coming year operations will be substantially the same, but we expect additional construction in the Gateway Activity Center to add to both workload and revenue.

Within the General Fund, we recommend an additional Code Compliance Officer. The operating costs of this new position are projected at $86,000. This will also require an additional truck at $27,500, bringing total first year costs to $113,500.

Growth Management Department
Overview

Revenues for the Building Inspection Fund come from charges for permits and fees and, to a lesser extent, investment income. We anticipate revenues from all sources for 2013 will reach almost total $790,000.

Growth Management Department
Summary Budget by Fund

	2013 Commission Approved Budget			
	General Fund	Building Inspections Fund	Total	2012 Budget
Operating Expenses				
Administration & Planning Services	$ 858,481	$ -	$ 858,481	$ 745,086
Building / Fire & Safety Division	132,061	1,157,568	1,289,629	1,204,648
Total Operating Expenses	$ 990,542	$ 1,157,568	$ 2,148,110	$ 1,949,734
Non-Operating Expenses				
Capital Outlay	$ 27,500	$ -	$ 27,500	$ -
Reserved for Contingencies	-	25,000	25,000	25,000
Total Non-Operating Expenses	$ 27,500	$ 25,000	$ 52,500	$ 25,000
Total Expenses	$ 1,018,042	$ 1,182,568	$ 2,200,610	$ 1,974,734

Growth Management Department
Administration & Planning Services
General Fund (001-701-515)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 6 Positions	$ 469,670	$ 383,434	$ 374,417	$ 386,983	$ 386,983
	Transferred to Public Works:					
	Development Specialist	-	-	-	(50,930)	(50,930)
	Added:					
	Full Time Planner		-	-	39,254	39,254
	Part Time Staff Assistant	-	-	-	16,850	16,850
	Limited Term Intern	-	-	-	3,600	3,600
	Salary Adjustments	-	-	-	4,000	4,000
	Total Salaries & Wages	$ 469,670	$ 383,434	$ 374,417	$ 399,757	399,757
14	**Overtime**	198	-	1,000	1,010	1,010
16	**Special Pay Differential**	653	652	650	-	-
17	**Allowances**					
	Car Allowance	6,462	4,837	4,800	8,280	8,280
	Cell Phone Allowance	1,994	1,214	1,200	2,400	2,400
21	**FICA Taxes**	35,410	29,364	29,228	31,476	31,476
22	**Retirement Contributions**	67,496	51,052	47,324	55,109	55,109
23	**Health Insurance**	28,274	28,968	33,120	36,420	36,420
24	**Life Insurance**	1,321	1,201	1,047	1,069	1,069
	Total Personal Services	$ 611,478	$ 500,722	$ 492,786	$ 535,521	$ 535,521
POSITION ROSTER						
	Full Time Employees -					
	Director of Growth Mgmt 1C	1	1	1	1	1
	Dir Planning & Development 2B	2	2	1	1	1
	Principal Planner 3C	2	2	1	1	1
	Senior Planner 3B	-	-	1	1	1
	Planner 3A	2	2	-	1	1
	Development Specialist 3A	1	1	2	1	1
	Part Time Employee -					
	Staff Assistant 4C	-	-	-	1	1
	Limited Term Employee -					
	Intern	-	-	-	1	1
	Total Positions	8	8	6	8	8

Growth Management Department
Administration & Planning Services
General Fund (001-701-515)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES						
31	**Professional Services**					
- 10	Annual Reports					
	Annual CMS Update	$ -	$ -	$ 5,000	$ 5,000	$ 5,000
- 15	Comprehensive Plan	-	-	25,000	25,000	25,000
	Mobility Plan	114,000	2,000	-	50,000	50,000
	Update Activity Center Design Standards	-		75,000	70,000	70,000
	SunRail Station Area Plan		-	65,000	60,000	60,000
- 16	Code Updates/Amendments					
	Municipal Code Website	400	400	450	600	600
	LDC Update-Comp Plan Amend	-	4,900	-	25,000	25,000
	Update Landscape Policy for Mature Developments	-	-	35,000	30,000	30,000
- 25	Transportation Planning					
	Misc Transportation Assignments	126,127	7,103	5,000	5,000	5,000
- 50	Surveying	-	-	-	5,000	5,000
34	**Other Contractual Services**					
- 20	Landscape Site Plan Review Consultant	-	-	10,000	5,000	5,000
- 30	Microfilm of Records	-	1,018	3,000	3,000	3,000
- 50	Temporary Labor/Services					
	Temp Services	-	-	-	5,000	5,000
	Database Consultant	-	-	-	10,000	10,000
40	**Travel and Training**					
- 20	Technical Training	-	2,100	2,000	1,000	1,000
- 30	Meetings	300	403	-	-	-
	APA Conference	-	2,052	3,000	2,300	2,300
	Institute of Government Conf.	-	-	200	200	200
	AICP Certification	-	-	200	400	400
- 50	Mileage Reimbursement	-	-	250	100	100
42 - 01	**Postage & Transportation**	-	-	200	200	200
47	**Printing & Binding**					
- 10	In-house Copies	4,336	3,279	6,000	5,000	5,000
- 50	Outside Printing					
	Other Planning Documents	-	49	500	-	-
- 58	Municipal Code Updates	2,058	2,560	5,000	5,000	5,000
- 59	Comprehensive Plan Printing	500	786	-	-	-
48	**Promotional Activities**					
- 50	Employee Programs					
	Miscellaneous	-	-	200	200	200

Growth Management Department
Administration & Planning Services
General Fund (001-701-515)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
51 Office Supplies					
- 90 General Office Supplies	1,961	697	3,000	3,000	3,000
52 - 01 Operating Supplies	193	174	3,000	1,500	1,500
54 Books/Pubs/Subscrs/Membs					
- 10 Books	-	294	400	400	400
- 40 Subscriptions	1,295	1,044	1,500	1,600	1,600
- 60 Memberships					
APA Memberships	2,101	2,333	2,600	3,000	3,000
ICMA	-	800	-	-	-
Other Memberships	-	300	800	460	460
57 Small Tools & Equipment					
- 10 Office Furn/Fixtures	3,663	-	-	-	-
Total Operating Expenditures	$ 256,934	$ 32,292	$ 252,300	$ 322,960	$ 322,960
TOTAL BUDGET	$ 868,412	$ 533,013	$ 745,086	$ 858,481	$ 858,481

Growth Management Department
Building / Fire & Safety Division
Code Enforcement & Existing Fire Occupancy Inspections
General Fund (001-704-524)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages** Base: 1 Positions		$ 44,721	$ 45,639	$ 45,933	$ 45,937	$ 45,937
	Added: Code Compliance Officer		-	-	-	39,254	39,254
	Total Salaries & Wages		$ 44,721	$ 45,639	$ 45,933	$ 85,191	85,191
14	**Overtime**		1,012	585	500	750	750
17	**Allowances** Cell Phone Allowance		413	602	600	1,200	1,200
18	**Uniform Allowance**		-	-	-	112	112
21	**FICA Taxes**		3,587	3,595	3,598	6,675	6,675
22	**Retirement Contributions**		6,344	6,240	6,380	12,469	12,469
23	**Health Insurance**		4,469	4,826	5,520	12,140	12,140
24	**Life Insurance**		143	144	128	239	239
	Total Personal Services		$ 60,689	$ 61,631	$ 62,659	$ 118,776	$ 118,776
POSITION ROSTER							
	Full Time Employees - Code Compliance Officer	3A	1	1	1	2	2
	Total Positions		1	1	1	2	2

Growth Management Department
Building / Fire & Safety Division
Code Enforcement & Existing Fire Occupancy Inspections
General Fund (001-704-524)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 **Other Contractual Services**					
- 16 Citation Court Cost (10)	$ 190	$ 430	$ 500	$ 750	$ 750
- 20 Landscape Maint-Code	50	-	1,000	1,000	1,000
40 **Travel and Training**					
- 10 Technical Training					
Code Compliance Training	315	914	875	1,000	1,000
- 15 Mandatory Recertifications	-	35	250	500	500
41 **Communications**					
- 20 Cellular Phones	463	-	-	-	-
42 - 01 **Postage & Transportation**	-	-	200	200	200
46 **Repairs & Maintenance**					
- 90 Vehicles	-	-	400	800	800
47 **Printing & Binding**					
- 10 In-house Copies	7,078	1,105	3,500	3,500	3,500
- 55 Brochures/Pamphlets/Forms					
Five-part Computer Paper	347	250	250	250	250
51 **Office Supplies**					
- 90 General Office Supplies	27	286	500	600	600
52 **Operating Supplies**					
- 90 General Operating Supplies	162	40	250	500	500
54 **Books/Pubs/Subscrs/Membs**					
- 10 Books	-	-	800	1,000	1,000
- 60 Memberships	135	-	225	250	250
F.A.C.E (3)	-	90	-	-	-
Seminole Cty Chmbr of Comm.	-	195	-	-	-
55 **Uniforms**					
- 01 Uniforms	128		125	250	250
- 05 Rental Uniforms	347	354	425	565	565
- 32 Boots/Shoes	-	125	125	250	250
- 50 Purchased Uniforms	-	-	-	620	620
57 **Small Tools & Equipment**					
- 20 Hand Tools	137	-	-	250	250
- 99 Other Small Tools & Equipment	140	262	325	1,000	1,000
Total Operating Expenditures	$ 9,519	$ 4,086	$ 9,750	$ 13,285	$ 13,285

Growth Management Department
Building / Fire & Safety Division
Code Enforcement & Existing Fire Occupancy Inspections
General Fund (001-704-524)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
64 Machinery & Equipment					
- 60 Vehicles					
Chevy Silverado (1)	$ -	$ -	$ -	$ 27,500	$ 27,500
Total Capital Outlay	$ -	$ -	$ -	$ 27,500	$ 27,500
TOTAL BUDGET	$ 70,208	$ 65,717	$ 72,409	$ 159,561	$ 159,561

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Permits:					
Building	$ 180,076	$ 32,104	$ 30,000	$ 227,878	$ 32,000
Electrical	17,031	17,934	14,000	13,367	18,000
Plumbing	10,165	9,240	8,000	7,262	9,000
Mechanical	23,248	21,901	10,000	12,939	22,000
Signs	4,975	9,587	5,000	4,374	10,000
Miscellaneous	11,924	17,625	7,000	6,316	18,000
Roofing	26,581	24,706	14,000	20,854	25,000
Res/Com Alter, Ext/Int	70,821	94,029	65,000	86,611	94,000
Early Start	2,100	2,500	2,000	1,980	3,000
Fence/Wall	2,119	3,283	2,000	1,954	3,000
Swimming Pool	890	1,504	1,000	562	2,000
Fire System	10,293	10,611	6,000	9,868	11,000
	360,223	245,024	164,000	393,965	247,000
Fees:					
Inspection Fees - Altamonte	532,378	306,390	225,000	659,535	306,000
Inspection Fees - Casselberry	98,785	88,192	65,000	44,894	88,000
Inspection Fees - Longwood	-	-	-	10,817	-
Site Improvement Fees	64,732	39,684	30,000	49,829	40,000
Education Training Fee	20,722	12,251	8,000	24,290	12,000
Plans Review	135,029	92,517	80,000	155,962	93,000
	851,646	539,034	408,000	945,328	539,000
Total Permits & Fees	1,211,869	784,058	572,000	1,339,293	786,000
Interest Income	9,679	13,075	3,500	23,023	3,500
Miscellaneous Income	-	1,119	-	1,075	-
Transfer from General Fund	750,000	400,000	-	-	-
Total Revenues	1,971,548	1,198,252	575,500	1,363,391	789,500
EXPENDITURES					
Personal Services	838,838	844,666	833,133	749,344	852,482
Operating Expenditures	265,715	264,719	299,106	264,965	305,086
Reserved for Contingencies	-	-	25,000	-	25,000
Total Expenditures	1,104,553	1,109,385	1,157,239	1,014,310	1,182,568
REVENUES OVER (UNDER) EXPENSES	866,995	88,867	(581,739)	349,081	(393,068)
FUND BALANCE					
Beginning of Year	26,398	893,393	982,260	982,260	1,331,341
End of Year	$ 893,393	$ 982,260	$ 400,521	$ 1,331,341	$ 938,273

Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (121-704-524)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 11 Positions	$ 641,657	$ 640,549	$ 635,204	$ 640,950	$ 640,950
12 - 90	**Sign Incentive Award**	-	357	-	-	-
14	**Overtime**	6,157	7,273	5,000	6,060	6,060
	On Call	-	2,924	3,913	3,913	3,913
16	**Special Pay Differential**	653	652	650	650	650
17	**Allowances**					
	Car Allowance	5,903	5,903	5,880	5,880	5,880
	Cell Phone Allowance	4,224	6,024	6,000	6,000	6,000
18	**Uniform Allowance**	-	-	-	280	280
21	**FICA Taxes**	48,784	48,960	50,234	50,776	50,776
22	**Retirement Contributions**	80,656	76,984	63,757	69,400	69,400
23	**Health Insurance**	48,831	53,063	60,720	66,770	66,770
24	**Life Insurance**	1,973	1,977	1,775	1,803	1,803
	Total Personal Services	$ 838,838	$ 844,666	$ 833,133	$ 852,482	$ 852,482
POSITION ROSTER						
	Full Time Employees -					
	Fire Marshall/Bldg Officer 2B	1	1	1	1	1
	Deputy Fire Marshall 3C	1	1	1	1	1
	Deputy Bldg Official 3C	1	1	1	1	1
	Code Compliance Inspector 3B	5	5	5	5	5
	Code Compliance Inspector 3A	2	-	-	-	-
	Office Manager 3A	1	1	1	1	1
	Administrative Assistant 4B	2	2	-	-	-
	Staff Assistant 4C	-	-	2	2	2
	Total Positions	13	11	11	11	11

Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (121-704-524)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
25 - 01 Unemployment Comp	$ -	$ 2,475	$ -	-	-
31 - 17 Actuarial Services	-	120	-	-	-
34 Other Contractual Services					
- 15 Bank/Service Fees					
Merchant Card Fee (Vhall)	1,554	1,757	3,000	3,000	3,000
- 30 Microfilm of Records	8,202	7,246	15,000	15,000	15,000
- 50 Temporary Help	-	1,328	6,000	6,000	6,000
40 Travel and Training					
- 10 Technical Training					
Misc Inspector Exams	780	395	1,100	1,100	1,100
- 15 Mandatory Recertifications	4,010	4,325	6,600	6,600	6,600
Educational Degree	-	-	-	1,300	1,300
41 Communications					
- 20 Cellular Phones	2,569	-	-	-	-
45 Insurance					
- 10 General Liability & Property	10,491	9,814	6,738	10,375	10,375
- 40 Workers' Compensation	11,655	6,260	15,968	7,756	7,756
46 Repairs & Maintenance					
- 20 Equipment Repair					
800 MHZ Radio Maintenance	816	816	1,000	1,000	1,000
800 MHZ Radio Reprograming	-	-	-	7,000	7,000
- 98 Vehicle Repair / Maintenance	3,413	2,681	3,500	5,000	5,000
47 Printing & Binding					
- 10 In-house Copies	-	6,830	7,000	7,000	7,000
- 55 Brochures/Pamphlets/Forms	2,000	1,737	4,500	4,500	4,500
48 Promotional Activities					
- 10 Community Programs					
Public Education Brochure	-	-	500	500	500
51 Office Supplies					
- 90 General Office Supplies	1,695	2,082	3,000	3,000	3,000
52 Operating Supplies					
- 90 General Operating Supplies	1,031	80	1,500	1,500	1,500
54 Books/Pubs/Subscrs/Membs					
- 10 Books	3,768	1,157	4,600	4,600	4,600
- 40 Subscriptions	183	183	300	300	300
- 60 Memberships	1,399	1,144	1,200	1,200	1,200

Growth Management Department
Building / Fire & Safety Division
Building Inspection Fund (121-704-524)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
55	**Uniforms**					
- 01	Uniforms	-	-	250	250	250
- 05	Rental Uniforms	1,888	1,937	3,200	1,405	1,405
- 32	Shoes/Workboots	451	117	1,400	1,400	1,400
- 40	Safety	25	-	-	-	-
- 50	Purchased Uniforms	-	-	-	1,550	1,550
56 - 01	**Gas, Oil & Lube**	7,119	9,711	9,000	10,000	10,000
57	**Small Tools & Equipment**					
- 10	Office Furniture/Fixtures	-	500	500	500	500
- 15	Office Equipment	686	111	500	500	500
- 20	Hand Tools	410	423	750	750	750
- 30	Computer Equipment <$1000	479	-	-	-	-
- 40	Safety Equipment					
	Vehicle Safety Equipment	-	-	500	500	500
- 99	Other Small Tools & Equipment	1,091	1,490	1,500	1,500	1,500
59 - 01	**Administrative Overhead**	200,000	200,000	200,000	200,000	200,000
	Total Operating Expenditures	$ 265,715	$ 264,719	$ 299,106	$ 305,086	$ 305,086
NON-OPERATING EXPENSES						
93 - 01	**Reserve for Contingency**	$ -	$ -	$ 25,000	$ 25,000	$ 25,000
TOTAL BUDGET		$ 1,104,553	$ 1,109,385	$ 1,157,239	$ 1,182,568	$ 1,182,568

Altamonte Springs

Section 6

Public Works Department

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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.

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

For budget and accounting purposes the Department's activities receive funding from the eight separate funds shown in Table 1. The major source of funds for the operation of the Department comes primarily from charges to users of the Department's utility services. The General Fund, to a lesser extent, also provides some funding. Funding for capital improvements is provided from a variety of sources including charges to users, impact and connection fees, and the General Fund, to a minor degree. Implementation of transportation improvement projects are funded from the Transportation Impact Fee Fund and from the Transportation Sales Tax Fund. These transportation improvement projects are shown in the Capital Projects section of the budget.

The Budget

The recommended budget for the Department totals $31.7 million, a decrease of $1.2 million or 3.7% over the current budget of $32.9 million. Most of this decrease comes in the form of capital outlays for required projects. Operating costs are up about 1% or $150,000. Table 2 provides a summary of the recommended budget. A more detailed summary of the budget follows at the end of this discussion. Based on comparisons with

Public Works Department
Overview

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

Table 2: Budget Summary and Comparison
(dollar amounts are in millions)

	2012	2013	Increase/Decrease Dollars	Increase/Decrease Percent
Operating expenses	$ 16.75	$ 16.90	$ 0.15	0.9%
Capital outlay	11.56	9.90	(1.66)	-14.4%
	28.31	26.80	(1.51)	-5.3%
Transfers to other funds	3.28	3.53	0.25	7.6%
Appropriated reserves	1.33	1.33	-	-
Total Budget	$ 32.92	$ 31.66	$ (1.26)	-3.8%

Operating Expenses

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

The recommended budget includes $16.9 million for operating expenses, an increase of approximately $150,000 or about 1% from the current budget. This increase is the net effect of several budget increases and decreases. Minor reorganizations are proposed for three Department Divisions. These minor reorganizations result in the same number of total employees and are meant to improve service delivery. As part of the Neighborhood Enhancement Program (further described in the Capital Outlay section), reinvestment in our residential communities will be implemented as infrastructure is prioritized, replaced and/or rehabilitated. The service and maintenance costs for generators have increased as major lift stations are outfitted with emergency generators to increase reliability. Training

and development has been given more attention in order to expand staff's operational and technical knowledge to ensure maximum efficiency as we move forward. For the first time in several years the expense for chemicals, a major staple in the operation of our water and water reclamation plants, has been modestly reduced through the implementation of treatment changes. We expect this cost to reach $598,000 in 2013, down $34,000 from the current budget.

The cost of contracted sludge hauling, $375,000, has been stabilized for 2013 when compared to 2012. We have included funding for a variety of repairs and maintenance items at the water plants and at the water reclamation plant. Also, offsetting some of these operating costs are reductions in professional services and other efficiencies in plant operations. Finally, our staff along with the Leisure Services Department has been actively involved in developing the Altamonte Science Incubator and ensuring its success during implementation. This project will actively engage students and introduce them to STEM (science, technology, engineering, and math) careers via live experiences. The operating budget reflects funding for miscellaneous supplies and equipment necessary for the operation of the Altamonte Science Incubator.

Capital Outlay

The recommended capital budget totals $9.9 million and includes new projects as well as re-allocation for multi-year projects previously funded, but not yet completed. Most of these capital expenditures are related to upgrades to our existing water and wastewater operations to achieve greater reliability. Additionally, $6.2 million is budgeted for transportation improvement projects throughout the City.

Public Works Department
Overview

Buildings

Several buildings at the RWRF (Keller Rd.) were built in the 80's and are in need of repairs and/or replacement. The recommended budget includes funding for the most pressing needs: a variety of roof and insulation repairs ($219,300) and improvements to the Sludge Conveyor Press building ($100,000) and the Mechanical Maintenance building ($250,000).

Regional Wastewater Reclamation Facility

The recommended budget includes a reallocation of $1.44 million for improvements to the anoxic and nitrification including new blowers, air diffusers, and repairs. Additionally, $200,000 and $150,000 have been allocated for lining the digester tank and installing actuators for filter valves, respectively.

Utility Relocation Projects

The recommended budget includes a substantial allocation ($1,315,000) for utility relocations required as part of the SunRail project. Most of these utility relocations are at railroad crossings and include any necessary improvements to serve future redevelopment around the SunRail station area.

Potable Water Projects

The recommended budget includes $550,000 for the rehabilitation of the Fire Station No. 12 Water Tower (I-4 water tower). Additionally, $250,000 has been budgeted for lining the ground storage tanks at Water Plant 2 along with $100,000 for removing chlorine scrubbers that are no longer in use (i.e., after switching from chlorine gas to the safer sodium hypochlorite).

Public Works Department
Overview

Sewer Projects

The recommended budget includes $1.825 million for the rehabilitation and upgrade of four major lift stations. Additionally, we anticipate the implementation of several inflow and infiltration projects at a cost of $500,000. Finally, the condition of our sewage force mains is currently being assessed and a replacement and/or rehabilitation program will be developed at an anticipated cost of $500,000.

Solid Waste

In 2013 one refuse truck and a pick up truck are scheduled for replacement at a cost of $247,000. These trucks are on a staggered, multi-year replacement cycle which means about every fifth year we do not purchase a vehicle. Recycling bins are also proposed for some park locations.

Stormwater Management

We continue to modernize the stormwater management program to include technological tools for flood attenuation and pollution abatement. Additionally, a comprehensive lake management program addressing both water quality and aquatic weed control is being implemented, with a corresponding budget of just under $60,000. The modernization of this program will result in improved decision making tools for flood control and surface water quality improvements throughout the City.

Neighborhood Enhancement Program

The Neighborhood Enhancement Program is a new program intended for reinvestment in our residential communities as infrastructure is 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. 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 Oakland Estates project). The recommended budget includes funding for improvements at Glenn Arden Heights and High Ridge. The bulk of the work for these subdivisions is comprised of drainage improvements along Monticello Drive, water main improvements, and road resurfacing.

Transportation Projects

The 2013 budget includes $400,000 for the asphalt milling and resurfacing program (to be used in part with the neighborhood enhancement program). Major transportation projects include the design, permitting, and construction (partial) of Gateway Drive at a cost of $3.5 million. Several intersection and traffic signal improvements are scheduled for design and construction. Some of these projects include improvements to the traffic signal at SR 436 and Montgomery Rd. ($155,000). Finally, some minor roadway projects include traffic calming measures for Spring Lake Rd. ($75,000), improvements to a portion of Oranole Rd. ($100,000), the construction of drainage and pedestrian improvements along Orienta Ave. ($900,000), and the construction of drainage improvements at Monticello Drive ($200,000), among others.

Interfund Transfers

There is one interfund transfer within the Department included in the recommended budget. This is $3.525 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.

Appropriated Reserves

Finally, we have included $1.325 million as appropriated reserves in the recommended budget. This includes reserves for both operating expenses and capital outlays. It does not include the projected fund balances of the various funds.

Public Works Department
Summary Budget by Fund

	2013 Commission Approved Budget				
		Water and Sewer Utility Funds			
	General Fund	Operating Fund	Capital Projects Fund	Wastewater Treatment Facility	Connection Fee Fund
Operating Expenses					
Streets	$ 755,447	$ -	$ -	$ -	$ -
Collection System	-	921,738	-	-	-
Resource Management	-	318,923	-	-	-
Utilities Operations	-	5,454,103	280,000	20,000	-
Plant Operations	-	3,539,870	-	-	-
Water Distribution	-	1,116,495	-	-	-
Utilities Maintenance	-	1,158,623	-	-	-
Laboratory	-	500,464	-	-	-
Solid Waste	-	-	-	-	-
Stormwater Management	-	-	-	-	-
Total Operating Expenses	$ 755,447	$ 13,010,216	$ 280,000	$ 20,000	$ -
Non-Operating Expenses					
Capital Outlay	$ 8,050	$ 71,500	$ 8,564,800	$ 250,000	$ -
Transfers to Other Funds	-	3,525,000	-	-	-
Appropriated Reserves	-	100,000	200,000	400,000	500,000
Total Non-Operating Expenses	$ 8,050	$ 3,696,500	$ 8,764,800	$ 650,000	$ 500,000
Total Expenses	$ 763,497	$ 16,706,716	$ 9,044,800	$ 670,000	$ 500,000

Public Works Department
Summary Budget by Fund

2013 Commission Approved Budget					
	Stormwater Management Funds				
Refuse Disposal Fund	Operating Fund	Connection Fee Fund	Total	2012 Budget
$ -	$ -	$ -	$ 755,447	$ 685,720
-	-	-	921,738	902,068
-	-	-	318,923	362,244
-	-	-	5,754,103	5,590,374
-	-	-	3,539,870	3,660,830
-	-	-	1,116,495	1,098,783
-	-	-	1,158,623	1,126,930
-	-	-	500,464	457,428
1,592,724	-	-	1,592,724	1,558,594
-	1,243,345	-	1,243,345	1,309,102
$ 1,592,724	$ 1,243,345	$ -	$ 16,901,732	$ 16,752,073
$ 258,500	$ 651,250	$ 100,000	$ 9,904,100	$ 11,558,436
-	-	-	3,525,000	3,275,000
25,000	100,000	-	1,325,000	1,325,000
$ 283,500	$ 751,250	$ 100,000	$ 14,754,100	$ 16,158,436
$ 1,876,224	$ 1,994,595	$ 100,000	$ 31,655,832	$ 32,910,509

Public Works Department - Administration Division
General Fund (001-802-541)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages**		$ 147,143	$ -	$ -	$ -	$ -
17	**Allowances**						
	Car Allowance		4,819	-	-	-	-
	Cell Phone		826	-	-	-	-
21	**FICA Taxes**		11,295	-	-	-	
22	**Retirement Contributions**		21,135	-	-	-	-
23	**Health Insurance**		8,783	-	-	-	-
24	**Life Insurance**		462	-	-	-	-
	Total Personal Services		$ 194,463	$ -	$ -	$ -	$ -
POSITION ROSTER							
	Full Time Employees -						
	Public Works Director	1D	1	-	-	-	-
	Construction Inspector I	3A	1	-	-	-	-
	Total Positions		2	-	-	-	-
OPERATING EXPENDITURES							
31	**Professional Services**						
- 50	Surveying		$ 945	$ -	$ -	$ -	$ -
47	**Printing & Binding**						
- 10	In-house Copies		306	-	-	-	-
52	**Operating Supplies**						
- 90	General Operating Supplies		13	-	-	-	-
54 - 01	**Books/Pubs/Subscrs/Membs**		776	-	-	-	-
	Spring Cleanup						
	Total Operating Expenditures		$ 2,040	$ -	$ -	$ -	$ -
TOTAL BUDGET			$ 196,503	$ -	$ -	$ -	$ -

Public Works Department - Streets Division
General Fund (001-804-541)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 7 Positions	$ 353,695	$ 243,154	$ 240,365	$ 241,839	$ 241,839
	Upgraded:					
	Streets Supervisor 3A to Streets/Stormwater Mgr 3B	-	-	-	5,026	5,026
	Sign Shop Supervisor 4C to 3A	-	-	-	13,542	13,542
	Total Salaries & Wages	$ 353,695	$ 243,154	$ 240,365	$ 260,407	$ 260,407
12 - 90	**Sign Incentive**	-	-	-	500	500
14	**Overtime**	5,270	5,332	6,000	6,565	6,565
	On Call	-	1,054	1,397	2,935	2,935
17	**Allowances**					
	Cell Phone	872	5	-	-	-
18	**Uniform Allowance**	-	-	-	259	259
21	**FICA Taxes**	26,884	18,294	18,954	20,706	20,706
22	**Retirement Contributions**	46,950	29,097	24,235	28,610	28,610
23	**Health Insurance**	40,878	34,190	38,640	42,490	42,490
24	**Life Insurance**	1,112	757	674	731	731
	Total Personal Services	$ 475,661	$ 331,883	$ 330,265	$ 363,203	$ 363,203
POSITION ROSTER						
	Full Time Employees -					
	Div Dir Sts/San/Stormwater 2B	1	-	-	-	-
	Streets/Stormwater Mgr 3B	-	-	-	1	1
	Streets Operations Supervisor 3A	1	-	-	-	-
	Streets Supervisor 3A	-	1	1	-	-
	Heavy Equipment Supervisor 3A	1	-	-	-	-
	Sign Shop Supervisor 3A	1	1	1	1	1
	Asst Streets Supervisor 4C	1	1	1	1	1
	Heavy Equipment Operator 4C	2	2	2	2	2
	Roadway Technician 4B	2	1	1	1	1
	Sign Shop Technician 4B	1	1	1	1	1
	Total Positions	10	7	7	7	7

