

City of Tavares, Florida
Fiscal Year 2024

ADOPTED BUDGET





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**ANNUAL BUDGET
FOR THE FISCAL YEAR 2023-2024
10/1/2023 THROUGH 9/30/2024**

CITY COUNCIL



Walter Price
Mayor



Sandy Gamble
Vice Mayor



Bob Grenier
Councilmember



Lori Pfister
Councilmember



Troy Singer
Councilmember



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Tavares
Florida**

For the Fiscal Year Beginning

October 01, 2021

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Tavares, Florida, for its Annual Budget for the fiscal year beginning October 01, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



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**TABLE OF
CONTENTS
BY PAGE
ORDER**

ITEM	PAGE
Readers Guide	21
Executive Letter and Budget Summary	23
City Profile	41
Government Structure	43
Financial Policies	46
Budget Process and Calendar	49
City-Wide Goals	51
Organizational Chart	52
Historical Millage Assessed Values Table	53
Summary of Revenue, Expenditures, Changes in Reserve	56
The Budget Dollar - Where From - Where To	63
Fund Analyses	65
Budgeted Position Summary	69
Salary and Benefit Costs Over a 5-Year Period	71
General Fund Budget Summary	75
General Fund Revenue	78
Mayor & Council Expenditures	88
Administration & General Government Expenditures	94
Finance	106
Information Technology	118
Legal Services Expenditures	128
Community Development Expenditures	132
City Clerk Expenditures	142
Human Resources Expenditures	152
Public Communications & Emergency Operations Expenditures	160
Fleet Management Expenditures	172
Police Department Expenditures	184
Fire Department Expenditures	198

**TABLE OF
CONTENTS
BY PAGE
ORDER**

ITEM	PAGE
Physical Environment Expenditures	214
Economic Development Expenditures	238
Library Expenditures	246
Parks Management Expenditures	256
Community Services Expenditures	268
Right-of-Way Management Expenditures	284
Police Education	288
Community Redevelopment - TIF Revenue & Expenditures	294
Police Impacts Fee Fund Revenue & Expenditures	300
Fire Impacts Fee Fund Revenue & Expenditures	306
Police Forfeitures - State	312
Parks & Recreation Impact Fee Fund Revenue & Expenditures	316
Building Permit Fee Fund Revenue & Expenditures	322
Freedom Flag	326
Citizen Donation Fund	332
Fire Assessment	338
Infrastructure Sales Tax Fund Revenue & Expenditures	344
Grant Fund Revenue & Expenditures	350
Infrastructure Sales Tax Fund Revenue & Expenditures - 1/1/2018	360
American Rescue Plan Act Fund	368
Debt Service Fund Revenue & Expenditures	384
Capital Project Fund Revenue & Expenditures	390
Water & Wastewater Revenue	406
Water Department Expenditures	410
Wastewater Department Expenditures	428
Solid Waste Fund Revenue & Expenditures	456
Stormwater Revenue & Expenditures	472
Water Department Expenditures	476

**TABLE OF
CONTENTS
BY PAGE
ORDER**

ITEM	PAGE
Marina/Seaplane Base Revenue & Expenditures	492
Pavilion Revenue & Expenditures	522
Water/Wastewater Impact Fund Revenue & Expenditures	534
Water/Wastewater RRI Fund Revenue & Expenditures	542
SRF - State Revolving Loan Const. & Debt Funds	550
Sunset View Project Fund	564
Trust, Agency and Permanent Funds	572
Appendices:	
Capital Listings	594
5-Year CIP	601
Cut List	629
Glossary of Terms and Acronyms	637
Glossary of Accounts	643
Debt Maturity Schedule	649
Long Range Financial Forecast	650
Summary (All Funds)	652



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**TABLE OF
CONTENTS
BY
SUBJECT**

ITEM	PAGE
5-Year CIP	601
Administration & General Government Expenditures	94
American Rescue Plan Act Fund	368
Budgeted Position Summary	69
Budget Process and Calendar	49
Building Permit Fee Fund Revenue & Expenditures	322
Capital Listings	594
Capital Project Fund Revenue & Expenditures	390
Citizen Donation Fund	332
City Clerk Expenditures	142
City Profile	41
City-Wide Goals	51
Community Development Expenditures	132
Community Redevelopment - TIF Revenue & Expenditures	294
Community Services Expenditures	268
Cut List	629
Debt Maturity Schedule	649
Debt Service Fund Revenue & Expenditures	384
Economic Development Expenditures	238
Executive Letter and Budget Summary	23
Finance	106
Financial Policies	46
Fire Assessment	338
Fire Department Expenditures	198
Fire Impacts Fee Fund Revenue & Expenditures	306
Fleet Management Expenditures	172
Freedom Flag	326
Fund Analyses	65

TABLE OF CONTENTS BY SUBJECT

ITEM	PAGE
General Fund Budget Summary	75
General Fund Revenue	78
Glossary of Accounts	643
Glossary of Terms and Acronyms	637
Government Structure	43
Grant Fund Revenue & Expenditures	350
Historical Millage Assessed Values Table	53
Human Resources Expenditures	152
Information Technology	118
Infrastructure Sales Tax Fund Revenue & Expenditures	344
Infrastructure Sales Tax Fund Revenue & Expenditures - 1/1/2018	360
Legal Services Expenditures	128
Library Expenditures	246
Long Range Financial Forecast	650
Marina/Seaplane Base Revenue & Expenditures	492
Mayor & Council Expenditures	88
Organizational Chart	52
Parks Management Expenditures	256
Parks & Recreation Impact Fee Fund Revenue & Expenditures	316
Pavilion Revenue & Expenditures	522
Physical Environment Expenditures	214
Police Department Expenditures	184
Police Education	288
Police Forfeitures - State	312
Police Impacts Fee Fund Revenue & Expenditures	300
Public Communications & Emergency Operations Expenditures	160
Readers Guide	21
Right-of-Way Management Expenditures	284

**TABLE OF
CONTENTS
BY
SUBJECT**

ITEM	PAGE
Salary and Benefit Costs Over a 5-Year Period	71
Solid Waste Fund Revenue & Expenditures	456
SRF - State Revolving Loan Const. & Debt Funds	550
Stormwater Revenue & Expenditures	472
Summary (All Funds)	652
Summary of Revenue, Expenditures, Changes in Reserve	56
Sunset View Project Fund	564
The Budget Dollar - Where From - Where To	63
Trust, Agency and Permanent Funds	572
Wastewater Department Expenditures	428
Water Department Expenditures	410
Water Department Expenditures	476
Water/Wastewater Impact Fund Revenue & Expenditures	534
Water & Wastewater Revenue	406
Water/Wastewater RRI Fund Revenue & Expenditures	542



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**TABLE OF
CONTENTS BY
DEPARTMENT**

ITEM	FUND	DEPARTMENT	PAGE
OVERVIEW			
Readers Guide			21
Executive Letter and Budget Summary			23
City Profile			41
Government Structure			43
Financial Policies			46
Budget Process and Calendar			49
City-Wide Goals			51
Organizational Chart			52
Historical Millage Assessed Values Table			53
Summary of Revenue, Expenditures, Changes in Reserve			54
The Budget Dollar - Where From - Where To			63
Fund Analyses			65
Budgeted Position Summary			69
Salary and Benefit Costs Over a 5-Year Period			71
General Fund Budget Summary			75
General Fund Revenue			78
ADMINISTRATION			
Mayor & Council Expenditures	001	1101	87
Administration & General Government Expenditures	001	1201 & 1202	93
CLERK			
City Clerk Expenditures	001	1601	141

TABLE OF CONTENTS BY DEPARTMENT

ITEM	FUND	DEPARTMENT	PAGE
COMMUNITY DEVELOPMENT			
Community Development Expenditures	001	1501	131
COMMUNITY SERVICES			
Library Expenditures	001	7101	245
Community Services Expenditures	001	7202 & 7203	267
Parks & Recreation Impact Fee Fund Revenue & Expenditures	114	0000 & 7201	315
Pavilion Revenue & Expenditures	406	7501	521
ECONOMIC DEVELOPMENT			
Economic Development Expenditures	001	5901	237
Community Redevelopment - TIF Revenue & Expenditures	105	0000 & 5901	293
Marina/Seaplane Base Revenue & Expenditures	405	0000, 4304 & 7401	491
FINANCE			
Finance	001	1301	105
Information Technology	001	1302	117
FIRE DEPARTMENT			
Fire Department Expenditures	001	2201 & 2202	197
Fire Impact Fee Fund Revenue & Expenditures	111	0000 & 2201	305
Fire Assessment	122	0000 & 2201	337
HUMAN RESOURCES			
Human Resources Expenditures	001	1701	151

**TABLE OF
CONTENTS BY
DEPARTMENT**

ITEM	FUND	DEPARTMENT	PAGE
POLICE DEPARTMENT			
Police Department Expenditures	001	2101 & 2103	183
Police Education Revenue & Expenditures	102	0000 & 2101	287
Police Impact Fee Fund Revenue & Expenditures	110	0000 & 2101	299
Police Forfeitures - State	112 & 113	0000 & 2101	311
PUBLIC COMMUNICATIONS			
Public Communications & Emergency Operations Expenditures	001	1801	159
PUBLIC WORKS			
Fleet Management Expenditures	001	1901	171
Physical Environment Expenditures	001	4101 & 4102	213
Parks Management Expenditures	001	7201	255
Right-of-Way Management Expenditures (see also page 384)	001	7201	283
Freedom Flag	117	4101	325
Citizen Donation Fund	119	7101	331
Solid Waste Fund Revenue & Expenditures	402	0000 & 3401	455
UTILITIES			
Water & Wastewater Revenue	401	0000	405
Water Department Expenditures	401	3301 & 3302	409
Wastewater Department Expenditures	401	3501- 3504	427
Stormwater Revenue & Expenditures	403	0000 & 3801	471
Water/Wastewater Impact Fund Revenue & Expenditures	441	0000 & 3301 - 3504	533
Water/Wastewater RRI Fund Revenue & Expenditures	443	0000 & 3301 - 3504	541
SRF - State Revolving Loan Const. & Debt Funds	444 & 445	0000 & 3301 - 3801	549
Sunset View Project Fund	447	3301 & 3501	563

TABLE OF CONTENTS BY DEPARTMENT

ITEM	FUND	DEPARTMENT	PAGE
OTHER FUNDS			
American Rescue Plan Act Fund	155	ALL	367
Legal Services Expenditures	001	1401	127
Infrastructure Sales Tax Fund Revenue & Expenditures	150	0000 & 1201	343
Grant Fund Revenue & Expenditures	151	ALL	349
Infrastructure Sales Tax Fund Revenue & Expenditures - 1/1/2018	152	0000, 2101 & 2201	359
Debt Service Fund Revenue & Expenditures	201	0000 & 1201	383
Capital Project Fund Revenue & Expenditures	301	ALL	389
Trust, Agency and Permanent Funds	501 & 601-606	2101, 2201 & 7201	571
APPENDICES:			
Capital Listings			594
5-Year CIP			601
Cut List			629
Glossary of Terms and Acronyms			637
Glossary of Accounts			643
Debt Maturity Schedule			649
Long Range Financial Forecast			650
Summary (All Funds)			652

Overview





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READERS GUIDE

What is included in this document?

The City's Adopted Budget provides a framework for the overall fiscal management of the City of Tavares for fiscal year 2023-2024. It includes both day-to-day operating funds, special revenue funds, debt service funds, and capital improvement funds.

This document is split into multiple sections: an introduction section, a city-wide summary, detailed budgets for all funds, a five-year Capital Improvement Plan, and a glossary.

Included in the **Introduction Section** is a letter from the City Administrator, executive summary, city profile, summary of the City's governmental structure, summary of the budget process, a budget calendar, the City's mission statement, and the City's organizational chart. The **City-Wide Summary Section** includes: revenue and expenditure summaries, a position summary, and multiple analysis pages.

How to read this document?

The Annual Budget is presented Citywide as well as by individual funds (department and division). The City currently has thirty-six (36) funds including the General Fund, 21 Special Revenue Funds, 9 Proprietary Funds, and 5 Trust and Agency Funds. The General Fund is the largest of the funds and accounts for the majority of the City's total budget expenditures.

The General Fund is shown first followed by the Special Revenue funds, and then the Proprietary funds. Each fund includes revenues, and expenditures broken down by department (and division). The General Fund has the largest number of departments and accounts for the majority of the City's total budget. Each department includes an organizational chart; list of positions; a description of operations, goals and achievements; performance measures; and a line item budget with comparisons to prior years.

Have any questions?

If you have any questions regarding the material presented, please direct them to the Finance Director at 352-742-6212.



