
FISCAL YEAR 2019 ADOPTED BUDGET



Summary of Proposed Personnel, Operating and Capital Outlay Expenditures

	<u>Salaries & Benefits</u>	<u>Operating</u>	<u>Capital Outlay</u>	<u>Total</u>
Legislative Department	38,989.00	42,786.00	0.00	81,775.00
Executive Department	170,380.00	4,288.00	0.00	174,668.00
Finance & Administration Department	602,648.00	115,920.00	20,500.00	739,068.00
Comprehensive Planning Department	139,050.00	14,125.00	0.00	153,175.00
Other Governmental Services Department	335,715.00	119,801.00	213,502.00	669,018.00
Law Enforcement Department	1,937,176.00	335,043.00	148,159.00	2,420,378.00
Protective Inspections Department	270,667.00	43,422.00	56,000.00	370,089.00
Sanitation Department	396,517.00	459,511.00	252,233.00	1,108,261.00
Parking Facilities	49,801.00	31,280.00	0.00	81,081.00
Other Economic Environment	0.00	250.00	0.00	0.00
Human Services	0.00	55.00	0.00	0.00
Culture & Recreation	0.00	96,850.00	250,000.00	346,850.00
Road & Streets Department	580,373.00	298,120.00	769,465.00	1,647,958.00
	<u>4,521,316.00</u>	<u>1,561,451.00</u>	<u>1,709,859.00</u>	<u>7,792,321.00</u>

This information is provided in summary form so that you can see easily the major components of the City's two main operating budgets: the General Fund, and the Road/Bridge Fund.

The expenditures are divided into three categories: Personnel, Operating costs, and Capital Outlay costs.

Personnel costs include salaries/wages and benefits, such as health insurance, FICA taxes, retirement, and Workers' Compensation Insurance.

Operating costs include expenditures for fuel, office supplies, electricity, water, liability and property insurance, vehicle and equipment repairs, travel, etc.

Capital outlay costs are the purchase of such items as vehicles (used and new), new equipment, road paving, landscaping, major repairs to City buildings.

GENERAL FUND REVENUE ACCOUNTS		APPROPRIATED FY18	RECEIVED AS OF 7/31/18	FORECAST TO BE REC'D. AS OF 9/30/18	FY17 ACTUAL	ADOPTED FY19
<u>TAXES</u>						
Ad Valorem Taxes - Current	2.3992	2,758,054.00	2,719,714.08	2,719,704.08	2,479,298.15	2,963,828.00
Ad Valorem Taxes - Delinquent		500.00	278.96	278.96	663.43	500.00
Electric		575,000.00	441,300.79	588,401.05	592,840.12	585,000.00
Natural Gas Utility Taxes		1,600.00	1,622.50	2,163.33	1,658.01	2,000.00
Propane		16,000.00	12,487.78	16,650.37	14,725.47	17,000.00
Communication Service Tax		196,142.00	139,747.72	186,330.29	253,025.20	183,843.00
Local Business Tax Receipts		31,000.00	9,781.41	30,737.69	30,220.57	31,000.00
<u>TOTAL TAXES</u>		3,578,296.00	3,324,933.24	3,544,265.79	3,372,430.95	3,783,171.00
<u>LICENSES AND PERMITS</u>						
Building Permits		200,000.00	198,964.00	238,756.80	163,390.00	250,000.00
Other Permits		7,500.00	9,316.50	11,179.80	6,915.00	10,000.00
Event Permits		5,000.00	4,121.30	4,945.56	3,535.00	5,000.00
Electric Franchise Fees		440,000.00	256,964.56	440,510.67	399,098.88	440,000.00
Impact Fees - Public Safety		10,000.00	2,373.00	2,847.60	1,380.75	3,500.00
Impact Fees - Culture & Recreation		8,000.00	2,773.25	3,327.90	2,574.25	3,700.00
Impact Fees - Public Buildings		40,000.00	10,648.50	12,778.20	6,165.50	15,000.00
Special Assessment-Charges for Public Service		25,000.00	25,000.00	30,000.00	-	-
<u>TOTAL LICENSES AND PERMITS</u>		735,500.00	510,161.11	744,346.53	583,059.38	727,200.00
<u>INTERGOVERNMENTAL</u>						
COPS Federal Grant		-	-	-	-	-
State Grants-Public Safety		-	-	-	14,900.00	14,159.00
State Grants-Disaster Relief		260,288.00	260,288.00	260,288.00	185,673.52	-
State Grants-Culture & Recreation		-	-	-	-	75,000.00
State Shared Revenue Proceeds		139,634.00	110,664.46	147,552.61	135,149.82	151,130.00

<u>GENERAL FUND REVENUE ACCOUNTS</u>	APPROPRIATED FY18	RECEIVED AS OF 7/31/18	FORECAST TO BE REC'D. AS OF 9/30/18	FY17 ACTUAL	ADOPTED FY19
Alcoholic Beverage License Tax	5,000.00	97.89	97.89	3,908.53	3,500.00
1/2 Cent Sales Tax	592,017.00	437,036.87	582,715.83	556,208.40	585,216.00
Local Government Unit-Physical Environment	-	-	-	-	25,000.00
SJC Business Tax Receipts	13,000.00	2,453.27	13,271.03	10,035.85	13,000.00
TDC Funds	30,000.00	25,000.00	25,000.00	45,706.00	43,592.00
<u>TOTAL INTERGOVERNMENTAL</u>	1,039,939.00	835,540.49	1,028,925.36	951,582.12	910,597.00
<u>CHARGES FOR SERVICES</u>					
Zoning Fees	2,500.00	3,800.00	4,560.00	2,519.00	3,000.00
Plan Review Fees	100,000.00	63,190.73	75,828.88	40,688.42	87,500.00
Sales of Maps & Publication	10.00	-	-	-	-
Certification, Copying and Binding	1,200.00	279.40	335.28	935.06	150.00
Miscellaneous Commissions	2,500.00	3,015.77	3,618.92	1,893.33	4,000.00
Impact Fee Administration	18,000.00	10,103.91	12,124.69	8,038.95	15,000.00
Beach Patrol	50,000.00	-	50,000.00	52,316.23	50,000.00
Police Reports	700.00	500.10	600.12	788.90	700.00
Protective Inspection Fees	500.00	930.00	1,116.00	3,315.76	1,000.00
Service Charge-Garbage/Solid Waste	226,044.00	218,052.92	218,052.92	224,388.84	226,044.00
Service Charge-Tree Mititgation	-	3,062.50	3,675.00	-	-
Dog Tag Fees	250.00	96.00	115.20	171.00	175.00
Other Charges for Services	35,000.00	27,581.56	33,097.87	27,632.08	35,000.00
Parking Fees	-	-	-	-	403,368.00
<u>TOTAL CHARGES FOR SERVICES</u>	436,704.00	330,612.89	403,124.88	362,687.57	825,937.00

<u>GENERAL FUND REVENUE ACCOUNTS</u>	<u>APPROPRIATED FY18</u>	<u>RECEIVED AS OF 7/31/18</u>	<u>FORECAST TO BE REC'D. AS OF 9/30/18</u>	<u>FY17 ACTUAL</u>	<u>ADOPTED FY19</u>
<u>FINES AND FORFEITURES</u>					
Court Fines	10,000.00	4,962.48	6,616.64	10,826.77	6,700.00
Parking Tickets	1,800.00	1,542.00	2,056.00	3,054.00	1,800.00
Code Enforcement Fines	300.00	4,870.35	5,844.42	51,786.45	1,000.00
Ordinance Voilation Fines	1,500.00	1,102.00	1,322.40	1,958.00	1,000.00
Other Fines & Forfeitures	1,200.00	960.00	1,152.00	1,250.45	1,200.00
<u>TOTAL FINES AND FORFEITURES</u>	14,800.00	13,436.83	16,991.46	68,875.67	11,700.00
<u>INVESTMENT INCOME</u>					
Interest on Investments	800.00	3,175.50	3,810.60	504.20	3,000.00
Interest on State Board of Administration	16,000.00	15,271.88	18,326.26	15,680.44	16,000.00
Interest in Local Gov't Investment Trust	5,000.00	160.65	192.78	4,469.93	100.00
<u>TOTAL INVESTMENT INCOME</u>	21,800.00	18,608.03	22,329.64	20,654.57	19,100.00
<u>MISCELLANEOUS</u>					
Meeting Room Rental Fees	500.00	1,078.00	1,293.60	675.00	750.00
Disposition of Fixed Assets	10,000.00	-	5,000.00	5,816.31	10,000.00
Sale of Surplus Materials and Scrap	1,500.00	-	-	1,517.25	-
Event Sponsorships/Vendor Fees	55,000.00	48,708.55	58,450.26	54,482.40	18,000.00
Event Marketing Partnerships	6,000.00	3,750.00	4,500.00	14,790.00	12,000.00
Miscellaneous Donations	-	805.00	966.00	226.00	26,000.00

<u>GENERAL FUND REVENUE ACCOUNTS</u>	APPROPRIATED FY18	RECEIVED AS OF 7/31/18	FORECAST TO BE REC'D. AS OF 9/30/18	FY17 ACTUAL	ADOPTED FY19
Contractors' Licenses	10,000.00	11,970.50	14,364.60	9,813.75	10,000.00
Refund of Prior Year Expenditures	8,000.00	7,825.00	9,390.00	11,110.88	5,000.00
Workers' Compensation Reimbursements	-	-	-	1,214.76	-
Other Miscellaneous Revenues	800.00	338.50	406.20	598.59	800.00
Debt Proceeds	-	-	-	128,953.52	250,000.00
<u>TOTAL MISCELLANEOUS</u>	91,800.00	74,475.55	94,370.66	229,198.46	332,550.00
<u>TOTAL GENERAL FUND REVENUES</u>	5,918,839.00	5,107,768.14	5,854,354.32	5,588,488.72	6,610,255.00
<u>TRANSFERS</u>					
Emergency & Contingency	50,000.00	-	-	-	50,000.00
Unexpended State Funds	10,000.00	-	10,000.00	-	-
Parks & Recreation	195,600.00	-	-	-	75,000.00
Impact Fees-Public Buildings	139,000.00	-	-	-	75,000.00
Impact Fees-Police Protection	-	-	-	-	75,000.00
Beach Blast Off	40,000.00	-	40,000.00	-	-
Forfeiture & Seizure	4,604.00	-	-	-	-
Building Department Carryover	67,300.00	-	67,300.00	-	-
Capital Projects	600,000.00	-	-	-	600,000.00
Unassigned Fund Balance	-	-	-	-	-
<u>TOTAL TRANSFERS</u>	1,106,504.00	-	117,300.00	-	875,000.00
<u>TOTAL GENERAL FUND REVENUES AND TRANSFERS</u>	\$ 7,025,343	\$ 5,107,768	\$ 5,971,654	\$ 5,588,489	\$ 7,485,255

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>ACTUAL FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - LEGISLATIVE (City Commission)</u>					
<u>Personnel Services</u>					
Executive Wages	33,465.00	27,721.00	33,265.20	32,709.12	33,266.00
FICA Taxes	2,561.00	2,057.20	2,468.64	2,391.53	2,545.00
Retirement	2,867.00	2,204.92	2,645.90	2,492.49	3,178.00
Life/Health Insurance	-	-	-	9,588.81	-
<u>Total Personnel Services</u>	38,893.00	31,983.12	38,379.74	47,181.95	38,989.00
<u>Operating Expenditures/Expenses</u>					
Codification Fees	15,000.00	504.17	8,605.00	3,582.76	10,000.00
Other Contractual Services	24,300.00	8,300.00	10,800.00	8,500.00	2,500.00
Travel & Per Diem	2,000.00	944.50	1,133.40	1,720.96	2,500.00
Postage	750.00	-	-	479.92	-
Equipment Maintenance and Repair	8,900.00	4,848.94	5,818.73	9,445.94	5,686.00
Printing, Copying & Binding	500.00	-	-	980.00	-
Entertainment	500.00	308.99	370.79	1,244.83	3,500.00
Election Expense	500.00	-	-	305.13	1,000.00
Records Management Expense	10,000.00	9,780.88	11,737.06	2,849.44	10,000.00
Other Expenses	1,000.00	714.25	857.10	539.00	1,000.00
Office Supplies	500.00	40.46	48.55	13.31	300.00
Uniforms	100.00	-	-	40.00	100.00
Other Operating Supplies/Exp.	3,035.00	(1.94)	(2.33)	223.45	3,300.00
Publications & Subscriptions	120.00	-	-	-	-