Public Works Department - Streets Division
General Fund (001-804-541)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 **Other Contractual Services**					
- 80 RR Signal Maintenance	$ 3,146	$ 3,199	$ 6,755	$ 4,000	$ 4,000
- 81 Street Light Maint (SR 436)	9,685	17,977	20,000	25,000	25,000
- 82 Traffic Signal Maintenance	145,772	146,284	149,000	149,000	149,000
- 85 Spring Cleanup	36,830	37,783	45,000	40,000	40,000
40 - 01 **Travel and Training**	635	1,813	1,500	2,000	2,000
44 - 30 **Rentals & Leases**	2,551	2,047	5,000	3,000	3,000
46 **Repair & Maintenance**					
- 02 Fencing/Security	-	6,160	-	-	-
- 75 Hardscaping					
Sidewalk Replacement	31,758	15,250	60,000	50,000	50,000
Neighborhood Enhancement	-	-	-	50,000	50,000
Signs	-	2,051	15,000	10,000	10,000
Refurbish Pavement Markings	3,597	19,040	15,000	20,000	20,000
- 99 Other Repair & Maintenance	1,463	2,727	-	500	500
47 **Printing & Binding**					
- 10 In-house Copies	1,179	1,118	1,000	1,000	1,000
- 50 Outside Printing	135	-	-	-	-
51 **Office Supplies**					
- 90 General Office Supplies	1,856	689	500	500	500
52 **Operating Supplies**					
- 90 General Operating Supplies	9,303	9,906	12,000	10,000	10,000
53 **Road Materials & Supplies**					
- 10 Asphalt, Clay, Limerock, etc	14,813	10,145	20,000	20,000	20,000
54 - 01 **Books/Pubs/Subscrs/Membs**	-	880	-	-	-
55 **Uniforms**					
- 01 Uniforms	66	24	750	750	750
- 05 Rental Uniforms	1,806	1,844	2,200	2,330	2,330
- 32 Shoes/Workboots	609	605	850	850	850
- 40 Safety	495	682	400	400	400
- 50 Purchased Uniforms	-	-	-	1,414	1,414
57 - 01 **Small Tools & Equipment**	1,683	816	500	1,500	1,500
Total Operating Expenditures	$ 267,382	$ 281,040	$ 355,455	$ 392,244	$ 392,244

Public Works Department - Streets Division
General Fund (001-804-541)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
64 - 01 Machinery & Equipment					
Replace Paint Sprayer (18433)	-	-	-	4,000	4,000
Replace Plate Compactor (20256)	-	-	-	2,300	2,300
Replace Walk Behind Saw (20736)	-	-	-	1,750	1,750
Total Capital Outlay	$ -	$ -	$ -	$ 8,050	$ 8,050
TOTAL BUDGET	$ 743,043	$ 612,923	$ 685,720	$ 763,497	$ 763,497

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Potable Water	$ 4,570,369	$ 4,736,949	$ 4,756,849	$ 4,841,609	$ 4,923,915
Sewer Services	7,922,862	8,234,333	8,134,537	8,502,720	8,686,370
Reclaimed Water	2,670,000	2,992,563	2,932,401	3,022,707	3,052,934
Other Operating Revenues	31,017	33,747	31,000	34,107	34,380
Non-Operating Revenues	151,405	76,391	80,000	122,851	126,474
Total Revenues	15,345,653	16,073,983	15,934,787	16,523,994	16,824,073
EXPENSES					
Operating Expenses:					
Collection System	822,914	859,518	902,068	855,200	921,738
Resource Management	419,559	359,271	362,244	347,175	318,923
Utilities Operations	4,833,433	5,132,769	5,280,374	5,212,117	5,454,103
Plant Operations	3,164,029	3,183,723	3,660,830	3,400,870	3,539,870
Water Distribution	1,093,237	1,063,113	1,098,783	1,055,022	1,116,495
Utilities Maintenance	1,036,205	1,007,269	1,126,930	1,067,772	1,158,623
Laboratory	409,134	413,535	457,428	432,751	500,464
Total Operating Expenses	11,778,511	12,019,197	12,888,657	12,370,908	13,010,216
Non-Operating Expenses:					
Capital Outlay	6,189	9,863	196,950	196,950	71,500
Transfers to Water & Sewer Capital Projects Fund	3,175,000	3,250,000	3,275,000	3,275,000	3,525,000
Reserve for Contingencies	-	-	100,000	-	100,000
Total Non-Operating Expenses	3,181,189	3,259,863	3,571,950	3,471,950	3,696,500
Total Expenses	14,959,700	15,279,060	16,460,607	15,842,858	16,706,716
REVENUES OVER (UNDER) EXPENSES	385,953	794,923	(525,820)	681,136	117,357
FUND BALANCE					
Beginning of Year	3,211,653	3,597,606	4,392,529	4,392,529	5,073,665
End of Year	$ 3,597,606	$ 4,392,529	$ 3,866,709	$ 5,073,665	$ 5,191,022

Public Works Department
Water and Sewer Operating Fund
Detailed Revenues

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
OPERATING REVENUES					
Potable Water:					
Metered Water Sales	$ 4,503,772	$ 4,673,537	$ 4,663,577	$ 4,774,762	$ 4,855,932
Water Penalties	66,597	63,412	93,272	66,847	67,983
Total Potable Water	4,570,369	4,736,949	4,756,849	4,841,609	4,923,915
Sewer Services:					
Sewer Services	6,687,224	6,915,053	6,980,490	7,129,420	7,279,137
Bulk Sewer	1,138,935	1,230,422	1,049,340	1,273,488	1,305,325
Sewer Penalties	96,703	88,858	104,707	99,812	101,908
Total Sewer Services	7,922,862	8,234,333	8,134,537	8,502,720	8,686,370
Reclaimed Water:					
Reclaimed Water Sales	1,366,781	1,588,348	1,513,505	1,604,231	1,620,274
Reclaimed Standby Charges	1,272,299	1,374,800	1,396,193	1,388,548	1,402,433
Reclaimed Penalties	30,920	29,415	22,703	29,928	30,227
Total Reclaimed Water	2,670,000	2,992,563	2,932,401	3,022,707	3,052,934
Other Operating Revenues:					
Reconnection Fees	13,025	14,800	14,000	14,760	14,878
Meter Fees	4,450	6,750	5,000	6,750	6,804
Other Service Charges	13,542	12,197	12,000	12,597	12,698
Total Other Operating Rev	31,017	33,747	31,000	34,107	34,380
Total Operating Revenues	15,194,248	15,997,592	15,854,787	16,401,143	16,697,599
NON-OPERATING REVENUES					
FEMA Grants	12,758	-	-	-	-
Interest Income	100,966	48,149	45,000	87,851	101,474
Sale of Surplus Assets	15,834	7,519	15,000	15,000	10,000
Training Center Revenue	11,700	12,000	10,000	10,000	10,000
Other Miscellaneous Revenues	10,147	8,723	10,000	10,000	5,000
Total Non-Operating Revenues	151,405	76,391	80,000	122,851	126,474
Total Revenues	$ 15,345,653	$ 16,073,983	$ 15,934,787	$ 16,523,994	$ 16,824,073

Public Works Department - Collection System Division
Water and Sewer Operating Fund (401-806-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 9 Positions	$ 294,219	$ 300,991	$ 322,887	$ 321,258	$ 321,258
14	**Overtime**	17,086	26,102	9,000	9,090	9,090
	On Call	-	5,848	7,826	7,826	7,826
17	**Allowances**					
	Cell Phone Allowance	390	787	600	1,200	1,200
18	**Uniform Allowance**	-	-	-	333	333
21	**FICA Taxes**	23,439	25,192	26,035	25,988	25,988
22	**Retirement Contributions**	40,267	44,453	38,229	38,875	38,875
23	**Health Insurance**	35,186	38,418	49,680	54,630	54,630
24	**Life Insurance**	888	907	916	910	910
	Total Personal Services	$ 411,475	$ 442,698	$ 455,173	$ 460,110	$ 460,110
POSITION ROSTER						
	Full Time Employees -					
	Lift Station & Collect Sys Mgr 3B	1	1	1	1	1
	Lead Lift Station/Collection Op 4C	3	3	3	3	3
	Lift Station / Collection Op 4C	4	4	4	4	4
	Vactor Truck Operator 4C	1	1	1	1	1
	Total Positions	9	9	9	9	9

Public Works Department - Collection System Division
Water and Sewer Operating Fund (401-806-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
34 Other Contractual Services					
- 20 Landscaping Services	$ 8,805	$ 7,363	$ 10,000	$ 10,000	$ 10,000
- 50 Temporary Service / Labor	-	-	500	-	
- 99 Other					
Respirator Fit Testing	193	-	-	-	-
Pulminary Function Test	420	-	-	-	-
40 Travel and Training					
- 10 Technical Training	-	23	-	-	-
MOT Training	-	474	1,500	1,500	1,500
FW & PCOA Region IV	-	1,187	1,250	1,250	1,250
43 Utility Services	170,475	-	-	-	-
- 15 Electic Power / Lift Stations	-	8,483	8,500	9,000	9,000
- 50 Other Utility Services	-	154,526	171,500	170,000	170,000
44 Rentals & Leases					
- 50 Facilities					
Lift Stations	-	-	1,500	1,500	1,500
Collection	10,586	-	-	-	-
46 Repair & Maintenance					
- 01 Building / Facility Maintenance					
Collection System	7,711	3,187	10,000	10,000	10,000
Lift Station	9,466	3,137	10,000	20,000	20,000
- 20 Equipment Repair					
Refurbish Pumps & Motors	70,939	97,504	100,000	90,000	90,000
Emergency Equipment	6,641	-	6,000	6,000	6,000
Hose Fitting, Camlock, Parts etc.	28,918	13,483	3,000	3,000	3,000
Vac-Con	-	6,615	-	-	-
Camera	-	4,493	-	5,000	5,000
Fall Arrest	-	1,630	-	1,000	1,000
- 80 Maintenance Contracts					
Gas Monitor Maint. & Sensors	2,678	799	12,000	12,000	12,000
Generator Maintenance	18,162	37,098	15,000	20,000	20,000
Calgon Maintenance	-	-	15,000	15,000	15,000
Fall Arrest Maintenance	-	-	3,000	3,000	3,000
- 90 Vehicle Repair					
Vac-Con	10,315	-	-	-	-
- 99 Other Repairs & Maintenance	11,548	9,682	-	-	-
Utility Access Cover Replacement	-	-	7,500	10,000	10,000
47 Printing & Binding					
- 10 In-house Copies	923	1,446	1,000	1,000	1,000
- 99 Other Printing	315	-	-	-	-
51 - 90 Office Supplies	50	208	500	500	500

Public Works Department - Collection System Division
Water and Sewer Operating Fund (401-806-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
52 Operating Supplies					
- 20 Chemicals	3,973	8,725	8,000	9,000	9,000
- 40 Propane/Diesel	3,512	8,395	5,000	5,000	5,000
- 90 General Operating Supplies	39,117	39,045	-	-	-
Collection System	-	-	10,000	10,000	10,000
Lift Stations	-	-	17,000	17,000	17,000
Safety Items	-	-	7,000	7,000	7,000
Shop Supplies	-	-	12,000	12,000	12,000
54 - 01 Books/Pubs/Subscrs/Membs	435	1,062	-	-	-
55 Uniforms					
- 01 Uniforms	487	24	500	500	500
- 05 Rental Uniforms	2,430	2,968	4,595	4,260	4,260
- 32 Shoes/Workboots	738	1,991	1,800	1,800	1,800
- 40 Safety	220	852	250	500	500
- 50 Purchased Uniforms	-	-	-	1,818	1,818
57 - 01 Small Tools & Equipment	2,382	2,420	3,000	3,000	3,000
Total Operating Expenses	$ 411,439	$ 416,820	$ 446,895	$ 461,628	$ 461,628
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 25 Lift Station Equipment					
Vactor Nozzles (2)	$ -	$ -	$ 3,250	$ -	$ -
Replace Welder	-	-	3,200	-	-
Replace Cues Camera	-	-	52,000	-	-
Scraper	-	1,285	-	-	-
Replace Shop Compressor (20180)	-	-	-	3,000	3,000
Replace Gas Root Cutter	-	-	-	3,500	3,500
Large Line Root Cutter	-	-	-	5,500	5,500
Evaporator Cooling Fan for Shop	-	-	-	4,500	4,500
UPS for TV truck	-	-	-	2,000	2,000
Total Capital Outlay	$ -	$ 1,285	$ 58,450	$ 18,500	$ 18,500
TOTAL BUDGET	$ 822,914	$ 860,803	$ 960,518	$ 940,238	940,238

Public Works Department - Resource Management
Water and Sewer Operating Fund (401-807-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 6 Positions	$ 291,351	$ 260,885	$ 255,134	$ 255,158	$ 255,158
	Deleted:					
	Staff Assistant	-	-	-	(36,277)	(36,277)
	Total Salaries & Wages	$ 291,351	$ 260,885	$ 255,134	$ 218,881	$ 218,881
14	**Overtime**	185	152	500	404	404
17	**Allowances**					
	Car Allowance	3,493	3,493	3,480	3,480	3,480
	Cell Phone Allowance	367	602	600	600	600
18	**Uniform Allowance**	-	-	-	74	74
21	**FICA Taxes**	21,957	19,316	19,869	17,093	17,093
22	**Retirement Contributions**	32,799	26,452	17,136	15,826	15,826
23	**Health Insurance**	31,340	28,977	33,120	30,350	30,350
24	**Life Insurance**	884	796	711	611	611
	Total Personal Services	$ 382,376	$ 340,673	$ 330,550	$ 287,319	$ 287,319
POSITION ROSTER						
	Full Time Employees -					
	Division Dir Resource Mgmt 2B	1	1	1	1	1
	Inventory Control Supervisor 4C	1	1	1	1	1
	Asset Mgmt System Spec 4B	1	1	1	1	1
	Materials Control Tech 4B	2	-	-	-	-
	Administrative Assistant 4B	-	1	1	1	1
	Staff Assistant 4C	1	1	1	-	-
	Warehouse Worker 4B	1	1	1	1	1
	Total Positions	7	6	6	5	5

Public Works Department - Resource Management
Water and Sewer Operating Fund (401-807-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
34 Other Contractual Services					
- 10 Custodial Services	$ 9,460	$ -	$ -	$ -	$ -
- 99 Other					
Hepatitis Shots	1,280	800	4,000	3,000	3,000
Asset Mgmt. Initial Imp.	4,473	-	-	-	-
Respirator/SCBA Fit Testing	2,244	1,273	5,000	5,000	5,000
Elevator Maintenance	1,800	1,800	1,800	1,800	1,800
40 Travel and Training					
- 10 Technical Training					
Certifications	5	225	500	500	500
Hurricane Conference	-	-	750	750	750
41 - 30 Communications					
Pagers	-	1,665	2,100	2,100	2,100
42 - 01 Postage and Shipping					
Conservation Fliers	9	-	-	100	100
46 - 01 Repair & Maintenance					
Radio Maintenance	10,097	497	1,000	1,000	1,000
47 Printing & Binding					
- 10 In-house Copies	1,381	2,051	1,000	1,000	1,000
- 99 Misc. Printing	-	-	-	200	200
48 Promotional Activities					
- 10 Community Programs					
FL Yards & Neighborhoods	3,000	3,000	3,000	3,000	3,000
Conservation Items	-	397	500	500	500
Miscellaneous Educational	-	-	500	200	200
51 Office Supplies					
- 90 General Office Supplies	121	401	500	550	550
52 Operating Supplies					
- 40 Propane/Diesel	21	-	50	50	50
- 90 General Operating Supplies	2,612	5,088	-	-	-
General	-	-	5,000	5,000	5,000
Warehouse	-	-	5,000	5,000	5,000
54 - 01 Books/Pubs/Subscrs/Membs	82	82	-	100	100

Public Works Department - Resource Management
Water and Sewer Operating Fund (401-807-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
55 Uniforms					
- 01 Uniforms	12	6	-	-	-
- 05 Rental Uniforms	576	546	694	700	700
- 32 Shoes/Workboots	-	-	300	300	300
- 40 Safely	10	43	-	100	100
- 50 Purchased Uniforms		-	-	404	404
57 Small Tools & Equipment					
- 30 Computer Equipment <1000	-	724	-	250	250
Total Operating Expenses	$ 37,183	$ 18,598	$ 31,694	$ 31,604	$ 31,604
TOTAL BUDGET	$ 419,559	$ 359,271	$ 362,244	$ 318,923	$ 318,923

Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (401-810-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 13 Positions	$ 588,928	$ 757,038	$ 752,439	$ 730,889	$ 730,889
	Transferred from Growth Mgmt:					
	Development Specialist retitled to Project Liaison	-	-	-	50,930	50,930
	Total Salaries & Wages	$ 588,928	$ 757,038	$ 752,439	$ 781,819	$ 781,819
14	**Overtime**	-	368	2,200	1,514	1,514
16	**Special Pay Differential**	447	653	650	1,300	1,300
17	**Allowances**					
	Car Allowance	3,660	9,623	8,280	8,280	8,280
	Cell Phone Allowance	432	4,097	3,000	5,400	5,400
21	**FICA Taxes**	44,184	57,010	58,642	61,071	61,071
22	**Retirement Contributions**	78,742	98,384	92,353	96,857	96,857
23	**Health Insurance**	43,630	49,932	71,760	84,980	84,980
24	**Life Insurance**	1,795	2,146	2,054	2,162	2,162
	Total Personal Services	$ 761,818	$ 979,251	$ 991,378	$ 1,043,383	$ 1,043,383
POSITION ROSTER						
	Full Time Employees -					
	Public Works Director 1D	-	-	1	1	1
	Div Director/City Engineer 2C	1	1	1	1	1
	Construction Inspector I 3A	-	-	1	1	1
	Utilities Coordinator 3C	1	1	1	1	1
	CAD Technician 3A	1	1	1	1	1
	Project Liaison 3A	-	-	-	1	1
	Utility Project Manager 3C	1	1	1	1	1
	Development Coordinator 3C	1	1	1	1	1
	Engineering Technician I 3A	1	1	1	1	1
	Engineering Technician II 3B	1	1	1	1	1
	Senior GIS Specialist 3C	1	1	1	1	1
	Compliance Coordinator 3B	1	1	1	1	1
	Staff Assistant 4C	1	1	1	1	1
	Office Assistant 4A	1	1	1	1	1
	Total Positions	11	11	13	14	14

Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (401-810-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
25 - 01 Unemployment Comp	$ -	$ 23,576	$ 7,000	$ 7,000	$ 7,000
31 Professional Services					
- 10 Annual Reports / Cranes Roost	6,172	-	15,000	15,000	15,000
- 17 Actuarial Services	-	658	-	-	-
- 40 Engineering & Design Svcs	9,863	1,905	20,000	15,000	15,000
- 50 Surveying					
Surveyor Plat Rev Svcs (04-042)	-	-	10,000	11,000	11,000
Lake Orienta Park Imp (11-028)	-	2,640	-	-	-
Palm Springs Right Ln (11-008)	-	870	-	-	-
Rolling Wood Trail (11-012)	-	3,999	-	-	-
- 60 Employee Testing	130	-	-	-	-
- 70 Legal Fees	15,895	51,126	50,000	48,000	48,000
- 99 Other	-	-	10,000	10,000	10,000
34 Other Contractual Services					
Sunshine One-Call Fees	3,665	4,343	4,000	4,500	4,500
RR ROW Pipeline Crossing	2,060	2,060	3,000	3,000	3,000
Microfilm Dept Documents	889	1,410	7,000	7,000	7,000
Security System Annual Maint	-	-	11,384	11,500	11,500
Cable Instalation-West Altamonte	-	1,627	-	-	-
40 - 01 Travel and Training	1,620	655	5,000	5,000	5,000
FACE	-	755	750	750	750
FL Lake Mgt Society	-	919	-	-	-
Nat'l Flood Ins Program	-	485	-	-	-
FSA	-	225	-	-	-
Aquatic Weed Control	-	1,030	-	-	-
PW&PCOA	-	300	-	-	-
ESRI-ARCGID	-	1,575	-	-	-
41 Communications					
- 10 City-wide Phone System					
Public Works Phone System	31,966	24,569	24,000	40,000	40,000
Phone Maintenance	31,632	25,029	28,000	9,000	9,000
Cable/Labor/Parts/Equip	-	2,284	8,500	2,000	2,000
Ham Radio Installation	2,274	-	-	-	-
- 20 Cellular Phones	7,288	3,344	-	1,300	1,300
Air Cards	-	-	3,000	15,650	15,650
42 - 01 Postage and Shipping	-	14	-	25	25
44 Rentals & Leases					
- 40 Network Connections					
Fiber Optic PW	4,718	4,718	5,000	6,200	6,200
West Alt - Brighthouse	12,580	12,558	13,000	13,000	13,000

Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (401-810-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
45	**Insurance**					
- 10	General Liability & Property	242,535	288,720	272,972	311,285	311,285
- 40	Workers' Compensation	77,072	54,310	101,690	54,060	54,060
46	**Repair & Maintenance**					
- 80	Maintenance Contracts					
	Photocopier/Scanner	1,852	669	3,000	3,000	3,000
	Plotter Maintenance	-	-	500	500	500
	Office Equipment	-	-	500	500	500
- 98	Vehicle Repair / Maintenance	68,584	70,604	70,000	75,000	75,000
47	**Printing & Binding**					
- 10	In-house Copies	1,928	3,546	2,000	3,000	3,000
49	**Other Services & Charges**					
- 01	Bad Debt Expenses	105,224	45,000	-	-	-
51	**Office Supplies**					
- 90	General Office Supplies	856	1,893	1,500	1,500	1,500
52	**Operating Supplies**					
- 90	Computer / Printer Supplies					
	CAD Supplies	3,227	3,598	7,500	6,500	6,500
54	**Books/Pubs/Subscrs/Membs**					
- 60	Memberships	60	260	-	-	-
	F.A.C.E.	-	170	-	-	-
	FSA	-	765	-	-	-
	AWWA Utility Membership	-	-	2,500	3,250	3,250
	FWEA Membership	-	-	2,700	2,700	2,700
	ASCE	-	367	-	-	-
- 99	Miscellaneous	171	-	-	-	-
	FWEA Membership	-	1,300	-	-	-
55	**Uniforms**					
- 32	Shoes/Workboots	-	128	1,000	1,000	1,000
- 40	Safety	11	68	-	-	-
56 - 01	**Gas, Oil & Lube**	87,903	106,851	95,000	120,000	120,000
57	**Small Tools & Equipment**					
- 15	Office Equipment	1,013	899	1,000	1,000	1,000
- 20	Hand Tools	13	22	-	-	-
	Survey Tools & Equipment	-	-	500	500	500

Public Works Department - Utilities Operations Division
Water and Sewer Operating Fund (401-810-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
58 - 10 Computer Software Upgrades	414	1,674	2,000	2,000	2,000
59 - 01 Reimb to General Fund	3,350,000	3,400,000	3,500,000	3,600,000	3,600,000
Total Operating Expenses	$ 4,071,615	$ 4,153,518	$ 4,288,996	$ 4,410,720	$ 4,410,720
NON-OPERATING EXPENSES					
Transfers To Other Funds					
Water & Sewer Capital Projects Fund	$ 3,175,000	$ 3,250,000	$ 3,275,000	$ 3,525,000	$ 3,525,000
Reserve For Contingencies	-	-	100,000	100,000	100,000
Total Non-Operating Expenses	$ 3,175,000	$ 3,250,000	$ 3,375,000	$ 3,625,000	$ 3,625,000
TOTAL BUDGET	$ 8,008,433	$ 8,382,769	$ 8,655,374	$ 9,079,103	$ 9,079,103

Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (401-811-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 20 Positions	$ 941,117	$ 935,568	$ 978,159	$ 963,668	$ 963,668
	Position Adjustment:					
	Lead Utility Operatior Dual/CA to Contract Utility Oper Trainee	-	-	-	(21,000)	(21,000)
	Total Salaries & Wages	$ 941,117	$ 935,568	$ 978,159	$ 942,668	$ 942,668
14	**Overtime**	81,544	32,222	100,000	75,748	75,748
	On Call	-	3,354	3,913	5,870	5,870
17	**Allowances**					
	Car Allowance	3,494	3,493	3,480	3,480	3,480
	Cell Phone Allowance	367	972	600	1,800	1,800
18	**Uniform Allowance**	-	-	-	592	592
21	**FICA Taxes**	75,111	71,106	83,090	78,807	78,807
22	**Retirement Contributions**	115,232	101,532	85,119	95,823	95,823
23	**Health Insurance**	83,796	89,638	110,400	121,400	121,400
24	**Life Insurance**	2,937	2,894	2,719	2,650	2,650
	Total Personal Services	$ 1,303,598	$ 1,240,779	$ 1,367,480	$ 1,328,838	$ 1,328,838
POSITION ROSTER						
	Full Time Employees -					
	Div Dir Water/WW/Reuse 2C	1	1	1	1	1
	Utility Plant Ops Manager 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
	Lead Utility Operator Dual/CA 3B	1	1	1	-	-
	Utility Operator Dual/CB 3A	7	7	7	7	7
	Utility Operator Dual/CC 3A	3	3	3	3	3
	Contract Utility Oper Trainee 4B	2	2	3	4	4
	Staff Assistant 4C	1	1	1	1	1
	Total Positions	19	19	20	20	20

Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (401-811-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
31 Professional Services					
- 20 Consulting Services					
General Consulting WRF	$ -	$ -	$ 20,000	$ 20,000	$ 20,000
General Water Consulting	999	3,704	10,000	10,000	10,000
Reg Compliance Mgmt Sys (Project 95-025)	1,143	7,273	2,500	2,500	2,500
FDEP Permit Renewal	-	22,583	40,000	-	-
WRF Administrative Order	-	-	10,000	10,000	10,000
- 40 Engineering & Design Services					
Industrial Pretreatment Program	13,813	22,048	20,000	-	-
State Emergency Response	1,000	1,000	-	-	-
RWRF Annual Eng Svcs	42,240	34,692	30,000	30,000	30,000
WTP Annual Eng Svcs	51,600	25,800	30,000	30,000	30,000
- 45 Permitting and Fees					
Annual FDEP Fees	6,750	6,750	7,000	7,000	7,000
CERC Registration Fees	-	-	-	-	-
Annual PWS License Fee	6,000	12,000	6,000	6,000	6,000
WRF FDEP Minor Permit Mod	-	-	500	500	500
WRF Permit Renewal Fee FDEP	-	-	5,000	-	-
34 Other Contractual Services					
- 60 Trash Disposal / Dumpster Fees	19,916	18,293	26,000	26,000	26,000
- 61 Sludge Hauling	342,615	362,281	375,000	375,000	375,000
- 90 Laboratory Services					
Water Reclamation Facility	7,443	10,708	12,000	12,000	12,000
Water Treatment Plants	2,475	5,358	1,000	2,400	2,400
- 99 Other	950	280	-	-	-
DEP Tank Registration Renewal	595	575	150	150	150
Cathodic Protection Inspection	1,950	-	-	-	-
SCBA Fit Test/Pulmonary	1,034	-	-	-	-
39 - 01 Educational Incentive	-	911	3,000	3,000	3,000
40 Travel and Training					
- 10 Technical Training	2,545	5,266	8,000	8,000	8,000
- 40 On-site Training/CEUs	509	939	3,000	3,000	3,000
- 99 Other					
License Exams & Renewals	300	2,830	750	3,250	3,250
42 - 01 Postage and Shipping	53	-	-	-	-
43 Utility Services					
- 30 Wastewater Treatment Plants	719,479	696,958	750,000	750,000	750,000
- 40 Water Treatment Plants	266,757	252,812	270,000	270,000	270,000

Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (401-811-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
44	**Rentals & Leases**					
- 30	Equipment	485	460	350	-	-
46	**Repair & Maintenance**					
- 01	Building / Facility Maintenance					
	Wastewater Treatment Plant	2,589	1,676	10,000	10,000	10,000
	Water Plants	-	-	5,000	5,000	5,000
- 20	Equipment Repair	-	1,339	-	-	-
	Chlorinator/Sulfinator Repairs	1,894	-	-	-	-
	Chemical Feed System Repairs	-	-	3,000	6,500	6,500
	Water Quality Analyzer Repairs	-	3,080	2,000	2,000	2,000
47	**Printing & Binding**					
- 10	In-house Copies	1,586	1,648	-	1,250	1,250
- 55	Brochures / Pamphlets	-	117	-	-	-
	CCR Water Quality Report	482	402	800	500	500
48	**Promotional Activities**					
- 70	Marketing					
	Tour Handouts	286	244	500	500	500
51	**Office Supplies**					
- 90	General Office Supplies	372	716	800	800	800
52	**Operating Supplies**					
- 20	Chemicals					
	Fluoridation Program	13,661	9,253	18,000	18,000	18,000
	Corrosion Inhibitor	22,199	30,683	24,000	60,000	60,000
	Odor Control	6,575	-	-	-	-
	Polymer Solvent	1,665	-	3,000	3,000	3,000
	H_2S Control (hydrogen sulfide)	112,487	123,372	190,000	100,000	100,000
	De-chlorinate Effluent	2,980	-	-	-	
	Phosphorus & Virus Removal	-	45,260	90,000	85,000	85,000
	Sludge De-watering	36,726	34,431	40,000	40,000	40,000
	WRF Dechlor Bisultite	-	-	15,000	15,000	15,000
	Sodium Hypochlorite	-	1,770	-	-	-
	Miscellaneous Chemicals	116	-	-	-	-
- 21	Chlorine	28,820	17,391	-	-	-
- 22	Sodium Hypochlorite	93,818	130,091	200,000	225,000	225,000
- 40	Propane / Diesel	20,366	28,007	35,000	35,000	35,000
- 90	General Operating Supplies					
	Wastewater Treatment Plant	9,880	9,075	12,000	12,000	12,000
	Water Plants	4,447	586	5,000	5,000	5,000
54	**Books/Pubs/Subscrs/Membs**					
- 01	Books/Pubs/Subscrs/Membs	-	43	-	-	-
- 99	Other Books/Pubs/Subscrs/Membs	934	953	500	1,000	1,000