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Date: September 27th, 2023

To: Mr. Walter Price, Mayor
 Mr. Sandy Gamble, Vice Mayor
 Mr. Bob Grenier, Councilmember
 Ms. Lori Pfister, Councilmember
 Mr. Troy Singer, Councilmember

Re: Adopted Fiscal Year 2024 Budget

Honorable Mayor and Members of the City Council:

It is my pleasure and privilege to present to you the Adopted Fiscal Year 2024 Budget (October 1, 2023 through September 30, 2024) for the City of Tavares. The City's annual budget is an essential tool that serves as a fiscal roadmap for the upcoming year. The budget document is a financial plan, intended to articulate the previously established goals and objectives set forth by the City Council. It determines the manner in which services will be provided to the community, and its adoption is one of the most important actions the City Council takes.

I am proud of the efforts made by staff to formulate a document that demonstrates the financial health of our community while meeting many of the City Council's goals for the next Fiscal Year. Some collective goals set by the City Council that have been met in this adopted budget include the following:

1. Lowers the millage rate.
2. Increases General Fund reserves to meet GFOA standards.
3. Provides a similar level of service.
4. Compensates employees fairly and equitably for the work they do.
5. Continues and finish projects already in progress.
6. Continues to pursue grants.

All of these goals have been met in the budget. My comments on each goal follow below:

1. **Lower millage rate** – The millage rate has been lowered from 6.6950 to 6.5950. This is the fifth (5th) year in a row that the millage rate has been lowered. A "steady as she goes" approach to lowering the tax rate annually in increments has been and continues to be recommended so as to maintain fiscal stability, and the balance between maintaining service levels and not placing the city in future financial jeopardy by lowering it too much too quickly.

2. **Increase General Fund reserves to meet GFOA standards** – The City has steadily increased the General Fund reserve balance to meet GFOA recommendations year after year. This budget increases the estimated General Fund reserve balance to \$5,609,663, or 22.28% of total General Fund expenditures. At this level, reserves exceed the GFOA recommendation of two months of operating expenditures by about half a month which is helpful as the inflationary economy starts the recovery process over the next year.
3. **Provide a similar level of service** – Service levels remain similar in all departments except for the Information Technology, Facilities Management, Streets Management, and Community Services Departments as follows:
 - A) Information Technology** – The budget reflects an increased emphasis on network security, and communication. The IT department will replace older network equipment and procure new network security software in order to enhance network security while maintaining compliance with all Federal and State laws. A new upgrade to the city-wide phone system will allow staff to communicate with each other and residents most efficiently. Additionally, using extra Infrastructure Sales Tax revenue, the City Council appropriated \$100,000 during the 8/16/2023 budget workshop to fund CCTV security improvements throughout the City.
 - B) Facilities Management** – The Department will bring all previously contracted custodial services in house by hiring two custodians (\$130,766), purchasing a new vehicle (\$52,967), and canceling all current custodial contracts. Initially this change will increase custodial costs in FY 2024 from \$145,784 to \$183,733; however, this \$37,949 cost increase assumes full benefits are elected for the two new positions, and includes the purchase of a non-reoccurring transit van (\$52,967). This change will reduce ongoing custodial costs in subsequent years while allowing for better service.
 - C) Streets Management** – Two major capital projects were appropriated by the City Council using extra Infrastructure Sales Tax revenue at the 8/16/2023 budget workshop:
 - i. West Main Street Gateway Features - \$206,500.
 - ii. Design and Construct Sidewalks and Street Lights Along Slim Haywood Road - \$125,000.
 - D) Community Services** – Multiple projects are programmed that will enhance recreational service levels for residents. These include the following:

- i. **Golden Triangle Regional Park East Campus** – The City of Tavares, Lake County, and YMCA have partnered to create the new Golden Triangle Regional Park on the former YMCA property (now owned by the City). The proposed budget includes a new Athletic Field Specialist (\$65,383); new operating costs for the facility (\$28,500) for maintenance, supplies, chemicals, etc.; and the following capital items:
 - 1. New Kubota ZD 326 mower - \$15,800.
 - 2. Reusable Operating and Maintenance Center - \$240,000.
 - 3. Maintenance Barn - \$20,000.
 - 4. F250 Truck to tow and haul equipment at the park - \$54,500.
 - 5. Perimeter fencing - \$4,500.
- ii. **Woodlea Sports Complex** – The Community Services department will laser grade and level both ballfields (\$100,000). Should the Lake County School Board purchase Stover fields, the City will use the sale proceeds to construct additional parking, access roads, and fields at Woodlea Sports Complex (\$525,000).
- iii. **St. Clair Abrams House** – Purchase (\$150,000) and renovate St. Clair Abrams House (\$100,000) to be operated and managed by the library for cultural and historical purposes. The facility will be used as a boutique program / meeting space to expand the capacity of the libraries existing youth, adult, and senior programs, and allow for new cultural and historical programs.

Note: Although the three items below do not “increase” the level of service, they are additional and needed to maintain the city’s current levels of service and thus reflected in the Adopted Budget:

- i. **Three (3) additional Firefighter/Paramedics are proposed** – hiring three new firefighters will help maintain the level of service provided by the Fire Department as the City has and continues to grow. It is anticipated that a FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant will fund all three positions in FY 2024 (the first year of the program), and partially fund the positions in years two and three (75% in FY 2025, and 35% in FY 2026).
- ii. **Two (2) Police Officer Reserves** – hiring two part-time Police Officer reserve positions will help maintain the level of service provided by the Police Department as the City has and continues to grow.
- iii. **Human Resources Assistant** – until 2019 the Human Resources/Risk Management Department operated with three personnel until a staff member left the employ of the City. This position was not filled and subsequently removed from the budget two years ago. The national and local economic environment has made it increasingly difficult to hire and retain employees; therefore, the amount of job interviews and background checks required to maintain the City's workforce has increased. Additionally, risk management

duties have increased. A third person will allow the Human Resources/Risk Management Department to maintain a similar level of service.

4. **Compensate employees fairly and equitably for the work they do** – The Adopted Budget includes a 6.0% pay increase for all employees¹.
5. **Continue and finish projects already in progress** – The following projects are ongoing and scheduled to be completed in Fiscal Year 2024.
 - A. Public Works Facility.
 - B. Woodlea Road Water and Wastewater Extension (Peninsula) project.
 - C. Chris Daniels Memorial Fountain landscaping project.
 - D. Seaplane Base Tav-Lee Trail safety reroute project.
 - E. Citywide streetlight study.
 - F. Woodlea Sports Park upgrades.
 - G. Marina parking area stormwater improvements.
6. **Continue to pursue grants** – Two grant matches, and one grant with no match is budgeted, and grants will continue to be pursued when available:
 - A. FEMA grant to purchase a plan review table. Grant amount: \$8,265. Grant match amount: \$435.
 - B. Grant to purchase a chest compression system for the Fire Department. Grant amount: \$22,293.66. Grant match amount: \$7,432.
 - C. FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant to hire three new Firefighter/Paramedics. The grant will fully fund the three positions for one year (\$141,544).
 - D. Grants for the New Public Works Facility will be re-budgeted in FY 24 during the "Carry-Forward" budget amendment process.
 - E. Additional Grants for Recreational Trail, and Storm Water and Utilities projects will be pursued and budgeted at such time as they are awarded in FY 24.
 - F. A State Revolving Loan is in progress for the Lake Hermosa Booster Pump Project. The loan once approved will include a Loan Forgiveness Grant component in the amount of \$1,447,038.

This budget adopts a lower millage rate, compensates employees fairly, continues and finishes projects, pursues grant opportunities, meets GFOA recommendations for General Fund reserve balances, continues to pay down City debt, and maintains a similar level of service to the prior year. The adopted budget was developed during a period of economic uncertainty. While the economy is still dealing with economic recessionary challenges including inflation, spiking gas and housing prices, supply shortages, and construction costs escalations – Tavares continues to persevere on with a conservative

¹ The 6.0% pay increase for all employees excludes the City Administrator. No pay increase is programmed for the City Administrator.

and fiscally cautious approach by lowering the tax rate incrementally, adding to reserves and budgeting inflationary pricing where appropriate.

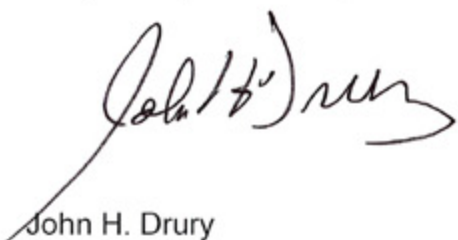
The City is in good financial standing. Through smart policies set by the City Council, and exceptional staff, the City has reached a sustainable General Fund reserve level that exceeds GFOA recommendations. The biggest financial challenges facing the City in the next year are recruiting and retaining employees, and high inflation. Inflation has decreased from the record high national inflation we experienced in June 2022 of 9.06% to the current local inflation of 7.33% in May 2023². Although local inflation remains high, reserve balances have been increased to address high inflation. The adopted budget increase takes these inflationary figures into consideration and the increased services levels mentioned above. To help with recruitment and employee retention, and address the high inflation employees experienced, the adopted budget includes a 6.0% pay increase for all employees.

The Adopted Budget recognizes the effect the rising inflation has on the Tavares community by attempting to pass on as little of the cost of inflation on the community as possible without reducing the service level the community enjoys. With the exception of the expenditures, discussed above, no increases in service levels are programed in this budget. In order to achieve the goals, set forth above, and address price increases many budget cuts were made. The items that have been cut from the FY 2024 Adopted Budget can be found in the cut list section at the end of this document.

This budget was developed by analyzing financial conditions of the past, present, and future. Frameworks were established using financial principles that will sustain fundamental functions of the City for years to come.

As you read this document please do not hesitate to contact me or Lori Houghton, Finance Director, if you have any questions. An executive summary of this document follows.

Respectfully submitted,



John H. Drury
City Administrator

² As measured by the U.S. Bureau of Labor Statistics for the Tampa-St. Petersburg-Clearwater area. The bureau does not provide CPI figures for Florida as a whole. CPI figures are only provided for the Tampa-St. Petersburg-Clearwater area, and Miami area.



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Budget Summary



EXECUTIVE BUDGET SUMMARY

ADOPTED BUDGET - FISCAL YEAR 2023-2024

The City of Tavares Adopted Fiscal Year 2023-2024 General Fund budget includes revenues and expenditures totaling \$25,179,046. This represents a General Fund increase of 15.41% and an overall increase (all funds) of 16.28%. The adopted budget includes the following:

General Fund:

- A millage rate decrease from 6.6950 to 6.5950 mills, and a debt service millage rate decrease from 0.2074 to 0.1817 mills.
- A 6.0% pay increase for employees.
- Health insurance premiums contributed by the City are budgeted at a 4% increase over prior year. The City contributes the same amount toward the HMO and PPO plans (PPO employees pay the excess over the City's HMO Contribution).
- An increase in workers' compensation insurance of 10%.
- An estimated increase for FRS Contributions (10.00% over prior year for all classes).
- Various increases for Electric, Water, and Gas costs.
- Adopted Position Changes for Fiscal Year 2024:
 - General Fund
 - ◆ Full-time Deputy Director (for Community Development).
 - ◆ Full-time Human Resources Assistant.
 - ◆ Two Part-time Police Officer Reserve.
 - ◆ Three Full-time Firefighter/Paramedic (hired for 6 months).
 - ◆ Full-time Athletic Field Specialist..
 - ◆ Two Full-time Custodial Maintenance Technicians.
- The Adopted Budget includes a 25% increase for General Liability and Property Insurance.
- Appropriate from reserves - \$360,803.
- Various operational cost increases.
- New replacement computers - \$88,000.
- Network servers and equipment - \$60,000.
- Christmas lighting program - \$190,300.
- July 4th program - \$55,000.
- Woodlea Sports Park construct additional parking, access roads, and fields - \$525,000.
- Woodlea Sports Park laser grade and level both ballfields - \$100,000.
- St. Clair-Abrams library and recreation project - \$250,000.
- Sidewalk grinding - \$20,000.

TIF Fund:

- Sponsored Events increase of \$51,576 (from \$208,000 to \$260,076).

Infrastructure Sales Tax Funds:

- Street paving/resurfacing - \$341,297.
- West Main St. gateway features - \$206,500.
- CCTV security camera improvements - \$100,000.
- Public safety complex debt service - \$1,223,817.

- Capital Improvement Note 2020 debt service (wayfinding signs downtown, cemetery restrooms, Seaplane Base/Marina rebuild match, Wooton Wonderland reconstruction, police vehicles, bocce ball courts, pickleball courts, history museum, and splash pad rehabilitation at splash park) - \$226,917.
- Public Works Facility debt service - \$159,952 (50% of total debt service budgeted in Infrastructure Sales Tax fund, and remaining 50% budgeted in Solid Waste fund).
- Capital Improvement Note 2022A debt service for Fire/Rescue ladder truck - \$117,301.

Solid Waste:

- Public Works Facility debt service - \$159,955.