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>ACTUAL FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - LEGISLATIVE (City Commission)</u>					
Memberships	2,100.00	1,775.00	2,130.00	1,830.00	1,900.00
Training & Education	1,065.00	565.00	565.00	574.00	1,000.00
<u>Total Operating Expenditures/Expenses</u>	70,370.00	27,780.25	42,063.30	32,328.74	42,786.00
<u>Capital Outlay</u>					
Office Equipment	-	-	-	28,724.60	-
<u>Total Capital Outlay</u>	-	-	-	28,724.60	-
<u>Total Legislative Department</u>	109,263.00	59,763.37	80,443.04	108,235.29	81,775.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR LEGISLATIVE DEPARTMENT

ACCOUNT TITLE	AMOUNT	EXPLANATION		
Codification Fees	\$ 10,000	Annual fee for availability of codes online	\$	550
		Codification of LDRs and ordinances as needed	\$	9,450
Other Contractual Services	\$ 2,500	Contracted services - miscellaneous		
Travel & Per Diem	\$ 2,500	Northeast Florida League of Cities dinner meetings	\$	500
		Miscellaneous seminars, workshops, etc.	\$	500
		Hotel, Mileage and Per Diem for FLC Conference	\$	1,500
Postage	\$ -	Postage for Public Notices		
Equipment Repair & Maintenance	\$ 5,686	Archive for Social Retention of Webpage, Facebook, etc.	\$	2,436
		DCR Annual Maintenance	\$	850
		AHA Annual Maintenance (website)	\$	2,400
Entertainment	\$ 3,500	Northeast Florida League of Cities Dinner hosted by the City	\$	1,800
		Employee holiday party	\$	1,700
Election Expense	\$ 1,000	Fee for election		
Records Management Expense	\$ 10,000	Laserfische software support fee		
Other Expenses	\$ 1,000	Plaques and certificates for employees (longevity), Commissioners and board members; membership plaques, certificates	\$	800
		Nameplates for Commission and boards:	\$	50
		Miscellaneous Commission expenses	\$	150
Office Supplies	\$ 300	DVD for meetings, and miscellaneous office supplies		
Uniforms	\$ 100	Embroidered shirts for Commissioners		

EXPLANATIONS OF PROPOSED EXPENDITURES FOR LEGISLATIVE DEPARTMENT

ACCOUNT TITLE	AMOUNT	EXPLANATION	
Other Operating Supplies/Expenses	\$ 3,300	Supplies for meetings, cards, flowers for illnesses, etc.	\$ 700
		City Pin Replenishment/Miscellaneous Tokens	\$ 1,000
		E-Mail Archiving All Boards	\$ 1,600
Publications and Subscriptions	\$ -	Miscellaneous books and publications (Sunshine manuals, etc.)	
Memberships	\$ 1,900	Florida League of Cities	\$ 600
		Northeast Florida League of Cities	\$ 100
		Florida Shore and Beach Preservation Association	\$ 500
		American Coastal Coalition	\$ 500
		Miscellaneous memberships and allowance for increases	\$ 200
Training & Education	\$ 1,000	Registration Fees for Conferences and Institutes	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>Spent in FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - EXECUTIVE (City Manager)</u>					
<u>Personnel Services</u>					
Executive Salary	120,010.00	96,007.39	118,866.29	117,081.90	121,210.00
Car Allowance	1,000.00	807.66	999.96	999.96	1,000.00
FICA	9,258.00	7,167.29	8,873.79	8,745.76	9,350.00
Retirement	28,346.00	21,927.90	27,148.83	25,793.50	30,730.00
Life & Health Insurance	7,936.00	6,895.56	8,537.36	7,925.50	7,843.00
Workers Comp	235.00	232.32	232.32	208.34	247.00
<u>Total Personnel Services</u>	166,785.00	133,038.12	164,658.55	160,754.96	170,380.00
<u>Operating Expenditures</u>					
Travel & Per Diem	1,000.00	624.50	749.40	727.89	1,000.00
Mileage	500.00	42.26	50.71	331.92	500.00
Bonding Insurance	28.00	27.04	32.45	27.04	28.00
Equipment Repair & Maintenance	360.00	115.50	138.60	559.99	100.00
Uniforms	50.00	-	-	-	50.00
Small Tools & Equipment	-	-	-	852.78	-
Other Operating Supplies	240.00	-	-	-	360.00
Publications & Subscriptions	250.00	241.80	290.16	240.67	250.00
Memberships	1,400.00	1,311.07	1,573.28	1,279.66	1,400.00
Training & Education	600.00	525.00	630.00	574.00	600.00
<u>Total Operating Expenditures</u>	4,428.00	2,887.17	3,464.60	4,593.95	4,288.00
<u>Total for Executive Department</u>	171,213.00	135,925.29	168,123.16	165,348.91	174,668.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR EXECUTIVE DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Travel & Per Diem	\$ 1,000	Hotel and meals to the FCCMA conference	
Mileage	\$ 500	Mileage reimbursement for use of personal vehicle outside St. Johns County	
Bonding Insurance	\$ 28	Department's share of employee dishonesty bond	
Equipment Repair & Maintenance	\$ 100	Miscellaneous Equipment Repair	
Uniforms	\$ 50	Uniform shirts	
Other Operating Supplies/Expenses	\$ 360	Department's share of financial software support fee	\$ 120
		Office 365 Annual Subscription	\$ 240
Publications & Subscriptions	\$ 250	St. Augustine Record, Florida League of Cities Magazine and allowances for increases	
Memberships	\$ 1,400	International City Manager's Association	\$ 1,000
		Florida County & City Managers Association	\$ 400
Training & Education	\$ 600	Conference Registration	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>Spent in FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - FINANCE AND ADMINISTRATION</u>					
<u>Personnel Services</u>					
Regular Salaries	372,710.00	298,836.62	369,988.20	362,058.21	395,739.00
Overtime	8,500.00	6,687.00	8,279.14	3,480.04	9,000.00
Sick Leave Incentive	1,055.00	1,053.46	1,404.61	842.97	1,000.00
FICA	28,742.00	21,295.63	26,366.02	25,407.21	31,040.00
Retirement	72,628.00	59,717.97	73,936.53	40,124.44	62,300.00
Life & Health Insurance	101,363.00	92,873.77	101,361.34	103,183.69	103,158.00
Workers Comp	400.00	387.20	387.20	347.27	411.00
<u>Total Personnel Services</u>	585,398.00	480,851.65	581,723.04	535,443.83	602,648.00
<u>Operating Expenditures</u>					
Attorney Fees	50,000.00	27,495.20	32,994.24	48,064.84	45,000.00
Audit Fees	13,260.00	8,500.00	13,260.00	12,920.00	17,200.00
Other Contractual Services	7,200.00	-	4,500.00	-	-
Travel - Per Diem	4,000.00	2,899.17	3,861.65	2,708.09	5,000.00
Mileage	1,500.00	638.22	950.95	1,294.00	1,500.00
Telephone	8,200.00	6,781.59	8,137.91	8,186.02	8,200.00
Postage	2,000.00	1,606.09	1,927.31	1,927.05	2,000.00
Equipment Leases	4,435.00	1,722.34	2,066.81	2,356.15	2,000.00
Bonding Insurance	120.00	104.00	124.80	104.00	120.00
Equipment Repair & Maintenance	2,100.00	567.05	680.46	3,291.55	1,400.00
Printing, Copying & Binding	1,450.00	906.11	1,087.33	1,189.75	3,600.00
Legal Advertising	4,000.00	3,291.52	3,949.82	4,949.53	5,000.00
Other Expenses	2,500.00	2,065.23	2,478.28	102.84	2,500.00
Office Supplies	5,500.00	4,867.14	5,840.57	3,825.51	5,000.00
Uniforms	500.00	-	-	478.00	500.00

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>Spent in FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - FINANCE AND ADMINISTRATION</u>					
Small Tools & Equipment	5,500.00	3,907.98	4,689.58	7,050.77	3,000.00
Other Operating Supplies/Expense	5,080.00	2,096.86	4,916.86	5,175.28	6,700.00
Publications & Subscriptions	500.00	112.72	135.26	106.18	350.00
Memberships	1,984.00	1,758.86	2,110.63	1,842.72	1,850.00
Training & Education	3,365.00	2,301.80	2,762.16	1,773.00	5,000.00
<u>Total Operating Expenditures</u>	123,194.00	71,621.88	96,474.62	107,345.28	115,920.00
<u>Capital Outlay</u>					
Office Equipment	1,300.00	-		7,397.62	8,500.00
Software	-	-	-	-	12,000.00
<u>Total Capital Outlay</u>	1,300.00	-	-	7,397.62	20,500.00
<u>Total for Finance & Administration</u>	709,892.00	552,473.53	678,197.66	650,186.73	739,068.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR FINANCE/ADMINISTRATION DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION		
Attorneys Fees	\$ 45,000	Monthly retainer \$3,000 x 12	\$	36,000
		Labor attorney fees	\$	2,000
		Legal fees beyond retainer scope of work	\$	7,000
Audit Fees	\$ 17,200	General fund portion of audit fees	\$	14,200
		Single audit	\$	3,000
Other Contractual Services	\$ -	Consulting services for accounting if needed		
Travel Per Diem	\$ 5,000	Rooms and per diem allowance for:		
		Florida Association of City Clerks Annual Conference		
		Florida Government Finance Officers Association Annual Conference		
		FGFOA School of Government Finance		
		Florida Gulf Coast ARMA Conference		
		Miscellaneous Seminars & Workshops		
Mileage-Personal Vehicle	\$ 1,500	Personal vehicles used for City business	\$	500
		Mileage for travel to scheduled conferences	\$	1,000
Telephone	\$ 8,200	Based on year-to-date expenditure with an allowance for rate increase		
Postage	\$ 2,000	Based on year-to-date expenditure with an allowance for rate increase		
Equipment Leases	\$ 2,000	Postage meter	\$	500
		Copier	\$	1,500
Bonding Insurance	\$ 120	Department's portion of employee dishonesty bond		
Equipment Repair & Maintenance	\$ 1,400	Computer/equipment repair		