Public Works Department - Plant Operations Division
Water and Sewer Operating Fund (401-811-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
55	**Uniforms**					
- 01	Uniforms	-	148	500	500	500
- 05	Rental Uniforms	3,351	3,336	5,000	5,950	5,950
- 32	Shoes/Workboots	575	880	2,000	2,000	2,000
- 40	Safety	120	268	-	-	-
- 50	Purchased Uniforms	-	-	-	3,232	3,232
57	**Small Tools & Equipment**					
- 10	Office Furn / Fixtures	1,082	367	-	-	-
- 30	Computer Equipment <1000	-	1,056	-	-	-
- 40	Safety Equipment	-	635	-	1,000	1,000
- 99	Other	-	50	-	-	-
	Portable Meters/Test Kits	2,769	-	1,000	4,000	4,000
	Pole Saw	-	558	-	-	-
	Test Pump	-	160	-	-	-
	Pressure Washer	-	956	-	-	-
	DO Meter	-	872	-	-	-
	Total Operating Expenses	$ 1,860,431	$ 1,942,944	$ 2,293,350	$ 2,211,032	$ 2,211,032
CAPITAL OUTLAY						
64	**Machinery & Equipment**					
- 15	Computer Equipment					
	Repl Operator Computers	$ -	$ -	$ 2,400	$ -	$ -
- 25	Plant / Lift Station Equipment					
	Spare Metering Pumps NaOCl-2	-	-	3,000	-	-
	Replace Fluoride Metering Pipes	-	3,878	2,600	-	-
	Replace PH Meters (2)	-	-	2,000	-	-
	Replace Turbidity Meter	-	-	3,000	-	-
	Sonic Algae Killer (2)	-	-	5,000	-	-
	Refrigerated Samplers	-	-	-	5,000	5,000
	Total Capital Outlay	$ -	$ 3,878	$ 18,000	$ 5,000	$ 5,000
TOTAL BUDGET		$ 3,164,029	$ 3,187,601	$ 3,678,830	$ 3,544,870	$ 3,544,870

Public Works Department - Water Distribution Division
Water and Sewer Operating Fund (401-814-536)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages**						
	Base: 20 Positions		$ 647,106	$ 660,205	$ 676,601	$ 671,365	$ 671,365
14	**Overtime**		26,555	23,448	25,000	20,190	20,190
	On Call		-	5,418	4,472	7,826	7,826
17	**Allowances**						
	Cell Phone Allowance		390	602	600	600	600
18	**Uniform Allowance**		-	-	-	665	665
21	**FICA Taxes**		50,319	51,981	54,061	53,600	53,600
22	**Retirement Contributions**		82,167	78,452	67,753	70,313	70,313
23	**Health Insurance**		84,232	91,499	110,400	121,400	121,400
24	**Life Insurance**		2,038	2,070	1,846	1,885	1,885
	Total Personal Services		$ 892,807	$ 913,675	$ 940,733	$ 947,844	$ 947,844
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	1	2	2	2	2
	Utility Service Worker	4B	8	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		20	20	20	20	20

Public Works Department - Water Distribution Division
Water and Sewer Operating Fund (401-814-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
34 Other Contractual Services					
- 50 Temporary Service / Labor	$ -	$ -	$ 500	$ -	$ -
- 99 Other					
Hepatitis Shots/Fit Test	1,033	-	-	-	-
CCC Software Support	690	790	800	800	800
40 Travel and Training					
- 10 Technical Training	-	1,000	-	-	-
Regional Short School	2,425	-	1,500	1,500	1,500
- 30 Conferences / Seminars					
Cross Connection Control	-	275	2,000	2,000	2,000
Hurricane Conference	-	-	750	1,000	1,000
42 - 01 Postage and Shipping	73	355	500	500	500
46 Repair & Maintenance					
- 01 Building / Facility Maintenance	153,566	98,659	-	-	-
Water Distribution	-	-	95,000	95,000	95,000
Cross Connection	-	-	10,000	10,000	10,000
47 Printing & Binding					
- 10 In-house Copies	1,980	2,059	2,000	2,000	2,000
- 55 Brochures / Pamphlets	120	154	-	-	-
RW/CCC Newsletters	-	1,040	1,500	1,500	1,500
- 99 Other	296	409	500	500	500
51 - 90 General Office Supplies	1,518	1,589	1,600	1,600	1,600
52 Operating Supplies					
- 90 General Operating Supplies	14,036	13,796	-	-	-
New Water Meters	-	-	3,000	2,000	2,000
Water Distribution System	-	-	10,000	5,000	5,000
Barricades & Cones	3,150	4,445	2,500	2,500	2,500
Cross Conn (Backflow Prevntn)	-	-	7,500	5,000	5,000
Warehouse Issued Supplies	7,101	10,312	-	12,000	12,000
54 - 01 Books Pubs/Subscript/membs	-	150	-	-	-
55 Uniforms					
- 01 Uniforms	316	296	500	500	500
- 05 Rental Uniforms	4,929	5,191	5,500	8,215	8,215
- 32 Shoes/Workboots	1,683	3,076	2,400	2,400	2,400
- 40 Safety	1,336	2,126	1,000	1,000	1,000
- 50 Purchased Uniforms	-	-	-	3,636	3,636

Public Works Department - Water Distribution Division
Water and Sewer Operating Fund (401-814-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
57 Small Tools & Equipment					
- 20 Hand Tools	6,178	3,716	9,000	10,000	10,000
Total Operating Expenses	$ 200,430	$ 149,438	$ 158,050	$ 168,651	$ 168,651
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 25 Plant / Lift Station Equipment					
Replace Portable Compressor	$ -	$ -	$ 2,000	$ -	$ -
GPR Locator (New)	-	-	-	20,000	20,000
Mudhog Pump Replacement	1,492	-	-	-	-
Replace Tracer Locator (15932 & 15933)	-	-	-	8,000	8,000
Replace Dump Trailer (16201)	-	-	-	4,000	4,000
Total Capital Outlay	$ 1,492	$ -	$ 2,000	$ 32,000	$ 32,000
TOTAL BUDGET	$ 1,094,729	$ 1,063,113	$ 1,100,783	$ 1,148,495	$ 1,148,495

Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (401-818-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 11 Positions	$ 450,395	$ 390,431	$ 406,985	$ 400,464	$ 400,464
	Position Adjustment:					
	Utility Maint Mech 4C to Senior Maint Mech 3A	-	-	-	5,120	5,120
	Total Salaries & Wages	$ 450,395	$ 390,431	$ 406,985	$ 405,584	$ 405,584
14	**Overtime**	2,851	3,811	4,000	3,022	3,022
	On Call	-	5,859	7,826	7,826	7,826
17	**Auto Allowance**	5,903	3,503	3,480	3,480	3,480
18	**Uniform Allowance**	-	-	-	407	407
21	**FICA Taxes**	34,271	29,962	32,305	32,155	32,155
22	**Retirement Contributions**	62,914	52,707	53,262	54,692	54,692
23	**Health Insurance**	53,862	50,705	60,720	66,770	66,770
24	**Life Insurance**	1,415	1,212	1,152	1,140	1,140
	Total Personal Services	$ 611,611	$ 538,190	$ 569,730	$ 575,076	$ 575,076
POSITION ROSTER						
	Full Time Employees -					
	Plant Maint. Supervisor 3A	1	1	1	1	1
	Instrumentation Supervisor 3A	1	1	1	1	1
	Instrumentation Technician 3A	3	2	2	2	2
	Electrician 3A	1	1	1	1	1
	Utility Plant Maint Mgr 3C	1	-	-	-	-
	Electrician Helper 4C	-	1	1	1	1
	Senior Maint Mechanic 3A	-	-	-	1	1
	Mechanic / Utility Operator 4C	1	-	-	-	-
	Utility Maintenance Mechanic 4C	5	5	5	4	4
	Total Positions	13	11	11	11	11

Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (401-818-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
34 Other Contractual Services					
- 10 Custodial Services	$ 9,000	$ -	$ -	$ -	$ -
- 20 Landscaping Services	41,204	38,195	40,000	40,000	40,000
- 50 Temporary Services / Labor	-	-	1,000	1,000	1,000
- 99 Other					
Cathodic Protection Inspection	-	2,025	3,000	3,000	3,000
40 Travel and Training					
- 10 Technical Training	2,290	616	-	-	-
VTS Interaters Course	-	-	2,500	2,500	2,500
Maintenance:					
Maintenance Courses	-	3,935	6,000	5,000	5,000
41 Communications					
- 10 City-wide Phone System					
Pager Service	1,387	-	-	-	-
42 - 01 Postage and Shipping					
Operations	634	-	-	-	-
Telemetry	-	206	500	500	500
44 Rentals & Leases					
- 30 Equipment					
Maintenance	4,312	6,806	6,000	6,000	6,000
46 Repair & Maintenance					
- 01 Building / Facility Maintenance	-	-	-	-	-
Wastewater	296	-	-	-	-
Roof Fluoride Bldg	6,254	-	-	-	-
Laboratory Landscaping	-	5,461	-	-	-
Rolling Steel Service Door	-	3,217	-	-	-
Repair Gate Opener	-	525	-	-	-
Warehouse Issued Supplies	-	284	-	-	-
Rubber Mats	-	900	-	-	-
Hose Rack	-	350	-	-	-
Office Renovation	-	1,523	-	-	-
- 20 Equipment Repair					
Telemetry System Repairs:					
Telemetry Monitor and Repair	-	4,787	3,000	3,000	3,000
Lift Station Monitoring	-	-	3,000	3,000	3,000
Water Plant Monitoring	-	1,325	3,000	3,000	3,000
Reclaim Monitoring	-	4,673	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

Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (401-818-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46 **Repair & Maintenance *(cont'd)***					
- 20 Equipment Repair *(cont'd)*					
Maintenance:					
Water Plant Generators	8,010	18,817	30,000	30,000	30,000
WRF Auxiliary Generators	12,279	4,659	45,000	45,000	45,000
Plant Equipment	43,050	20,656	80,000	80,000	80,000
WTP Equipment	11,843	9,706	20,000	20,000	20,000
Press Belt Replacements	-	12,188	8,000	8,000	8,000
WTP GST Repairs	-	-	40,000	40,000	40,000
Well Pump Maintenance	-	6,214	30,000	30,000	30,000
Vertical Conveyor Repair Parts	13,854	1,390	5,000	5,000	5,000
Belt Filter Press Roller	29,139	-	15,000	15,000	15,000
Refurbish/Replace Pumps	-	10,223	-	-	-
Refurbish/Replace Compressor	7,229	-	-	-	-
Refurbish/Replace Blower	6,826	-	-	-	-
Pipe/Valve Repairs	-	2,247	-	-	-
Electrical Repairs	-	-	10,000	10,000	10,000
MLSS 1C Pump & Motor	-	-	15,000	15,000	15,000
Biofilters - RWRF Blowers Repl	-	3,299	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	-	5,610	-	-	-
Low Head Pump Maint.	8,478	20,350	-	-	-
High Service Pump Maint.	27,157	23,922	30,000	30,000	30,000
Course Bar Screen Repair	14,525	28,405	40,000	40,000	40,000
Nitrification Tank	-	1,725	5,000	10,000	10,000
Effluent Flow Meter	14,525	-	-	-	-
Chemical Induction Feed/Mix	12,090	-	-	-	-
Acid Wash Vapor Scrubber	26,835	-	-	-	-
GST #3	3,850	-	-	-	-
Gravity Thickener	6,629	-	-	-	-
Mixer #1	10,350	3,978	-	-	-
Fiber Cable	4,592	-	-	-	-
Raw Screw Pump Guards	9,875	-	-	-	-
Grit Pump Pully	-	1,230	-	-	-
Grit Pump	-	13,902	-	-	
WTP #5:					
Mechanical Seal	2,081	-	-	-	-
Well #12	4,263	23,996	-	-	-
Well #16	1,848	2,321	-	-	-
Well #17	16,836	-	-	-	-
Lift Station:					
Pump Inspection	3,769	-	-	-	-
Well #11	-	42,122	-	-	-
MLSS 2A & 2B Pump & Motor	-	46,300	-	-	-
Gate Repairs	-	997	-	-	-
Hycor Cylinder	-	10,038	-	-	-
Flow System	-	2,634	-	-	-
Actuator	-	5,975	-	-	-
RWRF Light Replace (In-House)	-		-	15,000	15,000

Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (401-818-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46 Repair & Maintenance *(cont'd)*					
- 80 Maintenance Contracts					
Battery UPS Maint - Liebert	7,942	-	-	-	-
Forklift Maintenance	586	622	1,000	1,000	1,000
Cranes Insp/Load Test	1,853	1,360	2,000	2,000	2,000
VTS Trihedral	6,644	6,644	9,500	9,500	9,500
WRF Elevator Inspection	1,975	2,050	2,200	2,200	2,200
RWRF Air Compressor Maint	-	397	4,000	4,000	4,000
RWRF ASCO Generator System	-	-	5,000	5,000	5,000
Gate Repairs	-	596	-	-	-
- 99 Other Repair and Maintenance	175	1,253	4,000	4,000	4,000
Fencing	3,778	-	-	-	-
Paint	902	-	-	-	-
Safety Rails	855	-	-	-	-
Truck Scale Maintenance	-	1,090	-	-	-
Power Meter	-	748	-	-	-
Weir	-	900	-	-	-
47 Printing & Binding					
- 10 In-house Copies	580	1,230	150	600	600
- 50 Outside Printing	-	-	150	150	150
51 Office Supplies					
- 90 General Office Supplies	660	707	-	-	-
Maintenance	-	-	350	350	350
Telemetry	-	-	350	350	350
52 Operating Supplies					
- 20 Chemicals					
Maintenance:					
Odor Control	964	8,963	9,000	9,000	9,000
- 40 Propane / Diesel					
Maintenance:					
Lubrication, Oil & Sample Kits	6,326	4,987	10,000	10,000	10,000
- 90 General Operating Supplies					
Warehouse Issued Supplies	-	624	-	-	
Wastewater	13,124	21,647	-	-	-
Telemetry:	-	-	-	-	-
Wire/Label Cabinets		-	700	700	700
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	-	-	2,000	7,000	7,000
Gas Detectors	-	1,132	-	-	-
Electrical	-	-	-	1,500	1,500
Maintenance:	-	-	-	3,000	3,000
Misc Parts Fittings	-	1,177	3,000	-	-
54 - 01 Books/Pubs/Subscrs/Membs	184	103	300	300	300

Public Works Department - Utilities Maintenance Division
Water and Sewer Operating Fund (401-818-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
55 Uniforms					
- 01 Uniforms	-	138	300	300	300
- 05 Rental Uniforms	3,385	3,610	5,000	5,175	5,175
- 32 Shoes/Workboots	1,420	646	2,000	2,000	2,000
- 40 Safety	559	848	1,000	1,000	1,000
- 50 Purchased Uniforms	-	-	-	2,222	2,222
57 Small Tools & Equipment					
- 20 Hand Tools	5,333	5,578	3,500	3,500	3,500
- 30 Computer Equipment <$1000	807	116	1,000	1,000	1,000
- 40 Safety Equipment	1,232	4,181	-	-	-
Operations Protective Equipment	-	-	1,500	1,500	1,500
Telemetry Safety Equipment	-	-	1,500	1,500	1,500
58 Computer Software					
- 10 Upgrades	-	-	500	500	500
Total Operating Expenses	$ 424,594	$ 469,079	$ 557,200	$ 583,547	$ 583,547
CAPITAL OUTLAY					
63 Improvements Not Buildings					
- 50 City Plants / Lift Stations					
Maintenance:					
RWRF West Gate Replace	$ -	$ -	$ 16,000	$ -	$ -
Fiber Cabling	1,732	-	-	-	-
64 Machinery & Equipment					
- 15 Computer Equipment					
Replace SCADA Computers	-	-	10.000	-	-
- 16 SCADA Equipment					
Pressure Calibration Tester	-	2,527	-	-	-
Radio Spectrum Analyser	-	-	25,000	-	-
Turbidity Meter Replacement (2)	2,965	-	-	-	-
Monitors (2)	-	2,173	-	-	-
- 70 Heavy Equipment					
Power Analyser Data Logger	-	-	15,000	-	-
8" Lay Flat Flat Hose	-	-	15,000	-	-
Vibration Meter	-	-	4,000	10,000	10,000
Total Capital Outlay	$ 4,697	$ 4,700	$ 85,000	$ 10,000	$ 10,000
TOTAL BUDGET	$ 1,040,902	$ 1,011,969	$ 1,211,930	$ 1,168,623	1,168,623

Public Works Department - Laboratory Division
Water and Sewer Operating Fund (401-819-536)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 6 Positions	$ 242,606	$ 243,883	$ 247,773	$ 248,134	$ 248,134
	Upgrade:					
	Part-time Lab Assistant to Full-time Lab Technician	-	-	-	16,705	16,705
	Total Salaries & Wages	$ 242,606	$ 243,883	$ 247,773	$ 264,839	$ 264,839
14	**Overtime**	13,053	12,742	10,000	10,100	10,100
	On Call	-	2,913	3,913	3,913	3,913
21	**FICA Taxes**	18,892	19,107	20,019	21,332	21,332
22	**Retirement Contributions**	30,141	28,761	24,471	29,868	29,868
23	**Health Insurance**	22,293	24,123	27,600	36,420	36,420
24	**Life Insurance**	725	727	702	742	742
	Total Personal Services	$ 327,710	$ 332,256	$ 334,478	$ 367,214	$ 367,214
POSITION ROSTER						
	Full Time Employees -					
	Laboratory Technical Director 3C	1	1	1	1	1
	Laboratory Chemist 3A	4	4	4	4	4
	Laboratory Technician 4C	-	-	-	1	1
	Total Full Time Employees	5	5	5	6	6
	Part Time Employees -					
	Laboratory Assistant 4A	1	1	1	-	-
	Total Positions	6	6	6	6	6

Public Works Department - Laboratory Division
Water and Sewer Operating Fund (401-819-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
34 - 01 Other Contractual Services					
Laboratory Cert Environmental	$ 3,000	$ 3,000	$ 5,000	$ 5,000	$ 5,000
Other Miscellaneous Services	400	-	-	-	-
Supplemental Lab Services	-	975	5,000	5,000	5,000
Hazardous Waste Disposal	1,253	-	2,500	2,000	2,000
Lab Water Purification	2,508	3,086	3,500	3,500	3,500
Lab Pure Gases	1,320	599	2,500	2,000	2,000
40 Travel and Training					
- 30 Conferences/Seminars	106	-	500	1,000	1,000
42 - 01 Postage and Shipping	501	134	350	350	350
46 Repair & Maintenance					
- 20 Equipment Repair	58	29	-	-	-
Lab Instrumentation	898	551	15,000	15,000	15,000
Spectrophotometer	1,051	-	-	-	-
Towels	56	-	-	-	-
Back-up UPS System	1,653	-	-	-	-
Precision Water Bath	-	1,864	-	-	-
Safety Cabinets-Annual Inspect	-	630	-	-	-
Analytical Balances	-	388	-	-	-
Muffle Furnace	-	898	-	-	-
- 80 Maintenance Contracts					
Atomic Absorption Unit	11,954	9,835	-	10,000	10,000
Analytical Balances	-	-	2,000	2,000	2,000
Test Equipment Calibrations	630	511	2,000	2,000	2,000
Alpkem Analyzer	8,200	-	10,000	10,000	10,000
47 Printing & Binding					
- 10 In-house Copies	1,526	1,279	200	900	900
- 50 Lab Manuals	-	-	200	-	-
51 Office Supplies					
- 90 General Office Supplies	888	1,563	2,000	2,000	2,000
52 Operating Supplies					
- 20 Chemicals	2,017	6,219	15,000	15,000	15,000
- 90 General Operating Supplies	420	370		-	-
Glassware/Containers/Bottles	702	6,396	10,000	10,000	10,000
Atomic Absorption Supplies	3,575	1,428	2,500	2,500	2,500
Microbiology Supplies	7,834	8,062	10,000	10,000	10,000
QA/QC Supplies	14,764	13,726	15,000	15,000	15,000
General Analytical Supplies	14,478	14,668	10,000	10,000	10,000
Alpkem Analyzer Supplies	705	-	2,500	2,500	2,500
Shelving/Storage	-	2,474	-	-	-
54 - 01 Books/Pubs/Subscrs/Membs	-	-	800	1,000	1,000

Public Works Department - Laboratory Division
Water and Sewer Operating Fund (401-819-536)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
55 **Uniforms**					
- 05 Rental Uniforms	298	304	500	-	-
- 32 Shoes/Workboots	-	108	-	-	-
- 40 Safety	-	10	500	500	500
57 - 01 **Small Tools & Equipment**	629	-	5,000	5,000	5,000
- 30 Computer Equipment <$1,000	-	-	400	-	-
SCADA Monitors (2)	-	2,172	-	-	
58 **Computer Software**					
- 10 Upgrades	-	-	-	1,000	1,000
Total Operating Expenses	$ 81,424	$ 81,279	$ 122,950	$ 133,250	$ 133,250
CAPITAL OUTLAY					
64 **Machinery & Equipment**					
- 15 Computer Equipment					
Desktop Computer (4)	$ -	$ -	$ 3,500	$ -	$ -
64 - 70 Heavy Equipment					
Drying Oven (2)	-	-	10,000	-	-
Glassware Washer (4)	-	-	20,000	-	-
Ampermetric Titration Unit (PC 19172)	-	-	-	4,000	4,000
Microscope (New)	-	-	-	2,000	2,000
Total Capital Outlay	$ -	$ -	$ 33,500	$ 6,000	$ 6,000
TOTAL BUDGET	$ 409,134	$ 413,535	$ 490,928	$ 506,464	$ 506,464

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Interest Income	$ 612,372	$ 243,135	$ 225,000	$ 377,208	$ 264,778
JPA / FDOT Reimbursement	-	4,338	-	-	-
Other Miscellaneous Income	31,539	-	-	-	-
Transfer from Water & Sewer Operating Fund	3,175,000	3,250,000	3,275,000	3,275,000	3,525,000
Total Revenues	$ 3,818,911	$ 3,497,473	$ 3,500,000	$ 3,652,208	$ 3,789,778
EXPENSES					
31 - 20 Professional Services					
Asset Management Implementation Upgrade (12-00	$ -	$ 12,835	$ 20,000	$ 2,015	$ 125,000
Elv Tank Evaluation Prgrm (10-007)	-	11,595	-	-	5,000
Update Water Master Plan	-	-	150,000	-	-
Architectural Needs Assessment and Design	-	-	-	-	100,000
46 - 99 Repair & Maintenance					
Paint Misc Surfaces (06-006)	969	-	50,000	29,756	50,000
Paint WTP #2 & 5 (11-002)	-	6,032	-	-	-
Elevated Storage Tank Prog. (10-007)	5,500	-	-	-	-
Weather Head for Antenna	796	-	-	-	-
Roof Replacements & Repairs:					
Mechanical Maintenance Bldg	-	-	25,000	-	-
Keller Road Operations Bldg	-	-	65,000	-	-
Truck Bed Lining (2)	-	790	-	-	-
57 - 30 Small Tools & Equipment					
Computer Equipment <$1,000	-	289	-	1,436	-
Total Operating Expenses	$ 7,265	$ 31,541	$ 310,000	$ 33,207	$ 280,000
CAPITAL OUTLAY					
61 - 99 Land	$ 1,000	$ -	$ -	$ -	$ -
815 Magnolia					
62 - 10 Buildings					
RWRF Lab Replacement (06-017):					
Design	13,004	-	-	-	-
Construction	169,560	931,434	-	-	-
Generator Storage Facility	-	-	20,000	583	-

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
62 - 10 Buildings (*continued*)					
Security System					
Water Reclamation Facility	-	-	97,678	97,678	-
Water Plant 2	-	-	56,032	56,032	-
Water Plant 3	-	-	36,440	36,440	-
Water Plant 5	-	-	56,445	56,445	-
PW Six Remote Sites	-	-	26,952	26,957	-
West Alta. Administration	-	-	37,726	37,726	-
West Alta. Warehouse	-	-	11,780	11,780	-
New/Upgraded Software	-	-	14,433	14,434	-
Operations Bldg/Keller Rd	-	-	-	-	9,300
Keller Road Ops Building Roof	-	-	-	68,184	-
Keller Road Turbidity Roof	-	-	-	3,640	-
W. Alta. Ops Bldg - Paint Corridors	-	-	-	-	9,000
Energy Star White Roof Coating					
West Altamonte	-	-	-	-	40,000
Roof Replacement/Repair:					
Building #16 / Keller Road	-	-	-	-	11,000
W. Alta. Bldg # 3 / Insulation	-	-	-	-	150,000
RWRF Sludge Conveyor Press Bldg					
Design	-	-	-	-	100,000
RWRF Mechanical Maint Bldg	-	-	-	20,378	250,000
63 - 50 Treatment Plant					
Process Renovations					
RWRF Electr Eval/Impl (2002-24):					
Low Voltage Improvement II & III					
Construction	267,795	20,499	-	-	-
WTP #3 Elev Storage Rehab (08-038)	472,968	-	-	-	-
SW Elev Storage Tank Rehab	-	-	250,000	-	-
WRF Fine Barscreen Bypass	-	-	200,000	-	-
Chlorine Storage Facility (08-036)					
Design	1,265	-	-	-	-
Sludge Conveyor Replacement					
Design	-	-	45,000	60,103	-
Construction	-	-	270,000	-	-
RWRF Aeration System:					
Design Report	-	17,579	-	20,606	-
RWRF Anoxic & Nitrification Tanks					
Cleaning/Tanks Repair (10-025)	-	78,902	1,500,000	-	1,440,000
Membrane Diffuser Parts	-	29,997	-	57,050	-
Reroute Tank Drains	-	-	-	-	100,000
Actuators for Influent	-	-	-	-	50,000
Conversion - CL2 & SO4					
to Alternative	-	127,661	-	-	-

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
63 - 50 Treatment Plant (*continued*)					
Process Renovations (*continued*)					
Wastewater Budget Track (10-003)	67,867	-	-	-	
RWRF Alternative Analysis (10-013)	90,386	5,776	-	7,850	-
Replc Fluoride Tanks WP #2 & #5	-	-	125,000	23,500	-
RWWTF GST Handrails (11-026)	-	-	-	19,860	-
Valve Removal & Replacement Primary Tanks (12-001)	-	-	-	28,923	-
RWRF Feasability Study (08-010)	-	-	-	7,845	-
Upper Digester Lining	-	-	-	-	200,000
Actuators for Filter Valves	-	-	-	-	150,000
RWRF Septage Receiving Area (08-010) Design	-	-	-	1,818	-
Alternative Reclaimed Water Discharge (12-010) Design	-	-	-	17,284	-
63 - 70 Improvements Not Buildings					
Utility Relocations					
Bunnell Road and Eden Park Utility Improvements (2001-38):					
Design	996	10,789	-	-	-
Construction	275,933	-	-	24,651	-
SR434 W Montgmry to I-4 (05-017)	1,061	12,993	-	-	-
SR434 Maitland to Trailwd (10-017)	49,688	-	-	-	-
Wymore Road Widening (Utilities)					
Design (94-023)	7,019	3,438	-	-	-
Constrctn-Quality Inn Wtr (11-020)	-	42,432	-	-	-
I-4 Widening (07-033) Design	12,315	4,585	-	-	-
Oakland Estates Wtr & Swr (03-019) Construction	-	889,210	250,000	592,921	-
Altamonte Commercial Ctr (11-031)	-	1,076	-	-	-

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
63 - 70 Improvements Not Buildings (*continued*)					
Utility Relocations *(continued)*					
SunRail Corridor Utility Relocations (08-009)					
Design	-	-	-	-	115,000
Construction	-	-	-	-	1,200,000
Potable Water Projects					
Fire Station No. 12 Potable Tower Rehab (04-014):					
Design	-	-	-	-	50,000
Construction	-	-	-	-	500,000
WTP #2 & #5 High Svc Pumps (09-014)					
Design	19,260	20,576	-	7,451	-
Construction	-	185,299	-	246,791	-
Water Facilities Works Plan (10-015)	40,838	360	-	-	-
Rollingwood Trail Wtr Line (11-012)	-	400	-	35,325	-
Water Plant #2:					
Line Ground Storage Tanks	-	-	-	-	250,000
Remove Chlorine Scrubbers (08-036)	-	-	-	-	100,000
Chlorine Contact Tank Upgrades	-	-	-	-	20,000
Sewer Projects					
City-wide Manhole Rehabilitation (2001-23, 05-011, 10-026)	-	80,509	-	-	-
Orange Drive Sewer Line Replacement (07-009):					
Design	10,237	15,276	-	-	-
Central Parkway Force Main (07-032)	-	(15)	-	-	-
Spring Lake Road Force Main Replacement (09-015):					
Design	10,400	27,618	-	24,016	-
Construction	-	-	-	272,040	-
L/S 12 & Force Main Replacement (08-045)					
Design	34,871	6,082	-	-	-
Construction	501,786	19,311	-	-	-
LS 8 Rehabilitation (09-008)					
Design	1,117	9,883	-	-	-
Construction	-	1,981,294	-	104,293	-