Water/Wastewater/Stormwater:

- Base read - \$125,000.
- SCADA software upgrades - \$100,000.
- Isolation Valves - \$60,000
- Stormline repairs and lining - \$77,782.

Water/Wastewater Impacts and Water Wastewater Renewal & Replacement:

- Low pressure sewer system ISBA area - \$75,000.
- ISBA study: extension of water lines - \$100,000.
- ISBA study: extension of sewer lines - \$50,000.
- Lift station rehabilitation - \$298,900.

Other Budget Notes:

Capital expenditures are included within the General Fund, Police Impact Fee Fund, Infrastructure Sales Tax Funds, Pavilion Fund, Water and Sewer Operating Fund, the Water and Sewer Impact Fee Fund, the Water and Sewer Renewal & Replacement Fund, the Solid Waste Fund, and the Stormwater Fund. A listing of all capital expenditure items can be found beginning on page 628 of the Adopted Budget document.

The Fiscal Year (FY) 2023-2024 Adopted Budget includes two funds for Infrastructure Sales Tax. Fund 150 captures the Infrastructure Sales Tax of 2003 which sunset in December 2017. Fund 152 captures the Infrastructure Sales Tax approved by voters with receipts commencing January 2018. Debt service for the 2016 Capital Improvement Revenue Note for the Public Safety Complex is included in Fund 152.

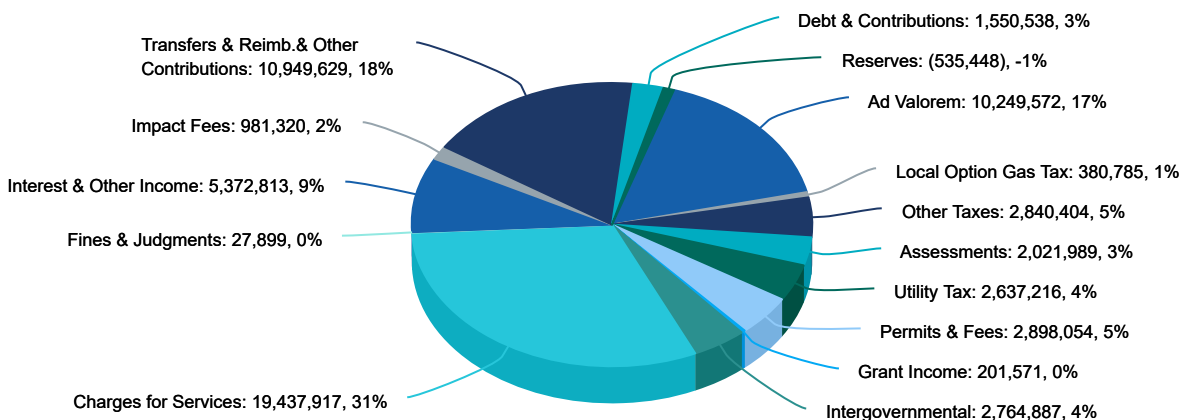
The FY 2024 Adopted Budget supports the City's commitment to provide a similar level of service to all city residents, thus the Adopted Budget includes and continues the Fire Assessment at 100%.

The Adopted Budget is expected to maintain a General Fund reserve level of 22.3% or \$5,609,663. This amount excludes reserves from the restricted Building Permit fund.

Breaking Down a Dollar of Your City Property Taxes FY 2024 (Adopted Budget)



Estimated Revenue - All Funds by Category



Millage Rate

A Historical Perspective – In 2007, the Florida Legislature passed House Bill HB-1B requiring dramatic cuts in local municipal budgets. This bill required cities to roll back taxes to the roll back rate and reduce millage rates further by a state-calculated percentage based on historical growth trends. In order for cities to adopt a rate higher than the maximum millage allowed, a unanimous vote of the elected body was required. In January 2008, the voters of Florida approved a referendum known as “Amendment 1” that further reduced the allowable millage that a city could assess. Amendment 1 provided an additional Homestead Exemption of \$25,000, and provided Florida residents the ability to take their accrued “Save Our Homes”¹ savings/benefits with them to other Florida counties. In addition, the Florida Legislature passed a “glitch bill” to further restrict the maximum millage that cities could adopt.

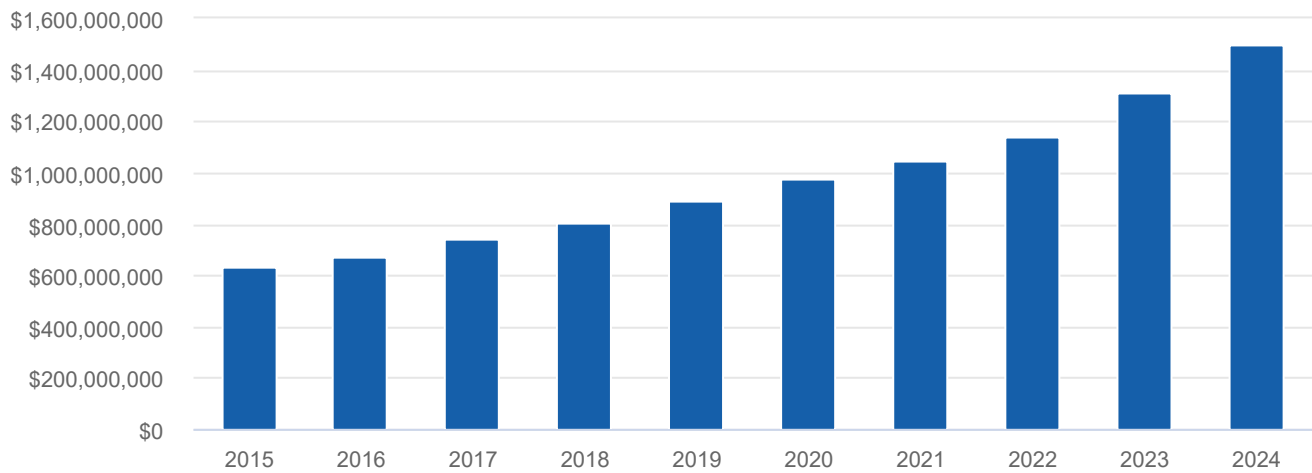
As a result of these changes and the economic environment between FY 2009 and FY 2013, the City experienced **significant decreases** in taxable assessed values, 4.88% in 2009, 6.81% in 2010, 16.52% in 2011, 7.68% in 2012, 5.63% in 2013, or a combined decrease of \$324,415,049 between FY 2009 and FY2013, a **decrease of 41.5%**.

The impact of legislative changes and the economic environment had a significant effect on the City's budget during this time period which required significant reserve appropriations in order to maintain service levels to City residents. The impact of legislative changes, and the economic conditions of the recent past all contributed to significant decreases in taxable values for the City of Tavares, which decreased available ad valorem revenue streams. FY 2014 provided the City the first year of positive growth in Assessed Value of 2.28%. A significant portion of the growth was attributed to gains in new construction such as the Osprey Lodge, the Big House, and three Lakeside downtown hotels.

Beginning in FY 2014 the City began to see small increases in taxable values which continue today. Some of these increases were attributed to new construction which includes the Tavares Crossing, new hotels on the Ruby Street Waterfront, Atwater Apartments, surgical center, and construction restarts in subdivisions that were stagnant due to the recession.

Adopted Budget – The FY 2024 Adopted Budget includes a Millage Rate of 6.595 mills which is 0.10 mills or 1.49% less than the prior year millage rate of 6.695. The Millage rate is 6.58% above the estimated roll-back rate of 6.1876. The Millage rate for the Adopted Budget is based on certified property values provided by the Property Appraiser on 7/1/2023.

Historical Ad Valorem Taxable Values



Community Redevelopment District – TIF

The City's Community Redevelopment area is comprised of two districts. Properties within both districts experienced decreases in taxable values over the same period as the General Fund (FY2009 - FY2013) as a result of the legislative changes discussed above and the related economic environment.

Historical Values for TIF Districts

Fiscal Year	Taxable Value	Gains	Estimated Revenue
2015	45,196,454	1,998,777	152,398
2016	45,849,022	652,568	155,104
2017	49,679,555	3,830,533	191,024
2018	52,551,202	2,871,647	221,371
2019	55,607,689	3,056,487	293,890
2020	60,797,030	5,189,341	337,337
2021	66,442,602	5,645,572	403,656
2022	70,451,589	4,008,987	460,609
2023	77,173,023	6,721,434	543,908
2024	85,707,813	8,534,790	601,984

Combined taxable values for both districts experienced an increase over the prior year. Combined values are expected to increase from \$77,173,023 to an estimated value of \$85,707,813 for FY 2024. Revenue for the fund is derived from the annual assessed value incremental increases.

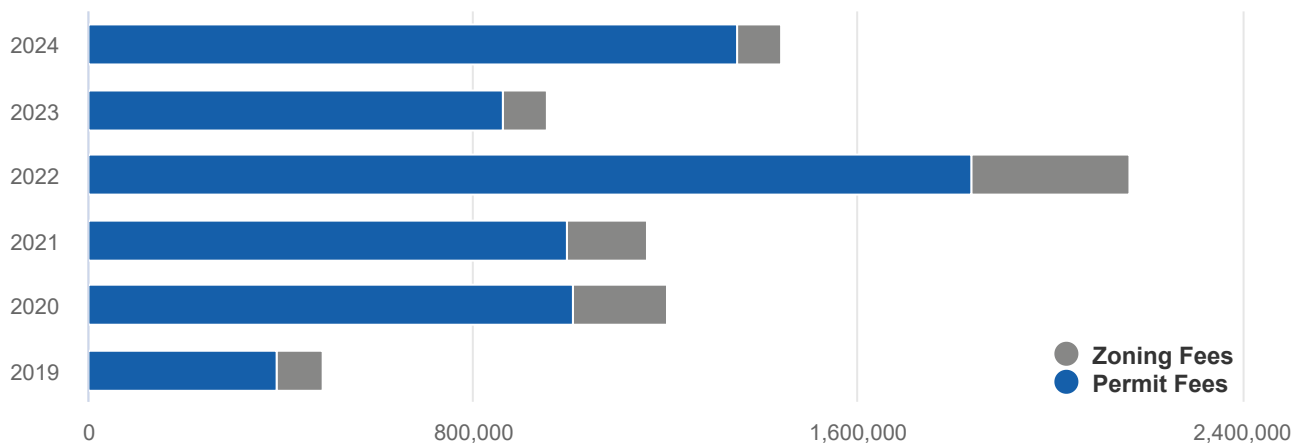
Other Taxes and Franchise Fees

As included in the FY 2024 Adopted Budget, General Fund revenues from sources other than Ad Valorem taxes (and excluding debt proceeds, roll-overs, grants, transfers, and reimbursements) are expected to total \$9,689,887. This increase of 22.31% is attributable to estimated increases in state revenue sharing and utility tax revenue collections.

Permits and Fees

The FY 2024 Adopted Budget includes an estimated increase in permit and zoning revenues of 50.86% over the prior year. This represents expected building related activities for the upcoming fiscal year. Staff expects building permit activity to increase from that of the prior year due to current local economic indicators. It should be noted that various economic factors affect the stability of this revenue stream.

5 Year Historical Permit & Zoning Fees



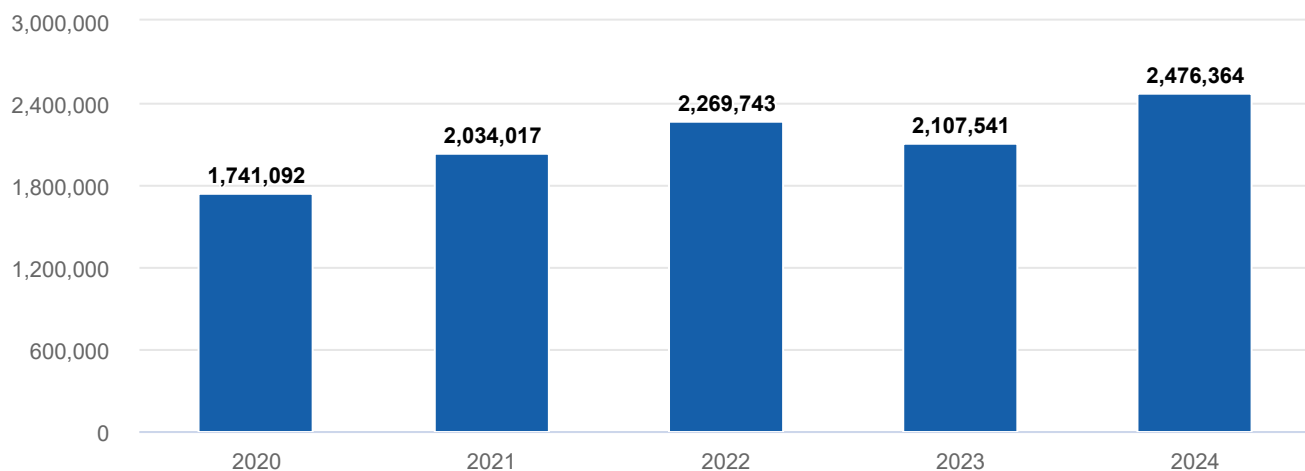
*All years were calculated using actuals, excluding 2020 and 2021 which were estimated

Intergovernmental Revenue

General Fund revenues for this category are received from the State of Florida Department of Revenue and various other government agencies. Some of the revenues included are Municipal Revenue Sharing, Half-Cent Sales Tax, Florida Department of Transportation Cost Shares, and County Aid to Libraries. Intergovernmental revenues are expected to increase by 17.03% in FY 2024.