EXPLANATIONS OF PROPOSED EXPENDITURES FOR FINANCE/ADMINISTRATION DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION		
Printing, Copying & Binding	\$ 3,600	Envelopes, letterhead, vending stickers, checks, purchase orders & other miscellaneous items based on year-to-date expenditures	\$	1,400
		Copier usage fees	\$	2,200
Legal Advertising	\$ 5,000	Meeting ads, legal notices. Based on year-to-date expenditures		
Other Expenses	\$ 2,500	Miscellaneous fees & expenses such as bank service charges		
Office Supplies	\$ 5,000	Paper, filing supplies, printer ink/toner, card printer supplies, etc.	\$	5,000
Uniforms	\$ 500	Embroidered shirts for staff		
Small Tools & Equipment	\$ 3,000	Miscellaneous software needs	\$	1,500
		Miscellaneous small equipment needs/replacements	\$	1,500
Other Operating Supplies	\$ 6,700	Ordinance and other document recording costs. Based on year-to-date expenditures	\$	2,755
		Microsoft Office 365 Annual Software Subscription (8 @ \$240)	\$	1,920
		Asset Keeper Software Annual Update	\$	350
		Adobe Creative Suite Annual Subscription	\$	825
		Department's portion of finance software support fee	\$	700
		Hosting for pickup list	\$	150
Publications & Subscriptions	\$ 350	GAAFR Review	\$	50
		SHRM	\$	100
		Financial & City Clerk publications as needed	\$	200
Memberships	\$ 1,850	Government Finance Officers Association (CFO)	\$	180
		Florida Government Finance Officers Association (CFO & Finance Assistant)	\$	70
		Florida Government Finance Officers Association First Coast Chapter	\$	25
		Florida Association of City Clerks (City Clerk & Deputy City Clerk)	\$	150
		International Institute of Municipal Clerks (City Clerk & Deputy City Clerk)	\$	310

EXPLANATIONS OF PROPOSED EXPENDITURES FOR FINANCE/ADMINISTRATION DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION		
		Florida Gulf Coast ARMA (City Clerk)	\$	150
		St. Johns County Chamber of Commerce	\$	640
		Florida Local Government Information Systems Association (IT Staff)	\$	200
		Allowance for increases	\$	125
Training & Education	\$ 5,000	FACC Fall Conference (Deputy City Clerk)	\$	400
		FACC Summer Conference (City Clerk)	\$	425
		HR Florida Conference	\$	1,300
		Florida Government Finance Officers Association Conference (CFO)	\$	400
		FGFOA School of Government Finance (Finance Assistant)	\$	400
		CGFO Training & Testing (CFO & Finance Assistant)	\$	500
		IT Staff Trainings	\$	1,000
		Miscellaeous Seminars/Training	\$	575
<u>Capital Outlay</u>				
Office Equipment	\$ 8,500	Computer Replacements	\$	7,500
		Document Scanner	\$	1,000
Software	\$ 12,000	Finance/Admin Portion of Finance Software Upgrade (A/R and Migration to the Cloud)		

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - COMPREHENSIVE PLANNING</u>					
<u>Personnel Services</u>					
Regular Salaries	116,885.00	97,309.70	116,885.00	108,145.33	99,974.00
FICA	9,014.00	7,156.07	8,859.90	7,863.97	7,649.00
Retirement	18,022.00	13,662.62	16,395.14	15,674.30	15,884.00
Life & Health Insurance	13,296.00	11,393.01	12,390.00	14,939.89	11,765.00
Workers Comp	3,600.00	3,562.16	3,562.16	3,194.65	3,778.00
<u>Total Personnel Services</u>	160,817.00	133,083.56	158,092.20	149,818.14	139,050.00
<u>Operating Expenditures</u>					
Other Contractual Services	20,000.00	-	20,000.00	-	10,000.00
Equipment Repair & Maintenance	120.00	96.93	120.00	468.93	-
Printing, Copying, & Binding	25.00	(165.00)	(247.50)	(117.50)	25.00
Legal Advertising	2,900.00	2,034.13	2,440.96	1,706.69	3,000.00
Other Operating Supplies	942.00	441.56	529.87	66.10	1,100.00
Publications & Subscriptions	50.00	-	-	-	-
Memberships	128.00	-	-	-	-
Training & Education	-	-	-	-	-
<u>Total for Operating Expenditures</u>	24,165.00	2,407.62	22,843.33	2,124.22	14,125.00
<u>Total for Comprehensive Planning</u>	184,982.00	135,491.18	180,935.53	151,942.36	153,175.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR COMPREHENSIVE PLANNING

ACCOUNT TITLE:	AMOUNT	EXPLANATION		
Other Contractual Services	\$ 10,000	Carryover for EAR consultant		
Equipment Repair & Maintenance	\$ -			
Printing Copying & Binding	\$ 25	Copies as needed for the Planning Board Printing of "Notice of Public Hearing" signs		
Legal Advertising	\$ 3,000	Required advertising for variances, concept review, conditional uses, etc. Fees paid by applicant at time of application		
Other Operating Supplies	\$ 1,100	Miscellaneous items (Snacks & Coffee for Planning Board) based on year-to-date expenditures	\$	590
		Department's share of financial software support fee	\$	150
		Office 365 Annual Subscription	\$	360
Publications & Subscriptions	\$ -			
Memberships	\$ -			
Training & Education	\$ -			

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - DEBT SERVICE (General Fund)</u>					
<u>Operating Expenditures</u>					
Loan Principal	70,331.00	70,330.82	70,330.32	3,044,788.00	73,245.00
Loan Interest	8,277.00	7,975.29	7,975.29	169,250.83	5,363.00
<u>Total for Debt Service (General Fund)</u>	<u>78,608.00</u>	<u>78,306.11</u>	<u>78,305.61</u>	<u>3,214,038.83</u>	<u>78,608.00</u>

EXPLANATION OF PROPOSED EXPENDITURES FOR DEBT SERVICE

ACCOUNT TITLE:	AMOUNT	EXPLANATION
Loan Principal	73,245.00	Principal Portion on Leased 2016 and 2017 vehicles
Loan Interest	5,363.00	Interest Portion on Leased 2016 and 2017 vehicles

GENERAL FUND - EXPENDITURES	APPROPRIATED FY18	SPENT AS OF 7/31/18	FORECAST TO BE SPENT AS OF 9/30/18	SPENT IN FY17	ADOPTED FY19
DEPARTMENT - OTHER GOVERNMENTAL SERVICES					
<u>Personnel Services</u>					
Regular Salaries	212,835.00	163,797.39	202,796.77	208,057.55	212,340.00
Overtime	6,460.00	5,822.51	7,208.82	13,825.93	7,000.00
Certificate Incentive	624.00	-	-	-	624.00
Sick Leave Incentive	1,100.00	550.83	842.45	526.73	1,100.00
FICA	16,800.00	11,622.10	14,389.27	15,159.65	16,912.00
Retirement	21,870.00	16,469.48	19,763.38	20,438.82	24,357.00
Life & Health Insurance	66,268.00	60,501.82	65,928.65	70,496.45	67,387.00
Workers Comp	5,800.00	5,663.49	5,663.49	5,069.77	5,995.00
Total Personnel Services	331,757.00	264,427.62	316,592.82	333,574.90	335,715.00
<u>Operating Expenditures</u>					
Other Contractual Services	3,400.00	2,240.00	2,688.00	2,246.00	3,000.00
Telephone	1,200.00	802.72	963.26	964.36	1,200.00
Electricity	11,000.00	9,512.53	11,415.04	10,676.48	12,000.00
Water & Sewer	2,600.00	2,088.31	2,505.97	2,522.90	2,700.00
Equipment Leases	360.00	300.45	360.54	324.73	360.00
Liability Insurance	37,000.00	31,440.72	37,728.86	35,544.44	34,440.00
Building/Property Insurance	17,000.00	14,089.09	16,906.91	16,906.40	12,800.00
Facility Maintenance	32,000.00	23,101.43	27,721.72	35,067.79	25,000.00
Equipment Repair & Maintenance	10,848.00	6,969.96	8,363.95	8,800.37	8,062.00
Vehicle Repair & Maintenance	500.00	(286.62)	(343.94)	111.58	500.00
Advertising	260.00	259.74	311.69	101.66	300.00
Office Supplies	615.00	162.04	194.45	598.35	400.00
Uniforms	500.00	322.56	387.07	-	500.00
Fuel, Oil & Lubes	3,000.00	2,571.80	3,086.16	3,253.19	3,000.00
Small Tools & Equipment	3,100.00	1,692.33	2,030.80	3,427.42	3,000.00

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - OTHER GOVERNMENTAL SERVICES</u>					
Other Operating Supplies/Expense	9,704.00	8,733.65	10,480.38	9,171.60	11,189.00
Publications	100.00	16.32	16.32	-	50.00
Training & Education	1,003.00	318.26	104.00	-	1,300.00
<u>Total Operating Expenditures</u>	134,190.00	104,335.29	124,921.17	129,717.27	119,801.00
<u>Capital Outlay</u>					
Land/Land Improvements	10,000.00	4,350.00	4,350.00	10,200.00	-
Buildings	148,000.00	22,052.30	11,197.80	245,263.84	85,000.00
Office Equipment					2,002.00
Other Equipment	27,500.00	20,877.05	17,348.65	33,025.11	126,500.00
<u>Total Capital Outlay</u>	185,500.00	47,279.35	32,896.45	288,488.95	213,502.00
<u>Total for Other Governmental Services</u>	651,447.00	416,042.26	474,410.44	751,781.12	669,018.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR OTHER GOVERNMENTAL SERVICES

ACCOUNT TITLE:	AMOUNT	EXPLANATION		
Other Contractual Services	\$ 3,000	Lawn pest/weed control & fertilizer (City Hall Complex)	\$	2,000
		Miscellaneous Contracted Services (Based on Current Year)	\$	1,000
Telephone	\$ 1,200	Telephone services for Public Works Complex. 26% of annual cost based on year-to-date expenditures		
Electricity	\$ 12,000	26% of annual cost for Public Works Complex; 60% of annual cost for City Hall Complex based on year-to-date expenditures		
Water & Sewer	\$ 2,700	26% of annual cost for Public Works Complex; 60% of annual cost for City Hall Complex based on year-to-date expenditures		
Equipment Leases	\$ 360	26% of Copier Lease		
Liability Insurance	\$ 34,440	Florida League of Cities estimated premium		
Building/Property Insurance	\$ 12,800	Florida League of Cities estimated premium		
Facility Maintenance	\$ 25,000	Pest/Rodent control; generator repair; a/c repair and maintenance; includes all Facilities		
Equipment Repair & Maintenance	\$ 8,062	Repair/maintenance of lawn equipment	\$	4,000
		City Hall & Public Works generator annual testing	\$	2,562
		Replace batters for access control	\$	700
		Supplies to repair/maintain equip	\$	800
Vehicle Repair & Maintenance	\$ 500	Maintenance for vehicle #68 and #51		
Advertising	\$ 300	Advertising for Employment		
Office Supplies	\$ 400	Miscellaneous Office Supplies; Department's share of Public Works Budget		
Uniforms	\$ 500	Shirts, hats, rain gear, vests, windbreakers, etc. (24% of annual cost)		
Fuel, Oil & Lubes	\$ 3,000	Fuels and lubricants for vehicles & equipment including City Hall generator		
Small Tools & Equipment	\$ 3,000	Power tools, mowers, trimmers, blowers, hand tools and various accessories		

EXPLANATIONS OF PROPOSED EXPENDITURES FOR OTHER GOVERNMENTAL SERVICES

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Other Operating Supplies/Equipment	\$ 11,189	Janitorial supplies, employee drug screens and physicals, ID card supplies, plantings for City Hall complex, tools and supplies for City Hall complex lawn maintenance - Based on current year's expenditures	\$ 9,500
		Department's Share of Financial Software Annual Support Fee	\$ 650
		26% of Office 365 Annual Subscriptions	\$ 188
		Antivirus Software	\$ 851
Publications & Subscriptions	\$ 50	26% of cost for manuals for Public Works department	
Training/Education	\$ 1,300	Department's share of Public Works employees training costs	
<u>Capitla Outlay</u>			
Land/Land Improvements	\$ -		
Buildings	\$ 85,000	Re-Roof City Hall	\$ 85,000
Office Equipment	\$ 2,002	26% of Computer Replacements	\$ 2,002
Other Equipment	\$ 126,500	HVAC#4 PD Garage Unit	\$ 10,000
		City Server	\$ 50,000
		City Wide Routing Equipment Refresh with Outsourced Config & Support	\$ 50,000
		Backup Storage Upgrade (Barracuda)	\$ 16,500