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
63 - 70 Improvements Not Buildings *(continued)*					
Sewer Projects *(continued)*					
LS 19 @ Metavante - Upgrade (09-021)					
Design	37,890	14,650	-	-	-
Construction	-	-	-	550,051	-
LS 1 @ Central Prkwy-Upgrade (09-020)					
Design	47,361	421	-	-	-
Construction	-	53,907	-	1,077,091	
LS 23 @ Haines & Orange (08-043)					
Design	14,680	26,500	-	-	-
Construction	-	386,972	-	24,769	-
LS 14 - Morse Street (09-024)	42,212	-	-	-	-
LS 15 - Oak Street (09-025)	67,257	-	-	-	-
LS 18 - Hermits Cov (09-026)	6,084	-	-	-	-
LS 37 - Villa Brantley (09-027)	8,216	-	-	-	-
LS 43 - River Run (09-028)	40,950	-	-	-	-
LS 52 - North Douglas (09-029)	45,808	-	-	-	-
LS 53 - North Street (09-030)	50,882	-	-	-	-
LS 7 - Spring Valley (10-018)	-	-	400,000	-	400,000
LS 29 - Douglas Ave. (10-019)					
Design	-	-	-	50,000	50,000
Construction	-	-	750,000	-	1,000,000
LS 10 - Pershing (11-015)	-	24,914	-	60,100	-
LS 11 - Pennsylvania (11-016)	-	25,537	-	70,700	-
LS 30 - L/S # 30 (11-014)	-	815	-	-	-
LS 51 - Montgomery (98-018)	-	-	-	-	200,000
LS 38 - SR 434 (N of W.Alt) (12-018)	-	-	-	-	175,000
Manhole Rehab	10,291	-	10,000	-	-
Lift Station Drywell Rehab (In-house)					
Construction	-	-	200,000	-	-

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
63 - 70 Improvements Not Buildings *(continued)*					
Sewer Projects *(continued)*					
Lift Station Motor Replacements	-	-	30,000	-	-
Lift Station Pump Replacements	-	-	-	32,000	30,000
Orange/Essex Sewer Line (07-009)					
Design	-	-	-	20,231	-
Construction	-	-	425,000	469,930	-
Inflow & Infiltration Assessment and Rehablitation (11-035)					
Design	-	-	500,000	79,743	-
Construction	-	-	-	-	500,000
Forcemain Assess & Repl Program	-	-	250,000	44,000	500,000
SCADA Pack Replacement	-	-	-	-	65,000
Reclaimed Water					
Cranes Roost (CBD) Storage and Retrieval (2002-45):					
Design	4,942	-	-	-	-
Keller Rd Storage Pond (10-021)					
Design	25,166	90,038	-	100,000	-
Construction	-	-	3,500,000	-	-
Joint Altamonte-Sanlando Reclaimed Water Transmission Main (12-020)					
Feasibility	-	-	-	15,000	-
Merrill Park Reclaimed Line (10-023)	250	21,137	-	-	-
SW Tower RW Pipe Relocation	-	-	75,000	-	-
Motorized Reclaimed Water Valves	-	-	-	-	400,000
Reconfigure Fuel Tank Sumps @ West Altamonte	-	-	-	-	12,500
WTP #4 Improvement/Part Demo (07-012)	-	-	-	3,867	-

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
64 Machinery & Equipment					
- 15 Computer Equipment					
Replace Lg Format Printer	3,968	-	-	-	-
Scanner/Plotter (19763)	14,820	-	-		-
SCADA Upgrade Servers	-	-	15,000	15,000	-
New Lab Computers	-	-	10,000	10,000	-
Monitor Upgrades	-	-	3,000	3,000	-
SCADA /Security System Monitor	-	-	3,000	3,000	-
PW/GIS Handheld GPS w/ESRI	-	-	11,000	11,000	-
Plasma Mass Spectrophotometer	-	-	-	-	200,000
Computer Upgrades	-	-	-	-	100,000
Keller Rd Infrastructure Upgrade	-	-	-	-	20,000
GIS Hardware Upgrade	-	-	-	-	40,000
Replace Monitor in West Altamonte Training Room	-	-	-	-	1,500
- 25 Keller Road					
VHF Radio System	111,566	-	-	-	-
- 60 Vehicle Replacements					
F-250 (2432, 2434 & 2436)	-	45,444	-	-	-
Toyota Prius (2138)	-	22,230	-	-	-
Utility Truck (2441)	-	-	34,500	34,500	-
Prius (2) (1001 & 1011)	-	-	46,000	46,000	-
(3) S-10 Trucks (1505) (1605) (1010)	-	-	-	-	51,000
Slider & Rack Accessories (1505)	-	-	-	-	2,500
Utility Truck (2400)	-	-	-	-	30,000
Utility Truck-New (Elect. Helper)	-	-	-	-	27,000
- 70 Heavy Equipment					
Light Tower (15122)	-	-	8,000	-	-
67 - 01 Computer Software					
Geographic Information System	-	-	-	-	16,000
Total Capital Outlay	$ 2,581,709	$ 5,235,529	$ 9,267,986	$ 4,702,586	$ 8,564,800
RESERVES					
93 - 01 Reserve for Contingency	$ -	$ -	$ 200,000	$ -	$ 200,000
Total Expenditures	$ 2,588,974	$ 5,267,070	$ 9,777,986	$ 4,735,793	$ 9,044,800
REVENUES OVER (UNDER) EXPENSES	$ 1,229,937	$ (1,769,597)	$ (6,277,986)	$ (1,083,585)	$ (5,255,022)
FUND BALANCE					
Beginning of Year	16,149,355	17,379,292	15,609,695	15,609,695	14,526,110
End of Year	$ 17,379,292	$ 15,609,695	$ 9,331,709	$ 14,526,110	$ 9,271,088

Public Works Department
Wastewater Treatment Facility Fee Fund (405)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Wastewater Plant Expansion Fee	$ 169,655	$ 75,875	$ 30,000	$ 300,510	$ 55,650
Investment Income	91,027	37,962	15,000	55,851	58,278
Total Revenues	$ 260,682	$ 113,837	$ 45,000	$ 356,361	$ 113,928
EXPENSES					
46 Repair and Maintenance					
- 20 Equipment Repair					
Replace Motors	$ -	$ -	$ 25,000	$ 25,000	$ 10,000
Replace Pumps	-	-	40,000	40,000	10,000
Replace Valves	-	-	20,000	20,000	-
63 - 50 Improvements Not Buildings					
Process Equipment Upgrades	-	-	100,000	100,000	100,000
RWRF VFD Rotary Screw	57,094	-	-	-	-
RWRF Septage Receiving Area (08-010):					
Design	10,281	-	-	-	-
RWRF Grit Removal System	-	-	500,000	-	150,000
Motorized Valves RW Supplement	-	-	200,000	50,000	-
93 - 01 Reserve for Contingency	-	-	400,000	-	400,000
Total Expenditures	$ 67,375	$ -	$ 1,285,000	$ 235,000	$ 670,000
REVENUES OVER (UNDER) EXPENSES	$ 193,307	$ 113,837	$ (1,240,000)	$ 121,361	$ (556,072)
FUND BALANCE					
Beginning of Year	2,485,389	2,678,696	2,792,533	2,792,533	2,913,894
End of Year	$ 2,678,696	$ 2,792,533	$ 1,552,533	$ 2,913,894	$ 2,357,822

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Sewer Connection Fees	$ 36,420	$ 16,460	$ 16,000	$ 72,000	$ 12,000
Water Connection Fees	52,737	27,105	25,000	100,000	24,000
Interest Income	70,151	29,303	32,000	39,895	44,133
Total Revenues	$ 159,308	$ 72,868	$ 73,000	$ 211,895	$ 80,133
RESERVES					
93 - 01 Reserve for Contingency	$ -	$ -	$ 500,000	$ -	$ 500,000
Total Expenditures	$ -	$ -	$ 500,000	$ -	$ 500,000
REVENUES OVER (UNDER) EXPENSES	$ 159,308	$ 72,868	$ (427,000)	$ 211,895	$ (419,867)
FUND BALANCE					
Beginning of Year	1,762,581	1,921,889	1,994,757	1,994,757	2,206,652
End of Year	$ 1,921,889	$ 1,994,757	$ 1,567,757	$ 2,206,652	$ 1,786,785

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Garbage Service	$ 1,470,408	$ 1,537,549	$ 1,548,967	$ 1,597,454	$ 1,617,422
Bulk Garbage Fees	5,680	4,850	4,000	4,000	4,050
Recycling Fees	48,322	84,809	16,000	32,500	32,500
Refuse Penalties	30,322	34,808	25,000	36,631	32,348
Interest Income	47,909	20,642	18,000	18,000	24,707
Sale of Surplus Equipment	36,075	-	-		-
Other Misc. Income	-	1,795	-	-	-
Total Revenues	$ 1,638,716	$ 1,684,453	$ 1,613,967	$ 1,688,585	$ 1,711,027
EXPENSES					
Personal Services	$ 779,326	$ 769,570	$ 838,569	$ 820,549	$ 857,783
Operating Expenses	650,938	655,902	720,025	696,820	734,941
Capital Outlay	189,686	208,044	433,000	433,000	258,500
Reserves	-	-	25,000	-	25,000
Total Expenses	$ 1,619,950	$ 1,633,516	$ 2,016,594	$ 1,950,369	$ 1,876,224
REVENUES OVER (UNDER) EXPENSES	$ 18,766	$ 50,937	$ (402,627)	$ (261,784)	$ (165,197)
FUND BALANCE					
Beginning of Year	1,426,462	1,445,228	1,496,165	1,496,165	1,234,381
End of Year	$ 1,445,228	$ 1,496,165	$ 1,093,538	$ 1,234,381	$ 1,069,184

Public Works Department - Refuse Disposal Division
Refuse Disposal Operating Fund (404-801-534)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	Regular Salaries & Wages Base: 20 Positions	$ 567,623	$ 556,986	$ 605,636	$ 595,910	$ 595,910
14	Overtime	7,552	9,803	4,000	12,120	12,120
18	Uniform Allowance	-		-	551	551
21	FICA Taxes	42,898	42,455	46,636	46,555	46,555
22	Retirement Contributions	75,882	73,634	70,225	79,580	79,580
23	Health Insurance	83,591	84,988	110,400	121,400	121,400
24	Life Insurance	1,780	1,704	1,672	1,667	1,667
	Total Personal Services	$ 779,326	$ 769,570	$ 838,569	$ 857,783	$ 857,783
POSITION ROSTER						
	Full Time Employees -					
	Resource Recovery Assistant 3A	1	-	-	-	-
	Solid Waste Coordinator 3A	-	1	1	1	1
	Solid Waste Oper Supervisor 3A	1	1	1	1	1
	Solid Waste Driver 4B	14	15	15	15	15
	Solid Waste Worker 4A	2	2	2	2	2
	Staff Assistant 4C	1	1	1	1	1
	Total Positions	19	20	20	20	20

Public Works Department - Refuse Disposal Division
Refuse Disposal Operating Fund (404-801-534)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENSES					
25 - 01 **Unemployment Comp**	$ -	$ 12,377	$ 3,000	$ -	$ -
31 - 17 **Actuarial Services**	-	105	-	-	-
34 **Other Contractual Services**					
- 10 Custodial Services	160	-	-	-	-
- 50 Temporary Services / Labor	19,773	30,144	15,000	20,000	20,000
- 60 Trash Disposal / Dumpster Fees					
County Transfer Station	206,937	206,502	265,000	245,000	245,000
Yard Waste Disposal	81,392	74,624	60,000	75,000	75,000
C & D Disposal	25,256	29,253	20,000	25,000	25,000
40 - 01 **Travel and Training**	-	-	1,000	750	750
42 - 01 **Postage & Shipping**	1,194	1,242	1,500	1,500	1,500
45 **Insurance**					
- 10 General Liability & Property	15,940	15,776	11,011	31,740	31,740
- 40 Workers' Compensation	35,125	22,673	66,074	28,821	28,821
46 **Repair & Maintenance**					
- 20 Vehicle Repair/Maint.	-	-	-	20,000	20,000
- 98 Fleet Vehicle Repair / Maint.	96,635	73,267	85,000	80,000	80,000
47 **Printing & Binding**					
- 10 In-House Printing	376	426	1,500	1,500	1,500
- 50 Outside Printing	1,519	1,566	2,500	2,000	2,000
48 **Promotional Activities**					
- 10 Community Programs	270	1,449	-	-	-
Recycle Bins	4,993	4,993	6,500	6,500	6,500
- 70 Marketing	999	-	-	-	-
Paint Trucks	-	-	2,500	2,500	2,500
51 **Office Supplies**					
- 90 General Office Supplies	29	-	500	500	500
52 **Operating Supplies**					
- 90 General Operating Supplies	1,748	2,861	3,500	3,500	3,500
54 - 01 **Books/Pubs/Subscrs/Membs**	-	-	-	200	200
55 **Uniforms**					
- 01 Uniforms	225	1,662	3,000	2,000	2,000
- 05 Rental Uniforms	2,255	2,144	2,690	4,748	4,748
- 32 Shoes/Workboots	1,848	2,742	3,500	3,000	3,000
- 40 Safety	1,671	2,461	750	2,000	2,000
- 50 Purchased Uniforms	-	-	-	3,082	3,082
56 - 01 **Gas, Oil & Lube**	77,593	94,625	90,000	100,000	100,000

Public Works Department - Refuse Disposal Division
Refuse Disposal Operating Fund (404-801-534)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
57 - 01 Small Tools & Equipment	-	10	500	600	600
59 - 01 Reimbursement to General Fund	75,000	75,000	75,000	75,000	75,000
Total Operating Expenses	$ 650,938	$ 655,902	$ 720,025	$ 734,941	$ 734,941
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 01 Machinery & Equipment					
Recycling Containment Bins (3)	$ -	$ -	$ -	$ 11,500	$ 11,500
- 60 Vehicles					
Refuse Truck (1370)	189,686	-	-	-	-
Refuse Truck (1302)	-	208,044	-	-	-
Refuse Truck (1303)	-	-	218,000	-	-
Recycle Truck (1355)	-	-	215,000	-	-
Recycle Truck (1356)	-	-	-	230,000	230,000
Replacement Pick up (1605)	-	-	-	17,000	17,000
Total Capital Outlay	$ 189,686	$ 208,044	$ 433,000	$ 258,500	$ 258,500
NON-OPERATING EXPENSES					
93 - 01 Reserve for Contingency	$ -	$ -	$ 25,000	$ 25,000	$ 25,000
Total Non-Operating Expenses	$ -	$ -	$ 25,000	$ 25,000	$ 25,000
TOTAL BUDGET	$ 1,619,950	$ 1,633,516	$ 2,016,594	$ 1,876,224	$ 1,876,224

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Stormwater Management Fees	$ 1,918,865	$ 1,923,935	$ 1,935,000	$ 1,923,935	$ 1,923,935
Penalties	22,104	18,117	23,000	23,253	23,253
FEMA Reimbursements	63,554	-	-	-	-
Interest Income	254,006	114,953	117,000	208,848	177,629
Sale of Surplus Equipment	15,753	23,023	-	-	-
Other Misc. Revenues	-	1,039	-	-	-
Total Revenues	$ 2,274,282	$ 2,081,067	$ 2,075,000	$ 2,156,036	$ 2,124,817
EXPENDITURES					
Personal Services	$ 426,934	$ 527,708	$ 556,086	$ 525,861	$ 581,967
Operating Expenditures	429,076	510,321	753,016	686,295	661,378
Capital Outlay	193,866	109,617	675,500	675,500	651,250
Appropriated Reserves	-	-	100,000	-	100,000
Total Expenditures	$ 1,049,876	$ 1,147,646	$ 2,084,602	$ 1,887,656	$ 1,994,595
REVENUES OVER (UNDER) EXPENSES	$ 1,224,406	$ 933,421	$ (9,602)	$ 268,380	$ 130,222
FUND BALANCE					
Beginning of Year	6,455,216	7,679,622	8,613,043	8,613,043	8,881,423
End of Year	$ 7,679,622	$ 8,613,043	$ 8,603,441	$ 8,881,423	$ 9,011,645

Public Works Department - Stormwater Management Division
Stormwater Management Fund (104-830-538)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 11 Positions	$ 310,647	$ 387,681	$ 408,789	$ 412,923	$ 412,923
14	**Overtime**	8,888	7,828	10,000	10,100	10,100
	On Call	-	1,881	1,397	2,935	2,935
17	**Allowances**					
	Cell Phone Allowance	367	1,341	1,200	1,800	1,800
18	**Uniform Allowance**	-	-	-	370	370
21	**FICA Taxes**	23,411	29,425	32,234	32,752	32,752
22	**Retirement Contributions**	40,744	49,283	40,605	53,157	53,157
23	**Health Insurance**	41,905	49,167	60,720	66,770	66,770
24	**Life Insurance**	972	1,102	1,141	1,160	1,160
	Total Personal Services	$ 426,934	$ 527,708	$ 556,086	$ 581,967	$ 581,967
POSITION ROSTER						
	Full Time Employees -					
	Trans & Storm Division Dir 2C	-	1	1	1	1
	Stormwater Supervisor 3A	1	1	1	1	1
	Asst Stormwater Supervisor 4C	1	1	1	1	1
	Asst Construction Supervisor 4C	1	1	1	1	1
	Heavy Equipment Operator 4C	3	3	3	3	3
	Construction Specialist 4B	4	4	4	4	4
	Total Positions	10	11	11	11	11

Public Works Department - Stormwater Management Division
Stormwater Management Fund (104-830-538)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
25 - 01 Unemployment Comp	$ -	$ -	$ 5,000	$ 5,000	$ 5,000
31 Professional Services					
- 10 Annual Reports					
NPDES Annual Reports	-	-	10,000	10,000	10,000
- 17 Actuarial Services	-	58	200	-	-
- 21 Environmental Analysis					
Stormwater Hydrology/Hydraulic Monitoring & Pollutant Modeling	-	-	200,000	-	-
- 40 Engineering & Design Services	-	-	10,000	10,000	10,000
- 45 Permits and Fees					
FDEP Annual Reg Program Surveillance Fee	2,411	2,411	2,500	2,500	2,500
- 70 Legal Fees	29,830	41,445	20,000	20,000	20,000
- 99 Other Professional Fees	-	162	500	500	500
34 Other Contractual Services					
- 20 Landscaping Services	78,375	73,155	80,000	80,000	80,000
- 50 Temporary Services/Labor					
GIS Out-Source System Support	-	-	-	30,000	30,000
- 60 Trash Disposal / Dumpster Fees					
Street Sweepings Disposal	18,593	24,751	35,000	35,000	35,000
Storm Cleanup	-	26,035	-	-	-
- 99 Other					
Pond Maintenance	-	-	10,000	10,000	10,000
Lake Treatments	-	8,344	15,000	15,000	15,000
Lake Lotus Hydrilla	-	26,792	-	-	-
Tree Removal/Trimming	1,850	4,400	5,000	5,000	5,000
Wetland Mitigation Treatment	5,000	-	-	-	-
Lake Orienta Drainwells	3,640	-	2,000	2,000	2,000
IS Picnic Table	770	-	-	-	-
Lake Sampling (TMDL)	-	-	-	5,000	5,000
40 Travel and Training					
- 10 Technical Training					
UFLEF Conference	-	240	-	-	-
FSA	-	219	-	-	-
- 30 Conferences / Seminars	-	30	-	4,000	4,000
Florida Stormwater Conf	-	1,255	-	-	-
Treeo	-	335	-	-	-
MOT Training	-	632	-	-	-
Aquatic Weed Control Train	-	395	-	-	-
Construction Staff	-	-	2,500	-	-
Hurricane Conference	-	-	750	-	-
43 Utility Services					
- 10 Electric Power	11,813	2,150	10,000	13,000	13,000
44 Rentals & Leases					
- 30 Equipment Rentals	466	-	5,000	15,000	15,000

Public Works Department - Stormwater Management Division
Stormwater Management Fund (104-830-538)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
45	**Insurance**					
- 10	General Liability & Property	8,176	7,466	5,920	12,620	12,620
- 40	Workers' Compensation	16,937	11,115	36,546	16,183	16,183
46	**Repair & Maintenance**					
- 90	Vehicle Repair / Maintenance	-	-	-	25,000	25,000
- 98	Fleet Vehicle Repair / Maintenance	57,252	54,910	50,000	50,000	50,000
- 99	Other Repair and Maintenance					
	Drainage System Repairs	18,488	3,877	20,000	40,000	40,000
	Cranes Roost Pump	2,967	-	-	-	-
	Lake Maltbie Pump	-	2,823	-	-	-
	Monticello Dr.	-	3,556	-	-	-
	Sod	-	2,162	-	-	-
47	**Printing & Binding**					
- 10	In-house Copies	80	192	500	500	500
48	**Promotional Activities**					
- 10	Community Programs					
	Watershed Atlas	5,000	5,000	5,000	5,000	5,000
- 70	Marketing					
	Paint New Sweeper	998	-	-	-	-
51	**Office Supplies**					
- 90	General Office Supplies	171	131	500	500	500
52	**Operating Supplies**					
- 20	Chemicals					
	Lake Treatment Chemicals	4,476	7,354	45,000	55,000	55,000
	Cranes Roost Treatment	-	18,960	-	-	-
- 90	General Operating Supplies	6,162	8,553	7,500	7,000	7,000
	Lake Sampling Supplies	-	-	7,000	8,500	8,500
	Hydroseed Tank	-	1,432	-	-	-
	Warehouse Issued Supplies	-	1,006	-	1,000	1,000
54 - 01	**Books/Pubs/Subscript/Membs**	690	-	-	-	-
55	**Uniforms**					
- 01	Uniforms	114	84	150	150	150
- 05	Rental Uniforms	2,123	2,309	2,750	3,705	3,705
- 32	Shoes/Workboots	1,154	1,371	1,500	1,500	1,500
- 40	Safety	990	1,241	700	700	700
- 50	Purchased Uniforms	-	-	-	2,020	2,020
56 - 01	**Gas, Oil & Lube**	28,959	43,037	35,000	45,000	45,000
57	**Small Tools & Equipment**					
- 01	Small Tools & Equipment	1,343	356	1,500	5,000	5,000
- 20	Hand Tools & Equipment	248	577	-	-	-
59 - 01	**Administrative Overhead**	120,000	120,000	120,000	120,000	120,000
	Total Operating Expenditures	$ 429,076	$ 510,321	$ 753,016	$ 661,378	$ 661,378

Public Works Department - Stormwater Management Division
Stormwater Management Fund (104-830-538)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
CAPITAL OUTLAY					
63 Improvements Not Buildings					
- 70 City Utility System					
TMDL Reduction -	$ -	$ -	$ 375,000	$ 200,000	$ 200,000
Orange Ave. Stormwater Retrofit					
Design	-	-	20,000	-	
Construction	-	-	165,000	-	-
Roy Blvd Drainage Improvements	-	-	25,000	-	-
Calabria Outfall Repair					
Design	-	-	-	20,000	20,000
Construction	-	-	-	100,000	100,000
Montgomery Road Bridge Rehab	-	-	-	100,000	100,000
64 Machinery & Equipment					
- 60 Vehicle Replacements					
Street Sweeper (1507)	192,624	-	-	-	-
Bobcat (1595)	-	34,053	-	-	-
Loader (1581)	-	72,996	-	-	-
Dump Truck (1564)	-	-	87,500	-	-
Street Sweeper (1601)	-	-	-	214,000	214,000
- 70 Heavy Equipment					
Replace Cement Mixer	-	2,568	-	-	-
Concrete Grinder	1,242	-	-	-	-
Large Line Cleaning Nozzle	-	-	3,000	-	-
Concrete Saw (18427)	-	-	-	1,750	1,750
Dump Trailer (15049)	-	-	-	4,000	4,000
Scag 36" Mower (19221)	-	-	-	7,500	7,500
New Concrete Scarifier	-	-	-	4,000	4,000
Total Capital Outlay	$ 193,866	$ 109,617	$ 675,500	$ 651,250	$ 651,250
NON-OPERATING EXPENSES					
93 - 01 Reserve for Contingency	$ -	$ -	$ 100,000	$ 100,000	$ 100,000
TOTAL BUDGET	$ 1,049,876	$ 1,147,646	$ 2,084,602	$ 1,994,595	$ 1,994,595

Public Works Department
Stormwater Connection Fee Fund (317)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Drainage Connection Fees	$ 33,215	$ 14,439	$ 5,000	$ 60,000	$ 18,250
Interest Income	6,824	1,873	1,000	1,000	3,967
Total Revenues	$ 40,039	$ 16,312	$ 6,000	$ 61,000	$ 22,217
EXPENDITURES					
Capital Outlay					
63 Improvements Not Buildings					
General Large Projects	$ -	$ -	$ 100,000	$ -	$ 100,000
Cranes Roost Algae Control	-	2,520	-	-	-
Lk Maltbie Clean Out (09-007)	-	79,428	-	-	-
West Altamonte Truck Wash (10-020)	19,296	-	-	-	-
Total Expenditures	$ 19,296	$ 81,948	$ 100,000	$ -	$ 100,000
REVENUES OVER (UNDER) EXPENSES	$ 20,743	$ (65,636)	$ (94,000)	$ 61,000	$ (77,783)
FUND BALANCE					
Beginning of Year	182,229	202,972	137,336	137,336	198,336
End of Year	$ 202,972	$ 137,336	$ 43,[illegible]	$ 198,336	$ 120,553

Altamonte Springs

Section 7

Leisure and Maintenance Services Department

Leisure Services

Leisure and Maintenance Services Department
Leisure Services Section
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Leisure and Maintenance Services Department
Leisure 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. The recommended budget for 2013 is 3% greater than the current budget. Operating expenditures in the recommended budget are up 7% due largely to projected elevation in day to day operational costs, critical infrastructure repairs and replacements, and an increase in recreational program services.

Leisure and Maintenance Services Department
Annual Budget Comparison

	2012	2013	Variance	
Operating				
Leisure	$ 3.31	$ 3.59	$ 0.28	8%
Maintenance	5.27	5.63	0.36	7%
Sub-total	$ 8.58	$ 9.22	$ 0.64	7%
Capital				
Leisure	$ 0.07	$ 0.06	$ (0.01)	-14%
Maintenance	0.48	0.12	(0.36)	-75%
Sub-total	$ 0.55	$ 0.18	$ (0.37)	-67%
Reserves	$ 0.10	$ 0.10	$ -	0%
Total	$ 9.23	$ 9.50	$ 0.27	3%

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 the Leisure Services Section. The budget for Maintenance Services is presented in the following section of the budget.

The Leisure Services Section consists of nine operating divisions: Administration, Eastmonte Park, Merrill Park, Westmonte Park, Recreation, Lake Brantley Sports Complex, Lake Lotus Park, Events Management and the Library. Funding for the operation of Leisure Services is provided almost exclusively by the General Fund. The Recreational Facilities Impact Fee Fund provides limited funding for facility expansions needed to meet new service demands.

Leisure Services is all about "service", delivering a broad range of programs and

Leisure and Maintenance Services Department
Leisure Services Section
Overview

recreational facilities to our community. While the recommended budgets for most of our divisions reflect only a slight increase in operating expense, there is a notable rise in the Recreation Division. This is entirely attributable to the cost of undertaking the administration and operation of an in-house basketball program. After a decade of serving in a "recreation facilitator" role, we have concluded in the case of youth baseball and basketball, we can produce a better product that is more cost effective if we administer the programs in-house. With that said, private providers will still provide a necessary role in servicing our "specialized sports" programs, such as tennis, gymnastics, wrestling, and volleyball. This change adds $150,000 to the budget. However, these costs are entirely off-set by registration fees and program sponsors.

Serving a vital link between our community and the world of resources is our **Library**. Although state funding continues to dwindle from year to year and the recommended budget remains conservative for this division, you can expect tremendous gains in both services and library users. Today's library consumers are expecting tech-savvy staff who can answer computer "how-to" questions, know how to find research answers on the Internet, and experts with e-readers, smart phones, smart media and digital cameras. With support from our IS team, and the dedicated library staff…"we will deliver".

Our **Ranger Division** remains the envy of most surrounding municipalities. Viewed as the "Jack-of-all-trades" employees theses dedicated individuals keep our parks safe and provide support for all of our events and special projects. In a year's time it is not uncommon for our Ranger staff to have completed more than 350 incident reports. Although the need for Ranger presence is necessary at all parks, Cranes Roost Park has experienced the majority of arrests and trespasses. In return the staff receives the most praise from patrons of Cranes Roost Park, who tell us they feel safe while they enjoy our

Leisure and Maintenance Services Department
Leisure Services Section
Overview

parks. Unfortunately, the arrest and trespasses are on the rise and require weekly assistance from our COPS Division, which has been outstanding.