State Shared Intergovernmental revenue used for operating purposes (including the Half Cent Sales Tax) is expected to increase by 17.50%. This expected increase is similar to actual revenues received in FY 2022. State Shared Intergovernmental revenues make up the bulk of intergovernmental revenues. Increase differences in State Shared Revenues can be attributed to the economic environment as well as legislative changes.

5 Year Historical State Shared Revenue



Charges for Services

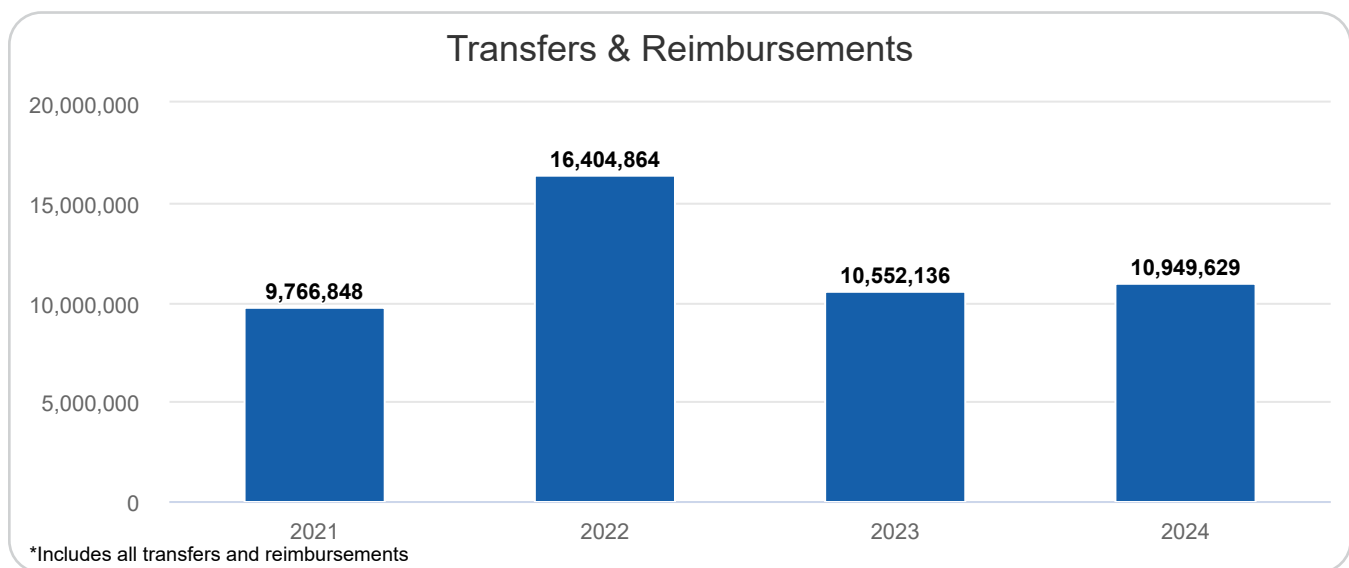
This revenue source includes Recreation Services in the General Fund as well as fees for services provided in the Water/Wastewater, Solid Waste, Stormwater, Seaplane Base and Pavilion Funds. The Water/Wastewater Fund is expected to experience an increase in service fee collections of 6.03%; this increase is attributable to growth, and normal rate increases as outlined in the 2020 rate study (no rate increases in FY 2024). A rate study for revenue sufficiency as required by City debt covenants was completed in September 2020. The updated rate study suspends the annual CPI+1% increase (until 2025) for water, wastewater, and reclaim water, and instead provides a 1.95% increase over the next four years. It is expected that actual consumption will also affect the overall revenue stream in the coming year.

The Stormwater Fund budget does not include a fee increase for FY 2024. A Rate Study was completed in FY 2020 to address revenue sufficiency as it relates to debt requirements. Stormwater Rates were included in the rate Study and approved by the City Council.

Inter-fund Transfers

Inter-fund transfers represent a major source of funding in the General Fund. Transfer amounts remain relatively constant. *Operating* transfers and *reimbursements* presented a increase over the prior year amount of 1.41%. The increase, excluding fire assessment and building permit transfers, is attributable to improved cost allocations of internal service departments, a transfer from the General Fund to the Stormwater fund to reimburse for Right-of-Way services, and a few one-time expenditure reimbursements in the prior year.

Transfers from the Water/Wastewater Operating Fund to the State Revolving Loan Debt Service Restricted Fund represent debt service obligations of the Wastewater Plant Expansion Project, Water Plant upgrades, the Reclaim Project Preconstruction Loan, and the CRA Water and Wastewater projects. In addition, the General Fund includes transfers from the Fire Assessment Fee Fund for assessable fire service costs.



Fund Balance/Retained Earnings (Reserves)

It is essential for governments to maintain adequate levels of unreserved fund balance to mitigate current and future risks (i.e., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Levels of unreserved fund balance are a crucial consideration as well in long-term financial planning.^a Fund balance reserves are mitigating factors in assessing a city's bond rating, which correlates to lower costs for debt financing and borrowing.

As levels of unreserved fund balances fluctuate from period to period, the measures considered, according to the Government Finance Officers Association (GFOA), should be considered within the broader context of long-term forecasting to avoid the risk of placing too much emphasis upon the level of unreserved fund balance in the General Fund at any one time. In practice, acceptable levels of unreserved fund balance typically are less for larger governments than for smaller governments.^a One reason for this difference is simply the extent of the amounts involved in the case of larger governments. Larger governments typically have more diversified revenues and expenditures, thus requiring less unreserved fund balance to protect against volatility.^b

Although the City does not have a formal fund balance policy, the City has practiced good fiscal management in maintaining fund balances within acceptable limits. The GFOA suggests minimum fund balance limits of no less than two months of regular operating expenditures for the General Fund. The 2023-2024 Adopted Budget estimates General Fund unreserved fund balance at 22.3% or \$5,609,663 at 9/30/2024. This excludes reserve amounts restricted for Building Permit Operations; with Building Permit Reserves, total General Fund Reserves are estimated at 29.7%. The City has steadily increased the General Fund reserve balance to meet GFOA recommendations year after year.

A table of current and projected fund balances for the General Fund, Water/Wastewater fund, and other Major funds are displayed below:

Estimated Reserve Balances at 9-30-2024

	Estimated Reserves 09/30/23	Projected Revenues FY 2024	Projected Expenditures FY 2024	Estimated Reserves 09/30/24
General - Operating	5,749,098	25,039,611	25,179,046	5,609,663
General - Bldg Permits	1,642,525	238,151	-	1,880,676
TIF Fund	(168,538)	585,915	585,915	(168,538)
Infrastructure - 2003	32,174	-	-	32,174
Infrastructure - 2018	1,499,460	12,373,609	2,668,312	11,204,757
Water/Wastewater	9,677,309		12,341,290	(2,663,981)
W/WW Impacts & RRI	8,281,876	3,482,742	3,992,742	7,771,876
Solid Waste	1,681,606	4,200,000	4,556,179	1,325,427
Stormwater	639,423	2,262,983	2,239,489	662,917
Seaplane Base	2,753	1,031,256	1,018,633	15,376
Pavilion	(2,315,724)	858,057	830,172	(2,287,839)

*Pavilion Fund and TIF Fund Balances are negative due to Long-term Internal Loan Balances. General – Bldg Permits includes Fund 115 & 153 (Building Permits and Road Construction)

New Positions

The FY 2024 Adopted Budget includes 8 new full-time positions, and two part-time positions:

- Full-time Deputy Director (Community Development).
- Full-time Human Resources Assistant.
- Three full-time Firefighter/Paramedics (hired for 6 months) funded by SAFER grant.
- Full-time Athletic Field Specialist..
- Two part-time Reserve Police Officers.
- Two Custodial Maintenance Technicians.

The following table provides an overview of funded positions:

Governmental Funds

Public Safety - Police (Includes Admin Positions)	37.5
Public Safety - Fire (Includes Admin Positions)	30.0
General Government	
(Admin, Gen Ovrhd, Fin/Tech, City Clerk, HR, Legal, Pub Comm & Fleet)	35.0
Economic Development	2.0
Physical Environment	
(Comm Dev, Physical Environment, and Parks Management)	26.0
Culture & Recreation	
(Library, Community Svcs-Parks Oper/Rec)	16.5
Total General Fund	147.0
Community Redevelopment - TIF FUND	-
Total Governmental Funds	147.0

Enterprise Funds

Water/Wastewater	30.0
Solid Waste	9.0
Stormwater and Right-of-Way Management	9.0
Seaplane Base	7.0
Pavilion Fund	5.5
Total Enterprise Funds	60.5
Authorized Full-time Equivalent Positions	207.5

FT Equivalency for PT Positions is based on the % of hours worked of 2080 hrs.

Seasonal Positions - not shown

Personal Service Wages and Benefits

- The FY 2024 Adopted Budget assumes a 6.0% pay increase for employees.
- Overall salaries and benefits for the City increased \$1,968,562 or 10.33% from prior year; this increase can be attributed to pay increases of 6.0% effective October 1, 2023, new positions, and health insurance increases.
- Health insurance premiums contributed by the City are budgeted at a 4% increase over prior year. The premium rates employees pay has increased an equal percentage to match the City contribution's increase. PPO members may contribute a significantly higher amount as City contributions will be the same for HMO and PPO.
- Pension contributions are budgeted at 10% increase for FRS Regular Class, FRS Special Risk Class, FRS Senior Management Class, and FRS Elected Officer Class.
- FRS Contributions are budgeted at blended rates for the year due to anticipated rate increases effective July 1, 2024.
- Police and Fire pension contributions include all wage enumerations with the exception of over-time, which is capped at 300 hours per year. The over-time limitation is due to legislative restrictions. Firefighters are budgeted at 30.575% and Police Officers are budgeted at 57.020%. Firefighters and Police members in FRS are budgeted at 30.30% in the FRS Special Risk Class. Effective June 1st 2019 all new public safety employees are automatically enrolled in the Florida Retirement System.
- Workers' Compensation insurance/benefits increased 10% for the 2023-2024 fiscal year.

	Wages & Benefits Budget 2023	Wages & Benefits Budget 2024	Increase	Percentage Change
General	13,931,061	15,559,112	1,628,051	11.69%
Water/Wastewater	2,820,780	3,042,047	221,267	7.84%
Solid Waste	746,017	756,928	10,911	1.46%
Stormwater	718,322	778,784	60,462	8.42%
Seaplane Base	440,731	472,295	31,564	7.16%
Pavilion Fund	403,130	419,437	16,307	4.05%
Total Wages & Benefits	19,060,041	21,028,603	1,968,562	10.33%

Operating Expenditures

Expenditures related to operational activities (Wages & Operating Materials) increased \$3,425,169 or 9.11% for all operating funds. Contributions to this increase include:

- Increases in wages and benefits (pay increases, health insurance, pension, workers' compensation, four new positions, and two deferred positions).
- Expenditure increases for fuel, utility services, landfill, and contractual services.
- Increases for transfers from the Water/Wastewater Operating to the SRF Debt Service Fund for debt service obligations.

City of Tavares Operational Expenditures (Wages & Operating)

	Original Budget 2023	Adopted Budget 2024	Increase (Decrease)	Percentage Change
General	19,842,803	22,110,380	2,267,577	11.43%
TIF Fund	268,975	327,051	58,076	21.59%
Water/Wastewater	10,290,841	10,885,542	594,701	5.78%
Solid Waste	3,797,014	4,062,138	265,124	6.98%
Stormwater	1,881,099	2,015,207	134,108	7.13%
Seaplane Base	943,073	1,018,633	75,560	8.01%
Pavilion Fund	594,577	624,600	30,023	5.05%
Total	37,618,382	41,043,551	3,425,169	9.11%

Note: Table includes transfers. Table does not include capital, debt or community grants.

Debt Service

The FY 2024 Adopted General Fund Budget includes appropriations for transfers to the debt service fund for the Wootton Park Capital Improvement Note, the Unpaved Road Capital Improvement Note, the Capital Improvement Note Series 2016 (Security Improvements), the Capital Improvement Note Series 2014 (Police Cars), and the Capital Improvement Note Series 2018 (Police Cars and Fire Truck).