GENERAL FUND - EXPENDITURES DEPARTMENT - LAW ENFORCEMENT	APPROPRIATED FY18	SPENT AS OF 7/31/18	FORECAST TO BE SPENT AS 9/30/2018	SPENT IN FY17	ADOPTED FY19
<u>Personnel Services</u>					
Executive Salary (Chief)	98,759.00	79,007.13	97,818.35	96,350.00	101,228.00
Regular Salaries	1,044,416.00	793,871.78	982,888.87	947,061.12	1,084,652.00
Holiday Pay	29,000.00	22,473.51	24,720.86	27,875.79	26,000.00
Overtime	55,000.00	32,712.14	40,500.74	77,970.11	50,000.00
Police Incentive Pay	15,000.00	12,119.21	15,004.74	14,275.99	15,000.00
Call Out Stipend	8,400.00	5,814.90	7,199.40	6,276.40	8,400.00
Electronic Communications Stipend	14,159.00	11,103.69	13,747.43	13,263.51	15,000.00
Sick Pay Incentive	9,595.00	8,072.94	8,072.94	7,636.48	10,000.00
Investigator Stipend	1,200.00	969.15	1,199.90	1,199.90	2,400.00
FICA	96,224.00	69,820.39	86,444.29	86,747.82	100,421.00
Retirement	278,949.00	202,003.17	303,004.76	246,132.24	270,530.00
Life & Health Insurance	206,924.00	187,822.99	205,503.72	175,913.54	232,195.00
Workers Comp	20,275.00	20,174.38	20,174.38	18,056.74	21,350.00
Total Personnel Services	1,877,901.00	1,445,965.38	1,806,280.38	1,718,759.64	1,937,176.00
<u>Operating Expenditures</u>					
Attorney Fees	2,002.00	1,000.00	2,002.00	1,660.00	2,000.00
Other Contractual Services	8,900.00	6,307.50	7,569.00	11,520.00	8,900.00
Travel/Per Diem	14,500.00	11,677.57	14,013.08	6,070.43	5,000.00
Telephone	30,000.00	22,232.90	26,679.48	28,373.02	28,000.00
Postage	700.00	361.24	433.49	431.09	700.00
Electricity	8,350.00	7,239.55	8,687.46	8,756.72	8,350.00
Water & Sewer	1,500.00	1,114.99	1,337.99	1,326.74	1,500.00
Equipment Leases	1,700.00	1,381.58	1,657.90	1,819.72	2,000.00
Vehicle Leases	9,910.00	8,926.90	10,712.28	14,261.83	9,910.00
Liability Insurance	30,450.00	30,426.72	45,640.08	34,569.00	33,693.00
Building/Property Insurance	12,820.00	12,819.92	19,229.88	12,594.56	15,613.00
Statutory Insurance	750.00	728.00	728.00	728.00	1,572.00
Facility Maintenance	2,075.00	2,073.42	2,488.10	2,787.82	2,000.00
Equipment Repair & Maintenance	19,543.00	17,215.92	20,659.10	19,175.97	21,053.00
Vehicle Repair & Maintenance	26,946.00	26,242.76	31,491.31	25,439.69	20,000.00
K-9 Unit	4,000.00	2,140.15	2,568.18	-	5,000.00

GENERAL FUND - EXPENDITURES	APPROPRIATED	SPENT AS	FORECAST TO	SPENT IN	ADOPTED
DEPARTMENT - LAW ENFORCEMENT	FY18	OF 7/31/18	BE SPENT AS	FY17	FY19
			9/30/2018		
Printing, Copying & Binding	1,925.00	1,564.62	1,877.54	2,094.63	4,200.00
Investigations	5,000.00	4,029.70	4,835.64	7,084.47	5,000.00
Office Supplies	5,500.00	4,377.85	5,253.42	6,091.17	6,500.00
Uniforms	25,550.00	23,583.58	28,300.30	45,734.24	25,000.00
Fuel, Oil & Lubes	45,000.00	48,954.15	58,744.98	46,448.12	50,000.00
Small Tools & Equipment	15,510.00	14,717.24	17,660.69	14,751.77	13,000.00
Crime Prevention Supplies	7,145.00	6,091.54	7,309.85	6,652.41	7,000.00
Medical Supplies	2,055.00	1,703.70	2,044.44	3,800.33	4,000.00
Other Operating Supplies/Expense	18,856.00	11,519.19	13,823.03	14,246.26	21,052.00
Publications & Subscriptions	1,000.00	235.37	282.44	388.50	1,000.00
Memberships	2,700.00	2,005.00	2,406.00	2,801.50	3,000.00
Training & Education	30,800.00	26,204.96	28,354.96	32,843.17	25,000.00
Accreditation	5,990.00	4,755.71	4,755.71	3,821.07	5,000.00
Total Operating Expenditures	341,177.00	301,631.73	371,546.33	356,272.23	335,043.00
Capital Outlay					
Vehicles	125,403.00	125,401.23	125,401.23	136,045.19	125,000.00
Office Equipment	15,300.00	15,285.10	15,284.50	4,878.88	9,000.00
Other Equipment	14,762.00	14,761.95	14,761.95	47,714.67	14,159.00
K9	-	-	-	14,167.61	-
Total Capital Outlay	155,465.00	155,448.28	155,447.68	202,806.35	148,159.00
Total for Law Enforcement	2,374,543.00	1,903,045.39	2,333,274.39	2,277,838.22	2,420,378.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR POLICE DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION
Attorney Fees	\$ 2,000	Attorney fees items related to law enforcement functions
Other Contractual Services	\$ 8,900	Contracted services for Accreditation Manager
Travel/Per Diem	\$ 5,000	Rooms and per diem allowances for training/conferences travel
Telephone	\$ 28,000	Police department telephone, cell phone and wire card charges. Based on year-to-date expenditures
Postage	\$ 700	Normal postage expense, certified mail for evidence and equipment repairs
Electricity	\$ 8,350	Normal power usage based on year-to-date expenditures with allowance for rate increase
Water & Sewer	\$ 1,500	Normal water usage based on year-to-date expenditures
Equipment Leases	\$ 2,000	Water cooler \$ 380 Postage meter \$ 120 Copier lease \$ 1,500
Vehicle Leases	\$ 9,910	Cost of 2 unmarked administrative vehicle leases
Liability Insurance	\$ 33,693	Florida League of Cities estimated premium
Building/Property Insurance	\$ 15,613	Florida League of Cities estimated premium
Statutory Insurance	\$ 1,572	State mandated coverage for law enforcement officers (2 Year Premium)
Facility Maintenance	\$ 2,000	Miscellaneous facility expenditures out of Public Works Department scope

EXPLANATIONS OF PROPOSED EXPENDITURES FOR POLICE DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Equipment Repair & Maintenance	\$ 21,053	Radar calibration/certifications: 15 x \$100 yr.	\$ 1,500
		Radar density tests (State required): 15 x \$30 yr.	\$ 450
		Patrol car speedometer calibrations: 15 x \$30 yr.	\$ 450
		SmartMCT maintenance contract	\$ 7,140
		FileOnQ evidence software annual maintenance	\$ 4,000
		Laser calibration/certification 1 x \$200/year	\$ 200
		Sound meter calibration: 2x \$100/year	\$ 200
		APS annual maintenance contract for MDT	\$ 400
		Routine maintenance for radios, flashlights, etc.	\$ 200
		Fire extinguisher certification for cars and building	\$ 1,000
		Computer/misc. equipment repair	\$ 2,000
		Easy Street	\$ 400
		NetOp (30 Host + 3 Guest)	\$ 613
		Parts To Upgrade Computers	\$ 2,500
Vehicle Repair & Maintenance	\$ 20,000	Routine maintenance/service based on year-to-date expenditures with increase due to aging fleet	
K-9 Unit	\$ 5,000	Annual Cost for K9 Kilo	
Printing, Copying & Binding	\$ 4,200	Printing of forms not provided by State	\$ 2,000
		Copier Usage	\$ 2,200
Investigations	\$ 5,000	Major case expenditure cost	
Office Supplies	\$ 6,500	Office Supplies based on year-to-date expenditures	
Uniforms	\$ 25,000	Uniforms, dry cleaning expense, bulletproof vests, leather gear, etc.	
Fuel, Oil & Lubes	\$ 50,000	Fuel costs based on year-to-date expenditures	
Small Tools & Equipment	\$ 13,000	Narcotics kits, book kit, fingerprint supplies, OC spray etc, spare batteries for laptops. Based on year-to-date expenditures	

EXPLANATIONS OF PROPOSED EXPENDITURES FOR POLICE DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Crime Prevention Supplies	\$ 7,000	Community program supplies including National Night Out	
Medical Supplies	\$ 4,000	First aid supplies, protective equipment (gloves, masks, blankets), pre-employment screens, and random drug screens	
Other Operating Supplies/Expenses	\$ 21,052	Citation filing fees, miscellaneous items not otherwise classified	\$ 11,500
		Office 365 Annual Supscriptions	\$ 7,200
		Department's share of financial software support fee	\$ 1,500
		Department's Share of Anti-Virus Soffware	\$ 852
Publications & Subscriptions	\$ 1,000	Florida Law Enforcement Handbooks, Etc.	
Memberships	\$ 3,000	Law Enforcement Association Memberships based on year-to-date expenditures	
Training and Education	\$ 25,000	Firearms training and supplies, ammunition, targets, posters, Police Law Institute Training, Training Schools (Interview, Traffic, etc.). Conferences (Police Chief, etc.). Tuition Reimbursement	
Accreditation	\$ 5,000	Power DMS	\$ 2,500
		Other accreditation expenses	\$ 2,500
Vehicles	\$ 125,000	Purchase 3 Patrol Vehicles w/equipment	
Office Equipment	\$ 9,000	3 new MDT's	\$ 9,000
Other Equipment	\$ 14,159	Grant Purchases TBD	

GENERAL FUND - EXPENDITURES
DEPARTMENT - BUILDING DEPARTMENT

Personnel Services

	APPROPRIATED FY18	SPENT AS OF 7/31/18	FORECAST TO BE SPENT AS OF 9/30/18	SPENT IN FY17	ADOPTED FY19
Regular Salaries	163,397.00	135,191.72	163,397.00	173,977.39	194,413.00
Sick Leave Incentive	-	-	-	-	500.00
FICA	12,689.00	9,985.62	12,363.15	12,761.56	14,911.00
Retirement	20,773.00	16,433.55	19,720.26	18,910.67	24,906.00
Life & Health Insurance	21,072.00	17,924.98	20,197.14	26,976.89	27,561.00
Workers Comp	7,900.00	7,898.68	7,898.68	7,083.78	8,376.00
Unemployment Compensation	614.00	613.48	613.48	2,651.83	-
Total Personnel Services	226,445.00	188,048.03	224,189.71	242,362.12	270,667.00