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

	2013 Commission Approved Budget			
	General Fund	Recreational Facilities Impact Fee Fund	2013 Budget	2012 Budget
Operating Expenses				
Leisure Services Administration	$ 448,653	$ -	$ 448,653	$ 447,352
Eastmonte Park	138,715	-	138,715	103,273
Merrill Park	107,235	-	107,235	98,740
Westmonte Park	266,436	-	266,436	219,605
Altamonte Sports	1,442,233	-	1,442,233	1,274,188
Lake Brantley Sports Complex	64,878	-	64,878	72,269
Lake Lotus Park	463,835	-	463,835	433,395
Events Management	341,338	-	341,338	342,755
Library	317,519	-	317,519	314,614
Total Operating Expenses	$ 3,590,842	$ -	$ 3,590,842	$ 3,306,191
Non-Operating Expenses				
Capital Outlay	$ 60,605	$ -	$ 60,605	$ 70,355
Appropriated Reserves	-	100,000	100,000	100,000
Total Non-Operating Expenses	$ 60,605	$ 100,000	$ 160,605	$ 170,355
Total Expenses	$ 3,651,447	$ 100,000	$ 3,751,447	$ 3,476,546

Leisure and Maintenance Services Department - Administration Division
General Fund (001-911-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 5 Positions	$ 342,841	$ 322,795	$ 327,563	$ 330,157	$ 330,157
14	**Overtime**	415	668	100	758	758
17	**Allowances**					
	Car Allowance	3,945	4,819	4,800	4,800	4,800
	Cell Phone Allowance	1,191	2,409	2,400	2,400	2,400
18	**Uniform Allowance**	-	-	-	52	52
21	**FICA Taxes**	24,698	23,906	25,618	25,869	25,869
22	**Retirement Contributions**	29,552	34,705	24,458	25,562	25,562
23	**Health Insurance**	19,006	24,123	27,600	30,350	30,350
24	**Life Insurance**	809	1,015	913	925	925
	Total Personal Services	$ 422,457	$ 414,440	$ 413,452	$ 420,873	$ 420,873
POSITION ROSTER						
	Full Time Employees -					
	Leisure Services Director 1D	1	1	1	1	1
	Deputy Director - Rec,Fac,Fleet 2B	1	1	1	1	1
	Fiscal Manager 3B	1	1	1	1	1
	Office Manager 3A	1	1	1	1	1
	Program Specialist 3A	1	1	1	1	1
	Total Positions	5	5	5	5	5

Leisure and Maintenance Services Department - Administration Division
General Fund (001-911-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 70 Background Checks	$ 13,745	$ 13,996	$ 16,800	$ 20,000	$ 20,000
40 Travel and Training					
- 30 FRPA Meetings & Seminars	40	69	500	500	500
41 Communications					
- 20 Cellular Phones	13,294	-	-	-	-
Radio Accessories	-	-	1,000	1,000	1,000
44 Rentals and Leases					
- 50 Facility Rentals					
Facility Improvements/Schools	-	-	10,000	-	-
47 Printing & Binding					
- 10 In-house Copies	1,463	1,623	1,200	1,600	1,600
- 55 Brochures					
Program Flyers	596	-	-	-	-
Summer Playground	1,083	-	-	-	-
51 - 01 Office Supplies	2,771	2,718	3,000	3,000	3,000
52 - 01 Operating Supplies	600	-	1,000	1,000	1,000
54 - 01 Books/Pubs/Subscrs/Membs	575	261	400	400	400
55 Uniforms					
- 50 Purchased Uniforms	-	-	-	280	280
Total Operating Expenditures	$ 34,167	$ 18,667	$ 33,900	$ 27,780	$ 27,780
TOTAL BUDGET	$ 456,624	$ 433,107	$ 447,352	$ 448,653	$ 448,653

Leisure and Maintenance Services Department - Eastmonte Park
General Fund (001-912-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 2 Positions	$ 214,538	$ 104,922	$ 54,454	$ 54,460	$ 54,460
13	**Limited Term Employees** Civic Center Workers (1,100 hrs)	6,933	3,883	-	11,000	11,000
	Total Salaries & Wages	$ 221,471	$ 108,805	$ 54,454	$ 65,460	$ 65,460
14	**Overtime**	4,717	2,943	4,000	3,030	3,030
16	**Special Pay Differential**	647	653	650	650	650
18	**Uniform Allowance**	-	-	-	150	150
21	**FICA Taxes**	16,811	8,382	4,521	5,301	5,301
22	**Retirement Contributions**	29,828	14,927	8,121	8,446	8,446
23	**Health Insurance**	31,755	16,376	11,040	12,140	12,140
24	**Life Insurance**	637	314	148	154	154
	Total Personal Services	$ 305,866	$ 152,400	$ 82,934	$ 95,331	$ 95,331

POSITION ROSTER

Full Time Employees -						
Sr Operations Supervisor	3A	-	1	-	-	-
Turf/Irrigation Specialist	3A	1	1	-	-	-
Operations Supervisor	4C	1	-	-	-	-
Lead Groundskeeper	4B	1	2	-	-	-
Groundskeeper	4B	3	2	-	-	-
Park Ranger	4B	2	2	2	2	2
Total Full Time Employees		8	8	2	2	2
Part Time Employees -						
Special Worker		1	1	-	-	-
Total Positions		9	9	2	2	2

Leisure and Maintenance Services Department - Eastmonte Park
General Fund (001-912-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES						
34	**Contractual Services**					
- 99	Other Contractual Services	$ 4,080	$ -	$ -	$ -	$ -
40	**Travel and Training**					
- 30	Conferences/Seminars					
	FRPA Meetings & Seminars	180	180	-	-	-
44	**Rentals and Leases**					
- 30	Equipment	879	-	-	-	-
46	**Repair & Maintenance**					
- 01	Building/Facilities Maintenance	3,631	806	-	-	-
	Electrical Repairs	480	-	-	-	-
	Add'l Park Banners	230	740	1,000	-	-
	Security Camera Repair	1,993	1,868	-	-	-
	Replace Park Signs	-	-	3,000	-	-
- 02	Fencing					
	Windscreens	811	503	-	-	-
	Windscreens/flds 1,3,4,5	-	-	-	5,000	5,000
	Repl Fencing/Fields & Bull Pen	-	-	-	12,000	12,000
- 05	Civic Center Repair	743	223	-	-	-
	Auditorium Tables/Chairs	-	1,130	800	800	800
	Refinish Stage Floor	-	-	1,500	3,500	3,500
	Replace Stage Curtain	-	3,359	-	-	-
	Replace Sound System	-	-	-	600	600
- 10	Ballfield Maintenance	3,330	-	-	-	-
	Crimson Stone/Fields 1,2,5	1,983	1,943	-	-	-
	Diamond Pro Infield Conditioner	3,180	-	-	-	-
	Drainage	2,087	-	-	-	-
	Field Markings	-	1,398	-	-	-
- 15	Landscape Maintenance					
	Sod, grass, trees, shrubs, irrigation supplies, ballfield clay, general supplies, etc	7,347	2,094	-	-	-
	Mower Repair	930	-	-	-	-
- 20	Equipment Repair	1,418	686	1,000	1,000	1,000
	Scoreboard Signage	-	-	1,000	1,000	1,000
- 75	Hardscape					
	Concrete/Fields 2 & 3			-	3,000	3,000
	Sidewalk/Bull Pens	-	-	-	3,000	3,000
- 99	Other Repair & Maintenance	2,083	554	3,000	2,000	2,000
47	**Printing & Binding**					
- 10	In-house Copies	931	921	1,000	1,000	1,000
48	**Promotional Activities**					
- 10	Community Programs					
	Youth Baseball Opening Day	297	449	-	-	-
	Holiday Decorations	-	-	150	-	-

Leisure and Maintenance Services Department - Eastmonte Park
General Fund (001-912-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
52	**Operating Supplies**					
- 10	Custodial Supplies	5,833	1,159	-		
- 20	Chemicals	(358)	-	-	-	-
- 40	Propane/Diesel	607	932	1,500	2,500	2,500
- 50	Programming Supplies	490	-	-	-	-
- 85	Landscaping Supplies	7,360	2,496	-	-	-
	Insecticides/Pesticides	9,062	-	-	-	-
- 90	General Supplies	4,325	970	-	-	-
54	**Books/Pubs/Subscrs/Membs**					
- 60	Memberships	100	100	-	-	-
55	**Uniforms**					
- 01	Uniforms	222	90	-	-	-
- 05	Rental Uniforms	2,793	1,796	489	660	660
- 32	Shoes/Workboots	759	326	600	600	600
- 40	Safety	683	169	-	100	100
- 50	Purchased Uniforms		-	-	824	824
57	**Small Tools & Equipment**					
- 10	Office Furn/Fixt	-	2,742	-	-	-
- 20	Hand Tools/Equipment	1,053	150	-	-	-
- 50	Park Equipment	1,162	-	1,300	1,300	1,300
	Field Bases	2,168	3,777	-	-	-
	Picnic Tables, Benches & Grills	-	-	4,000	-	-
	Repl Benches (2)	-	-	-	2,000	2,000
	Repl Trash receptacles	-	-	-	2,500	2,500
- 99	Other Small Tools & Equipment	983	-	-	-	-
	Total Operating Expenditures	$ 73,855	$ 31,561	$ 20,339	$ 43,384	$ 43,384
	CAPITAL OUTLAY					
63	**Improvements Not Buildings**					
- 30	City Parks					
	Perimeter Fencing	$ 2,125	$ -	$ -	$ -	$ -
	Total Capital Outlay	$ 2,125	$ -	$ -	$ -	$ -
	TOTAL BUDGET	$ 381,846	$ 183,961	$ 103,273	$ 138,715	$ 138,715

Leisure and Maintenance Services Department - Merrill Park
General Fund (001-913-572)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages**						
	Base: 2 Positions		$ 167,747	$ 105,339	$ 58,870	$ 58,877	$ 58,877
13	**Limited Term Employees:**						
	Scorekeepers		88	-	-	-	-
	Total Salaries & Wages		$ 167,835	$ 105,339	$ 58,870	$ 58,877	$ 58,877
14	**Overtime**		4,211	2,398	4,000	3,030	3,030
16	**Special Pay Differential**		5	-	-	-	-
17	**Allowances**						
	Car Allowance		-	646	-	-	-
	Cell Phone Allowance		-	162	-	-	-
18	**Uniform Allowance**		-	-	-	150	150
21	**FICA Taxes**		13,113	8,114	4,810	4,747	4,747
22	**Retirement Contributions**		22,461	14,040	8,639	8,992	8,992
23	**Health Insurance**		22,527	14,866	11,040	12,140	12,140
24	**Life Insurance**		506	327	162	165	165
	Total Personal Services		$ 230,658	$ 145,892	$ 87,521	$ 88,101	$ 88,101
POSITION ROSTER							
	Full Time Employees -						
	Program Supervisor	3A	1	1	-	-	-
	Operations Supervisor	4C	1	1	-	-	-
	Park Ranger	4B	2	2	2	2	2
	Lead Groundskeeper	4B	1	1	-	-	-
	Groundskeeper	4B	1	1	-	-	-
	Office Assistant	4A	1	1	-	-	-
	Total Full Time Employees		7	7	2	2	2
	Part Time Employees -						
	Special Worker		1	1	-	-	-
	Total Positions		8	8	2	2	2

Leisure and Maintenance Services Department - Merrill Park
General Fund (001-913-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES						
40	**Travel and Training**					
- 30	Conferences/Seminars	$ 220	$ 46	$ -	$ -	$ -
46	**Repair & Maintenance**					
- 01	Building/Facilities Maintenance	1,859	342	-	-	-
	Camera Repair	300	150	-	-	-
	Replace Park Signs	-	-	3,000	1,000	1,000
	Fencing/Security	-	999	-	-	-
- 02	Fencing/Security					
	Assorted Fencing	2,969	4,084	-	-	-
	Repl Fencing/Fields B.C	-	-	-	5,000	5,000
- 10	Ballfield Maintenance	4,663	114	-	-	-
	Ballfield Light Maintenance	1,852	-	-	-	-
	Sand Mix/Supplies	2,096	-	-	-	-
	Bases	3,714	-	-	-	-
	Banners/Flags	951	-	-	-	-
- 15	Landscape Maintenance					
	Sod, grass, trees, shrubs, irrigation supplies, ballfield clay, general supplies, etc	3,642	2,994	-	-	-
- 20	Equipment Repair	163	22	500	500	500
	Scoreboard Module	1,991	-		-	-
- 75	Hardscape					
	Concrete Repair	-	-	-	2,000	2,000
	Sidewalk/Mech Bldg	-	-	-	3,000	3,000
- 99	Other Repair & Maintenance	546	51	1,000	1,000	1,000
47	**Printing & Binding**					
- 10	In-house Copies	384	139	150	150	150
52	**Operating Supplies**					
- 10	Janitorial Supplies	1,280	490	-	-	-
- 85	Landscaping Supplies					
	Insecticides/Pesticides	4,770	-	-	-	-
- 90	General Supplies	469	175	-	-	-
54	**Books/Pubs/Subscrs/Membs**					
- 60	Memberships	290	190	-	-	-
55	**Uniforms**					
- 01	Uniforms	60	24	-	-	-
- 05	Rental Uniforms	1,875	1,275	669	660	660
- 32	Shoes/Workboots	471	290	600	600	600
- 40	Safety	57	73	-	100	100
- 50	Purchased Uniforms	-	-	-	824	824

Leisure and Maintenance Services Department - Merrill Park
General Fund (001-913-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
57 Small Tools & Equipment					
- 20 Hand Tools/Equipment	44	11	-	-	-
Snapper Mower	850	-	-	-	-
Gas Cans	107	-	-	-	-
- 50 Park Equipment	65	1,874	1,300	1,300	1,300
Field Bases	1,581	-	-	-	-
Picnic Tables, Benches, Grills	-	-	4,000	2,000	2,000
Scoreboard Module	608	-	-	-	
Volleyball Nets	1,534	-	-	1,000	1,000
Bleachers	806	-	-	-	-
Speakers	290	-	-	-	-
Total Operating Expenditures	$ 40,507	$ 13,343	$ 11,219	$ 19,134	$ 19,134
CAPITAL OUTLAY					
63 Improvements Not Buildings					
- 30 City Parks					
Repl Sound System	$ 3,665	$ -	$ -	$ -	$ -
Repl Bleachers/Fld C	6,182	-	-	-	-
Total Capital Outlay	$ 9,847	$ -	$ -	$ -	$ -
TOTAL BUDGET	$ 281,012	$ 159,235	$ 98,740	$ 107,235	$ 107,235

Leisure and Maintenance Services Department - Westmonte Park
General Fund (001-914-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 4 Positions	$ 264,272	$ 134,016	$ 112,784	$ 112,793	$ 112,793
13	**Limited Term Employees** Civic Center Wrks (500 hrs)	-	-	-	5,000	5,000
	Total Salaries & Wages	$ 264,272	$ 134,016	$ 112,784	$ 117,793	$ 117,793
14	**Overtime**	5,619	2,831	4,000	3,032	3,032
16	**Special Pay Differential**	1,305	830	650	650	650
18	**Uniform Allowance**	-	-	-	176	176
21	**FICA Taxes**	20,322	10,274	8,984	9,307	9,307
22	**Retirement Contributions**	36,887	19,165	16,136	16,903	16,903
23	**Health Insurance**	35,305	21,940	22,080	24,280	24,280
24	**Life Insurance**	769	407	313	321	321
	Total Personal Services	$ 364,479	$ 189,463	$ 164,947	$ 172,462	$ 172,462
POSITION ROSTER						
	Full Time Employees -					
	Senior Operations Supervisor 3A	1	-	-	-	-
	Lead Groundskeeper 4B	1	1	-	-	-
	Groundskeeper 4B	1	1	-	-	-
	Staff Assistant 4C	2	2	2	2	2
	Operations Supervisor 4C	1	1	-	-	-
	Park Ranger 4B	2	2	2	2	2
	Total Full Time Employees	8	7	4	4	4
	Part Time Employees -					
	Special Worker	1	1	-	-	-
	Total Part Time Employees	1	1	-	-	-
	Total Positions	9	8	4	4	4

Leisure and Maintenance Services Department - Westmonte Park
General Fund (001-914-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 50 Temporary Services					
Temporary Services	$ 2,443	$ 1,458	$ -	$ -	$ -
Outdoor Pool Assessment	-	-	-	25,000	25,000
40 Travel and Training					
- 30 Conferences/Seminars	-	175	-	-	-
FRPA Meetings & Seminars	35	-	-	-	-
42 - 01 Postage & Transportation	154	-	-	-	-
44 Rentals & Leases					
- 99 Miscellaneous	-	256	-	-	-
Portable Restrooms	-	-	2,000	-	-
46 Repair & Maintenance					
- 01 Building/Facilities Maintenance	5,600	2,909	-	-	-
Therapeutic and Outdoor Pool Repairs	8,978	7,051	-	5,000	5,000
Outdoor Pool Chairs	-	-	500	-	-
Repair Groundcover (all parks)	1,436	-	-	-	-
Replace Park Signs	-	-	3,000	1,000	1,000
Camera Monitoring System	-	574	-	-	-
Repl Flush Valves/Thera Pool	-	-	-	1,800	1,800
- 05 Civic Center					
Auditorium Tables/Chairs	579	929	1,000	1,200	1,200
Curtains/Rods	508	19	-	-	-
Replace Wallpaper	-	-	1,750	-	-
Lights	-	677	-	-	-
Repair Sound System	-	-	-	500	500
- 10 Ballfield Maintenance					
Windscreens Fields 1 & 2	717	-	-	-	-
Repair Tennis Courts (cracks)	1,937	111	4,000	4,000	4,000
Crimson Stone	6,389	-	-	-	-
Screen Drag	369	-	-	-	-
Dugout Shades	-	1,000	-	-	-
- 15 Landscape Maintenance					
Sod, grass, trees, shrubs, irrigation supplies, ballfield clay, general supplies, etc	1,212	371	-	-	-
Landscaping	707	-	-	-	-
Tree Work	706	-	-	-	-
- 20 Equipment Repair	-	1,434	500	-	-
Gymnastics Equipment	1,751	-	-	-	-
Lightening Detectors	-	-	-	500	500
Pool Vacuums	-	-	-	2,500	2,500
- 75 Hardscape Maintenance					
Sidewalk Repairs	940	-	-	2,000	2,000
- 99 Other	549	568	1,000	1,000	1,000

Leisure and Maintenance Services Department - Westmonte Park
General Fund (001-914-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
47	**Printing & Binding**					
- 10	In-house Copies	3,090	4,563	3,700	4,500	4,500
48	**Promotional Activities**					
- 10	Community Programs	16	37	-	-	-
	Holiday Decorations	-	-	150	-	-
52	**Operating Supplies**					
- 10	Custodial Supplies	6,345	943	-	-	-
- 20	Chemicals					
	Pool Chemicals	10,423	10,107	12,000	14,000	14,000
	Thera Pool Cleaning Supplies	-	-	500	500	500
- 40	Propane Gas	17,699	23,583	15,000	20,000	20,000
- 50	Programming Equip/Supplies:	-	15	-	-	-
	Summer Program	220	-	-	-	-
	Football/Cheerleading	485	-	-	-	-
- 60	Safety Supplies					
	AED Batteries & Supplies	-	-	-	500	500
- 85	Landscaping Supplies					
	Insecticides/Pesticides	6,576	-	-	-	-
- 90	General Supplies	5,177	1,706	-	-	-
55	**Uniforms**					
- 05	Rental Uniforms	2,055	1,378	658	660	660
- 32	Shoes/Workboots	538	262	600	600	600
- 40	Safety	354	83	-	100	100
- 50	Purchased Uniforms	-	-	-	964	964
57	**Small Tools & Equipment**					
- 20	Hand Tools	1,057	24	-	-	-
- 30	Computer Equipment <$1000	1,084	-	-	-	-
- 50	Park Equipment	2,272	2,801	1,300	1,300	1,300
	Picnic Tables, Benches & Grills	1,369	-	7,000	5,000	5,000
	Grills	462	-	-	-	-
	Camera & Tripod	-	-	-	600	600
	Outdoor Pool Chairs	-	-	-	750	750
	Total Operating Expenditures	$ 94,232	$ 63,034	$ 54,658	$ 93,974	$ 93,974

Leisure and Maintenance Services Department - Westmonte Park
General Fund (001-914-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
CAPITAL OUTLAY					
64 Machinery & Equipment					
45 Park Equipment					
Portable Scoreboard	$ 3,602	$ -	$ -	$ -	$ -
Lane Line Storage Reel	1,570	-	-	-	-
Replace Awning Cover	-	-	1,500	-	
67 Computer Software					
01 Computer Software	-	1,767	-	-	-
Total Capital Outlay	$ 5,172	$ 1,767	$ 1,500	$ -	$ -
TOTAL BUDGET	$ 463,883	$ 254,264	$ 221,105	$ 266,436	$ 266,436

Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (001-916-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
	PERSONAL SERVICES					
12	**Regular Salaries & Wages**					
	Base: 15 Positions	$ 423,178	$ 535,071	$ 592,713	$ 603,116	$ 603,116
	Upgrade:					
	Special Comm Services Supervisor to Program Leader	-	-	-	753	753
	Program Leader Aide 4B to Program Leader 4C	-	-	-	3,286	3,286
	Transfer:					
	Special Comm Supervisor to Facilities Maintenance effective Jan.2013	-	-	-	(37,445)	(37,445)
13	**Limited Term Employees**					
	Softball Scorekeepers	-	-	7,500	-	-
	Lifeguards (5500 Hrs)	111,206	47,209	55,000	55,000	55,000
	Playground Leaders (1440 Hrs)	5,145	-	15,840	15,840	15,840
	Playground Aides (7200 Hrs)	6,998	80,530	64,800	64,800	64,800
	Teen leaders (720 hrs)	-	-	7,920	7,920	7,920
	Teen Aides (720 hrs)	-	-	6,480	6,480	6,480
	Adapted Aquatics Instr (1500 Hrs)	16,423	15,794	15,000	15,000	15,000
	Bus Driver (1000 Hrs)	-	-	11,000	11,000	11,000
	Recreation Workers	-	8,175	6,200	12,000	12,000
	Total Salaries & Wages	$ 562,950	$ 686,779	$ 782,453	$ 757,750	$ 757,750
14	**Overtime**	1,193	2,601	1,000	3,036	3,036
16	**Special Pay Differential**	425	300	650	650	650
17	**Allowances**					
	Car Allowance	2,409	6,706	8,280	5,670	5,670
	Cell Phone Allowance	390	1,479	3,600	3,150	3,150
18	**Uniform Allowance**	-	-	-	208	208
21	**FICA Taxes**	43,244	52,764	60,895	58,943	58,943
22	**Retirement Contributions**	43,739	63,184	61,142	64,385	64,385
23	**Health Insurance**	38,392	54,159	77,280	80,840	80,840
24	**Life Insurance**	1,300	1,549	1,638	1,601	1,601
	Total Personal Services	$ 694,042	$ 869,521	$ 996,938	$ 976,233	$ 976,233

Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (001-916-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
POSITION ROSTER						
Contract/Full Time Employees -						
Operations Division Mgr	3C	-	-	1	1	1
Program Division Manager	3C	-	1	1	1	1
Program Manager	3B	4	4	3	3	3
Adapted Aquatics Specialist	3A	1	1	1	1	1
Program Supervisor	3A	1	-	-	-	-
Program Specialist	3A	1	1	-	-	-
Spec Comm Svcs Spvsr	3A	-	-	1	-	-
Recreation Leader Aide	4A	-	-	1	-	-
Program Coordinator	4C	-	-	1	1	1
Recreation Programmer	3A		-	1	1	1
Program Leader	4C	1	1	3	5	5
Spec Comm Svcs Coord	4C	-	-	1	-	-
Contract Altamonte Sports Director		1	-	-	-	-
Total Full Time Employees		9	8	14	13	13
Part Time Employees -						
Adapted Aquatics Instr	4B	1	1	1	1	1
Total Part Time Employees		1	1	1	1	1
Total Positions		10	9	15	14	14

Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (001-916-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 01 Temporary Services/Labor					
Marketing Services / Constant Contact	$ 1,064	$ 917	$ 2,000	$ 2,000	$ 2,000
Web Site Services	605	180	1,000	1,000	1,000
Mailhouse	-	-	3,000	-	-
- 50 Buses:					
Summer Camp (R-1101)	-	17,112	18,750	15,750	15,750
Teen Camp (R-1004)	-	-	-	3,000	3,000
Spring Break (R-1100)	-	2,109	2,000	2,000	2,000
Winter Break (R-1102)	-	-	2,000	2,000	2,000
Senior Trips (SP-010)	-	-	-	3,000	3,000
Sports Officials:					
Softball (R-1201)	-	15,304	30,000	30,000	30,000
Flag Football (R-0700)	-	-	-	3,000	3,000
Basketball (R-0402)	-	-	-	28,000	28,000
Baseball (R-0300)	-	-	-	20,000	20,000
Scorekeepers:					
Softball (R-1200)	-	-	-	7,500	7,500
Basketball (R-0402)	-	-	-	6,500	6,500
USSSA (R-1200)	-	1,020	2,000	2,000	2,000
- 55 Field Trips					
Summer Camp (R-1101)	-	26,185	30,000	27,000	27,000
Teen Camp (R-1103)	-	-	-	3,000	3,000
Spring Break (R-1100)	-	-	4,000	4,000	4,000
Winter Break (R-1102)	-	-	4,000	4,000	4,000
Senior Trips (SP-010)	-	-	-	50,000	50,000
- 83 Certifications					
NYSCA Coach Certifications:					
Baseball (R-0300)	1,496	-	750	750	750
Basketball (R-0402)	1,120	-	750	750	750
Flag Football (R-0700)	-	307	600	600	600
Cheerleading (R-0600)	-	308	200	400	400
Softball (R-1201)	-	-	400	-	-
Swim Lessons (R-0202)	-	-	-	3,200	3,200
Wrestling (R-1700)	-	-	-	300	300
Splash Ball (R-0201)	-	-	-	100	100
40 Travel and Training					
- 10 Technical Training					
FRPA	-	510	-	-	-
- 30 Conferences/Seminars	-	510	-	-	-
FRPA Meetings & Seminars	-	-	750	750	750
42 - 01 Postage & Transportation	-	47	2,000	200	200
44 Rentals & Leases					
- 10 Off-site Storage	-	-	1,000	1,200	1,200

Leisure and Maintenance Services Department - Altamonte Recreation General Fund (001-916-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
47	**Printing & Binding**					
- 10	In-house Copies	-	2,037	550	2,000	2,000
48	**Promotional Activities**					
- 10	Community Programs					
	Youth Baseball Opening Day (R-03	-	1,400	2,000	2,000	2,000
- 70	Marketing					
	Recreation Program Marketing (brochures, school newsletters & recreation magazine)	-	8,212	12,000	12,500	12,500
	Banners/Signs	-	1,271	2,000	2,000	2,000
	Paint/Wrap City Bus	-	-	-	5,000	5,000
49	**Other Current Charges**					
- 10	Program Awards-Division Wide	-	4,418	4,600	5,600	5,600
51	**Office Supplies**					
- 01	General Office Supplies	-	0	-	-	-
- 90	General Office Supplies	-	138	-	-	-
52	**Operating Supplies**					
- 50	Program Equipment/Supplies	-	913	-	-	-
	Aquatic Program	-	1,399	2,500	-	-
	Swim Lessons (R-0202)	-	-	-	2,500	2,500
	Swim Team (R-0203)	-	-	-	1,500	1,500
	Splash Ball (R-0201)	-	-	-	1,500	1,500
	Cheerleading (R-0600)	-	9,210	10,000	10,000	10,000
	Flag Football (R-0700)	-	12,325	18,000	15,000	15,000
	Racquetball (R-0900)	-	75	2,750	2,750	2,750
	Softball Program (R-1200)	-	-	3,000	3,000	3,000
	Softball Girls Program (R-1201)	-	-	500	500	500
	Spring Break (R-1005)	-	246	250	350	350
	Winter Break R-1006)	-	-	250	350	350
	Summer Program (R-1000)	-	18,235	21,800	20,300	20,300
	Teen Program (R-1004)	-	1,818	2,000	2,000	2,000
	Therapeutic Pool (R-0204)	-	-	1,000	1,000	1,000
	Wrestling (R-1700)	-	291	1,000	1,000	1,000
	5k Road Race (R-0100)	-	184	500	500	500
	Baseball (R-0300)	-	226	40,000	54,000	54,000
	Basketball (R-0402)	-	-	2,000	52,000	52,000
	Boxing (R-0500)	-	750	1,000	250	250
	Gymnastics (R-0800)	-	42	1,000	1,000	1,000
	Softball Tourn-Patriot Games (R-140	-	2,716	3,000	3,000	3,000
	Tennis (R-1300)	-	-	500	500	500
	Volleyball (R-1500)	-	-	1,500	1,500	1,500
	Weightlifting (R-1600)	-	-	250	250	250
	Family Fest	-	537	-	-	-
	Track & Field	-	1,495	-	-	-

Leisure and Maintenance Services Department - Altamonte Recreation
General Fund (001-916-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
52 Operating Supplies *(continued)*					
- 50 Program Equipment/Supplies (*continued*)					
Special Community Services:					
Winter Camp (SP-003)	-	-	1,750	2,000	2,000
Summer Camp (SP-003)	-	-	2,250	3,000	3,000
Cheerleading (SP-001)	-	-	4,000	4,000	4,000
Thursday Night Out (SP-002)	-	-	500	500	500
Ball Room Dancing (SP-009)	-	-	500	500	500
Belly Dancing (SP-004)	-	-	1,000	1,000	1,000
Senior Bocce Ball (SP-011)	-		500	500	500
Senior Cards (SP-008)	-	-	500	500	500
Senior Bowling (SP-007)	-	-	500	500	500
Senior Health Fair (SP-013)	-	-	500	500	500
52 - 90 General Supplies	-	-	21,600	21,600	21,600
54 Books/Pubs/Subscrs/Membs					
- 60 Memberships	-	90	-	-	-
55 Uniforms					
- 01 Uniforms					
Summer Program Staff	-	2,021	1,600	1,600	1,600
Teen Program Staff	-	-	300	300	300
Summer Pool Staff	-	-	1,800	1,800	1,800
Therapeutic Pool	-	-	800	800	800
- 50 Purchased Uniforms	-	-	-	1,050	1,050
Total Operating Expenditures	$ 4,285	$ 134,566	$ 277,250	$ 466,000	$ 466,000
TOTAL BUDGET	$ 698,327	$ 1,004,087	$ 1,274,188	$ 1,442,233	$ 1,442,233

Leisure and Maintenance Services Department - Lake Brantley Sports Complex
General Fund (001-908-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 0 Positions	$ 148,674	$ 23,735	$ -	$ -	$ -
13	**Limited Term Employees**					
	Recreation Workers	38,430	36,952	35,000	35,000	35,000
	Total Salaries & Wages	$ 187,104	$ 60,687	$ 35,000	$ 35,000	$ 35,000
14	**Overtime**	348	-	-	-	-
17	**Allowances**					
	Car Allowance	2,409	9	-	-	-
	Cell Phone	390	3	-	-	-
21	**FICA Taxes**	13,597	4,639	2,678	2,678	2,678
22	**Retirement Contributions**	18,542	3,399	-	-	-
23	**Health Insurance**	17,433	3,942	-	-	-
24	**Life Insurance**	472	75	-	-	-
	Total Personal Services	$ 240,295	$ 72,754	$ 37,678	$ 37,678	$ 37,678

POSITION ROSTER

Full Time Employees -						
Operations Division Manager	3C	1	-	-	-	-
Operations Supervisor	4C	1	1	-	-	-
Site Supervisor	4B	1	-	-	-	-
Lead Groundskeeper	4B	-	1	-	-	-
Groundskeeper	4B	1	1	-	-	-
Total Positions		4	3	-	-	-

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.