The Infrastructure Sales Tax Fund includes debt service appropriations for the Capital Improvement Revenue Note, Series 2016 and 2017 for the Public Safety Complex, Capital Improvement Note 2020 for various capital projects, and Capital Improvement Note 2023 for a new Fire Department ladder truck. The Pavilion Fund includes appropriations for Debt Service obligations for the Capital Improvement Revenue Note, Series 2013 for the Pavilion Project.

Appropriated debt service for enterprise funds for the FY 2024 Adopted Budget includes lease payment obligations for capital equipment purchases made in prior fiscal years as well as obligations under the State Revolving Loan Fund: Drinking Water, Reclaim, Water Storage, CRA Water Improvements, CRA Wastewater Improvements, Water/Wastewater Refunding Bonds Series 2012A&B. The Adopted FY 2024 budget includes debt service payments for a new Public Works Facility.

City of Tavares Debt Service Payment Obligations

	Original Budget 2023	Adopted Budget 2024	Increase (Decrease)	Percentage Increase (Decrease)
General	-	-	-	-%
Police Impact Fees	18,977	18,977	-	-%
Fire Impact Fees	18,977	18,977	-	-%
Infrastructure	1,616,871	1,727,987	111,116	6.87%
Debt Service Fund	1,186,700	1,188,836	2,136	0.18%
Water/Wastewater	737,150	736,248	(902)	(0.12%)
State Revolving Loans	2,444,931	2,413,344	(31,587)	(1.29%)
Sunset View Spec Asses	127,062	128,498	1,436	1.13%
Solid Waste	165,137	159,955	(5,182)	(3.14%)
Stormwater	-	-	-	-%
Pavilion	196,504	195,575	(929)	(0.47%)
Total	6,512,309	6,588,397	76,088	1.17%

Capital Expenditures

The FY 2024 Adopted Budget includes capital expenditures totaling \$4,857,534 (excluding capital grant matches). The capital expenditures represent a decrease from the prior year budget in the amount of -\$2,268,493 or -87.62%.

Capital Expenditures - Comparison to Prior Year

	Original Budget 2023	Adopted Budget 2024	Increase (Decrease)	Percentage Increase (Decrease)
General	357,485	1,243,644	886,159	247.89%
TIF	-	-	-	-%
Police Impacts	22,000	-	(22,000)	(100.00%)
Fire Impacts	-	-	-	-%
Park Impacts	-	334,800	334,800	-%
Infrastructure	384,000	940,325	556,325	144.88%
Grants	-	-	-	-%
Capital Projects	-	-	-	-%
Water/Wastewater	555,500	719,500	164,000	29.52%
W/WW Impacts	255,000	325,000	70,000	27.45%
W/WW RR&I	706,500	725,900	19,400	2.75%
Solid Waste	27,274	334,086	306,812	1124.92%
Stormwater	244,782	224,282	(20,500)	(8.37%)
Seaplane Base	-	-	-	-%
Pavilion	36,500	9,997	(26,503)	(72.61%)
Total	2,589,041	4,857,534	2,268,493	87.62%

Note: Table does not include capital grant matches budgeted in non-capital accounts. Library Major Collections are included.

Fund Types and Description

The City of Tavares uses funds and account groups to report its financial position and the results of operations. A fund is used to maintain control over resources that have been segregated for specific activities or functions. The City, like other state and local governments, uses fund accounting to ensure and demonstrate legal compliance.

A fund is a separate accounting entity with a self-balancing set of accounts. Generally Accepted Accounting Principles (GAAP) establish eleven fund types. Descriptions of the fund types used by the City of Tavares are listed below:

Governmental Funds – Five of the eleven fund types established by GAAP are Governmental funds. Generally, governmental funds account for activities financed through taxes, intergovernmental revenues, and other non-exchange revenues.

- **General fund** – The general fund is the chief operating fund of a local government. GAAP prescribes that the general fund be used “to account for all financial resources except those required to be accounted for in another fund.” The City’s General Fund is fund 001.
- **Special revenue funds** – funds that account for certain revenues raised for a specific purpose. This is generally due to legal requirements, financial administration, or GAAP requirements. The City of Tavares uses special revenue funds for Police Education (102), Police Automation (103), Community Redevelopment-TIF (105), Special Event Fees (106), Police Impacts (110), Fire Impacts (111), Police Forfeitures (112), Park Impacts (114), Freedom Flag (117), Fire Assessment Fund (122), Infrastructure Sales Tax-2003 (150), Infrastructure Sales Tax-2018 (152), Grants (151), ARPA (155), and Pavilion (406).
- **Debt service funds** – accounts for resources to meet current and future debt service requirements on general long-term debt. The City accounts for General Government and General Obligation Debt in Debt Service Fund (201).
- **Capital project funds** – used to account for major capital acquisition and construction activity for General Government. The City accounts for major General Government projects in the Capital Project Funds (301, 302, 303, and 304) (Ex.: Street Construction for unpaved streets, facilities, Seaplane Base rebuild, etc.).
- **Permanent funds** – used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used. The City utilizes Permanent Funds for the Mildred Hunter Playground Fund (605) and the Library Building Fund (606).

Proprietary Funds – Two of the eleven fund types established by GAAP are classified as proprietary funds.

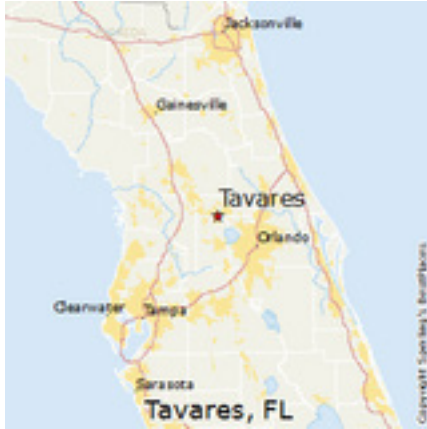
- **Enterprise fund** – used to report activities for which a fee is charged to external users for goods or services. Water/Wastewater Operations (401), Water/Wastewater Impacts (441), Woodlea Plant Expansion (444), SRF Loan (445), and Sunset View Sewer Assessment (447) are enterprise funds used by the City, as well as Solid Waste Services (402), and Stormwater (403), and the Tavares Seaplane Base (405)
- **Internal service funds** – used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. The City currently does not have internal service funds.
- **Fiduciary funds** – should be used to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the government’s own programs. The City utilizes fiduciary funds to account for Police, Fire, and the Empower General Employees Retirement funds.

^aIn 1992, the Florida Constitution was amended to limit the annual increases in the assessed value of property receiving homestead exemption to 3% or the percentage change in the Consumer Price Index, whichever is lower. This assessment limitation is commonly referred to as the “Save Our Homes” or “SOH” cap.

^bThe tax rollback rate is the tax rate that would bring in the same amount of dollars from the previous year.

CITY PROFILE

About Tavares



Known for its small town charm and feel, and its picturesque beauty Tavares is nestled between a chain of lakes, and world famous waterways located 20 miles from Orlando. Tavares forms one part of Central Florida's "Golden Triangle". The cities of Mount Dora and Eustis form the other two parts of the triangle. The Tavares chain of lakes includes Lake Dora, Lake Harris, Lake Griffin, and Lake Eustis. Lake Dora and Lake Eustis are connected by the Dora Canal which is known as one of the most beautiful waterways in the world.

Now known as America's Seaplane City due to the prominence of seaplanes and boating activities in the chain of lakes, Tavares began as the industrial and railroad center of Florida due to its central location. Tavares was founded in 1880 by Maj. Alexander St. Clair-Abrams, a railroad and newspaper executive who initially sought to develop the town as a tourist destination, but later made the decision that its location would result in it becoming the industrial and railroad center of Florida.

A native of New Orleans, St. Clair-Abrams moved to New York and began a career as a reporter and editorial writer for the New York Herald. After a stopover in Atlanta - long enough to start a newspaper - he moved on to Florida in 1875 for health reasons and began practicing law in Orlando.



As a private attorney, he built up a large law practice in Orange County and accumulated wealth in land investments, stocks, bonds and citrus. In 1880, he laid out the streets in Tavares and four years later laid out the entire town on the extensive land he owned. He invested hundreds of thousands of dollars developing downtown Tavares, first as an exclusive tourist attraction, then as an industrial and rail center.



In its early years Tavares faced a series of devastating challenges that lead to the town becoming nearly abandoned. In 1888 a fire destroyed the business section of the town. The bank, hotel, sawmill, wharves, lumber mill, abstract company, and other buildings were all lost in the blaze. The industrial and rail center being built downtown was built alongside a booming citrus industry; however, in 1894 and 1895 freezing air temperatures destroyed nearly all of the citrus crop. Despite these setbacks Tavares recovered over time. Population slowly increased and citrus made a comeback and was a staple of the community until the 1980 freezes.

St. Clair-Abrams hoped to make Tavares the capital of Florida. His dream may have been realized until the 1888 fire. Later that same year the state legislature removed Tavares from consideration for the new state capital. Although Tavares did not become the state capital it did become the de-facto capital of Lake County in 1888 when Tavares became the Lake County Seat. Today Tavares is a bustling city (incorporated in 1919) occupying a land area of 13.93 square miles with a population nearing 19,600. Tavares is known for easy going lakefront city lifestyle and scenic beauty.



Peninsular Hotel (destroyed in the 1888 fire).



The Tavares Seaplane Base opened in April 2010, and kicked off a major revitalization of the Tavares Waterfront District. Centrally located on the shores of Lake Dora Tavares Waterfront District visitors can: watch seaplanes land and take off from a 3,000-foot virtual runway, visit scenic Wootton Park, cool down at the Tavares Splash Park, host or attend a wedding at the Tavares Pavilion on the Lake, dine and shop at unique lakefront restaurants and stores, and take a pleasure cruise on the Dora Queen (a Louisiana style paddleboat replica). Visitors and residents alike can also enjoy 21 public park and recreational facilities, and

at least 12 special community events each year.

Statistics and Demographics

Population:	20,372
Persons under 18 years:	16.80%
Persons 65 years and over:	35.40%
White alone:	76.90%
Black or African American alone:	13.70%
Hispanic or Latino:	11.50%
Asian alone:	1.70%
American Indian and Alaska Native alone:	0.1
Two or more races:	5.20%
Median value of owner-occupied housing units 2017-2021:	\$172,500
High school graduate or higher:	88.20%
Bachelor's degree or higher:	25.20%
Median household income (in 2021 dollars), 2017-2021:	\$49,313

Land Use

Agriculture:	30.61%
Residential:	25.61%
Commercial:	10.88%
Government (Tavares is the county seat of Lake County):	17.31%
Other:	15.59%

Style of Government

The City of Tavares operates using a strong Council-Administrator style of government. The City Council consist of five members that make legislative decisions, but leave day to day operational decisions to the City Administrator. The City Council is elected to two year terms that are staggered such that two council members are up for election in one year, and three in the next. The City Council meet on first and third Wednesdays of each month.

The City Administrator is responsible for implementing the City Council's directives, day to day operations of the city, and preparing the annual budget. The City charter dictates a line item style budget. Everything the City purchases is enumerated in the Council-approved Adopted Budget passed yearly. The City Administrator employs a "zero based" budgeting approach. Under this approach, the budget is created from scratch every year instead of minor incremental changes being made to the prior year budget. The benefit to this approach is that each department head is forced to justify every budget expenditure request every year.

GOVERNMENT STRUCTURE

Introduction

The City of Tavares is a political subdivision of the State of Florida. It is governed by and derives its operating authority from the constitution and laws of the State of Florida. The City is empowered to levy a property tax on both real and personal properties located within its boundaries.

Fund Types and Description

In order to ensure the use of proper accounting and fiscal management, the City of Tavares uses fund and account groups consistent with the State of Florida Uniform Accounting System to report its financial position. A Fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The City operates with three distinct fund types:

Governmental Funds – Governmental funds are used for tax-supported activities completed by the City. Governmental fund financial statements are reported with a focus on current financial resources (i.e., the modified accrual basis of accounting). There are five types of governmental funds: general fund, special revenue funds, debt service funds, and capital project funds.

Proprietary Funds – Proprietary funds are used to account for activities that resemble commercial activities performed by governments, and the basis of accounting and measurement focus of these funds reflect this resemblance. Proprietary funds use the accrual basis of accounting and the economic resources measurement focus (instead of the current financial resources measurement focus). Proprietary funds recognize revenues when they are earned and recognize expenses when a liability is incurred. There are two types of proprietary funds: enterprise funds and internal service funds. The City operates ten enterprise funds, and zero internal service funds.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds include pension trust funds for police, and fire employees. The accounting focus of fiduciary funds is similar to the focus used by proprietary funds.

Major and Non-Major Funds

Major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are generally at least 10 percent of corresponding totals for all governmental or enterprise funds and generally at least 5 percent of the aggregate amount for all governmental and enterprise funds. Major Funds are denoted below with the letter m in parenthesis (M). All other funds are considered non-major funds.