Operating Expenditures

Other Contractual Svcs	831.00	-	-	3,658.00	-
Telephone	5,000.00	3,321.50	3,985.80	4,007.08	6,300.00
Postage	1,000.00	523.82	628.58	853.61	800.00
Electricity	4,000.00	3,666.11	4,399.33	4,302.05	4,500.00
Water & Sewer	1,300.00	1,028.19	1,233.83	1,214.82	1,300.00
Equipment Leases	1,745.00	1,608.99	1,930.79	1,822.24	1,720.00
Liability Insurance	900.00	788.96	1,183.44	892.80	399.00
Building/Property Insurance	5,200.00	4,959.60	7,439.40	5,032.44	5,021.00
Bonding Insurance	77.00	76.96	76.96	76.96	77.00
Equipment Repair & Maintenance	800.00	265.25	318.30	1,911.21	500.00
Vehicle Repair & Maintenance	1,500.00	1,187.93	1,425.52	871.41	1,000.00
Printing, Copying & Binding	1,000.00	507.25	608.70	478.70	3,200.00
Legal Advertising	600.00	371.40	445.68	479.26	600.00
Advertising	-	-	-	1,268.00	-
Office Supplies	3,210.00	2,883.53	3,460.24	2,552.75	2,500.00
Uniforms	369.00	369.00	442.80	134.99	500.00
Fuel, Oil & Lubes	1,650.00	939.00	1,126.80	1,272.84	2,000.00

	APPROPRIATED FY18	SPENT AS OF 7/31/18	FORECAST TO BE SPENT AS OF 9/30/18	SPENT IN FY17	ADOPTED FY19
<u>GENERAL FUND - EXPENDITURES</u>					
<u>DEPARTMENT - BUILDING DEPARTMENT</u>					
<u>Personnel Services</u>					
Small Tools & Equipment	5,767.00	5,766.09	6,919.31	1,185.94	6,800.00
Other Operating Supplies	2,272.00	907.91	1,089.49	130.00	1,905.00
Publications & Subscriptions	1,156.00	1,155.47	1,155.47	-	1,200.00
Memberships	520.00	395.00	395.00	299.00	600.00
Training & Education	1,525.00	1,524.33	1,375.61	1,626.98	2,500.00
<u>Total Operating Expenditures</u>	40,422.00	32,246.29	39,641.04	34,071.08	43,422.00
<u>Capital Outlay</u>					
Vehicles	48,900.00	47,102.00	47,102.00	-	33,000.00
Buildings					3,000.00
Office Equipment	-	-			8,000.00
Software					12,000.00
<u>Total Capital Outlay</u>	48,900.00	47,102.00	47,102.00	-	56,000.00
<u>Total For Building Department</u>	315,767.00	267,396.32	310,932.75	276,433.20	370,089.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR BUILDING DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Telephone	\$ 6,300	Telephone, Internet Service, Wireless Service	
Postage	\$ 800	Based on year-to-date expenditures	
Electricity	\$ 4,500	Department's share of electricity costs based on year-to-date expenditures	
Water & Sewer	\$ 1,300	Department's share of water and sewer costs. Based on year-to-date expenditures	
Equipment Leases	\$ 1,720	Copier lease	\$ 1,500
		Postage meter	\$ 220
Liability Insurance	\$ 399	Florida League of Cities estimated premium	
Building/Property Insurance	\$ 5,021	Florida League of Cities estimated premium	
Bonding Insurance	\$ 77	Department's share of employee dishonesty bond	
Equipment Repair & Maintenance	\$ 500	Repairs as needed to office equipment based on year-to-date expenditures	\$ 500
Vehicle Repair & Maintenance	\$ 1,000	Repair & Maintenance of vehicles	
Printing, Copying & Binding	\$ 3,200	Forms and applications needed for construction permitting	\$ 1,000
		Copier Usage	\$ 2,200

EXPLANATIONS OF PROPOSED EXPENDITURES FOR BUILDING DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Legal Advertising	\$ 600	Advertising for Code Enforcement Board Meetings	
Office Supplies	\$ 2,500	Normal office & copier supplies	
Uniforms	\$ 500	City identified clothing for staff	
Fuel, Oil & Lubes	\$ 2,000	Fuel required for vehicles #20,21,22,23 & 24	
Small tools & Equipment	\$ 6,800	Printer, Scanner, misc. small equipment	\$ 1,100
		Filing Cabinets	\$ 4,000
		TV	\$ 500
		6 Monitors	\$ 1,200
Other Operating Supplies/Expenses	\$ 1,905	Supplies & equipment needed for department's operation	\$ 200
		Department's Share of Financial Software Annual Fee	\$ 265
		Office 365 Annual Subscription (6X240)	\$ 1,440
Publications & Subscriptions	\$ 1,200	Publications based on year-to-date expenditures	
Memberships	\$ 600	Memberships to Building Official Association	
Training & Education	\$ 2,500	Continuing education requirements in accordance with Florida Statutes	
<u>Capital Outlay</u>			
Buildings	\$ 3,000	Building Dept Kitchen Remodel	
Vehicles	\$ 33,000	Replace Vehicle #38	
Office Equipment	\$ 8,000	Replace two computers	\$ 3,000
		2 Surface Pros for Field Staff	\$ 5,000
Software	\$ 12,000	Department's portion of Financial Software Upgrade	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - GARBAGE/SOLID WASTE SERVICES</u>					
<u>Personnel Services</u>					
Regular Salaries	237,393.00	182,275.97	225,675.01	232,127.25	236,840.00
Overtime	7,039.00	6,442.94	7,976.97	15,421.19	8,000.00
Certificate Incentive	696.00	-	-	-	696.00
Sick Leave Incentive	1,500.00	846.73	846.73	1,285.66	1,200.00
FICA	18,759.00	13,092.95	16,210.32	17,012.44	18,876.00
Retirement	19,412.00	18,372.65	22,047.18	22,797.21	27,167.00
Life & Health Insurance	73,854.00	67,416.55	73,473.59	77,820.80	75,163.00
Workers Comp	27,000.00	26,960.19	26,960.19	24,168.27	28,575.00
<u>Total Personnel Services</u>	385,653.00	315,407.98	373,189.99	390,632.82	396,517.00
<u>Operating Expenditures</u>					
Other Contractual Services	142,500.00	83,890.32	100,668.38	91,919.46	170,000.00
Telephone	4,500.00	3,559.04	4,270.85	4,379.90	4,500.00
Electricity	1,600.00	1,068.78	1,282.54	1,150.67	1,600.00
Water & Sewer	800.00	588.97	706.76	781.51	800.00
Equipment Leases	480.00	335.10	402.12	6,947.13	480.00
Liability Insurance	1,200.00	1,179.34	1,769.01	1,116.00	1,097.00
Building/Property Insurance	3,968.00	3,887.91	5,831.87	4,089.50	4,484.00
Equipment Repair & Maintenance	1,500.00	568.21	681.85	895.61	1,500.00
Vehicle Repair & Maintenance	50,000.00	39,199.90	47,039.88	45,330.47	50,000.00
Advertising	290.00	289.71	289.71	113.39	300.00
Solid Waste Disposal	281,684.00	153,997.69	184,797.23	272,968.51	190,000.00
Office Supplies	399.00	102.24	122.69	235.18	400.00
Uniforms	586.00	359.77	431.72	-	400.00
Fuel, Oil & Lubes	26,500.00	23,349.96	28,019.95	23,072.24	27,000.00
Small Tools & Equipment	1,700.00	1,210.94	1,453.13	1,591.19	1,500.00

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - GARBAGE/SOLID WASTE SERVICES</u>					
Medical Supplies	100.00	-	-	-	100.00
Other Operating Supplies/Expenses	5,378.00	4,860.22	5,832.26	3,383.52	5,200.00
Publications & Subscriptions	60.00	18.18	21.82	-	30.00
Memberships	960.00	-	-	-	-
Training & Education	116.00	-	116.00	-	120.00
<u>Total Operating Expenditures</u>	524,321.00	318,466.28	383,737.77	457,974.28	459,511.00
<u>Capital Outlay</u>					
Vehicles	-	-	-	138,175.93	250,000.00
Office Equipment	-	-	-	-	2,233.00
Other Equipment	-	-	-	525.71	-
<u>Total Capital Outlay</u>	-	-	-	138,701.64	252,233.00
<u>Total for Garbage/Solid Waste</u>	909,974.00	633,874.26	756,927.76	987,308.74	1,108,261.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR SOLID WASTE DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Other Contractual Services	\$ 170,000	Recycling contract	\$ 166,000
		Contract labor	\$ 3,000
		Public Works Complex generator testing (29% of Annual Cost)	\$ 1,000
Telephone	\$ 4,500	Telephone service at Public Works Complex (29% of Annual Cost)	
		50% of cellular phone cost	
Electricity	\$ 1,600	Electricity service of Public Works Complex (29% of Annual Cost)	
Water & Sewer	\$ 800	Water & sewer service for Public Works Complex (29% of Annual Cost)	
Equipment Leases	\$ 480	Copier Lease	
Liability Insurance	\$ 1,097	Florida League of Cities estimated premium	
Building/Property Insurance	\$ 4,484	Florida League of Cities estimated premium	
Equipment Repair & Maintenance	\$ 1,500	Repair & maintenance of tools, shop equipment and communications equipment, Public Works generator Annual Service & Testing	
Vehicle Repair & Maintenance	\$ 50,000	Repair & maintenance of garbage trucks, flatbed truck & one pick-up truck. Based on year-to-date expenditures with allowance for aging vehicles	
Advertising	\$ 300	Advertising for employment	
Solid Waste Disposal	\$ 190,000	Construction debris, yard trash and commercial disposal fees	

EXPLANATIONS OF PROPOSED EXPENDITURES FOR SOLID WASTE DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION		
Office Supplies	\$ 400	Office & computer supplies (29% of Annual Cost)		
Uniforms	\$ 400	Shirts, hats, rain gear, windbreakers, etc. (29% of annual cost)		
Fuel, Oil & Lubes	\$ 27,000	Fuels & lubricants for vehicles & equipment		
Small Tools & Equipment	\$ 1,500	Power tools, hand tools, air tools, and various accessories	\$	775
		29% of cost of replacement computers	\$	725
Medical Supplies	\$ 100	Medical supplies for sanitation trucks		
Other Operating Supplies/Expenses	\$ 5,200	Drug testing, solvents, degreasers, vehicle wash, personal safety gear, and paper products, fees to tax collector for non-ad valorem assessment		4419
		Department's share of financial software support fee	\$	500
		29% of annual cost of Office 365 subscription	\$	281
Publications & Subscriptions	\$ 30	Training manuals		
Training & Education	\$ 120	Department's share of Public Works employee training		
Office Equipment	\$ 2,233	Department's Share of Computer Replacements		
Vehicles	\$ 250,000	Replace rear load refuse truck #78		

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - PARKING FACILITIES</u>					
<u>Personnel Services</u>					
Regular Salaries					24,318.00
Overtime					1,000.00
Sick Leave Incentive					500.00
FICA					1,976.00
Retirement					2,133.00
Life & Health Insurance					19,374.00
Workers Comp					500.00
<u>Total Personnel Services</u>	-	-	-	-	49,801.00
<u>Operating Expenditures</u>					
Other Contractual Services					25,000.00
Telephone					500.00
Vehicle Repair & Maintenance					500.00
Advertising					500.00
Office Supplies					500.00
Uniforms					2,000.00
Fuel, Oil & Lubes					1,000.00
Small Tools & Equipment					800.00
Other Operating Supplies/Expenses					480.00
<u>Total Operating Expenditures</u>	-	-	-	-	31,280.00
<u>Captial Outlay</u>					
Vehicles	-	-			-
Office Equipment					
Other Equipment	-	-			