Leisure and Maintenance Services Department - Lake Brantley Sports Complex
General Fund (001-908-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
40 Travel and Training					
- 50 Mileage Reimbursement	$ 102	$ -	$ -	$ -	$ -
41 Communication Services					
- 99 Misc Commusication Services	-	4,300	-	-	
44 Rentals & Leases					
- 50 Facility Use Fees	10,000	10,000	10,000	2,500	2,500
46 Repair & Maintenance					
- 01 Building/Facilities Maintenance	866	285	-	-	-
Internet Connection for Portables	4,311	-	-	-	-
Field House Gym:					
Resurface Gym Floors	-	7,425	8,000	8,000	8,000
Floor Cleaning	-	750	-	-	-
Basketball Goals	-	3,021	-	-	-
Chairs	-	455	-	-	-
Brantley South Gym:					
Electric Utility Service	6,800	6,800	6,800	6,800	6,800
Teague Middle School:					
Floor Cleaning	-	249	-	-	-
- 02 Fencing/Security					
Light Maintenance	156	-	-	-	-
Temp Fencing	4,688	-	-	-	-
Fencing	2,892	3,146	-	-	-
- 10 Ballfield Maintenance					
Infield Clay/Fill/Sod	3,144	524	-	-	-
Ballfield Improve/Lk Brantley	-	-	5,000	5,000	5,000
- 15 Landscape Maintenance					
Turf Maintenance	4,475	-	-	-	-
- 20 Equipment Repair	300	244	-	-	-
- 99 Other	-	-	1,000	1,000	1,000
47 - 10 Printing & Binding	145	84	100	100	100
52 Operating Supplies					
- 10 Janitorial Supplies	468	117	-	-	-
- 90 General Operating Supplies	1,147	-	-	-	-
55 Uniforms					
- 05 Rental Uniforms	532	722	191	800	800
- 32 Shoes/Workboots	280	-	-	-	-

Leisure and Maintenance Services Department - Lake Brantley Sports Complex
General Fund (001-908-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
57 Small Tools & Equipment					
- 20 Hand Tools	-	89	-	-	-
- 50 Park Equipment	-	-	500	500	500
Volleyball Nets	1,021	200	-	1,000	1,000
Basketball Back Boards	-	358	3,000	-	-
Scorebord Module	802	-	-	1,500	1,500
Remote Speakers	290	-	-	-	-
Total Operating Expenditures	$ 42,419	$ 38,769	$ 34,591	$ 27,200	$ 27,200
CAPITAL OUTLAY					
63 Improvements Not Buildings					
- 10 City Buildings					
Field House Gym:					
Numeric Key Pad/BB Goals	$ -	$ -	$ 2,000	$ 4,000	$ 4,000
Total Capital Outlay	$ -	$ -	$ 2,000	$ 4,000	$ 4,000
TOTAL BUDGET	$ 282,714	$ 111,523	$ 74,269	$ 68,878	$ 68,878

Leisure and Maintenance Services Department - Lake Lotus Park
General Fund (001-909-572)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 7 Positions	$ 290,967	$ 288,727	$ 292,407	$ 292,812	$ 292,812
	Added:					
	Park Ranger - Part Time	-	-	-	18,720	18,720
	Total Salaries & Wages	$ 290,967	$ 288,727	$ 292,407	$ 311,532	$ 311,532
14	**Overtime**	3,950	4,834	6,000	4,042	4,042
17	**Allowances**					
	Cell Phone Allowance	1,491	2,409	2,400	2,400	2,400
18	**Uniform Allowance**	-	-	-	525	525
21	**FICA Taxes**	20,967	20,947	23,012	24,367	24,367
22	**Retirement Contributions**	38,759	36,992	34,205	35,668	35,668
23	**Health Insurance**	31,345	33,776	38,640	42,490	42,490
24	**Life Insurance**	919	911	813	879	879
	Total Personal Services	$ 388,398	$ 388,596	$ 397,477	$ 421,903	$ 421,903

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	3	3	3	3	3
Total Full Time Employees		7	7	7	7	7
Part Time Employees -						
Park Ranger	4B	-	-	-	1	1
Total Part Time Employees		-	-	-	1	1
Total Positions		7	7	7	8	8

Leisure and Maintenance Services Department - Lake Lotus Park
General Fund (001-909-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 50 Temporary Services/Labor					
Temporary Labor	$ 2,961	$ 971	$ 1,000	$ 2,000	$ 2,000
- 60 Trash Disposal	1,634	1,824	1,600	2,000	2,000
40 Travel and Training					
- 10 Technical Training	1,442	125	1,000	500	500
46 Repair & Maintenance					
- 01 Building/Facilities Maintenance	5,514	13,595	5,500	5,500	5,500
- 15 Landscape Maintenance	1,001	571	1,000	1,000	1,000
- 20 Equipment Repair	721	602	500	600	600
Boat Hull Renovation	-	-	5,000	-	-
- 75 Hardscape Maintenance	2,914	3,130	3,000	3,000	3,000
47 Printing & Binding					
- 10 In-house Copies	1,649	840	650	1,200	1,200
48 Promotional Activities					
- 10 Community Programs					
Jr. Rangers	107	258	500	-	-
Earth Day	-	-	-	500	500
51 - 90 Office Supplies	713	799	700	1,200	1,200
52 Operating Supplies					
- 10 Custodial Supplies	360	-	-	1,000	1,000
- 85 Landscaping Supplies	216	-	-	1,000	1,000
- 90 General Operating Supplies	6,051	6,724	9,000	7,000	7,000
Reptile Food	3,015	2,984	-	3,000	3,000
54 Books/Pubs/Subscrs/Membs					
- 60 Memberships	-	13	200	200	200
55 Uniforms					
- 01 Uniforms	12	62	750	500	500
- 05 Rental Uniforms	1,814	1,849	2,200	1,970	1,970
- 32 Shoes/Workboots	554	314	1,200	1,000	1,000
- 40 Safety	187	383	250	400	400
- 50 Purchased Uniforms	-		-	2,472	2,472
57 Small Tools & Equipment					
- 15 Office Equipment	-	-	-	150	150
Replace Nextel (2)	-	-	400	-	-
Answering Machine	128	-	-	-	-
Hole Punch	-	63	-	-	-
Heater	-	46	-	-	-
Net Books	-	-	-	2,000	2,000
Power Point Projector	-	-	-	330	330

Leisure and Maintenance Services Department - Lake Lotus Park
General Fund (001-909-572)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
57 Small Tools & Equipment *(continued)*					
- 20 Hand Tools	-	-	600	600	600
Chisels/Scrapers/Saws	70	-	-	-	-
Lake Rakes	467	-	-	-	-
Lake Chemicals	110	-	-	-	-
Digital Camera Binoculars	30	-	-	-	-
Cell Phone Battery/Holders	90	-		-	-
Pressure Washer Parts	-	129	-	-	-
Banner Installation Tools	-	72	-	-	-
Drilll Batteries	-	111	-	-	-
Jig Saw	-	69	-	-	-
Color Meter	-	140	-	-	-
Utility Tub	-	78	-	-	-
- 30 Computer Equipment <1,000					
Tremble Unit	-	-	-	600	600
MS Publisher License	-	-	-	500	500
Thayer Birding Software-State	-	-	-	50	50
Thayer Birding Software-N Amer.	-	-	-	100	100
- 50 Park Equipment					
Benches/Fishing Dock	37	-	-	-	-
Radio	-	-	868	-	-
Recycle Bins	-	595	-	1,200	1,200
Video Cameras	-	-	-	360	360
Total Operating Expenditures	$ 31,797	$ 36,347	$ 35,918	$ 41,932	$ 41,932
CAPITAL OUTLAY					
62 Buildings					
- 30 City Parks					
Education Building					
Design	$ -	$ -	$ 2,000	$ -	$ -
Construction	-	-	4,500	-	-
63 Improvements Not Buildings					
- 30 City Parks					
Tables & Grills	2,230	-	-	-	-
Tram Road Fencing	-	1,580	-	-	-
64 Machinery & Equipment					
- 45 Park Equipment					
Finishing Mower	1,450	-	-	-	-
Sprayer Pump W/Skid	2,886	-	-	-	-
Outboard Motor for Work Boat	-	-	9,000	-	-
Total Capital Outlay	$ 6,566	$ 1,580	$ 15,500	$ -	$ -
TOTAL BUDGET	$ 426,761	$ 426,523	$ 448,895	$ 463,835	$ 463,835

Leisure and Maintenance Services Department - Events Management Division
General Fund (001-910-574)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 4 Positions	$ 376,124	$ 243,890	$ 218,979	$ 219,000	$ 219,000
14	**Overtime**	1,482	1,529	2,000	2,020	2,020
17	**Allowances**					
	Car Allowance	10,984	6,853	5,880	5,880	5,880
	Cell Phone Allowance	2,320	2,573	2,400	2,400	2,400
21	**FICA Taxes**	28,381	18,354	17,538	17,540	17,540
22	**Retirement Contributions**	47,624	31,338	25,569	26,901	26,901
23	**Health Insurance**	34,129	23,229	22,080	24,280	24,280
24	**Life Insurance**	1,180	768	609	617	617
	Total Personal Services	$ 502,224	$ 328,534	$ 295,055	$ 298,638	$ 298,638
POSITION ROSTER						
	Full Time Employees -					
	Dep Dir Events, PLM&O, Lib, Rn 2B	1	1	1	1	1
	Community Events Manager 3C	1	1	1	1	1
	Events Production Manager 3B	1	1	1	1	1
	Senior Events Specialist 3C	1	-	-	-	-
	Spec Comm Svcs Spvsr 3A	1	1	-	-	-
	Spec Comm Svcs Coord 4C	1	1	-	-	
	Recreation Leader Aide 4A	1	1	-	-	-
	Event Production Assistant 3A	1	1	1	1	1
	Total Positions	8	7	4	4	4

Leisure and Maintenance Services Department - Events Management Division
General Fund (001-910-574)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 **Professional Services**					
- 40 Engineering & Design Services					
Graphic Design	$ -	$ -	$ 500	$ 500	$ 500
40 **Travel and Training**					
- 05 Professional Training	-	-	200	200	200
- 10 Technical Training					
IFA/FFEA	-	-	1,000	1,000	1,000
- 50 Mileage Reimbursement	-	-	200	200	200
42 - 01 **Postage & Transportation**					
Event Mailouts	879	342	1,000	1,000	1,000
44 **Rentals & Leases**					
- 10 Off-site Storage					
Storage Space Lease	2,996	3,966	3,500	2,000	2,000
Special Community Serv Storage	864	-	-	-	
47 **Printing & Binding**					
- 10 In-house Copies	4,537	3,645	1,300	1,300	1,300
- 55 Brochures/Pamphlets					
Volunteer Banquet	-	-	1,000	1,000	1,000
Various Event Brochures	1,928	855	1,000	1,000	1,000
48 **Promotional Activities**					
- 10 Community Programs					
Small Fireworks Display	-	-	5,000	3,000	3,000
Youth Baseball Opening Day	3,000	250	1,500	-	-
Volunteer Awards Banquet	16,779	11,138	15,000	15,000	15,000
Seasonal Entertainment	-	-	4,000	4,000	4,000
Jazz	-	2,000	-	-	-
Streetmosphere	-	1,300	-	-	-
- 70 Marketing					
Photographer/Videographer	998	-	1,500	1,500	1,500
51 - 90 **Office Supplies**	1,101	1,409	1,000	1,000	1,000
52 - 90 **Operating Supplies**	8,689	11,131	5,000	5,000	5,000
Spec Comm Svcs Programs	4,132	-	-	-	-
55 **Uniforms**					
- 40 Safety	102	202	-	-	-
57 **Small Tools & Equipment**					
- 50 Park Equipment	-	-	5,000	5,000	5,000
Total Operating Expenditures	$ 46,005	$ 36,238	$ 47,700	$ 42,700	$ 42,700
TOTAL BUDGET	$ 548,229	$ 364,772	$ 342,755	$ 341,338	$ 341,338

Leisure and Maintenance Services Department - Library
General Fund (001-902-571)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 8 Positions	$ 203,282	$ 203,726	$ 207,803	$ 207,740	$ 207,740
13	**Limited Term Employees**					
	Library Assistants (870 hrs)	5,668	5,971	6,600	7,700	7,700
	Total Salaries & Wages	$ 208,950	$ 209,697	$ 214,403	$ 215,440	$ 215,440
16	**Special Pay Differential**	653	653	650	650	650
18	**Uniform Allowance**	-	-	-	48	48
21	**FICA Taxes**	15,384	15,676	16,451	16,535	16,535
22	**Retirement Contributions**	27,092	26,280	26,208	27,633	27,633
23	**Health Insurance**	26,986	28,958	33,120	36,420	36,420
24	**Life Insurance**	575	576	577	583	583
	Total Personal Services	$ 279,640	$ 281,840	$ 291,409	$ 297,309	$ 297,309
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	6	6	6	6	6
	Part Time Employees -					
	Library Assistant 4A	1	1	1	1	1
	Special Worker	1	1	1	1	1
	Total Part Time Employees	2	2	2	2	2
	Total Positions	8	8	8	8	8

Leisure and Maintenance Services Department - Library
General Fund (001-902-571)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 - 99 Other Contractual Services					
Lyrasis	$ 604	$ 1,906	$ -	$ -	$ -
Mandarin Service Contract	745	-	-	-	-
CFLC:DLLI (Interlibrary Loan)	1,800	1,800	2,250	-	-
OCLC Online Service	-	575	2,525	750	750
Surpass	-	-	2,430	2,430	2,430
Acteva	-	450	-	600	600
39 - 01 Educational Incentive	-	-	250	250	250
40 Travel and Training					
- 30 Conferences	-	-	-	150	150
- 50 Monthly Mileage Reimb	743	745	750	750	750
42 - 01 Postage & Transportation	11	18	200	200	200
47 Printing & Binding					
- 10 In-house Copies	3,351	2,421	2,400	2,400	2,400
48 Promotional Activities					
- 10 Community Programs	2,731	3,462	4,200	4,200	4,200
51 - 01 Office Supplies	1,172	1,438	2,000	2,000	2,000
52 - 01 Operating Supplies	3,309	4,825	5,000	5,000	5,000
54 Books/Pubs/Subscrs/Membs					
- 99 Miscellaneous	1,000	325	1,200	1,200	1,200
55 Uniforms					
- 50 Purchased Uniforms	-	-	-	280	280
Total Operating Expenditures	$ 15,466	$ 17,965	$ 23,205	$ 20,210	$ 20,210
CAPITAL OUTLAY					
66 - 01 Books & Other Library Material					
Inventory & Replacement Books	$ 42,703	$ 46,317	$ 37,000	$ 42,250	$ 42,250
Reference Books	5,605	1,020	10,000	12,000	12,000
Misc Mags/News Subs	1,633	1,611	2,000	2,000	2,000
Microfiche	-	-	2,000	-	-
67 - 01 Computer Software					
Software for Network	-	-	355	355	355
Total Capital Outlay	$ 49,941	$ 48,948	$ 51,355	$ 56,605	$ 56,605
TOTAL BUDGET	$ 345,047	$ 348,753	$ 365,969	$ 374,124	$ 374,124

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Impact Fees	$ 3,110	$ 4,146	$ 1,000	$ 3,196	$ 2,500
Interest Income	13,588	5,479	7,000	10,315	8,325
Total Revenues	$ 16,698	$ 9,625	$ 8,000	$ 13,511	$ 10,825
EXPENDITURES					
Reserve for Future Projects	$ -	$ -	$ 100,000	$ -	$ 100,000
Total Expenditures	$ -	$ -	$ 100,000	$ -	$ 100,000
REVENUES OVER (UNDER) EXPENDITURES	$ 16,698	$ 9,625	$ (92,000)	$ 13,511	$ (89,175)
FUND BALANCE					
Beginning of Year	376,408	393,106	402,731	402,731	416,242
End of Year	$ 393,106	$ 402,731	$ 310,731	$ 416,242	$ 327,067

Altamonte Springs

Section 8

Leisure and Maintenance Services Department

Maintenance Services

Leisure and Maintenance Services Department
Maintenance Services Section
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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.

Maintenance Services consists of three operating divisions; Park Landscape Management and Operations (PLMO) Division, Fleet Maintenance Division, and Facilities Maintenance Division. Funding for these divisions is provided exclusively by the General Fund. The PLMO Division is responsible for maintenance and upkeep of City grounds as well as the operation of Lake Lotus Park and Cranes Roost Park. The Fleet Maintenance Division is responsible for the maintenance of City-owned vehicles and motorized equipment. The Facilities Maintenance Division is responsible for the upkeep of City-owned buildings and facilities.

Park Landscape Management and Operations (PLMO)

This division continues to impress in functionality and coordinated services as a result of merging park maintenance staff with Urban Beautification last year. This division cares for over 70 acres of park and municipal property and 18 miles of roadway on a weekly basis; provides support services to nearly all departments, and leads the City in "green initiatives" and environmental practices.

Fleet Maintenance Division

The City provides services that require constant use of vehicles and equipment. From trash collection to road repairs, building inspections to water patrol, these services cannot

Leisure and Maintenance Services Department
Maintenance Services Section
Overview

be provided without a well maintained fleet and efficient maintenance staff. The Fleet Division is just that, a "well-oiled machine" meeting the demands of a high service city, at a competitive rate that challenges those of the private sector. This year's budget remains consistent with one significant adjustment due to the continued rise in fuel cost. We are projecting the average cost of fuel to be $3.75/gallon, which is 25¢/gallon higher than last fiscal year's cost. As a result we can expect an annual operating increase of $172,500 for fuel.

Facility Maintenance Division

As mentioned in last year's budget workshop, this year's recommended budget includes a significant increase related to the prioritized maintenance schedule for our capital infrastructure. A number of large ticket items, such as the elevator in the Public Safety Building; a new operations/restroom facility at Eastmonte Park, phase 2 of the security/access system, and several roofing and "green initiatives" account for the substantial increase in capital outlay. With more than 200 assets to manage citywide, this division depends greatly on support from Public Works, Growth Management and Information Services. Working together, concerted measures have been taken into consideration in researching and budgeting for these projects.

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

	2013 Commission Approved Budget	2012 Budget
Operating Expenses		
Park Land Management/Operations	$ 1,869,964	$ 1,813,480
Fleet Maintenance	1,820,725	1,646,423
Facilities Maintenance	1,941,762	1,808,863
Total Operating Expenses	$ 5,632,451	$ 5,268,766
Non-Operating Expenses		
Capital Outlay	$ 116,350	$ 484,211
Total Expenses	$ 5,748,801	$ 5,752,977

Note: These divisions are funded entirely from the General Fund.

Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (001-903-519)

			2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES							
12	**Regular Salaries & Wages**						
	Base: 30 Positions		$ 511,019	$ 810,640	$ 940,549	$ 933,007	$ 933,007
	Promotion:						
	Grounds/Landscape to Lead		-	-	-	624	624
13	**Limited Term Employees:**						
	On Call Ground/Land (3000 hrs)		-	-	-	30,000	30,000
	Total Salaries & Wages		$ 511,019	$ 810,640	$ 940,549	$ 963,631	$ 963,631
14	**Overtime**		5,026	9,119	4,000	3,016	3,016
17	**Allowances**						
	Cell Phone Allowance		390	602	2,400	2,400	2,400
18	**Uniform Allowance**		-	-	-	810	810
21	**FICA Taxes**		38,442	61,451	72,440	74,196	74,196
22	**Retirement Contributions**		66,179	102,313	108,873	116,806	116,806
23	**Health Insurance**		67,647	116,637	154,560	169,960	169,960
24	**Life Insurance**		1,586	2,486	2,605	2,622	2,622
	Total Personal Services		$ 690,289	$ 1,103,248	$ 1,285,427	$ 1,333,441	$ 1,333,441
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
	Turf/Irrigation Specialist	3A			1	1	1
	Crew Leader	4C	5	5	5	5	5
	Heavy Equipment Operator	4C	1	1	1	1	1
	Operations Supervisor	4C	-	-	1	1	1
	Groundskeeper/Landscapers	4B	5	5	12	11	11
	Irrigation Technician	4B	1	1	1	1	1
	Lead Groundskeeper	4B	-	-	1	2	2
	Tree Maint Workers	4B	2	2	2	2	2
	Total Full Time Employees		16	16	28	28	28
	Part Time Employees -						
	Special Worker		-	-	2	2	2
	Total Positions		16	16	30	30	30

Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (001-903-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 20 Landscaping Services					
Major Tree Removal	$ 47,650	$ 41,100	$ 53,000	$ 53,000	$ 53,000
Landscape Maintenance	148,748	160,758	200,000	175,000	175,000
Choloinesterase Testing	500	700	500	500	500
Licenses (Pest Ctrl, Mosquitos, Herbicides)	350	451	2,000	2,000	2,000
Respirator/Pulminary Tests	443	-	-	-	-
CDL Training	-	-	800	800	800
- 50 Temporary Labor	820	3,408	3,000	3,000	3,000
- 60 Trash Disposal	-	-	1,500	1,500	1,500
39 - 01 Educational Incentive	-	-	500	500	500
40 Travel and Training					
- 20 Visit Cities/Observations/Train	-	-	300	300	300
- 30 Conferences/Seminars					
Tech Seminars & Certifications	-	230	2,400	2,400	2,400
Arbor Culture Conference (2)	334	-	1,000	1,000	1,000
DODD Mosquito Short Course	102	-	1,500	1,500	1,500
International Society Arborculture	225	110	-	-	-
Spray Test Books	211	-	-	-	-
Eventbrite - Tree and Landscape Short Course	180	-	-	-	-
Pesticide Licence Renew	40	-	1,000	1,000	1,000
STMA & FRPA Seminars	-	-	750	750	750
44 Rentals & Leases					
- 30 Parks	-	-	1,000	1,000	1,000
46 Repair & Maintenance					
- 02 Fencing/Security					
Repl Windscreens (EM, WM, MP)	-	-	5,000	5,000	5,000
Temporary Fencing (all Parks)	-	-	3,000	3,000	3,000
- 10 Ballfield Maintenance					
General Maintenance (all Parks)	-	13,530	13,500	17,500	17,500
Crimson Stone	-	-	8,000	8,000	8,000
Diamond Pro Infield Cond (EM)	-	-	1,500	1,500	1,500
Guard Rail-Eastmonte	-	7,070	-	-	-
Clay	-	-	-	2,000	2,000
Field Paint	-	-	-	3,000	3,000
- 15 Landscape Maintenance	1,965	-	-	-	-
Lawn Maintenance	-	-	7,500	7,500	7,500
General Lndscpng/Pub Buildings	-	2,253	9,000	9,000	9,000
City Hall Complex	843	-	-	-	-
Library	333	-	-	-	-
Others	1,906	-	-	-	-
General Landscaping/All Parks	-	17,669	28,500	28,500	28,500
Homeowner Asst/Trees E/M	-	-	5,000	5,000	5,000
Irrigation Parts/Repair/City-wide	15,021	20,490	15,000	15,000	15,000

Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (001-903-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46 Repair & Maintenance *(cont'd)*					
- 15 Landscape Maintenance *(cont'd)*					
Hermits Tr Hardscape Maint Play	-	-	1,250	1,250	1,250
Landscape Repairs Uptown	4,093	-	-	-	-
Hardscape Rep/Turnball/Sunshine	1,085	-	-	-	-
Tree Work - Westmonte Park	-	-	4,000	4,000	4,000
Median Plantings - Trees (SR436, Central Parkway)	7,526	-	-	-	-
Repl Plants/Right of Way	-	-	10,000	10,000	10,000
Repl Turf/Common Areas/Parks	-	-	15,000	15,000	15,000
Mulch (all Parks)	-	5,665	4,000	4,000	4,000
Forestry (Trees)	-	-	18,000	18,000	18,000
Well Maintenance		-	500	500	500
Crimson Stone	-	4,295	-	-	-
Diamond Pro Infield Cond	-	3,222	-	-	-
Clay	-	524	-	-	-
Field Paint	-	3,019	-	-	-
Concrete-Drive & Sidewalk (EM &	-	3,904	-	-	-
Bases	-	2,030	-	-	-
Greenhouse Plants	-	6,603	-	-	-
- 20 Equipment Repair	-	-	-	2,000	2,000
Mower Repair	-	258	4,000	4,000	4,000
Floor Jack	-	129	-	-	-
Radio Repair	-	359	-	-	-
Trailer Accessories/Repairs	-	-	-	4,000	4,000
- 75 Hardscape Maintenance					
Repairs/Turnbull & Sunshine	-	-	5,000	5,000	5,000
Repairs/Hermits Trail	-	-	1,250	1,250	1,250
47 Printing & Binding					
- 10 In-house Copies	670	797	700	700	700
- 55 Brochures/Pamphlets	69	-	-	-	-
FAST Program	-	-	350	350	350
Tree Giveaway Program	-	-	350	350	350
51 - 01 Office Supplies	723	602	2,000	2,000	2,000
52 Operating Supplies					
- 20 Chemicals	-	18,425	-	-	-
Sprayers	290	-	-	-	-
Chemicals/Weed Control	1,516	-	-	-	-
Fertilizer	3,393	-	15,000	15,000	15,000
Mosquito Control Chem	-	-	5,000	5,000	5,000
Insecticides/Pesticides (all Parks)	-	-	25,000	25,000	25,000
- 40 Propane/Diesel	4,742	2,470	5,000	5,000	5,000
- 85 Landscaping Supplies					
Repl Plants for Right of Way	13,480	-	-	-	-
Central Parkway Trees	1,986	-	-	-	-
Nursery Operating Supplies	16,829	36,408	6,000	6,000	6,000
FAST Program	7,352	-	-	-	-
Tree Give Away	990	-	-	-	-
Uptown Sod	3,385	-	-	-	-

Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (001-903-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
52 Operating Supplies *(cont'd)*					
- 85 Landscaping Supplies *(cont'd)*					
Chain Saw	590	-	-	-	-
- 90 General Operating Supplies	2,735	5,622	4,500	4,500	4,500
54 - 01 Books/Pubs/Subscrs/Membs	158	355	800	800	800
55 Uniforms					
- 01 Uniforms	229	1,724	3,300	4,000	4,000
- 05 Rental Uniforms	4,556	6,130	10,403	14,590	14,590
- 32 Shoes/Workboots	1,040	2,541	9,200	11,000	11,000
- 40 Safety	186	2,769	800	1,000	1,000
- 50 Purchased Uniforms	-	-	-	4,983	4,983
57 Small Tools & Equipment					
- 20 Hand Tools	1,046	1,472	6,000	7,500	7,500
Warehouse Issues	106	331	-	-	-
Chain Saw (2)	822	944	-	-	-
Chain Saw (1)	-	488	-	-	-
Weedeaters (4)	-	1,280	-	-	-
Edger (3)	-	1,104	-	-	-
Blowers (2)	846	-	-	-	-
Blowers (1)	-	344	-	-	-
Pole Saw (1)	482	520	-	-	
Tiller (2)	1,349	-	-	-	-
Dolly (1)	800	-	-	-	-
Trash Sticks	472	474	-	300	300
Wood Planer	400	-	-	-	-
Hurricane Kits	510	-	-	-	-
Auger (1)	341	472	-	-	-
Auger (1)	-	677	-	-	-
Blade Grinder	-	789	-	-	-
Hose Reel & Hose for Water Tnkr	-	649	-	-	-
Trailer Accessories	-	700	-	-	-
Bob Cat Accessories	-	179	-	-	-
Gas Cans (2)	-	112	-	-	-
Chain Saws	-	-	-	1,500	1,500
Weedeaters	-	-	-	3,500	3,500
Hedge Trimmers	-	-	-	1,500	1,500
Edgers	-	-	-	500	500
Blowers	-	-	-	500	500
- 50 Park Equipment					
Radios (6)	-	-	5,400	-	-
Radios (3) (10-400)	-	-	-	2,700	2,700
Total Operating Expenditures	$ 304,468	$ 386,155	$ 528,053	$ 536,523	$ 536,523

Leisure and Maintenance Services Department - Park Land Mgmt/Operations
General Fund (001-903-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
CAPITAL OUTLAY					
62 Buildings					
- 10 City Buildings					
Green House - Replace Roof	$ 13,500	$ -	$ -	$ -	$ -
63 Improvements/Not Buildings					
- 30 City Parks					
Merrill Park:					
Repair Boardwalk		-	6,000	-	-
Retaining Wall	-	-	8,000	-	-
64 Machinery & Equipment					
- 20 Lawn Equipment					
Replace Bush Hog Mower	-		4,000	-	-
Grapple Rake	-	-	5,000	-	-
Tiller (New)	-	3,384	-	-	-
Repl Tiller (22489)	-	-	-	3,000	3,000
Repl Mosquito Sprayer (15214)	-	-	-	9,300	9,300
21" Honda Mower (2) (New)	-	-	-	2,600	2,600
Repl Dingo Loader (20285)	-	-	-	22,000	22,000
- 45 Park Equipment					
Eastmonte Park:					
Replace 48" Scagg Mower	-	-	10,000	-	-
Replace Turf Sweeper	-	-	27,511	-	-
Westmonte Park:					
Aerator/Fields/Common Areas	-	-	24,000	-	-
Repl Turf Sprayer	-	-	-	35,000	35,000
- 60 Vehicles					
Replace Utility Vehicles	-	10,565	-	-	-
- 99 Other Machinery & Equipment					
Cart Path Edger	-	2,995	-	-	-
Total Capital Outlay	$ 13,500	$ 16,944	$ 84,511	$ 71,900	$ 71,900
TOTAL BUDGET	$ 1,008,257	$ 1,506,347	$ 1,897,991	$ 1,941,864	$ 1,941,864