Governmental-Type Funds

The City's Governmental Funds consist of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds.

General Fund

General Fund (M) – The City's primary operating fund, accounts for all financial resources of the general government, except for those required to be accounted for in another fund.

Special Revenue Funds

Various special revenue funds are appropriated to specific revenue sources that are legally or administratively restricted to expenditures for specified purposes. The following funds are the major special revenue funds the City of Tavares appropriates:

Police Education Fund – To account for statutorily defined law enforcement education expenditures financed by fines levied in accordance with State Statute and local ordinance.

TIF Fund – Accounts for revenues and expenditures related to the operation of the City's two TIF (Tax Incremental Financing) districts.

Police Impact Fee Fund – To account for Police Impact Fee revenues generated from new development and capital expenditures related to the expansion of the Police Department (due to the new development).

Fire Impact Fee Fund – To account for Fire Impact Fee revenues generated from new development and capital expenditures related to the expansion of the Fire Department (due to the new development).

Police Forfeiture Fund – Accounts for funds associated with police seizures.

Park and Recreation Impact Fee Fund – To account for Park and Recreation Impact Fee revenues generated from new development and expenditures related to the expansion of park and recreation services.

Building Permits Fund¹ – To account for reserve funds for the building permit department generated by Building Permit Fee revenues.

Freedom Flag Maintenance Fund – To account for funds dedicated to the maintenance of the downtown Freedom Flag monument.

Fire Assessment – To account for revenues generated from the City's Fire Assessment fee.

Infrastructure Sales Tax Fund (M) – To account for Infrastructure Sales Tax revenues, and eligible infrastructure related capital expenditures and projects.

Grant Fund – To account for money received from grants, and grant expenditures.

Road Improvements¹ – To account for money received from loan proceeds for the purpose of road improvements.

ARPA Fund – To account for money received from the Coronavirus State and Local Fiscal Recovery Funds program established by the American Rescue Plan Act of 2021 (ARPA), and eligible expenditures and projects.

DEO Grant Fund – To account for money received from the Florida Department of Economic Opportunity for the construction of the Public Works Operation Center.

Debt Service – Accounts for the accumulation of resources for, and payment of, general long-term debt principal and interest.

Capital Projects (M) – Accounts for large-scale projects of the general government.

Pavilion on the Lake Fund (M) – Accounts for the operation of the Tavares Pavilion on the Lake.

Proprietary Funds

Utilities Fund (M) – Accounts for costs of collection, treatment, and distribution of water, reuse water, and wastewater services.

Solid Waste Fund (M) – Accounts for the collection, transportation, and disposal of residential and commercial solid waste, yard waste, and construction debris.

Stormwater Fund (M) – Accounts for costs of maintaining and constructing drainage infrastructure to prevent stormwater runoff pollution.

Seaplane Base and Marina Fund (M) – Accounts for the operation of the Tavares Seaplane Base and Marina. Operations include a virtual airport (on Lake Dora), retail store (Prop Shop), marina, and related ancillary operations.

Water and Wastewater Impact Fee Fund (M)² – To account for Water and Wastewater Impact Fee revenues generated from new development and expenditures related to the expansion of water and wastewater infrastructure (due to the new development).

¹ These funds are included in the operating budget as separate funds for accounting purposes only. These funds do not meet legal requirements to be considered special revenue funds for reporting. Therefore, these funds are combined with the General Fund in the Annual Comprehensive Financial Report (ACFR).

² These funds are budgeted separately, but are combined and reported with the Water/Wastewater enterprise fund in the Annual Comprehensive Financial Report (ACFR).

Water and Wastewater Renewal Replacement and Investment (RR&I) Fund (M)² – Accounts for funds to provide for the renewal and replacement of water and wastewater capital infrastructure assets that are distinguished from new additions and improvements.

SRF Loan Construction (M)² – Accounts for SRF (State Revolving Fund) loan revenues and expenditures for capital project construction.

SRF Loan Debt Fund (M)² – Accounts for the payment of SRF loan debt principal and interest.

Sunset View Project Fund (M)² – To account for project expenditures for the Sunset View infrastructure upgrades.

Fiduciary Funds

Firefighter Pension Fund – Accounts for the defined benefit plan previously offered to firefighters (new fire department employees may elect to join the special risk class FRS program, but may not join the defined benefit plan).

Police Pension Fund – Accounts for the defined benefit plan previously offered to police officers (new police department employees may elect to join the special risk class FRS program, but may not join the defined benefit plan)

FINANCIAL POLICIES

Introduction

The City's financial policies, compiled below, set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Administrator and the City Council. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles; traditions and practices that have guided the City in the past and have helped maintain financial stability over the last 25 years. They are reviewed annually as a decision-making tool to ensure their continued relevance in an ever-changing environment.

Operating Budget Policies

1. Each year the City prepares a five-year capital improvement program (CIP) analyzing all anticipated capital expenditures and identifying associated funding sources. Future capital expenditures necessitated by changes in population, changes in development, growth, redevelopment or changes in economic base will be calculated and included in the capital update process.
2. The City will perform all capital improvements in accordance with the adopted CIP. The City will maintain its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital equipment from current revenues wherever possible.
3. The City will provide sufficient funds to replace and upgrade equipment as well as to take advantage of new technology thereby ensuring that employees have safe and efficient tools to provide their service. It reflects a commitment to further automation and use of available technology to improve productivity in the City's work force. The objective for upgrading and replacing equipment includes: (1) normal replacement as equipment completes its useful life, (2) upgrades to new technology.
4. The City will use the following criterion to evaluate the relative merit of each capital project. Capital expenditures will foster goals of:
 - a. Projects specifically included in an approved replacement schedule.
 - b. Projects that reduce the cost of operations.
 - c. Projects that significantly improve safety and reduce risk exposure.
 - d. Projects that are required to improve, maintain, or address industry change requirements for city infrastructure.
5. The classification of items as capital or operating will be determined by two (2) criteria – cost and frequency. Generally, a capital project has a "useful life" of more than one (1) year and a value of \$5,000 or more.
6. The City will coordinate development of the CIP with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in the operating forecasts.
7. The first year of the five-year CIP will be used as the basis for formal fiscal year appropriations during the annual budget process.
8. The City will maintain all of its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
9. The City will identify the estimated cost of capital projects and prepare a funding projection that considers revenues and operating costs to be included in the CIP document that is submitted to the City Council for approval.
10. The City will determine the most appropriate financing method for all new projects.
11. If appropriate, the City will attempt to maintain a mixed policy of pay-as-you-go and borrowing against future revenues for financing capital projects.
12. The City will work to maintain ongoing maintenance schedules relating to road, sidewalk and drainage system improvements.
13. The City will address and prioritize infrastructure needs on the basis of protecting the health, safety and welfare of the community.

14. A CIP preparation calendar shall be established and adhered to.
15. Capital projects will conform to the City's Comprehensive Plan.
16. Long-term borrowing should not be used to fund current operations or normal maintenance.
17. The City will strive to maintain an unreserved General Fund balance at a level not less than 5% of the annual General Fund revenue.
18. If new project appropriation needs are identified at an interim period during the fiscal year, the funding sources will be identified and mid-year budget amendments will be utilized to provide formal budgetary authority. In addition, budget amendments may be utilized to increase appropriations for specific capital projects.
19. The City will ensure that the annual adopted budget is a balanced budget. All funds budgets are considered balanced when appropriated expenditures do not exceed estimated revenues (estimated revenues = appropriated expenditures/expenses).

Revenue Policies

1. The City shall maintain, as permitted by State law, a diversified revenue base to offset the effects of short-term fluctuations in any one revenue source and reduce reliance on any one revenue source.
2. The City shall estimate its annual revenues as part of the budgetary process through a conservative, objective and analytical process.
3. The City review and evaluate new revenue source opportunities to fund operating expenditures consistent with City Council goals.
4. The City shall establish all user charges and fees to recover all or a portion of associated costs of providing a service.
5. The City shall review user fees/charges periodically to ensure they are fair and equitable to all users.
6. The City shall transfer 8% of the budgeted gross utility revenues in the Water/Wastewater Utility Fund and the Solid Waste Fund to the General Fund as a return on the City's investment in Utility and Solid Waste Infrastructure.
7. Annual transfers from the Water/Wastewater Utility Fund, the Solid Waste Fund, the Stormwater Fund, Building Fund to the General Fund will be calculated based on the prior year's audited CAFR expenditures.
8. The Water/Wastewater Utility Fund shall establish utility rates sufficient to support the revenue requirements of the short and long-term anticipated operating and renewal and replacement costs of the utility system, consistent with the goals and objectives of the City.
9. Transfers to the Water/Wastewater Renewal & Replacement Fund will be in accordance with guidance provided in the most recent Water/Wastewater Utility Rate Study (generally every five years).
10. Water/Wastewater Impact fees will be accounted for separately, and charged to developers for funding infrastructure expansion and related expenditure in accordance with Florida Statutes Sec. 163.31801.

Fund Balance Policy

The City will strive to maintain an unreserved General Fund balance at a level not less than 5% of annual General Fund expenditures.

A minimum 5% reserve balance in the General Fund will be calculated as a percentage of normal operating expenditures not inclusive of debt service, capital outlay, and other financing uses. The General Fund reserve will be used to cover short-term cash flow variations, economic downturns, and unforeseen emergencies.

Fund balance reserves for the Water/Wastewater Utility Fund shall be maintained at levels to meet debt service bond covenants, and will be maintained at an amount not less than 5%, or an amount not less than an amount equivalent to three months of the operating budget. This reserve will be used to cover short-term cash flow variations, economic downturns, and emergencies.

Cash Management/Investment Policies

On October 17, 2001, the City adopted the City of Tavares Investment Policy. The Policy was adopted in accordance with Section 218.415.F.S., and its underlying objective is to properly manage and diversify the City's investments to ensure 1.) the safety of capital 2.) liquidity to meet operating requirements, 3.) maximize investment return while minimizing investment risk, and 4) setting procedures to control risks and diversify investments.

The City's investment policy applies to all of the City's funds except deferred compensation and other employee benefit plans, which have other existing policies or indentures in effect.

The purpose of this policy is to set forth the investment objectives and parameters for the management of public funds of the City.

Debt Management Policy:

The City will issue debt in instances where it is a practical method for financing capital projects or major capital equipment. Debt should not be issued to cover operating expenditures.

The City will match the length of financing with the useful life of the asset being financed, wherever practical. The City will utilize the service of an outside financial advisor in the debt decision-making process. Refunding of existing debt should be periodically analyzed to take advantage of lower interest rates where possible. The City will adhere to bond covenants of each debt issue.

The City currently does not have a bond rating.

Legal Debt Limits:

The City of Tavares currently has no legal debt limitations imposed on its ability to borrow funds.

Capital Asset Policy:

The City will comply with the standards established by the Governmental Accounting Standards Board Statement (GASB) 34 and all subsequent pronouncements set forth by the GASB regarding Capital Asset Accounting.

The City will capitalize all property, plant and equipment with a cost of \$5,000 or more with an estimated useful life of over one year. Short-lived assets which do not meet the capital asset threshold will be budgeted as operating durable goods. Computers and Police firearm purchases will be capitalized regardless of cost.

Capital assets will be depreciated utilizing a straight-line method of depreciation.

BUDGET PROCESS

Broad Budget Goals

Each year in February the Tavares City Council sets broad budget goals for the City Administrator and staff to target when developing the budget for the next fiscal year. Resident input is encouraged and appreciated throughout the entire budgeting process. Although we receive significant public participation during the budget hearings and workshops in the summer, the City Council would like to encourage more participation during this initial budget step in February. Going forward the City will do its best to encourage more public participation throughout the entire budget process. There are many opportunities to provide input at public meetings, but input can be provided at any time to the City Council and City Administrator by email, phone, or in person.

Budget Workshops

After the City Council sets their broad budget goals the City Administrator and staff begin work on the proposed budget to be presented to the City Council at the first budget workshop in June. Budget workshops generally coincide with City Council meetings; however, the budget workshop to set the maximum tentative millage rate may be scheduled for a unique meeting date and time. Generally, each budget workshop covers a unique topic and proceeds in the following order:

1. General Fund budget presentation.
2. Enterprise and Special Revenue Fund budget presentation.
3. Set Maximum Tentative Millage Rate.
4. 5-Year Capital Improvement Plan presentation.
5. General discussion of the entire budget.

Public Hearings

There are two public hearings in September to finalize the proposed budget. These final two meetings are the last chance for the public to provide input on the proposed budget before it is adopted.