	APPROPRIATED FY18	SPENT AS OF 7/31/18	FORECAST TO BE SPENT AS OF 9/30/18	SPENT IN FY17	ADOPTED FY19
<u>GENERAL FUND - EXPENDITURES</u>					
<u>DEPARTMENT - PARKING FACILITIES</u>					
<u>Total Capital Outlay</u>	-	-	-	-	-
<u>Total for Parking Facilities</u>	-	-	-	-	81,081.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR PARKING FACILITIES DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION
Other Contractual Services	\$ 25,000	Consultant for Parking implementation and integration
Telephone	\$ 500	LTE for Parking Enforcement Computer
Vehicle Repair & Maintenance	\$ 500	Repair & Maintenance of parking enforcement vehicle
Advertising	\$ 500	Advertising for employment
Office Supplies	\$ 500	Office supplies
Uniforms	\$ 2,000	Parking enforcement personnel uniforms
Fuel, Oil & Lubes	\$ 1,000	Fuels & lubricants for vehicles & equipment
Small Tools & Equipment	\$ 800	Printer and mount for parking personnel computer
Medical Supplies	\$ 100	Medical supplies for sanitation trucks
Other Operating Supplies/Expenses	\$ 480	Office 365 Annual Subscription (\$240 x2)
Publications & Subscriptions	\$ 30	Training manuals
Vehicles	\$ -	

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT - PARKS & RECREATION</u>					
<u>Operating Expenditures</u>					
Electricity	1,500.00	900.56	1,080.67	883.55	2,000.00
Water	7,000.00	4,820.91	5,785.09	6,192.80	6,000.00
Facility Maintenance	1,320.00	850.86	1,021.03	-	1,000.00
Equipment Repair/Maintenance	7,274.00	6,645.48	6,645.48	3,822.50	6,800.00
Special Events	-	-	-	101,925.96	-
Beach Blast Off Event	89,750.00	75,095.69	75,095.69	-	50,000.00
Fireworks	-	-	-	-	25,000.00
Arbor Day Event	500.00	474.38	474.38	-	500.00
Veterans' Day Event	750.00	749.20	749.20	-	750.00
Other Event Related Expenses	1,012.00	624.67	749.60	-	1,600.00
Recreational Program Expenses	28,500.00	-	-	-	-
Other Operating Supplies/Exp	1,894.00	1,512.78	1,815.34	1,993.65	2,000.00
Training & Education	700.00	-	-	1,025.50	1,200.00
<u>Total for Operating Expenditures</u>	140,200.00	91,674.53	93,416.49	115,843.96	96,850.00
<u>Capital Outlay</u>					
Parks/Recreation	-	-	-	-	-
Building	26,000.00	1,800.00	-	-	150,000.00
Beach Related Improvements	-	-	-	-	100,000.00
Other Equipment	-	-	-	-	-
Grants/Matching Funds	-	-	-	-	-
<u>Total Capital Outlay</u>	26,000.00	1,800.00	-	-	250,000.00
<u>Total for Parks & Recreation</u>	166,200.00	93,474.53	93,416.49	115,843.96	346,850.00

EXPLANATIONS OF PROPOSED EXPENDITURES FOR CULTURE RECREATION DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION
Electricity	\$ 2,000	Electricity for 10th & A Street restrooms
Water & Sewer	\$ 6,000	Water & Sewer for 10th & A Street restrooms
Facility Maintenance	\$ 1,000	Maintenance Splash Park Amendities
Equipment Repair & Maintenance	\$ 6,800	Splash Park equipment maintenance
Other Operating Supplies/Expenses	\$ 2,000	Miscellaneous expenses related to Splash Park
Training & Education	\$ 1,200	Pool Certification
Beach Blast Off	\$ 50,000	
Fireworks	\$ 25,000	
Arbor Day Event	\$ 500	
Veterans' Day Event	\$ 750	
Other Event Related Expenses	\$ 1,600	
Recreational Program Expenses	\$ -	
Parks	\$ 150,000	Ocean Hammock Park Improvements
Sea Oats Project	\$ 100,000	Sea Oats Planting

<u>GENERAL FUND - EXPENDITURES</u>	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>FORECAST TO BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>ADOPTED FY19</u>
<u>DEPARTMENT-ECONOMIC ENVIRONMENT</u>					
Advertising	-	-	-	5,250.00	250.00
<u>DEPARTMENT - HUMAN SERVICES</u>					
Other Operating Supplies/Expenses	55.00	-	50.00	49.00	55.00
<u>INTRAGOVERNMENTAL TRANSFERS OUT</u>					
Intragovernmental Transfer to Road & Bridge Fund	535,717.00	446,430.84	535,717.00	198,105.00	822,081.00
Intragovernmnl Transfer to Economic Stimulous	305,057.00	-	-	-	-
Intragovernmental Transfer to Debt Service Fund	363,844.00	303,203.31	363,844.00	358,967.00	362,178.00
Contingencies	148,781.00	-	-	-	77,720.00
TOTALS:	1,353,399.00	749,634.15	899,561.00	557,072.00	1,261,979.00
TOTAL EXPENDITURES:	7,025,343.00	5,025,426.39	6,054,577.83	9,261,328.36	7,485,255.00
Revenues Less Expenditures	-	82,341.75	(82,923.51)	(3,672,839.64)	-

EXPLANATIONS OF PROPOSED EXPENDITURES FOR VARIOUS ITEMS

ACCOUNT TITLE:	AMOUNT	EXPLANATION
Other Economic Environment Advertising	\$ 250	Florida League of Cities Conference Program
Human Services Other Operating Supplies/Expenses	\$ 55	Dog tags
Intergovernmental Transfers Out Intragovernmental Transfer to Road & Bridge	\$ 822,081	Subsidy from General Fund necessary to aid Road & Bridge Fund
Intragovernmental Transfer to Debt Service Fund	\$ 362,178	Transfer to Debt Service for 2016 A, C & D Bonds
Contingencies	\$ 77,720	Amount transferred to expenditure accounts for payments of emergency and/or contingency expenses

FY18 FUND BALANCE FOR GENERAL FUND

Nonspendable Fund Balance	
Inventories	2,113.00
Restricted Fund Balance	
Unexpended State Funds	32,699.00
Impact Fees	306,945.00
Forfeiture & Seizure	27,323.00
Building Dept Carryover	296,275.00
Assigned Fund Balance	
Capital Projects	600,000.00
Emergencies & Contingencies	50,000.00
Beach Blast Off Funds	5,791.00
Parks & Recreation	749,612.57
Total Estimated Fund Balance As of 07/31/18	2,194,704.24
	2,070,758.57
Less: Non Spendable/Restricted/Assigned	
Unassigned Fund Balance	<u>123,945.67</u>

ROAD & BRIDGE - REVENUE ACCOUNTS	APPROPRIATED FY18	RECEIVED AS OF 7/31/18	FORECAST TO BE REC'D. AS OF 9/30/18	RECEIVED IN FY17	ADOPTED FY19
ACCOUNT NAME					
TAXES					
Local Option Gas Tax (State)	236,916.00	180,188.44	308,894.47	248,081.39	247,968.00
LICENSES & PERMITS					
Impact Fees -Residential-Transportation	150,000.00	88,275.00	132,412.50	49,213.00	50,000.00
Impact Fees-Commercial-Transportation	-	-	-	-	-
INTERGOVERNMENTAL					
State Grants	-	-	-	-	107,675.00
State Revenue Sharing	50,155.00	40,167.59	60,251.39	49,053.37	45,297.00
Fuel Tax Refund	5,600.00	4,487.97	8,975.94	6,021.42	5,800.00
Local Gov't Unit Grant-Physical Environment	167,366.00	139,471.40	167,366.00	167,365.71	167,366.00
TDC Funds	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
CHARGES FOR SERVICES					
Beautification	500.00	399.00	-	665.00	-
Refund of Prior Years Expenditures	-	-	-	-	-
Other Charges for Services	48,328.00	22,093.89	48,328.00	48,697.77	48,328.00
INTEREST INCOME					
Interest on Investments	8.00	9.20	13.80	7.04	10.00
Interest on State Board of Admin	1,500.00	479.62	719.43	1,499.33	800.00
Other Miscellaneous Revenue	-	-	-	9,821.04	-

<u>ROAD & BRIDGE - REVENUE ACCOUNTS</u>	<u>APPROPRIATED FY18</u>	<u>RECEIVED AS OF 7/31/18</u>	<u>FORECAST TO BE REC'D. AS OF 9/30/18</u>	<u>RECEIVED IN FY17</u>	<u>ADOPTED FY19</u>
<u>ACCOUNT NAME</u>					
TRANSFERS					
Intragovernmental Transfer From General Fund	535,717.00	446,430.84	436,742.00	198,105.00	822,081.00
Transportation	200,000.00	-		-	
Impact Fees - Roads	300,000.00	-		-	300,000.00
TOTAL REVENUES ROAD & BRIDGE	1,716,090.00	942,002.95	1,183,703.52	798,530.07	1,815,325.00

	APPROPRIATED FY18	SPENT AS OF 7/31/18	BE SPENT AS OF 9/30/18	SPENT IN FY17	ADOPTED FY19
<u>ROAD & BRIDGE - EXPENDITURES</u>					
<u>Personnel Services</u>					
Regular Salaries	368,369.00	282,752.16	350,074.10	359,907.27	367,511.00
Overtime	10,950.00	10,077.25	12,476.60	23,929.27	9,000.00
Certificate Incentive	1,080.00	-	-	-	1,080.00
Sick Leave Incentive	1,600.00	1,143.45	1,524.60	817.34	1,600.00
FICA	29,046.00	20,081.69	24,863.04	26,184.70	29,009.00
Retirement	38,336.00	28,505.30	34,206.36	35,374.96	42,156.00
Life & Health Insurance	108,766.00	104,307.69	108,766.00	121,318.66	116,632.00
Workers Comp	13,000.00	12,940.25	12,940.25	11,320.15	13,385.00
Total Personnel Services	571,147.00	459,807.79	544,850.95	578,852.35	580,373.00
<u>Operating Expenditures</u>					
Engineering Fees	50,000.00	13,500.00	16,200.00	27,600.00	20,000.00
Audit Fees	6,240.00	4,000.00	6,240.00	6,080.00	4,300.00
Other Contractual Services	22,000.00	9,705.00	11,646.00	18,606.30	72,000.00
Telephone	4,800.00	4,094.16	4,912.99	4,615.27	5,000.00
Electricity	17,902.00	17,901.60	21,481.92	17,245.83	20,000.00
Water & Sewer	1,200.00	913.95	1,096.74	1,161.68	1,200.00
Equipment Leases	636.00	520.03	624.04	612.80	636.00
Liability Insurance	3,985.00	3,747.53	4,497.04	4,240.80	2,492.00
Building/Property Insurance	6,500.00	6,377.39	7,652.87	6,409.18	6,092.00
Equipment Repair & Maintenance	11,040.00	8,336.15	10,003.38	7,615.43	6,000.00
Vehicle Repair & Maintenance	10,000.00	5,797.93	6,957.52	10,145.78	8,000.00
Printing, Copying & Binding	147.00	146.88	176.26	-	150.00
Advertising	-	-	-	175.95	750.00
Office Supplies	853.00	468.33	562.00	510.43	800.00
Uniforms	1,200.00	558.27	669.92	-	1,000.00
Fuel, Oil & Lubes	18,000.00	15,290.02	18,348.02	18,069.46	19,000.00
Small Tools & Equipment	4,580.00	3,262.00	3,914.40	5,932.78	4,500.00
Medical Supplies	100.00	-	-	-	100.00
Landscaping Plants and Supplies	16,596.00	1,903.72	2,284.46	7,570.10	10,000.00