Leisure and Maintenance Services Department - Fleet Maintenance Division
General Fund (001-904-519)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 11 Positions	$ 421,941	$ 410,460	$ 433,784	$ 423,304	$ 423,304
14	**Overtime**	-	1,023	900	909	909
17	**Allowances** Cell Phone Allowance	780	1,205	1,200	1,200	1,200
18	**Uniform Allowance**	-	-	-	303	303
21	**FICA Taxes**	32,152	31,516	33,346	32,568	32,568
22	**Retirement Contributions**	55,858	51,874	50,074	51,189	51,189
23	**Health Insurance**	46,155	50,493	60,720	66,770	66,770
24	**Life Insurance**	1,280	1,272	1,209	1,192	1,192
	Total Personal Services	$ 558,166	$ 547,843	$ 581,233	$ 577,435	$ 577,435

POSITION ROSTER

Full Time Employees -						
Fleet Division Manager	3C	1	1	1	1	1
Office Manager	3A	1	1	1	1	1
Automotive Technician	4C	4	4	4	4	4
Preventive Maint Mechanic	4B	1	1	1	1	1
Small Engine Mechanic	4C	2	2	2	2	2
Auto Parts Specialist	4B	1	1	1	1	1
Equip Maint Supervisor	3B	1	1	1	1	1
Total Positions		11	11	11	11	11

Leisure and Maintenance Services Department - Fleet Maintenance Division
General Fund (001-904-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 50 Outside Repairs	$ -	$ 562	$ -	$ -	$ -
39 - 01 Educational Incentive	-	-	500	-	-
40 Travel and Training					
- 15 Certifications (ASE)	1,029	594	750	750	750
- 20 Meetings	300	275	500	500	500
- 30 Conferences/Seminars	86	50	-	1,500	1,500
46 Repair & Maintenance					
- 02 Fencing/Security	3,900	-	-	-	-
- 20 Computer Repair	6,668	-	-	600	600
- 90 Vehicle Repair/Maint	-	-	20,000	20,000	20,000
Outside Repairs	62,730	36,539	60,000	60,000	60,000
47 - 10 Printing & Binding	1,172	1,564	1,350	1,350	1,350
51 - 01 Office Supplies	2,016	1,452	2,000	2,000	2,000
52 - 90 Operating Supplies	233,160	221,767	180,000	180,000	180,000
54 - 01 Books/Pubs/Subscrs/Membs	266	910	1,500	1,500	1,500
55 Uniforms					
- 01 Uniforms	47	42	-	-	-
- 05 Rental Uniforms	2,053	2,165	2,740	3,490	3,490
- 32 Shoes/Workboots	1,256	978	1,500	2,000	2,000
- 50 Purchased Uniforms	-	-	-	1,650	1,650
56 - 01 Gas, Oil & Lube	624,605	817,182	786,250	958,750	958,750
57 - 01 Small Tools & Equipment	6,489	7,901	8,100	8,100	8,100
58 - 01 Computer Software	-	-	-	1,100	1,100
Total Operating Expenditures	$ 945,777	$ 1,091,981	$ 1,065,190	$ 1,243,290	$ 1,243,290

Leisure and Maintenance Services Department - Fleet Maintenance Division
General Fund (001-904-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
CAPITAL OUTLAY					
64 Machinery & Equipment					
- 50 Shop Equipment					
Upgrade AIMS (Auto Fuel Sys)	$ 7,860	$ 58,433	$ -	$ -	$ -
Replace Truck Jaws	-	-	29,500	-	-
Replace Fuel Dispenser/W Alt	-	-	4,200	-	-
Wheel Alignment Machine (14699)	-	-	-	23,000	23,000
A/C Recovery Unit (16704)		-	-	3,200	3,200
Truck Jack (New) (2)	-	-	-	9,000	9,000
Small Engine Shop Lift (16951)	-	-	-	9,250	9,250
Total Capital Outlay	$ 7,860	$ 58,433	$ 33,700	$ 44,450	$ 44,450
TOTAL BUDGET	$ 1,511,803	$ 1,698,257	$ 1,680,123	$ 1,865,175	$ 1,865,175

Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (001-907-519)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 14 Positions	$ 427,089	$ 406,708	$ 404,400	$ 410,004	$ 410,004
	Transferred:					
	Special Comm Services Supervisor from Altamonte Recreation (916) Upgraded to HVAC/Project Manager effective Jan 2013	-	-	-	33,000	33,000
	Upgrade:					
	Maint Specialist to Plumber 3A	-		-	3,388	3,388
13	**Limited Term Employees**					
	Custodian (1280 Hrs)	-	2,922	10,200	12,800	12,800
	Total Salaries & Wages	$ 427,089	$ 409,630	$ 414,600	$ 459,192	$ 459,192
14	**Overtime**	3,604	3,207	2,250	3,033	3,033
	On Call Pay	-	-	3,913	3,913	3,913
17	**Allowances**					
	Cell Phone Allowance	4,681	6,029	6,000	7,200	7,200
18	**Uniform Allowance**	-	-	-	143	143
21	**FICA Taxes**	32,202	31,066	32,644	36,220	36,220
22	**Retirement Contributions**	46,767	38,507	32,303	40,110	40,110
23	**Health Insurance**	34,175	37,313	44,160	52,700	52,700
24	**Life Insurance**	1,140	969	1,120	1,251	1,251
	Total Personal Services	$ 549,658	$ 526,721	$ 536,990	$ 603,762	$ 603,762

Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (001-907-519)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
POSITION ROSTER						
Full Time Employees -						
Deputy Director - Maintenance Operations	2B	1	-	-	-	-
Facilities Maintenance and Developement Supt.	2A	1	1	1	1	1
HVAC/Project Manager	3B	-	-	-	1	1
HVAC Technician	3A	1	1	1	1	1
Plumber	3A	-	-	-	1	1
Maintenance Specialist	4C	2	2	2	1	1
Custodial Supervisor	4B	1	1	2	2	2
Staff Assistant	4C	1	1	1	1	1
Electrician	3A	1	1	1	1	1
Total Full Time Employees		8	7	8	9	9
Part Time Employees -						
Custodian	4A	3	6	6	6	6
Total Positions		11	13	14	15	15

Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (001-907-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
34 Other Contractual Services					
- 10 Custodial Services	$ 9,950	$ -	$ -	$ -	$ -
Carpet Cleaning	9,092	6,284	18,500	18,500	18,500
- 40 Pest Control Service	5,340	5,040	6,800	6,800	6,800
- 50 Temporary Labor	1,940	-	3,000	3,000	3,000
39 - 01 Educational Incentive			500	500	500
40 Travel and Training					
- 05 Professional Training	-	-	600	600	600
Bldg Control System Training	-	-	800	800	800
- 10 Computer Training	-	-	500	500	500
- 30 Conferences/Seminars					
Refrigeration Seminars	-	-	650	650	650
IFMA Conference	-	1,102	1,000	1,000	1,000
43 Utility Services					
- 10 Electric Power	966,185	750,207	792,000	825,000	825,000
- 15 Other Utilities	-	164,813	165,000	170,000	170,000
46 Repair & Maintenance					
- 01 Building/Facilities Maintenance	28,160	17,056	-	-	-
Electrical Repair/Parts	22,377	22,566	19,500	19,500	19,500
Plumbing Repair/Parts	16,820	13,115	9,500	9,500	9,500
HVAC	5,684	22,829	18,750	18,750	18,750
Light Bulb Disposal	-	-	2,000	2,000	2,000
Painting City-wide	1,413	775	15,378	15,000	15,000
Electrical Door Maintenance	4,239	5,005	-	-	-
Roofing City-wide	-	-	19,000	19,000	19,000
Roofing Repairs	-	-	32,890	33,000	33,000
Carpet Maintenance	-	1,759	7,500	7,500	7,500
Outdoor Lighting Upgrades	9,571	10,531	-	-	-
City Wide Hand Dryers	6,455	-	-	-	-
Outdoor Clean & Paint EM & WM	-	22,209	-	-	-
Window Blinds	-	518	-	-	-
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
Eastmonte Park:					
Paint Exterior	9,000	-	-	-	-
Dugout Roof Repair	1,695	-	-	-	-
Heat Pump	1,334	-	-	-	-
Westmonte Park:					
Patch & Paint Exterior Stucco	7,000	-	-	-	-
Therapeutic Pool Repairs	3,463	2,081	5,000	5,000	5,000
Compressor Repair	3,300	-	-	-	-
Paint Interior / Thera Pool	-	-	-	10,000	10,000
Lake Lotus Pavilion	-	1,250	-	-	-

Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (001-907-519)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46	**Repair & Maintenance *(cont'd)***					
- 01	Building/Facilities Maintenance *(cont'd)*					
	Lake Brantley-Door Install	995	-	-	-	-
	Lift Station #40 & #51-Re-Roof	24,839	-	-	-	-
	Fleet Gate Repair	2,767	-	-	-	-
	Fire Station #11 Duct Clean	55,183	-	-	-	-
	Fire Station #11 Door Repair	-	3,693	-	-	-
	West Altamonte Bldg #6 Door	-	4,154	-	-	-
	Keller Road Duct Clean	-	5,806	-	-	-
- 20	Equipment Repair	-	1,024		-	-
- 80	Maintenance Contracts					
	Handicap Chair Maint TH/Pool	874	-	975	975	975
	Fire Burglar Alarm Monitoring	-	8,300	-	14,735	14,735
	Fire Burglar Alarm Repair	-	409	-	-	-
	Security System Monitoring	8,294	6,575	6,300	-	-
	Security System Repair	-	7,712	-	-	-
	Elevator Monitoring	-	3,950	600	600	600
	Generator Maintenance	9,825	4,812	13,000	13,000	13,000
	Generator Repair	4,707	3,990	-	-	-
	Fire Sprinkler Maintenance	21,505	2,814	15,000	15,000	15,000
	Fire Supression/Chem/Halon	-	-	2,000	2,000	2,000
	Low Voltage Sys Maint/PSB	-	-	3,000	3,000	3,000
	Fire Extinguisher Maint/City Wide	-	-	4,000	4,000	4,000
	Elevator Maint/Inspection	4,291	-	7,500	7,500	7,500
- 84	Hardware Maintenance Contracts					
	Leibert UPS Maintenance	-	9,300	7,500	7,500	7,500
	Security Hardware Maintenance	-	-	10,000	10,000	10,000
	VRLA Battery Maintenance	-	10,128	13,000	13,000	13,000
	Security Camera Hardware Maint	-	-	500	500	500
47	**Printing & Binding**					
- 10	In-house Copies	410	928	775	775	775
- 50	Work Order Forms	-	-	50	-	-
48	**Promotional Activities**					
- 10	Holiday Decorations & Lights	1,973	621	1,500	1,500	1,500
51 - 01	**Office Supplies**	540	658	1,000	1,000	1,000
52	**Operating Supplies**					
- 10	Custodial Supplies	18,779	30,981	22,000	28,500	28,500
	Hand Sanitizer	-	-	1,000	1,000	1,000
- 40	Propane for Generators	-	-	1,200	1,200	1,200
- 90	General Operating Supplies	3,536	13,546	1,500	1,500	1,500
	HVAC Filters/Health	-	-	3,000	3,000	3,000
	Lighting (Bulb Replacement)	10,063	4,653	7,500	7,500	7,500
	Batteries	1,068	910	2,000	2,000	2,000
	Warehouse Shelving & Bins	-	-	2,000	2,000	2,000
	Warehouse Issued Supplies	-	926	-	-	-
54 - 01	**Books/Pubs/Subscrs/Membs**	541	876	850	850	850

Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (001-907-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
55 Uniforms					
- 01 Uniforms	48	48	500	750	750
- 05 Rental Uniforms	1,975	2,839	3,455	4,835	4,835
- 32 Shoes/Workboots	549	859	1,800	2,400	2,400
- 40 Safety	23	249	500	1,000	1,000
- 50 Purchased Uniforms	-	-	-	780	780
57 Small Tools & Equipment					
- 10 Appliances As Needed	760	89	2,700	2,700	2,700
- 20 Hand Tools	2,211	2,535	2,700	2,700	2,700
Total Operating Expenditures	$ 1,288,774	$ 1,180,525	$ 1,271,873	$ 1,338,000	$ 1,338,000
CAPITAL OUTLAY					
62 Buildings					
- 10 City Buildings					
City Hall:					
Replace Carpet	$ 9,653	$ -	$ -	$ -	$ -
West End Remodel	-	-	15,000	-	-
City Clerk - Glass Enclosure	-	4,008	-	-	-
Building Automation Controls					
For Energy Conservation:					
Occupancy Sensors (City Wide)	10,630	-	-	-	-
City Hall	4,271	-	-	-	-
City Clerk	3,782	-	-	-	-
Public Safety Bldg	5,895	-	-	-	-
Information Services	5,231	-	-	-	-
Fleet Maint	6,045	-	-	-	-
Sanitation	3,588	-	-	-	-
Keller Road Ops	-	5,697		-	
Keller Road Lab	-	6,597	-	-	-
Keller Road Mech Maint	-	5,154	-	-	-
Keller Road Neut Bldg	-	3,991	-	-	-
Keller Road Blower Bldg	-	4,040	-	-	-
Keller Road Press Bldg	-	4,560	-	-	-
Keller Road Plant Maint	-	5,043	-	-	-
Keller Road Generator Bldg	-	4,040	-	-	-
Keller Road Low Head & Turbid	-	3,559	-	-	-
WTP #5	-	4,704	-	-	-
WTP #2	-	6,498	-	-	-
Eastmonte Civic Center	-	5,906	-	-	-
Power Conditioning Equipment:					
13 Vac Power Conditioning Devices	24,050	24,050	-	-	-
Public Safety Bldg	14,231	-	-	-	-
City Hall	1,328	-	-	-	-
City Clerk	2,442	-	-	-	-
Information Services	2,808	-	-	-	-
Fleet Maint	8,859	-	-	-	-
Sanitation	5,969	-	-	-	-

Leisure and Maintenance Services Department - Facilities Maintenance Division
General Fund (001-907-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
- 10 City Buildings *(cont'd)*					
Repl Burglar/Fire Systems	-	-	40,000	-	-
Public Safety Bldg:					
First Floor Hall Remodel			8,000	-	-
Energy Star White Roof Coat	-	-	46,000	-	-
Roof Replacement & Repairs:					
City Clerk Building	-	-	14,000	-	-
Therapeutic Pool	-	-	50,000	-	-
Fleet Maintenance(Ceiling)	-	-	55,000	-	-
Maintenance Bldg (Lk Lotus)	-	-	15,000	-	-
Restrooms (Lk Lotus)	-	-	10,000	-	-
Install Hand Dryer/City Wide	-	6,502	-	-	-
- 30 City Parks					
Westmonte Park Civic Center:					
Remodel Restrooms	-		24,000	-	-
Customer Service Counter	-	9,150	-	-	-
63 Improvements Not Buildings					
- 10 City Buildings					
City Hall:					
Replace Soffit Lights	-	-	15,000	-	-
LED Lighting Upgrades	78,600	-	-	-	-
Relocate generator from Keller Road to Eastmonte Park	-	31,554	-	-	-
64 Machinery & Equipment					
- 55 Building Equipment					
Power Conditioning Equipment:					
Electrical Circuit/Wire Tracer	-	1,000	-	-	-
3 Phase Power Logger	-	1,665	-	-	-
Replace Air Conditioning Units:					
Westmonte Park Ops Bldg		-	24,000	-	-
Police Department Gym	-	-	8,000	-	-
Police Evidence Warehouse	-	-	8,000	-	-
Lift Station #40	-	-	8,000	-	-
Keller Road:					
Low Head Pump Bldg		-	6,500	-	-
Ops 2nd Floor North End	-	-	9,000	-	-
Plant Maintenance	-	-	10,500	-	-
Total Capital Outlay	$ 187,382	$ 137,718	$ 366,000	$ -	$ -
TOTAL BUDGET	$ 2,025,814	$ 1,844,964	$ 2,174,863	$ 1,941,762	$ 1,941,762

Altamonte Springs

Section 9

Community Redevelopment Agency

Community Redevelopment Agency
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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 includes the encouragement of development of vacant parcels and re-development of underutilized parcels and, to the extent possible, alleviating 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 has sought to encourage or redirect commercial growth from the City's main thoroughfares to sites within the CBD. The CRA has 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. The CRA continues to make additional infrastructure improvements as well as to ensure the maintenance of the existing improvements.

Tax Increment Calculations

	2012 Actual	2013 Projected	Decrease	
1. Incremental Increase in Values				
Total Taxable Value	$ 684,485,412	$ 684,269,090	$ (216,322)	-0.03%
Less: Base Year Value	(284,022,707)	(284,022,707)	-	-
Incremental Value at 100%	$ 400,462,705	$ 400,246,383	$ (216,322)	-0.05%
Incremental Value at 95%	$ 380,439,570	$ 380,234,064	$ (205,506)	-0.05%
2. Tax Rates				
City of Altamonte Springs	2.8900	2.8900	-	-
Seminole County	4.8751	4.8751	-	-
3. Incremental Share (1 x 2)				
City of Altamonte Springs	$ 1,099,470	$ 1,098,876	$ (594)	-0.05%
Seminole County	1,854,681	1,853,679	(1,002)	-0.05%
Total Tax Increment Revenues	$ 2,954,151	$ 2,952,555	$ (1,596)	-0.05%

To provide the CRA with financial resources to accomplish its mission, the City created, at the same time as the CRA, the Altamonte Springs Tax Increment District. These tax increment revenues are expected to provide the CRA with over $2.9 million in new resources for the coming year as shown in the chart.

Community Redevelopment Agency
Overview

The fiscal year 2013 figures are estimates subject to change pursuant to the finalization of the tax roll by the Seminole County Property Appraiser and subsequent actions of the Seminole County Property Appraisal Adjustment Board. The budget provides funding to continue the CRA's capital improvements and maintenance programs.

Administration and Marketing

The CRA Administration is responsible for the overall economic development, redevelopment, planning and construction program within the CBD. Today virtually every square inch of undeveloped property within the CRA is either under development or planned for development. The CRA's marketing efforts during the upcoming year will continue to focus on promoting Uptown Altamonte and the Altamonte Town Center.

Maintenance / Operations

The CRA Maintenance/Operations recommended budget totals $783,000 which reflects an 8.5% decrease from the 2012 budget. This division is responsible for the operation of Cranes Roost Park, as well as the maintenance of the boardwalks, sidewalks, landscaping and all of the new public improvements in the park and surrounding areas. We have included funding in the budget to continue the on-call park ranger program to provide additional coverage in the expanded park. We continue to closely monitor the workload of our park staff to ensure that there are sufficient resources available to adequately maintain all of the new facilities.

Events Management

Events are funded by private sponsorships and a direct subsidy from the General Fund. No tax increment money is used to fund events. Our recommended events budget of $381,000 is 4.5% lower in 2013 than in 2012, reflecting the fiscal realities of our changing economy. The budget is funded with $243,000 in sponsorships, vendor and park rentals and a subsidy from the General Fund of $150,000. Even though we have retooled, our

events program remains the finest in the region and continues to provide outstanding return for the City and our funding partners.

Capital Projects

The recommended budget includes $3.75 million in capital projects spending. During the upcoming year, we anticipate spending $2.9 million to replace/repair the boardwalk handrails and $850,000 to begin replacing lights and poles.

Debt Service

During 2011 the City paid off the existing CRA bank note two years early. This action eliminated nearly $470,000 in annual debt service payments. The recommended budget is free from these payments.

Summary

We are confident we have a budget which provides adequate funding to meet the goals of the CRA for the coming year, including anticipated new and continued development activity, construction of new infrastructure facilities and continued maintenance of existing facilities.

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

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Tax Increments					
Seminole County	$ 2,907,315	$ 2,061,206	$ 1,910,044	$ 1,854,681	$ 1,853,679
City of Altamonte Springs	1,563,542	1,221,900	1,132,290	1,099,470	1,098,876
Total Tax Increments	$ 4,470,857	$ 3,283,106	$ 3,042,334	$ 2,954,151	$ 2,952,555
Investment Income	573,031	230,000	180,000	415,144	265,000
Events:					
Sponsorships	242,164	254,361	200,195	218,259	242,750
General Fund Subsidy	300,000	183,422	200,000	200,000	150,000
Miscellaneous Revenues	16,844	996	-	-	-
Total Revenues	$ 5,602,896	$ 3,951,885	$ 3,622,529	$ 3,787,554	$ 3,610,305
EXPENDITURES					
Operating Expenses:					
Administration	$ 699,348	$ 657,310	$ 714,068	$ 569,400	$ 655,098
Maintenance Operations	671,732	743,912	855,581	658,560	782,852
Events	382,222	339,697	399,000	345,554	381,250
Debt Service Fund	468,567	1,154,786	-	-	-
Total Operating Expenses	$ 2,221,869	$ 2,895,705	$ 1,968,649	$ 1,573,514	$ 1,819,200
Capital Projects:					
Land Purchase	$ -	$ 4,485,512	$ -	$ 68,023	$ -
Cranes Roost Park -					
Handrail & Lighting Storm Repair	-	-	2,900,000	-	2,900,000
Replace Phase 1 Lightpoles	-	-	850,000	-	850,000
Cranes Roost Blvd - Reseal	-	173,633	-	-	-
Total Capital Projects	$ -	$ 4,659,145	$ 3,750,000	$ 68,023	$ 3,750,000
Reserves:					
Contingencies	$ -	$ -	$ 59,000	$ -	$ 100,000
Total Expenditures	$ 2,221,869	$ 7,554,850	$ 5,777,649	$ 1,641,537	$ 5,669,200
REVENUES OVER (UNDER) EXPENSES	$ 3,381,027	$ (3,602,965)	$ (2,155,120)	$ 2,146,017	$ (2,058,895)
FUND BALANCE					
Beginning of Year	13,560,960	16,941,987	13,339,022	13,339,022	15,485,039
End of Year	$ 16,941,987	$ 13,339,022	$ 11,183,902	$ 15,485,039	$ 13,426,144

Community Redevelopment Agency - Administration Division
Tax Increment Fund (103-703-515)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages** Base: 2 Positions	$ 101,533	$ 67,704	$ 75,342	$ 79,818	$ 79,818
14	**Overtime**	274	318	300	300	300
17	**Allowances** Cell Phone Allowance	826	1,205	1,200	1,200	1,200
21	**FICA Taxes**	5,030	5,225	5,879	6,221	6,221
22	**Retirement Contributions**	9,535	9,444	10,393	11,609	11,609
23	**Health Insurance**	8,907	8,179	11,040	12,140	12,140
24	**Life Insurance**	209	198	208	228	228
	Total Personal Services	$ 126,314	$ 92,273	$ 104,362	$ 111,516	$ 111,516

POSITION ROSTER

CRA Director	2B	1	1	-	-	-
Director of CRA & Special Projects	3C	-	-	1	1	1
CRA Coordinator	3A	1	-	-	-	-
Communications Assistant	4C	1	1	1	1	1
Total Positions		3	2	2	2	2

Community Redevelopment Agency - Administration Division
Tax Increment Fund (103-703-515)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
31 Professional Services					
- 17 Actuarial Services	$ -	$ 74	$ -	$ -	$ -
- 20 Consulting Services					
TCEA Monitoring Program	-	-	5,000	5,000	5,000
Transportation Level of Service Standards (part of TCEA)	-	-	15,000	15,000	15,000
Park Boundary Survey	-	16,544	-	-	-
- 25 Transportation Consulting					
Gateway Drive Alignment	2,784	-	-	-	-
- 70 Legal Fees	63,837	67,500	50,000	50,000	50,000
- 80 Marketing/Promotional Services					
Downtown Altamonte & Economic Development, Marketing and Promotions	2,062	3,500	12,000	9,000	9,000
34 Other Contractual Services					
- 99 Other Contractual Services	-	277	-	-	-
40 Travel and Training					
- 50 Mileage	530	407	500	500	500
42 - 01 Postage	-	-	500	250	250
44 Rentals and Leases					
- 10 Storage Space Lease	1,499	1,444	1,800	1,800	1,800
- 50 Office Lease (04-023)	98,139	95,785	60,000	60,000	60,000
45 Insurance					
- 10 General Liability & Property	36,740	40,584	50,199	42,576	42,576
- 40 Workers' Compensation	6,813	3,854	9,762	5,246	5,246
46 Repair & Maintenance					
- 80 Maintenance Agreements					
Website Maintenance	4,654	4,275	4,800	4,800	4,800
47 Printing & Binding					
- 10 In-house Copies	1,163	884	2,000	2,000	2,000
48 Promotional Activities					
- 70 Marketing	630	-	-	-	-
Holiday Show	94	-	-	-	-
Constant Contact	-	645	1,000	1,000	1,000
RHB Lunch & Supplies	-	133	-	250	250
51 Office Supplies					
- 01 General Office Supplies	1,891	785	2,500	2,500	2,500
- 10 Color Printer Cartridges	-	-	1,000	1,000	1,000
52 - 01 Operating Supplies	4,917	735	3,000	3,000	3,000

Community Redevelopment Agency - Administration Division
Tax Increment Fund (103-703-515)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
54 Books/Pubs/Subscrs/Membs					
- 40 Subscriptions	-	-	200	200	200
- 60 Memberships					
BMI	-	305	-	-	-
Special Districts (DCA)	-	-	175	175	175
FL Redevelopment Assoc	195	195	200	200	200
SESAC	563	591	560	560	560
Seminole County Chamber	195	-	195	195	195
Department of Community Affairs	175	175	-	-	-
ASCAP	314	305	315	330	330
57 Small Tools & Equipment					
- 01 Small Tools & Equipment					
Lighting & Sound Equipment	7,199	-	-	-	-
Move Office Furniture	-	-	10,000	-	-
- 10 Office Furniture/Fixt	-	3,384	-	-	-
58 - 01 Computer Software	-	1,389		-	-
59 Reimbursement to General Fund					
- 01 For Administrative Services	198,000	198,000	198,000	198,000	198,000
Total Operating Expenditures	$ 432,394	$ 442,370	$ 428,706	$ 403,582	$ 403,582
CAPITAL OUTLAY					
63 Improvements Not Buildings					
- 30 Relocate Offices:					
Computer Wiring & Relocation	$ -	$ -	$ 25,000	$ -	$ -
Relocate Phone Equipment	-	-	6,000	-	-
A/V Configuration	-	-	10,000	-	-
67 - 01 Computer Software	-	1,767	-	-	-
Total Capital Outlay	$ -	$ 1,767	$ 41,000	$ -	$ -
GRANTS AND AID					
80 - 82 Aid to Other Organizations					
LYNX Operating Subsidy	$ 130,000	$ 120,900	$ 140,000	$ 140,000	$ 140,000
OPERATING TRANSFERS OUT					
90 - 91 Transfers to Other Funds					
To Debt Service Fund	465,000	1,150,096	-	-	-
RESERVES					
93 - 01 Reserve for Contingencies	-	-	59,000	100,000	100,000
TOTAL BUDGET	$ 1,153,708	$ 1,807,406	$ 773,068	$ 755,098	$ 755,098

Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (103-930-519)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
PERSONAL SERVICES						
12	**Regular Salaries & Wages**					
	Base: 8 Positions	$ 253,413	$ 238,878	$ 243,293	$ 243,967	$ 243,967
	Upgrade:					
	Park Ranger to Senior Park Ranger	-	-	-	2,290	2,290
13	**Limited Term Employees:**					
	On Call Park Rangers (12 @ 315 hours each)	39,830	54,089	50,000	55,000	55,000
	Total Salaries & Wages	$ 293,243	$ 292,967	$ 293,293	$ 301,257	$ 301,257
14	**Overtime**	10,386	6,215	17,500	13,132	13,132
	On Call	-	-	-	1,957	1,957
16	**Special Pay Differential**	653	652	650	-	-
17	**Allowances**					
	Cell Phone Allowance	390	1,041	1,200	1,200	1,200
18	**Uniform Allowance**	-	-	-	1,044	1,044
21	**FICA Taxes**	22,047	22,562	23,917	24,372	24,372
22	**Retirement Contributions**	32,695	28,663	25,718	26,711	26,711
23	**Health Insurance**	36,033	36,032	44,160	48,560	48,560
24	**Life Insurance**	803	719	668	688	688
	Total Personal Services	$ 396,250	$ 388,851	$ 407,106	$ 418,921	$ 418,921

POSITION ROSTER

Deputy Chief Ranger	3A	1	-	-	-	-
Venue Maintenance Specialist	3A	-	1	1	1	1
Senior Park Ranger	4C	1	1	-	1	1
Crew Leader	4C	1	1	1	1	1
Park Ranger	4B	4	4	4	3	3
Groundskeeper/Landscaper	4B	1	1	2	2	2
Total Positions		8	8	8	8	8

Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (103-930-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES					
25 - 01 **Unemployment Comp**	$ -	$ 1,385	$ 4,000	$ 2,500	$ 2,500
34 **Contractual Services**					
- 20 Landscape Maintenance	46,629	29,642	25,000	25,000	25,000
- 50 Temporary Labor/Services					
Security	2,979	1,779	3,500	3,500	3,500
- 60 Trash Disposal	241	249	1,500	1,000	1,000
- 61 Sludge Hauling	350	-	350	350	350
- 81 Street Light Maintenance	5,467	7,696	15,000	10,000	10,000
- 99 Other Contractual Services					
Road Reseal / Repairs			30,000	30,000	30,000
AV System Maintenance	9,570	11,138	10,000	12,000	12,000
Fountain Repairs	-	-	10,000	10,000	10,000
Floating Stage Analysis	-	680	-	-	-
40 **Travel and Training**					
- 10 Technical Training	60	-	-	-	-
Ranger Academy		-	1,500	-	-
- 15 Certifications	-	-	-	1,000	1,000
43 - **Utility Services**	62,705	-	-	-	-
- 10 Electric Power	-	45,628	52,000	60,000	60,000
- 15 Other Utilties	-	12,975	13,000	13,250	13,250
44 **Rentals and Leases**					
- 30 Equipment					
Lift Rental	2,797	649	2,400	1,000	1,000
On-Site Storage Unit	1,469	1,469	1,500	1,500	1,500
- 50 Office Lease-Rangers (04-022)	22,252	22,472	25,000	25,000	25,000
- 99 Other Rentals & Leases					
DMX License Rental	1,944	1,836	2,000	2,000	2,000
46 **Repair & Maintenance**					
- 01 Building/Facilities	1,987	5,955	8,000	6,000	6,000
Electrical System	2,798	2,920	1,000	3,000	3,000
Boardwalk Repairs	-	-	1,000	1,000	1,000
Lights/Ballasts/Bulbs	8,038	10,324	7,000	-	-
Tower Lights	9,907	-	-	-	
Security/Cameras	1,365	300	3,500	1,000	1,000
Boat Motor	-	-	1,000	1,000	1,000
Unanticipated Repairs	-	-	10,000	10,000	10,000
Painting	2,118	4,616	-	3,000	3,000
Lift Repair	-	1,480	-		-
Sweeper Gas	-	363			
Pet Care	-	1,159	-	1,500	1,500
- 15 Landscape Maintenance					
Irrigation System	1,288	285	-	500	500
Fencing	961	-	2,500	1,000	1,000
Pet Care	997	-	-	-	-
Herbisides/Pest Control	-	2,019	-	-	

Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (103-930-519)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
46	**Repair & Maintenance *(cont'd)***					
- 20	Equipment Repair	2,239	1,375	4,000	2,000	2,000
	Stage Operations	1,750	1,750	-	1,000	1,000
	Boat Hull Renovation	-	-	5,000	-	-
	Upholstery Cart Seat	-	950	-	-	-
	Upholstery Pontoon Boats	-	-	-	3,000	3,000
- 75	Hardscaping					
	Restripe Central Parkway	-	-	27,000	-	-
	Pet Waste Stations	-	-	1,500	-	-
	Columns & Sealer	-	2,399	-	2,500	2,500
	Barricades	-	220	-	1,000	1,000
	Pressure Washer	-	913	-	-	-
	Handrail Repair	-	676	-	1,000	1,000
	Tools/parts	-	269	-	300	300
- 82	A/V System Maintenance	1,033	-	5,600	-	-
	Fountain	10,096	-	-	-	-
47 - 10	**In-House Copies**	127	108	175	175	175
51 - 01	**Office Supplies**	153	400	200	300	300
52	**Operating Supplies**					
- 10	Janitorial Supplies	6,376	4,386	6,500	-	-
- 60	Safety/CPR/AED Training Supplies	414	1,075	500	500	500
- 85	Plant & Shrubbery Replacement	3,445	7,356	-	-	-
	Replace Sod & Trees	16,066	22,225	30,000	30,000	30,000
- 90	General Operating Supplies	13,081	17,107	20,000	22,000	22,000
	Liights/Ballasts/Bulbs	-	-	-	11,000	11,000
54 - 01	**Books/Pubs/Subscrs/Membs**	-	-	100	100	100
55	**Uniforms**					
- 01	Uniforms	37	24	1,000	500	500
- 05	Rental Uniforms	4,137	3,901	4,500	3,280	3,280
- 32	Shoes/Workboots	1,013	1,187	2,500	2,500	2,500
- 40	Safety	179	379	100	500	500
- 50	Purchased Uniforms	-	-	-	5,776	5,776
56	**Gas, Oil & Lube**					
- 01	Sweeper Gas	-	-	-	500	500
57	**Small Tools & Equipment**					
- 15	Office Equipment	918	491	-	500	500
	(3) Radios	-	-	2,650	-	-
- 20	Hand Tools	146	682	200	700	700
- 50	Park Equipment	101	-	200	-	-
	Lockers (8)	-	-	-	1,200	1,200
	Total Operating Expenditures	$ 247,233	$ 234,892	$ 342,475	$ 316,431	$ 316,431

Community Redevelopment Agency - Maintenance/Operations Division
Tax Increment Fund (103-930-519)

	2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
CAPITAL OUTLAY					
63 Improvements Not Buildings					
- 30 Cranes Roost Park					
Water Fountain	$ 2,890	$ -	$ -	$ -	$ -
Stage Uplights (16)	9,462	-	-	-	-
Balustrade Stone Replace	6,723	-	-	-	-
Replace Banner Poles	-	4,961	-		-
Stain Sidewalks	-	52,418	10,000	10,000	10,000
Replace Banners	-	-	15,000	7,500	7,500
Paint Lightpoles	-	-	60,000	10,000	10,000
Rocks for Shoreline	-	-	12,000	-	-
Repl A/C Nodes	-	-	-	20,000	20,000
64 Machinery & Equipment					
- 45 Park Equipment					
Scissor Lift	9,174	-	-	-	-
Trailer for Scissor Lift	-	6,600	-	-	-
Replace Stage Motors	-	12,838	-	-	-
Turf Tiger Mower	-	13,947	-	-	-
Street Sweeper	-	29,405	-	-	-
Walk Behind Reed Mower	-	-	2,000	-	-
Pressure Cleaner (2)	-	-	2,000	-	-
Enclosed Trailer	-	-	5,000	-	-
Total Capital Outlay	$ 28,249	$ 120,169	$ 106,000	$ 47,500	$ 47,500
TOTAL BUDGET	$ 671,732	$ 743,912	$ 855,581	$ 782,852	$ 782,852

Community Redevelopment Agency - Events Operations Division
Tax Increment Fund (103-935-574)

		2010 Actual	2011 Actual	2012 Budget	2013 Manager Recmnd	2013 Commission Approved
OPERATING EXPENDITURES						
31	**Professional Services**					
- 81	Entertainment	$ -	$ 23,300	$ 25,000	$ 25,000	$ 25,000
- 82	Electrical Distribution	4,200	2,400	3,500	4,000	4,000
- 83	Pyrotechnics	7,515	7,500	7,500	7,500	7,500
- 84	Event Labor/Misc.	-	-	750	750	750
- 85	AV, Photographer, Security	1,454	1,885	2,000	2,500	2,500
34	**Other Contractual Services**					
- 53	Production Services	23,320	-	-	-	-
	Red, Hot & Boom Production	-	8,000	8,000	8,000	8,000
42	**Postage**					
- 01	Concert Mailouts	-	-	250	-	-
44	**Rentals and Leases**					
- 51	Tents and Other Shelters	1,286	1,297	3,500	3,500	3,500
- 52	Portable Restrooms	2,064	1,603	2,500	2,500	2,500
- 53	Tree and Light Displays	84,929	86,390	90,000	90,000	90,000
- 99	Miscellaneous	-	-	500	500	500
45	**Insurance**					
- 50	Special Events Coverage	10,640	9,050	12,000	6,000	6,000
47	**Printing and Binding**					
- 55	Promotional Brochures, Etc.	2,750	2,222	10,000	10,000	10,000
48	**Promotional Activities**					
- 10	Unscheduled Events	15	1,850	2,500	2,500	2,500
- 15	Red, Hot & Boom	136,121	135,100	150,000	150,000	150,000
- 20	Ongoing Events Production	83,835	23,548	25,000	25,000	25,000
- 25	Festival of the Arts	7,096	-	-	-	-
	Winestock	-	10,414	15,000	15,000	15,000
- 30	Health Expo					
	Family Fest	-	-	10,000	-	-
- 35	Wedding Expo	-	-	2,500	-	-
- 70	Signs / Advertising	16,802	12,965	20,000	20,000	20,000
- 71	Flags and Banners	10,835	12,173	1,000	1,000	1,000
	100 Pole Banners	-		5,000	5,000	5,000
	Overhead Banners	-	-	2,500	2,500	2,500
	Total Operating Expenditures	$ 392,862	$ 339,697	$ 399,000	$ 381,250	$ 381,250

Community Redevelopment Agency - Capital Projects
Tax Increment Fund (103-0479)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
Land Purchase	$ -	$ 4,485,512	$ -	$ 68,023	$ -
Cranes Roost Park:					
Handrail & Lighting Storm Repair	-	-	2,900,000	-	2,900,000
Replace Phase 1 Lightpoles	-	-	850,000	-	850,000
Cranes Roost Blvd - Reseal & Refurbish	-	173,633	-	-	-
Total Expenditures	$ -	$ 4,659,145	$ 3,750,000	$ 68,023	$ 3,750,000

Altamonte Springs

Section 10

Capital Projects Funds

Capital Projects
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Capital Projects Funds
Overview

This final section of the budget, Capital Projects, covers three 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, and the Transportation Sales Tax Fund. The Capital Projects Fund is used to account for revenues and expenditures for major capital acquisitions and improvements not attributable to the City's utilities (water, sewer, reclaimed water, refuse, and stormwater management). The Transportation Impact Fee Fund is used to account for receipt and disbursement of Transportation Impact Fees. These fees are used exclusively to enhance or expand the City's transportation network. The Transportation Sales Tax Fund is used to account for receipt and disbursement of the local transportation sales tax passed by the voters in 2002.

Capital Projects Fund

In fiscal year 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 recommended budget includes a transfer of $2.25 million to finance the completion of several ongoing projects, begin some new projects, and continue to build our capital savings account.

For fiscal year 2013 recommended expenditures total $4.76 million to fund a number of capital items. These include the following:

1. Appropriations totaling $1.7 million for numerous computer hardware and software purchases. This includes $1.2 million in upgrades to existing systems

Capital Projects Funds
Overview

including the latest versions of Microsoft application software like excel and word.

2. An appropriation of $500,000 to landscape the medians on the recently widened sections of State Road 434. This cost is reimbursed by the Florida Department of Transportation.

3. An appropriation of $400,000 to continue the City's program of paving and resurfacing City streets.

4. An appropriation of $300,000 to replace the operations building at Eastmonte Park.

5. An appropriation of $282,000 for various park infrastructure replacements and additions.

6. Another appropriation of $200,000 to replace the roofs of several City buildings.

7. An appropriation of $150,000 to replace the heating and air conditioning system at City Hall.

8. An appropriation of $100,000 to upgrade the elevator in the Public Safety Building.

9. Finally, we have included $605,000 for replacement of fleet vehicles. This is a recurring annual expenditure to keep the City's fleet of vehicles up-to-date.

Capital Projects Funds
Overview

We have included a reserve for contingencies of $250,000, which leaves an estimated $6.7 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 the current year with a fund balance of $6.6 million. For fiscal year 2013 we anticipate revenues will total $209,000 which, when added to the anticipated fund balance, yields $6.9 million in total available resources.

For fiscal year 2013 we have recommended no expenditures. We are waiting for transportation projects, like the widening of I-4 and commuter rail, to progress. Our future expenditures will be driven, in large measure, by these projects. These projects, in turn, are subject to availability of funds, particularly at the State level. For the moment we think it prudent to take a wait and see approach.

Transportation 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. Nevertheless we have a substantial accumulated balance of funds we expect to use to further the various transportation projects within the City.

For fiscal year 2013 we have recommended total expenditures of $5.3 million to fund a number of transportation items. These include the following:

Capital Projects Funds
Overview

1. An appropriation of $3.5 million for design, engineering, right of way acquisition, and construction of Gateway Drive (eastern segment) project.

2. An appropriation of $300,000 for design, engineering and construction of improvements at the intersection of SR 436 at Hattaway Drive.

3. An appropriation of $900,000 for construction of drainage and pedestrian improvements on Orienta Avenue.

4. An appropriation of $155,000 for signal improvements at State Road 436 and Montgomery Road.

5. An appropriation of $250,000 for drainage improvements along Monticello Drive.

We have included a reserve for contingencies of $500,000, which leaves an estimated $12 million in fund balance. This amount will be held in reserve for future capital projects.

Capital Projects Fund (301)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Interest Income	$ 196,926	$ 94,523	$ 125,000	$ 214,652	$ 150,000
Sale of Surplus Equipment	87,409	111,589	-	19,370	-
FDOT Grant - SR 434 Median Landscaping	-	-	-	-	500,000
Miscellaneous Revenues	251,608	-	-	-	
Transfer from the General Fund	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000
Total Revenues	$ 2,785,943	$ 2,456,112	$ 2,375,000	$ 2,484,022	$ 2,900,000
EXPENDITURES					
Road Projects					
Roadway Rehabilitation	$ 235,764	$ 363,162	$ 400,000	$ 5,050	$ 400,000
SR 434 Median Landscaping (FDOT)	-	-	-	-	500,000
Total Road Projects	$ 235,764	$ 363,162	$ 400,000	$ 5,050	$ 900,000
Land Expenditures					
804 Walnut	$ 2,150	$ -	$ -	$ -	$ -
Communications Equipment					
City Wide Radios	$ 80,522	$ -	$ -	$ -	$ -
Information Services					
Xiotech Storage Upgrade	$ 104,950	$ 100,000	$ 80,408	$ 80,000	$ -
GIS Solution (11-500)	-	31,813	-	-	-
UPS Replacement	9,789	7,492	-	-	-
CISCO Security Upgrade	-	-	-	-	35,000
Network Assessment Tool Replacement	-	-	-	-	25,000
Phone Server Upgrade	-	-	65,000	65,000	125,000
Website Upgrade	-	-	100,000	100,000	-
PC Upgrades	-	-	-	-	190,000
UPS Upgrades	-	-	-	-	35,000
Server Upgrades	-	-	-	-	150,000
Computer Storage Capacity Upgrade	-	-	-	-	200,000
Infrastructure Upgrade	-	-	-	-	275,000
Computer Software Upgrades:					
Microsoft Software	-	-	-	-	200,000
Vmware Software	-	-	-	-	5,000
Adobe Acrobat Pro	-	-	-	-	4,500
Total Information Systems	$ 114,739	$ 139,305	$ 245,408	$ 245,000	$ 1,244,500
Police Department					
Replace Computers/Printers/Scanners	$ 53,683	$ 24,982	$ -	$ -	$ -
In-Car Video Replacement	-	-	368,000	368,000	-
Power Inverters for Cars	-	-	7,000	7,000	-
AVL Antennas	-	-	5,000	5,000	-
Printers for Cars	-	-	39,592	39,592	-
In-Car Video Upgrade Phase 2	-	-	-	-	150,000
Security Compliance Upgrades	-	-	-	-	140,000
FDLE Fingerprint Scanner	-	-	-	-	10,000
Laptop Replacements for Cars	-	-	-	-	50,000

Capital Projects Fund (301)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
Police Department *(continued)*					
Scanners for Records	-	-	-	-	2,000
Special Investigations Bureau - Camera System Replacement	-	-	-	-	2,500
PD Classroom Upgrade	-	-	-	-	6,000
Zebra Printer Replacement	-	-	-	-	12,000
Power Inverters	-	-	-	-	1,500
GPS Antennas	-	-	-	-	1,500
Property & Evidence Barcode Reader Replacement	-	-	-	-	12,000
Recruitment Replacement Video Cam	-	-	-	-	1,000
Surveillance Mobile Camera Replacement	-	-	-	-	7,000
Total Police Department	$ 53,683	$ 24,982	$ 419,592	$ 419,592	$ 395,500
Building / Fire & Safety Division					
Mobile Citation Solution (Laptop & Print)	$ -	$ -	$ -	$ -	$ 5,000
Microfilm printer/Reader Replacement	-	-	-	-	10,500
Mobile Citation Solution	-	-	-	-	12,000
Total Building/Fire & Safety Division	$ -	$ -	$ -	$ -	$ 28,500
Finance Department					
Desktop Scanners	$ -	$ -	$ -	$ -	$ 1,500
Credit Card Scanner Upgrade	-	-	-	-	5,000
Contract Management	-		-	-	10,000
DMS Upgrade	-	-	-	-	2,000
RVI Upgrade	-	-	-	-	5,000
Total Finance Department	$ -	$ -	$ -	$ -	$ 23,500
Leisure Services					
Library Scanner Replacement	$ -	$ -	$ -	$ -	$ 1,400
Pro Landscape Upgrade	-	-	-	-	3,000
Fuel Master Upgrade	-	-	-	-	6,500
Total Leisure Services	$ -	$ -	$ -	$ -	$ 10,900
Human Resources					
On-Line Applicant Tracking	$ -	$ -	$ -	$ -	$ 15,000
Public Works					
Replace Computers/Printers/Scanners	$ -	$ 8,395	$ -	$ -	$ -
City Buildings / Facilities					
Public Safety Building:					
Annex Remodel (07-037 & 07-038)	$ 19,056	$ -	$ -	$ -	$ -
City Hall:					
Portico Replacement & Improvements	46,100	102,123	-	-	-
Replace HVAC on West End	-	-	-	-	150,000
Building Automation: A/C & Lighting	70	-	-	-	-
Repl Burglar/Fire Systems City Wide	-	-	-	-	40,000

Capital Projects Fund (301)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
City Buildings / Facilities *(continued)*					
Public Safety Bldg:					
Paint Evidence Room	-	-	-	-	4,500
Elevator Modernization/PSB	-	-	-	-	100,000
Energy Star White Roof Coating:					
City Hall	-	-	-	-	54,000
Annex	-	-	-	-	28,000
Roof Replacement & Repairs:					
Press Boxes @ Field 3/EM PK	-	-	-	-	15,000
Pavilions & Chem Bldg/Merrill	-	-	-	-	20,000
Fleet Maintenance /Insulation	-	-	-	-	165,000
Security System Phase II:					
City Hall & City Clerk	-	-	-	-	50,000
Police Department	-	-	-	-	30,000
Eastmonte Park	-	-	-	-	50,000
Westmonte Park	-	-	-	-	60,000
Merrill Park	-	-	-	-	65,000
Cranes Roost	-	-	-	-	58,000
Library	-	-	-	-	25,000
Fleet Maintenance	-	-	-	-	43,000
Total City Bldgs/Facilities	$ 65,226	$ 102,123	$ -	$ -	$ 957,500
Park Improvements					
Lake Orienta:					
Replace Dock	$ -	$ 11,375	$ -	$ -	$ -
Replace Rocks - Driveway	-	2,472		-	-
Lake Lotus Park:					
Education Building - Enclose Pavillion	-	-	-	-	20,000
Plastic Lumber / Handrails	-	-	-	-	7,500
Geosync GIS	-	-	-	-	3,000
Eastmonte Park:					
Replace Perimeter Fencing-Field 1	9,975	-	-	-	-
LED Scoreboards	17,764	-	-	-	-
Replace Sidewalk	5,637	-	-	-	-
Civic Center Re-Roof	222,168	-	-	-	-
Replace Outfield Fence/Field 2	-	10,166	-	-	-
Replace Groundcover	-	-	5,000	5,981	-
Replace Backstop Fencing/Field 4	-	-	10,000	9,182	-
Baseball Improvements	-	-	45,000	46,438	-
Operations Building Replacement	-	-	-	-	300,000
Lighting Bat Cage/Bull Pen	-	-	-	-	18,000
Repl Sound System/Field 2	-		-	-	2,500
Basketball Court	-	-	-	-	35,000
Repl Scoreboard/Field 2	-	-	-	-	25,000
Shade Structure/Field 4	-	-	-	-	14,000
Repl Bleachers/Bat Cage	-	-	-	-	6,000
Repl Water Fountains (3)	-	-	-	-	9,000

Capital Projects Fund (301)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
Park Improvements *(continued)*					
Westmonte Park:					
Replace Fertilizer Spreader	9,200	-	-	-	-
Replace Sidewalks	2,416	-	-	-	-
Civic Center Re-Roof	98,526	-	-	-	
Replace Toro Mower	-	26,599	-	-	-
Replace Pavilion	-	20,067	-	-	-
Replace Picnic Pavilion	-	11,780	-	-	-
Outdoor Pool Vacuum	-	3,407	-	-	-
Replace Sound System/Thera pool	-	2,001	-	-	-
Outdoor Pool ADA Compliance	-	-	19,700	18,000	-
Replace Fencing	-	-	-	-	-
Replace Groundcover	-	-	5,000	4,536	-
Replace Shower Tile/Thera Pool	-	-	-	-	6,000
Resurface Bocce Court	-	-	-	-	5,500
Repair Playground Equip		-	-	-	5,000
Repair Groundcover	-	-	-	-	10,000
Drain Improv/Multi-Purp Field	-	-	-	-	15,000
Replace Bleachers	-	-	-	-	7,000
Repl Suit Dryer/Thera Pool	-	-	-	-	1,500
Replace Water Fountain	-	-	-	-	3,500
Repl Vacuum/Thera Pool	-	-	-	-	3,500
Repl Land Lines-Outdoor Pool	-	-	-	-	2,500
Merrill Park:					
Replace Toro Mower	26,444	-	-	-	-
Replace Entrance Gate	3,445	-	-	-	-
Replace Trail Exercise Station	7,834	-	-	-	-
Repl Groundcover/Playground (all parks)	11,493	8,209	-	-	-
Replace Bleachers	-	2,995	-	-	-
Mechanical Storage Building	9,371	-	-	-	-
Replace Playground Groundcover	-	-	1,300	-	-
Replace Ballfield Fencing	-	-	10,000	5,000	-
Replace Playground Equipment	-	-	12,000	10,000	-
Replace Mechanical Building	-		-	-	30,000
Renovate Concession Stand	-	-	-	-	5,000
Repair Groundcover	-	-	-	-	2,000
Replace Water Fountain & Electric	-	-	-	-	5,000
Brantley South Gym:					
Entrance Sign	5,686	-	-	-	-
Sidewalks	5,236	-	-	-	-
Pool Resurface	-	-	125,000	123,470	-
Backboard Adjusters	-	-	-	-	7,500
Basketball Court Padding	-	-	-	-	6,000
Repl Gym Lighting	-	-	-	-	15,000
Repl Scoreboards/South	-	-	-	-	12,000
Total Park Improvements	$ 435,195	$ 99,071	$ 233,000	$ 222,607	$ 582,000
New Vehicles					
Facilities Maintenance:					
Step Van & Cabinets (New)	$ -	$ -	$ -	$ -	$ 46,500

Capital Projects Fund (301)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
Vehicle Replacements					
Police Department:					
Impalas					
(9) Impala (411, 412, 415, 423, 425,) (431, 432, 1889, 1899)	-	-	220,500	220,500	-
(3) Impala	61,187	-	-	-	-
(10) Chevy Impala (425, 427, 430, 431, 874, 1872, 1873, 1874, 1884, 1892)	-	196,938	-	-	-
(10) Chevy Impala (410, 428, 433, 868, 869, 873, 899, 1826, 1887, 1888)	-	-	-	-	243,500
(1) Prius	-	-	23,000	23,495	23,750
(2) Prius (810, 1804)	-	24,602	-	-	-
(6) Harley Davidsons	97,500	99,000	-	-	102,000
Honda	21,759	-	-	-	-
(2) Chevy Astro Van (CSO) (407, 847)	-	21,485	-	-	
(1) Chevy Astro Van (829)	-	-	-	-	24,500
(1) Chevy Tahoe (K-P) (1818)	-	26,665	28,000	25,624	-
Leisure & Maintenance Services:					
(4) Gem Carts	38,520	-	-	-	-
Loader-Bobcat (3204)	-	32,722	-	-	-
(1) Impala (588)	-	-	23,000	23,000	-
Step Van (1402)	-	-	39,500	39,500	-
1 Ton Dump (3262)	-	-	27,000	23,769	-
Chevy Silverado (replace 200209 totaled)	-	-	-	16,524	-
(1) Prius	-	-	-	23,495	-
(1) Recreation Bus	-	-	-	-	124,500
(1) Prius (1108)	-	-	-	-	23,750
(1) F-150 Truck (3254)	-	-	-	-	17,000
Finance:					
(2) Honda	43,518	-	-	-	-
Information Services:					
(1) Prius (207)	-	-	23,000	23,495	-
Total Vehicles	$ 262,484	$ 401,412	$ 384,000	$ 419,402	$ 605,500
Total Capital Outlay	$ 1,249,763	$ 1,138,450	$ 1,682,000	$ 1,311,651	$ 4,762,900
Reserves					
Appropriated Reserves:					
Reserve for Contingencies	$ -	$ -	$ 250,000	$ -	$ 250,000
Total Expenditures and Other	$ 1,249,763	$ 1,138,450	$ 1,932,000	$ 1,311,651	$ 5,012,900
REVENUES OVER (UNDER) EXPENSES	$ 1,536,180	$ 1,317,662	$ 443,000	$ 1,172,371	$ (2,112,900)
FUND BALANCE					
Beginning of Year	4,825,463	6,361,643	7,679,305	7,679,305	8,851,676
End of Year	$ 6,361,643	$ 7,679,305	$ 8,122,305	$ 8,851,676	$ 6,738,776

Transportation Impact Fee Fund (303)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Impact Fees					
Commercial	$ 178,527	$ 118,904	$ 50,000	$ 316,399	$ 75,000
Residential	3,957	-	-	2,191	1,000
Interest Income	208,582	85,019	100,000	167,198	133,406
TCEA - Transportation Concurrency Exception Fees	-	3,228	-	14,607	-
Total Revenues	$ 391,066	$ 207,151	$ 150,000	$ 500,395	$ 209,406
EXPENDITURES					
SR 434 Improvements (south of 436) (Project Number 05-017)	$ 58,021	$ 10,146	$ -	$ 76,711	$ -
Reserved for Future Projects	-	-	500,000	-	500,000
Total Expenditures	$ 58,021	$ 10,146	$ 500,000	$ 76,711	$ 500,000
REVENUES OVER (UNDER) EXPENSES	$ 333,045	$ 197,005	$ (350,000)	$ 423,684	$ (290,594)
FUND BALANCE					
Beginning of Year	5,716,583	6,049,628	6,246,633	6,246,633	6,670,317
End of Year	$ 6,049,628	$ 6,246,633	$ 5,896,633	$ 6,670,317	$ 6,379,723

Transportation Sales Tax Fund (323)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES					
Sales Tax - Infrastructure	$ 1,716,377	$ 1,704,408	$ 1,750,000	$ 478,642	$ -
Interest Income	568,350	250,911	300,000	503,598	240,000
Total Revenues	$ 2,284,727	$ 1,955,319	$ 2,050,000	$ 982,240	$ 240,000
EXPENDITURES					
Gateway Drive (Eastern Segment) (04-040)					
Construct new 4-lane, divided road between Albermarle Road and Keller					
Design & Engineering	$ -	$ 97,889	$ 900,000	$ 702,093	$ 300,000
Right of Way Acquisition	-	-	750,000	-	200,000
Construction	-	-	-	-	3,000,000
West Town Parkway Extension (10-12)					
Extend West Town Parkway north easterly from the intersection of Laurel Street and Orange Avenue.					
Design & Engineering	114,619	-	86,172	-	-
Construction	-	71,392	2,100,000	1,740,379	-
Intersection Improvements:					
SR 436 @ Boston Ave. (add turn lanes)					
Design & Engineering (04-016)	27,946	43,414	14,993	-	-
Construction (04-016)	-	-	150,000	102,821	-
SR 436 @ Hattaway Dr. (add turn lanes)					
Design & Engineering	-	-	100,000	-	100,000
Construction	-	-	200,000	-	200,000
Central Parkway @ Douglas Ave. (Repair/replace southbound turn lanes)					
Construction	-	-	50,000	-	-
West Town Parkway					
Traffic Signal Improvements	-	-	30,000	19,933	-
Roadway Improvements:					
Orienta Ave.- Drainage and Pedestrian Improvements					
Right of Way Acquisition	-	-	75,000	-	-
Design	-	-	425,000	-	-
Construction	-	-	-	-	900,000
Galloway Dr. - Realignment					
Construction	-	-	60,000	-	-

Transportation Sales Tax Fund (323)

	2010 Actual	2011 Actual	2012 Budget	2012 Projected	2013 Budget
Roadway Improvements (*continued*):					
Oranole Rd - Bank Stabilization					
Construction	-	-	75,000	-	100,000
SR 436 @ Palm Springs					
Traffic Signal	-	-	150,000	-	-
SR 436 @ Montgomery					
Traffic Signal Improvement	-	-	-	-	155,000
Monticello Drainage Improvements (11-032)					
Design	-	-	95,000	27,429	50,000
Construction	-	-	-	-	200,000
Spring Lake Road					
Traffic Calming-Construction	-	-	-	-	75,000
Multi-modal Improvements					
Construct pedestrian connections between uses and modes of transportation; transportation circulator systems; multi-modal congestion management systems.					
Design & Engineering	-	63,734	-	-	-
Reserved for Future Projects	-	-	500,000	-	500,000
Total Expenditures	$ 142,565	$ 276,429	$ 5,761,165	$ 2,592,655	$ 5,780,000
REVENUES OVER (UNDER) EXPENSES	$ 2,142,162	$ 1,678,890	$ (3,711,165)	$ (1,610,415)	$ (5,540,000)
FUND BALANCE					
Beginning of Year	15,299,834	17,441,996	19,120,886	19,120,886	17,510,471
End of Year	$ 17,441,996	$ 19,120,886	$ 15,409,721	$ 17,510,471	$ 11,970,471