Amending the Budget After Adoption

During the course of a fiscal year, situations arise that require the adopted budget to change. These include unexpected increases or decreases in revenues and expenditures, roll-over funding from prior years, and re-budgeting of excess funds towards new programs due to cost savings. Departments may submit budget transfer requests that total no more than \$4,999 to be reviewed by Finance staff, and the City Administrator. Budget transfers over the threshold are brought directly to the City Council for review. The City of Tavares typically completes one large budget amendment each quarter that comprises all previous budget transfers and amendments, and presents it to the City Council for their final approval.

BUDGET PROCESS CALENDAR

Date	Activity/Requirement	Participants ¹
February 1, 2023	Council sets Broad Budget Goals	City Administrator and City Council
February 23, 2023	Budget Memo and Handbooks Distributed to Departments	City Administrator and Department Directors
Feb 23 - March 24, 2023	Submit Department Budget Requests to City Administrator	Department Directors
March 25 - April 5, 2023	Finance Review and Data Entry Clean-up	Finance Director, and Budget Analyst
April 6 - May 23, 2023	City Administrator Department Budget Workshops	City Administrator and Department Directors
May 26, 2023	Receive Property Appraiser "Best Estimate" of Taxable Values for FY 2020	Property Appraiser's Office
June 30, 2023	Receive Certified DR 420 (Taxable Value) from Lake County Property Appraiser	Property Appraiser Office
July 1-5, 2023	Deliver Electronic Budget and Printed Proposed Budgets to City Council	City Administrator and Finance Director
July 19, 2023	Budget Workshop - Proposed Budget Presentation to City Council (General Fund)	City Council, City Administrator, Department Heads, and Finance Director
July 19, 2023	Budget Workshop - Set Maximum Millage rate for DR-420 Submittal	City Council, City Administrator, Department Heads, and Finance Director
August 2, 2023	Budget Workshop - Proposed Budget Presentation to City Council (Enterprise Funds & Special Funds)	City Council, City Administrator, Department Heads, and Finance Director
August 16, 2023	Budget Workshop - Proposed Budget Presentation for CIP to City Council	City Council, City Administrator, Department Heads, and Finance Director
September 6, 2023	1st Public Hearing to adopt Tentative Millage Rate and Budget	City Council, City Administrator, Department Heads, and Finance Director
September 17, 2023	Advertise the Final Hearing to adopt Millage Rate and Final Budget	Finance Director
September 20, 2023	2nd Public Hearing to adopt Millage Rate and Final Budget	City Council, City Administrator, Department Heads, and Finance Director
September 22, 2023	Deliver Resolution Adopting Budget and Millage Rate	Finance Director
October 1, 2023	New Fiscal Year Begins	Public and City Staff
October 2, 2023	Complete E-TRIM Final Certification for DR-422	Finance Director
October 16, 2023	Forward Certification to the State of Florida Department of Revenue	Finance Director

1. The City Council invites residents to participate in each aspect of the budget process.



The City-Wide Vision

"Tavares, America's Seaplane City - the capital waterfront city of Lake County - building on a historic foundation - creating an authentic, accessible community of neighborhoods, businesses, and citizen services - distinguishing itself as the defining vision of where you want to be!"

Organizational Goals For The City of Tavares

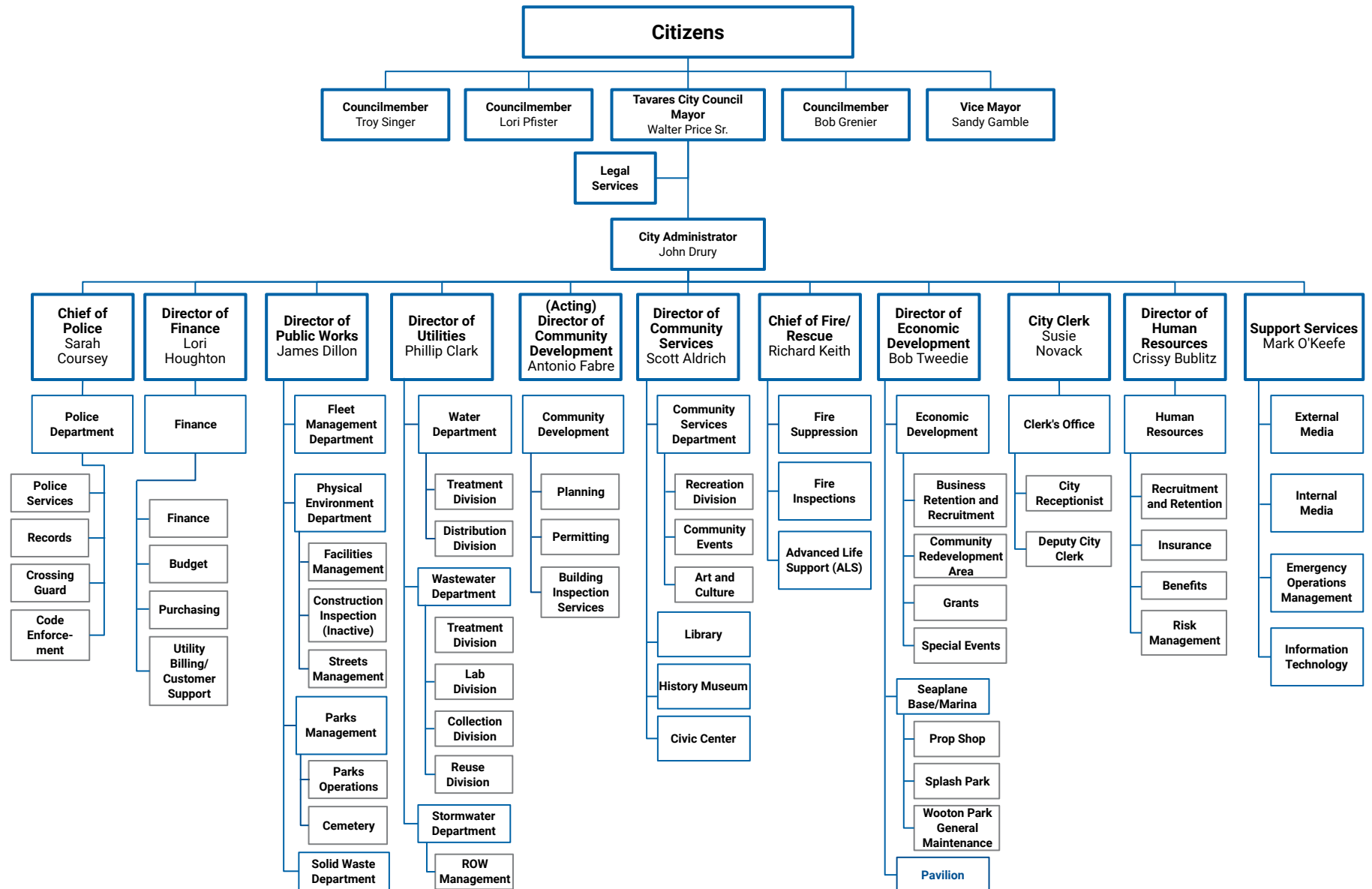
The Fiscal Year 2023-2024 City-wide goals are to maintain and improve the quality of life for all citizens in the City of Tavares by delivering the best products and services to each and every citizen within the financial means appropriated by the City Council. This includes Police, Fire, Rescue, Parks, Recreation, Library, Permitting, Planning, Zoning, Transportation, Facilities Maintenance, Procurement, Information Technology, Utility Billing, Customer Service, Budgeting, Sanitation, Water, Wastewater, Stormwater, Special Events, Cultural Affairs and Economic Development and Prosperity.

The City Organizational Objectives

1. Is fully aligned with the City Council's goals and objectives.
2. Embraces the City Council's participation in the implementation of city-wide goals and objectives.
3. Is oriented towards implementation and execution of the City Council's policies and plans.
4. Understands who its customers are and then provides the highest level of service to those customers.
5. Embraces and applies a facilitative approach over an over-regulative or obstructive approach, when assisting customers with their municipal needs.
6. Adopts an innovative and entrepreneurial civic approach to solving problems.
7. Applies fiscal responsibility to all aspects of the delivery of services.
8. Strives to be the best city organization in the state of Florida and is proud to be part of the team.

In order to achieve these objectives the City Council will develop and identify its goals and objectives and transmit them to the City Administrator for implementation. The City Council will participate in the implementation of these goals and objectives through City Horizon Projects and appointments to other civic related boards. The City Administrator and the Management Team will cultivate a culture that is customer oriented, facilitative, innovative, entrepreneurial, pro-active and fiscally responsive with a can-do, winning attitude.

ORGANIZATIONAL CHART FY 2023-2024

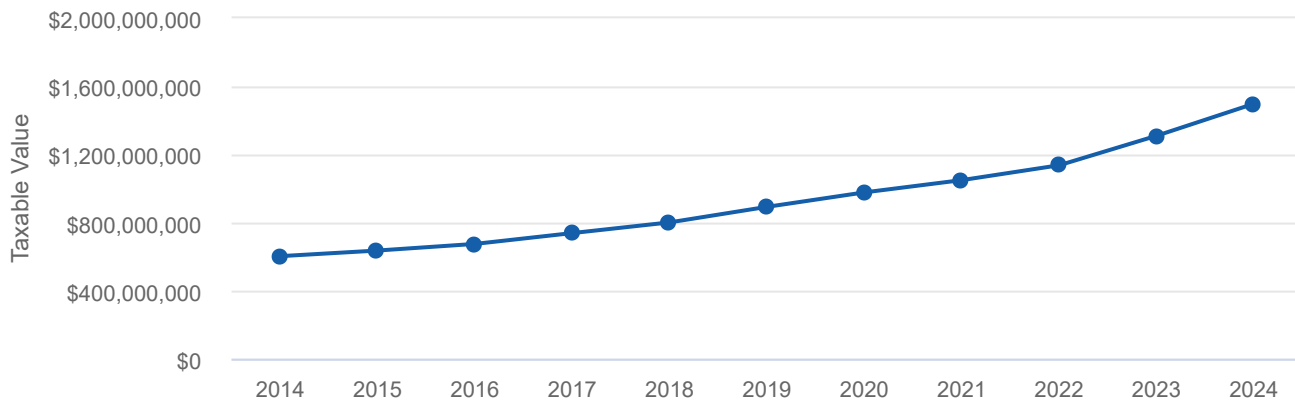


HISTORICAL MILLAGE ASSESSED VALUES

TAX RATE COMPARISON				TAX ROLL COMPARISON		
Year	General Fund	Debt Service	Total:	Year	Taxable Value	% Increase
2013-14	6.4531	0.4533	6.9064	2013-14	\$ 602,599,312 ¹	(5.63%)
2014-15	6.7283	0.4286	7.1569	2014-15	\$ 635,693,342	5.49%
2015-16	6.6166	0.4068	7.0234	2015-16	\$ 674,603,678	6.12%
2016-17	7.1000	0.3680	7.4680	2016-17	\$ 738,313,622	9.44%
2017-18	7.0000	0.3397	7.3397	2017-18	\$ 801,177,904	8.51%
2018-19	7.1119	0.3052	7.4171	2018-19	\$ 892,487,398	11.40%
2019-20	6.9500	0.2932	7.2432	2019-20	\$ 977,427,706	9.52%
2020-21	6.9000	0.2623	7.1623	2020-21	\$ 1,049,496,704	7.37%
2021-22	6.7579	0.2391	6.9970	2021-22	\$ 1,136,789,454	8.32%
2022-23	6.6950	0.2074	6.9024	2022-23	\$ 1,310,071,607	15.24%
2023-24	6.5950	0.1817	6.7767	2023-24	\$ 1,498,440,782	14.38%

1. Millage Rate Decrease due to Proposed Fire Assessment Fee

Ad Valorem Taxable Values



SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

	001 General Fund	401 Utilities Fund	402 SANI Fund	403 SW Fund	405 Seaplane Base Fund	406 Pavilion Fund	441, 443-445, 447 Restricted Utility Funds*	102 & 112 Special Police Funds
Estimated Revenues								
Taxes/Franchise/Utility Tax	\$ 12,733,658	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessments	-	-	-	-	-	-	81,582	-
Permits And Fees	2,898,054	-	-	-	-	-	-	-
Intergovernmental Revenues	2,764,887	-	-	-	-	-	-	-
Charges For Services	156,341	12,342,188	4,200,000	1,781,418	513,861	444,109	-	-
Fines & Judgments	27,899	-	-	-	-	-	-	-
Interest Income & Other Income	712,678	31,421	-	-	-	17,444	30,849	-
Grant Income	60,027	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	657,000	-
Total Revenues	19,353,544	12,373,609	4,200,000	1,781,418	513,861	461,553	769,431	-
Reimbursements/Transfers								
Reimb From Other Funds	2,409,663	-	-	481,565	-	-	-	-
Transfers In	3,276,404	-	-	-	517,395	396,504	2,713,311	-
Total Reimb/Transfers	5,686,067	-	-	481,565	517,395	396,504	2,713,311	-
Total Revenues & Transfers	25,039,611	12,373,609	4,200,000	2,262,983	1,031,256	858,057	3,482,742	-
Other Sources								
Debt Proceeds	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-
Fund Bal Appropriation/(Non-App)	139,435	(32,319)	356,179	(23,494)	(12,623)	(27,885)	510,000	-
Total Other Sources	139,435	(32,319)	356,179	(23,494)	(12,623)	(27,885)	510,000	-
Grand Total Revenues	\$ 25,179,046	\$ 12,341,290	\$ 4,556,179	\$ 2,239,489	\$ 1,018,633	\$ 830,172	\$ 3,992,742	\$ -