	APPROPRIATED FY18	SPENT AS OF 7/31/18	BE SPENT AS OF 9/30/18	SPENT IN FY17	ADOPTED FY19
Other Operating Supplies/Expense	6,960.00	5,358.64	6,430.37	5,213.92	8,000.00
Streets & Right Of Way	48,500.00	33,274.21	39,929.05	58,987.77	50,000.00
Street Lighting	54,000.00	45,982.72	55,179.26	54,273.99	56,000.00
Publications & Subscriptions	300.00	43.85	65.78	-	150.00
Memberships	700.00	690.00	690.00	684.00	700.00
Training & Education	2,170.00	752.54	1,128.81	815.00	1,250.00
Total Operating Expenditures	288,409.00	182,624.92	220,690.82	256,566.47	298,120.00
Capital Outlay					
Paving	-	-	-	133,897.30	20,000.00
Parking Areas	75,000.00	25,779.70	75,000.00	82,885.61	12,500.00
Sidewalk/Bike Paths	-	-	-	-	-
Beautification Project	38,000.00	5,307.00	22,684.09	24,839.57	40,000.00
Nights of Lights	5,000.00	486.84	-	-	-
Drainage	472,500.00	163,646.51	332,727.51	312,235.14	570,000.00
Storm Drains	79,167.00	79,167.00	79,167.00	-	-
Mizell Pond Weir Rehabilitation	-	-	-	-	120,000.00
Vehicles	-	-	-	28,880.60	-
Office Equipment	-	-	-	-	3,465.00
Other Equipment	19,500.00	8,215.00	8,215.00	-	3,500.00
Total Capital Outlay	689,167.00	282,602.05	517,793.60	582,738.22	769,465.00
Debt Payment					
Loan Principal	110,733.00	110,732.31	110,732.31	107,568.38	113,990.00
Loan Interest	56,634.00	56,633.37	56,633.37	59,797.30	53,377.00
Total Debt Payment	167,367.00	167,365.68	167,365.68	167,365.68	167,367.00
Total Road & Bridge Expenditures	1,716,090.00	1,092,400.44	1,450,701.06	1,585,522.72	1,815,325.00
Revenues less Expenditures	-	(150,397.49)	(266,997.53)	(786,992.65)	-

EXPLANATIONS OF PROPOSED EXPENDITURES FOR ROAD/STREET DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Engineering Fees	\$ 20,000	Professional engineering services for miscellaneous services as required	
Audit Fees	\$ 4,300	Road & Bridge Fund portion of audit fees	
Other Contractual Services	\$ 72,000	Aquatic weed control. Contract rate with Lake Doctors	\$ 9,220
		Ditch bank weed control: Pope Rd., Mickler Blvd., 2nd Ave. and canal	\$ 2,300
		Lawn pest/weed control and fertilizer: Pond 5, Sandpiper pumping station site, triangle site, D St. plaza and A1A medians	\$ 4,320
		Street sweeping	\$ 2,160
		Contract Labor for SR-A1A and Pond 5 maintenance	\$ 4,000
		Contract for SR A1A Maintenance	\$ 50,000
Telephone	\$ 5,000	Telephone service for Public Works Complex (45% of Annual Cost) 50% of Cell Phone Charges	
Electricity	\$ 20,000	Based on year-to-date expenditure for various irrigation, lift stations and sign lighting along with electricity for holiday lights at Pier Park and Splash Park	
Water & Sewer	\$ 1,200	Water & Sewer for Public Works Complex (44% of Annual Cost)	
Equipment Leases	\$ 636	Copier Lease	
Liability Insurance	\$ 2,492	Florida League of Cities estimated premium	
Building/Property Insurance	\$ 6,092	Florida League of Cities estimated premium	

EXPLANATIONS OF PROPOSED EXPENDITURES FOR ROAD/STREET DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Equipment Repair & Maintenance	\$ 6,000	Repair and maintenance of tractor, backhoe, attachments, shop equipment and communications equipment based on year-to-date expenditures. Annual service and testing of Public Works generator (45% of Annual Cost)	
Vehicle Repair & Maintenance	\$ 8,000	Repair and maintenance of vehicles	
Printing Copying and Binding	\$ 150	Miscellaneous Forms needed for operations	
Advertising	\$ 750	Advertising as needed for employment	
Office Supplies	\$ 800	Department's share of Office, computer & copier supplies	
Uniforms	\$ 1,000	Shirts, hats, rain gear, vests, windbreakers, etc. (44% of Annual Cost)	
Fuel, Oil & Lubes	\$ 19,000	Fuel and lubricants for vehicles and equipment. Based on year-to-date expenditures	
Small Tools & Equipment	\$ 4,500	Power tools, mowers, trimmers, hand tools, air tools, computer software and various accessories	\$ 4,500
Medical Supplies	\$ 100	Replacement supplies for first aid kits	
Landscape Plants and Supplies	\$ 10,000	Plants and supplies needed to maintain plazas, city hall complex and parks	
Other Operating Supplies/Expenses	\$ 8,000	Drug Testing, solvents, degreasers, personal safety gear, paper products and bank fees	\$ 5,135
		Department's share of financial software support	\$ 1,905
		45% of Office 365 Annual Subscriptions (3 Users)	\$ 960
Streets and Right of Ways	\$ 50,000	Signs, barricades, asphalt, tree trimming and removal, pavement markings, sidewalk and pavement striping, shell, lime rock, pipe, sod, seed and fertilizer for streets and rights of way maintenance. Based on year-to-date expenditures	
Street Lighting	\$ 56,000	Electricity for street lighting & holiday lights	
Publications & Subscriptions	\$ 150	Handbooks, safety information publications, etc.	
Memberships	\$ 700	Memberships to Public Works Association	

EXPLANATIONS OF PROPOSED EXPENDITURES FOR ROAD/STREET DEPARTMENT

ACCOUNT TITLE:	AMOUNT	EXPLANATION	
Training & Education	\$ 1,250	Department's share of Public Works employee training	
Paving	\$ 20,000	Various Locations	
Parking areas	\$ 12,500	Cost share on parking area	
Sidewalk/Bike Paths	\$ -		
Beautification Projects	\$ 40,000	Urban Forestry Management Plan Development	
Vehicles	\$ -		
Office Equipment	\$ 3,465	Department's Portion of scheduled computer/equipment replacements	
Other Equipment	\$ 3,500	Mower Deck	
Drainage	\$ 570,000	Mickler Blvd/16th St. Ditch Piping	\$ 425,000
		Various locations	\$ 20,000
		3rd St Ditch Piping - Engineering/Permitting	\$ 25,000
		Carryover from FY18 Drainage Projects	\$ 100,000
Mizell Pond Rehabilitation Project	\$ 120,000		
Nights of Lights	\$ -		
Loan Principal	\$ 113,990	Principal portion of State Revolving Loan Fund Payment	
Loan Interest	\$ 53,377	Interest portion of State Revolving Loan Fund Payment	

FY18 FUND BALANCE FOR ROAD & BRIDGE FUND

Nonspendable Fund Balance

Fuel Inventory

3,407.00

Restricted Fund Balance

Impact Fees - Roads

432,030.00

Assigned Fund Balance

Transportation

-533,085.32

Total Esimated Fund Balance As of 07/31/18

-113,147.72

<u>DEBT SERVICE FUND REVENUE ACCOUNTS*</u>	<u>APPROPRIATED FY18</u>	<u>RECEIVED AS OF 7/31/18</u>	<u>FORECAST TO BE REC'D. AS OF 9/30/18</u>	<u>FY17 ACTUAL</u>	<u>ADOPTED FY19</u>
<u>ACCOUNT NAME</u>					
AD VALOREM - VOTED DEBT	557,190.00	566,795.92	566,779.14	516,695.13	598,762.00
AD VALOREM TAXES-DELINQUENT	-	48.77	30.47	136.14	-
INTEREST ON INVESTMENTS	1,500.00	682.88	682.88	1,578.33	1,500.00
REFUND OF PRIOR YEARS EXPENDITURES	-	-	-	17,863.06	-
INTRAGOVERNMENTAL TRANSFERS IN	363,844.00	303,203.31	454,804.97	358,967.00	362,178.00
CONTRIBUTION FROM SINKING FUND RESERVE	-	-	-	0.00	-
TOTAL REVENUES - DEBT SERVICE FUND	922,534.00	870,730.88	1,022,297.46	895,239.66	962,440.00
	<u>APPROPRIATED FY18</u>	<u>SPENT AS OF 7/31/18</u>	<u>BE SPENT AS OF 9/30/18</u>	<u>SPENT IN FY17</u>	<u>REQUEST FOR FY19</u>
<u>DEBT SERVICE FUND EXPENSE ACCOUNTS</u>					
LOAN PRINCIPAL	332,881.00		35,168.48	33,376.18	330,000.00
LOAN INTEREST	224,730.00	107,737.31	123,093.37	129,147.46	180,263.00
DEBT SERVICE FEES	8,620.00	3,442.88	3,467.88	4,371.38	8,126.00
SINKING FUND CONTRIBUTION	356,303.00	-	-	-	444,051.00
TOTAL EXPENDITURES - DEBT SERVICE FUND	922,534.00	111,180.19	161,729.73	166,895.02	962,440.00
<u>REVENUES LESS EXPENDITURES</u>	-	759,550.69	860,567.73	728,344.64	-

LIST OF CITY EMPLOYEE POSITIONS AS OF OCTOBER 1ST

<u>POSITION</u>	<u>CURRENT SALARY</u>	<u>CURRENT Hourly</u>	<u>SALARY FY 2019</u>	<u>New Hourly</u>	<u>\$ Difference</u>	<u>% OF INCREASE</u>	<u>\$ of Annual Increase</u>	<u>Step Level</u>
City Manager	120,009.00	57.70	121,209.14	58.27	0.58	1.0%	1,200.14	15+
Chief Financial Officer	86,722.75	41.69	88,886.75	42.73	1.04	2.5%	2,164.00	11
City Clerk	59,330.88	28.52	66,156.51	31.81	3.28	11.5%	6,825.63	15
IT Manager	54,475.28	26.19	56,913.37	27.36	1.17	4.5%	2,438.09	1
IT Specialist	42,345.42	20.36	43,386.00	20.86	0.50	2.5%	1,040.58	6
Finance Assistant	40,349.98	19.40	41,304.78	19.86	0.46	2.4%	954.80	5
Clerk	25,119.15	15.10	26,324.35	15.82	0.72	4.8%	1,205.20	5
Event Coordinator			37,918.40	22.79				7
Deputy City Clerk	33,839.48	20.34	34,845.21	20.94	0.60	3.0%	1,005.73	2
Parking Enforcement Specialist (as of January 1st)			24,318.00	15.59				
Director of Building & Zoning	78,000.00	37.50	80,176.77	38.55	1.05	2.8%	2,176.77	11
Building Inspector	54,826.15	26.36	56,124.55	26.98	0.62	2.4%	1,298.40	13
Executive Assistant	58,392.08	28.07	59,885.41	28.79	0.72	2.6%	1,493.33	10
Administrative Assistant	39,017.48	18.76	40,023.21	19.24	0.48	2.6%	1,005.73	10
Code Enforcement Officer	22,890.68	18.34	23,539.61	18.86	0.52	2.8%	648.93	6
Permit Technician	33,768.33	16.23	34,636.26	16.65	0.42	2.6%	867.93	7
Chief of Police	98,758.75	47.48	101,227.72	48.67	1.19	2.5%	2,468.97	11
Commander	70,840.15	34.06	73,044.55	35.12	1.06	3.1%	2,204.40	4
Lieutenant	63,716.00	30.63	65,707.06	31.59	0.96	3.1%	1,991.06	3
Administrative Lieutenant	52,564.41	25.27	54,057.74	25.99	0.72	2.8%	1,493.33	6
Administrative Assistant	46,334.52	22.28	46,334.52	22.28	0.00	0.0%	-	15+
Administrative Assistant	32,479.21	15.62	33,484.94	16.10	0.48	3.1%	1,005.73	3
Sergeant	54,100.00	26.01	55,903.33	26.88	0.87	3.3%	1,803.33	1
Sergeant	60,129.08	28.91	60,129.08	28.91	0.00	0.0%	-	3
Sergeant	56,201.08	27.02	58,004.41	27.89	0.87	3.2%	1,803.33	3
Sergeant	54,100.00	26.01	54,100.00	26.01	0.00	0.0%	-	
Corporal	50,400.00	24.23	51,800.00	24.90	0.67	2.8%	1,400.00	7
Detective	49,113.08	23.61	50,448.41	24.25	0.64	2.7%	1,335.33	8
Police Officer	49,113.09	23.61	50,448.41	24.25	0.64	2.7%	1,335.33	8
Police Officer	47,391.08	22.78	48,726.41	23.43	0.64	2.8%	1,335.33	4
Police Officer	42,635.08	20.50	43,970.41	21.14	0.64	3.1%	1,335.33	3
Police Officer	42,193.08	20.29	43,528.41	20.93	0.64	3.2%	1,335.33	2
Police Officer	41,693.08	20.04	43,028.41	20.69	0.64	3.2%	1,335.33	1
Police Officer	41,693.08	20.04	43,028.41	20.69	0.64	3.2%	1,335.33	1
Police Officer	41,693.08	20.04	43,028.41	20.69	0.64	3.2%	1,335.33	1
Police Officer	41,693.08	20.04	43,028.41	20.69	0.64	3.2%	1,335.33	1
Police Officer	40,060.00	19.26	41,395.33	19.90	0.64	3.3%	1,335.33	0
Police Officer	40,060.00	19.26	41,395.33	19.90	0.64	3.3%	1,335.33	0
Police Officer	40,060.00	19.26	40,060.00	19.26	0.00	0.0%	-	0

<u>POSITION</u>	<u>CURRENT SALARY</u>	<u>CURRENT Hourly</u>	<u>SALARY FY 2019</u>	<u>New Hourly</u>	<u>\$ Difference</u>	<u>% OF INCREASE</u>	<u>\$ of Annual Increase</u>	<u>Step Level</u>
Director of Public Works	96,787.82	46.53	99,142.88	47.66	1.13	2.4%	2,355.06	12
Assistant Director of Public Works	67,639.61	32.52	69,325.47	33.33	0.81	2.5%	1,685.86	12
Administrative Assistant	39,421.48	18.95	40,427.21	19.44	0.48	2.6%	1,005.73	4
Foreman, Streets & Roads	49,701.61	23.90	50,907.47	24.47	0.58	2.4%	1,205.86	11
Foreman, Sanitation	50,937.61	24.49	52,143.47	25.07	0.58	2.4%	1,205.86	12
Drainage Specialist	50,915.55	24.48	52,096.35	25.05	0.57	2.3%	1,180.80	14
Foreman, Bldg & Grounds	49,705.61	23.90	50,911.47	24.48	0.58	2.4%	1,205.86	12
Equipment Operator	36,932.82	17.76	37,782.88	18.16	0.41	2.3%	850.06	10
Equipment Operator	35,204.82	16.93	36,054.88	17.33	0.41	2.4%	850.06	9
Maintenance Worker	33,543.71	16.13	34,327.17	16.50	0.38	2.3%	783.46	10
Maintenance Worker	31,919.56	15.35	32,703.02	15.72	0.38	2.5%	783.46	8
Maintenance Worker	31,669.22	15.23	32,452.68	15.60	0.38	2.5%	783.46	8
Maintenance Worker	30,127.82	14.48	30,911.28	14.86	0.38	2.6%	783.46	5
Maintenance Worker	29,239.22	14.06	30,022.68	14.43	0.38	2.7%	783.46	4
Maintenance Worker	29,239.22	14.06	30,022.68	14.43	0.38	2.7%	783.46	5
Maintenance Worker	26,708.00	12.84	27,491.46	13.22	0.38	2.9%	783.46	1
Maintenance Worker	26,708.00	12.84	27,491.46	13.22	0.38	2.9%	783.46	1
Maintenance Worker	26,708.00	12.84	27,491.46	13.22	0.38	2.9%	783.46	1
Maintenance Worker	26,708.00	12.84	27,491.46	13.22	0.38	2.9%	783.46	1
Maintenance Worker	26,708.00	12.84	27,491.46	13.22	0.38	2.9%	783.46	1
							<u>\$ 73,347.24</u>	

**FIVE YEAR CAPITAL OUTLAY PLAN
FISCAL YEAR 2020**

DEPARTMENT	CATEGORY	ITEM	ESTIMATED COST	FUNDING SOURCE	EXPLANATION
Finance/Administration	Office Equipment	Replace Event Coordinator Laptop	\$ 1,500	General Fund	
Other Governmental Services	Building	Metal Vehicle Storage Building	\$ 200,000	General Fund	
	Other Equipment	Parkeon Stratda PAL Pay Stations (10 Stations)	\$ 85,000	General Fund	
Police Dept.	Vehicles	Replace (4) Police Vehicles	\$ 130,000	General Fund	Replace #107, 122, 123, 124
	Office Equip	Computer Equipment	\$ 15,000	General Fund	Replace 5 Computers
			\$ 145,000		
Parks & Recreation	Building	Restrooms at Lakeside Park	\$ 150,000	General Fund	
	Other Equipment	Shade Structure Bench Wall Area - Splash Park	\$ 19,000	General Fund	
Roads/Streets	Vehicles	Large (6CY) Dump Truck	\$ 60,000	Road/Bridge Fund	Replace #56
	Vehicles	Ford F150 4x4 4-door	\$ 35,000	Road/Bridge Fund	Replace #62
	Vehicles	Ford F150 4x4 4-door	\$ 35,000	Road/Bridge Fund	Replace #64
	Other Equipment	Dewatering Pump	\$ 25,000	Road/Bridge Fund	
	Other Equipment	By Pass Pump	\$ 35,000	Road/Bridge Fund	
	Street Paving	Atlantic Alley/Various Locations	\$ 100,000	Road/Bridge Fund	
	Street Paving	Various Locations	\$ 20,000	Road/Bridge Fund	
	Storm Drains	Mizell Pond Weir Rehabilitation	\$ 584,850	HMGP Grant	
	Drainage	Various Locations	\$ 20,000	Road/Bridge Fund	
			\$ 914,850		

**FIVE YEAR CAPITAL OUTLAY PLAN
FISCAL YEAR 2021**

DEPARTMENT	CATEGORY	ITEM	ESTIMATED COST	FUNDING SOURCE	EXPLANATION
Finance/Administration	Office Equipment	Replace 5 Computers	\$ 7,500	General Fund	City Manager, CFO, City Clerk, Deputy City Clerk, Finance Assistant
Other Governmental Services	Building	Re-Roof Police Department	\$ 25,000	General Fund	
	Office Equipment	Replace 6 Computers	\$ 9,000	General Fund	
	Office Equipment	Replace Computer in Commission Room	\$ 1,500	General Fund	
Police Dept.	Office Equip	Replace MDT's	\$ 125,000	General Fund	23 Units
	Office Equip	Replace Computer	\$ 1,500	General Fund	Admin Assistant
	Office Equip	Replace Interview Room Furniture	\$ 4,000	General Fund	
	Other Equip	Replace Camera System	\$ 25,000	General Fund	
	Vehicles	Replaced leased vehicles from 2016	\$ 35,000	General Fund	
Building Department	Office Equipment	Replace Computer	\$ 1,500	General Fund	Building Inspector
	Office Equipment	Replace Surface Pro	\$ 2,000	General Fund	Building Official
Roads/Streets	Street Paving	Tides End Dr. (End Loop)	\$ 25,000	Road/Bridge Fund	
	Street Paving	Mickler Blvd (Pope Rd - 16th St)	\$ 30,000	Road/Bridge Fund	
	Street Paving	Mickler Blvd (16th St - 11th St)	\$ 28,000	Road/Bridge Fund	
	Street Paving	Mickler Blvd (11th St. - A St)	\$ 55,000	Road/Bridge Fund	
	Storm Drain	Mizell Pond Weir Rehabilitation	\$ 584,850	HMGP Grant	
	Drainage	11th St. Pipe Lining	\$ 50,000	Road/Bridge Fund	
	Drainage	Ocean Pines Dr. 1st St. Drainage Outfall	\$ 40,000	Road/Bridge Fund	
	Drainage	Various Locations	\$ 20,000	Road/Bridge Fund	
	Landscaping	Beautification Project	\$ 20,000	Road/Bridge Fund	
	Nights of Lights	Electrical Improvements	\$ 25,000	Road/Bridge Fund	
			\$ 1,071,850		

**FIVE YEAR CAPITAL OUTLAY PLAN
FISCAL YEAR 2022**

DEPARTMENT	CATEGORY	ITEM	ESTIMATED COST	FUNDING SOURCE	EXPLANATION
Finance/Administration	Office Equipment	Replace 3 Computers	\$ 4,500	General Fund	DCR, IT Manager, IT Specialist
Other Governmental Services	Office Equipment	Replace HP Proliant Server	\$ 50,000	General Fund	
	Other Equipment	Replace Camera Systems City Hall & Public Works	\$ 32,000	General Fund	
Police Dept.	Vehicles	Replace leased vehicles from 2017	\$ 35,000	General Fund	
	Office Equipment	Replace 2 Computers	\$ 3,000	General Fund	Lieutenant & Evidence Processing
Building Department	Office Equipment	Replace 3 Computers	\$ 4,500	General Fund	Permit Tech, Admin Asst, Building Official
Roads/Streets	Vehicle	Ford F150 4x4 4-Door	\$ 35,000	Road/Bridge Fund	Replace #67
	Other Equipment	Small Mower Tractor	\$ 40,000	Road/Bridge Fund	Replace #59
	Landscaping	Beautification Project	\$ 20,000	Road/Bridge Fund	
	Drainage	Ewing St & Lisbon St/SR A1A Outfall	\$ 41,000	Road/Bridge Fund	
	Drainage	Various Locations	\$ 20,000	Road/Bridge Fund	
	Nights of Lights	Electrical Improvements	\$ 25,000	Road/Bridge Fund	
			\$ 223,500		

**FIVE YEAR CAPITAL OUTLAY PLAN
FISCAL YEAR 2023**

DEPARTMENT	CATEGORY	ITEM	ESTIMATED COST	FUNDING SOURCE	EXPLANATION
Police Department	Vehicles	Replace four patrol vehicles	\$ 150,000	General Fund	Replace #106,111,112,117
	Vehicles	Replace ATV	\$ 15,000	General Fund	
	Office Equip	Replace Five Desktop Computers	\$ 7,500	General Fund	
Garbage/Solid Waste	Vehicles	F350 Utility Body	\$ 40,000	General Fund	Replace #46
Road/Streets	Vehicle	Ford F150 4x4 4-door	\$ 35,000	Road/Bridge Fund	Replace #68
	Street Paving	16th St. (Beach Blvd - Ocean Woods Ditch	\$ 25,000	Road/Bridge Fund	
	Street Paving	11th St. (Beach Blvd - Ocean Ridge	\$ 22,000	Road/Bridge Fund	
	Landscaping	Beautification Project	\$ 20,000	Road/Bridge Fund	
	Nights of Lights	Electrical Improvements	\$ 25,000	Road/Bridge Fund	
	Drainage	Various Locations	\$ 20,000	Road/Bridge Fund	

FIVE YEAR CAPITAL OUTLAY PLAN
FISCAL YEAR 2024

DEPARTMENT	CATEGORY	ITEM	ESTIMATED COST	FUNDING SOURCE	EXPLANATION
Other Governmental Services	Other Equipment	Replace Video Production Equipment	\$ 50,000	General Fund	Replace components purchased in 2016
Police Department	Vehicles	Replace four patrol vehicles	\$ 150,000	General Fund	
Garbage/Solid Waste	Vehicles	Rear Load Refuse Truck	\$ 100,000	General Fund	Replace #79