*Restricted Utility Funds include the following:

441-Water/Wastewater Impact Fee Fund
 443-Water/Wastewater RRI Fund
 444-SRF Loan Construction
 445-SRF Debt Service
 447-Sunset View Project Fund

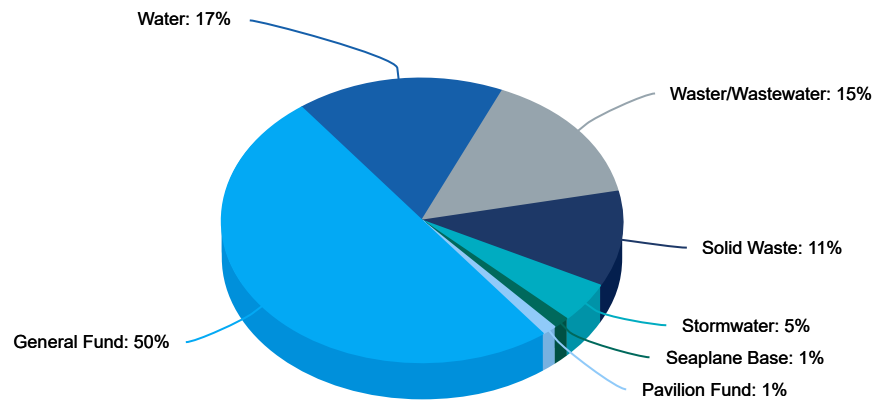
**Other Funds include the following:

106-Special Events Fund
 301-Capital Project Fund
 601-Firefighter Pension Fund
 602-Police Pension Fund
 605-Mildred Hunter Trust Fund
 606-Playground Fund

SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

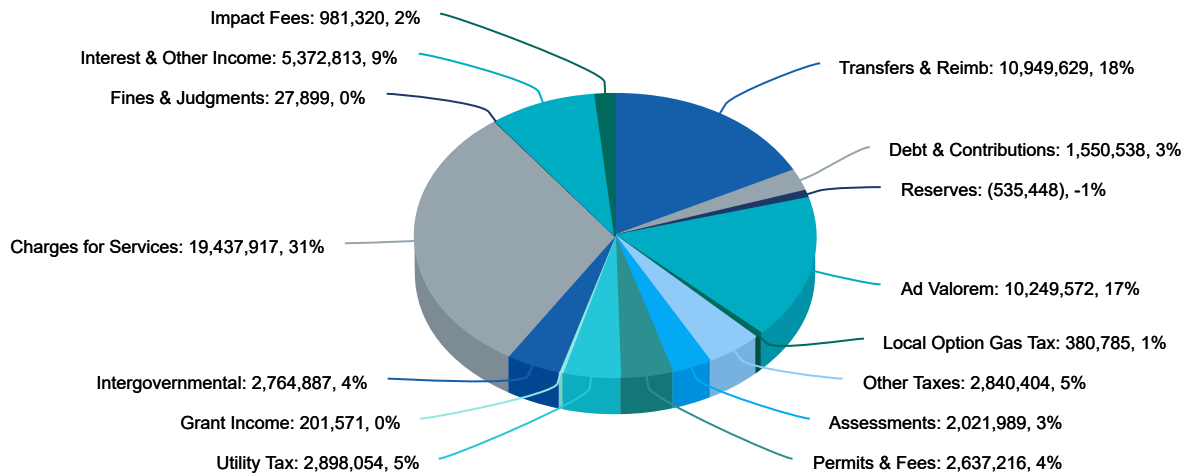
105 Commdev	110 & 111 Public Safety Impacts	114 Parks & Recreation Impacts	122 Fire Assessment	150 Infras Surtax	117, 119, &151 Freedom Flag, Donation, and Grant Funds	152 Infras Surtax 1/1/2018	115 & 153 Building Permit Road Improve Spec Rev	201 Debt Service Fund	Other Other Funds**	Total
\$ 585,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,516,137	\$ -	\$ 272,267	\$ -	\$ 16,107,977
-	-	-	1,940,407	-	-	-	-	-	-	2,021,989
-	-	-	-	-	-	-	-	-	-	2,898,054
-	-	-	-	-	-	-	-	-	-	2,764,887
-	-	-	-	-	-	-	-	-	-	19,437,917
-	-	-	-	-	-	-	-	-	-	27,899
-	-	-	-	-	-	-	-	-	4,580,421	5,372,813
-	-	-	-	-	141,544	-	-	-	-	201,571
-	189,463	134,857	-	-	-	-	-	-	-	981,320
585,915	189,463	134,857	1,940,407	-	141,544	2,516,137	-	272,267	4,580,421	49,814,427
-	-	-	-	-	-	-	-	-	-	2,891,228
-	-	-	-	-	-	-	238,151	916,636	-	8,058,401
-	-	-	-	-	-	-	238,151	916,636	-	10,949,629
585,915	189,463	134,857	1,940,407	-	141,544	2,516,137	238,151	1,188,903	4,580,421	60,764,056
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	1,550,538	1,550,538
-	(151,509)	199,943	-	-	-	152,175	(238,151)	(67)	(1,407,132)	(535,448)
-	(151,509)	199,943	-	-	-	152,175	(238,151)	(67)	143,406	1,015,090
\$ 585,915	\$ 37,954	\$ 334,800	\$ 1,940,407	\$ -	\$ 141,544	\$ 2,668,312	\$ -	\$ 1,188,836	\$ 4,723,827	\$ 61,779,146

Estimated Total Revenue Operating Funds



Note: This graph does NOT include Reimbursements or Transfers

Estimated Revenue - All Funds by Category





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SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

	001 General Fund	401 Utilities Fund	402 Solid Waste Fund	403 Stormwater Fund	405 Seaplane Base Fund	406 Pavilion Fund	441, 443-445, 447 Restricted Utility Funds	102, 112, 113 Special Police Funds
Appropriations								
Mayor & Council	\$ 123,402	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administration	609,000	-	-	-	-	-	-	-
Finance	2,068,538	-	-	-	-	-	-	-
Information Technology	870,756	-	-	-	-	-	-	-
Legal Services	138,191	-	-	-	-	-	-	-
Community Development	1,477,371	-	-	-	-	-	-	-
City Clerk	352,466	-	-	-	-	-	-	-
Human Resources	459,364	-	-	-	-	-	-	-
Public Communications	187,459	-	-	-	-	-	-	-
Fleet Maintenance	727,131	-	-	-	-	-	-	-
Facilities Maintenance	2,170,311	-	-	-	-	-	-	-
Seaplane Base	-	-	-	-	780,578	-	-	-
Economic Development	338,169	-	-	-	-	-	-	-
Library	827,914	-	-	-	-	-	-	-
Parks Maintenance	941,078	-	-	-	238,055	-	-	-
Community Services	2,283,236	-	-	-	-	-	-	-
Right Of Way Management	-	-	-	754,082	-	-	-	-
Pavilion Conference Center	-	-	-	-	-	634,597	-	-
Water	-	2,945,643	-	-	-	-	245,000	-
Wastewater	-	4,450,165	-	-	-	-	805,900	-
Solid Waste	-	-	3,233,608	-	-	-	-	-
Stormwater	-	-	-	798,286	-	-	-	-
Public Safety	9,313,273	-	-	-	-	-	-	-
Transfers Out	1,809,822	2,997,516	270,940	380,852	-	-	400,000	-
Reimbursements To Other Funds	481,565	1,211,718	891,676	306,269	-	-	-	-
Debt Services	-	736,248	159,955	-	-	195,575	2,541,842	-
Appropriations Less Debt Proceeds	25,179,046	12,341,290	4,556,179	2,239,489	1,018,633	830,172	3,992,742	-
Total Appropriations	\$ 25,179,046	\$ 12,341,290	\$ 4,556,179	\$ 2,239,489	\$ 1,018,633	\$ 830,172	\$ 3,992,742	\$ -
Approp./ (Non-Approp). Restricted 1	139,435	(32,319)	356,179	(23,494)	(12,623)	(27,885)	510,000	-
Estimated Beg Reserve Bal - 10/01/23 4	5,749,098	9,677,309	1,681,606	639,423	2,753	(2,315,724)	8,281,876	2,060
Estimated End Reserve Bal-9/30/24 3	\$ 5,609,663	\$ 9,709,628	\$ 1,325,427	\$ 662,917	\$ 15,376	\$ (2,287,839)	\$ 7,771,876	\$ 2,060
	22.28%	78.68%	29.09%	29.60%	1.51%	(275.59%)	194.65%	n/a
Reserve Bal - Emergencies - 90%	5,048,697	8,738,665	1,192,884	596,625	13,838	(2,059,055)	6,994,688	1,854
Reserve Bal - Contingencies-10%	560,966	970,963	132,543	66,292	1,538	(228,784)	777,188	206

1. Amount to be appropriated from Fund Balance/Retained Earnings or (Amount Unappropriated - Return to Fund Balance/Retained Earnings)

2. Beginning cash balances are net restricted cash items

3. General Fund Reserves include cash restricted for building services

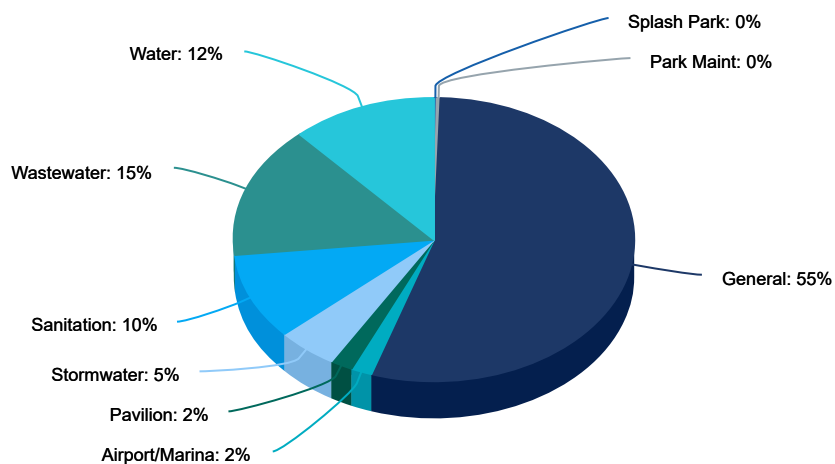
4. Negative fund balance for TIF and Pavilion are due to interfund loans

5. General Government Funds are not presented in Non-spendable vs Unassigned detail.

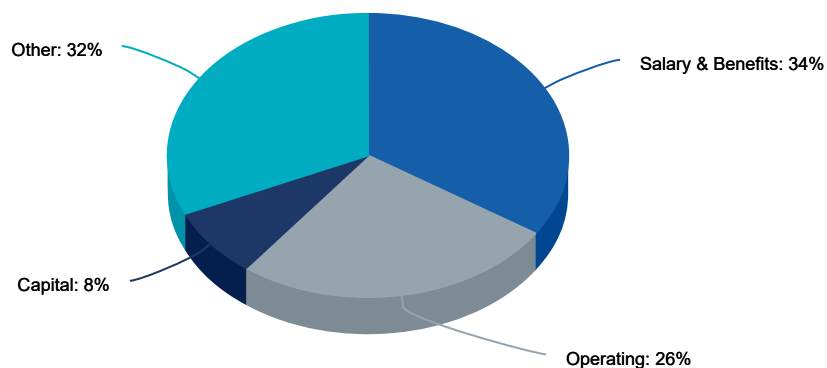
SUMMARY OF REVENUES, EXPENDITURES, CHANGES IN RESERVE

105 Comm Redev	110 & 111 Public Safety Impacts	114 Parks & Recreation Impacts	122 Fire Assessment	150 Infras Surtax	117, 119, & 151 Freedom Flag, Donation, and Grant Funds	152 Infras Surtax 1/1/2018	115 & 153 Building Permit Road Improve Spec Rev	201 Debt Service Fund	601,602 605 & 606 Pension & Other Funds	Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,402
-	-	-	-	-	-	-	-	-	50,544	659,544
-	-	-	-	-	-	-	-	-	-	2,068,538
-	-	-	-	-	-	100,000	-	-	-	970,756
-	-	-	-	-	-	-	-	-	-	138,191
-	-	-	-	-	-	-	-	-	-	1,477,371
-	-	-	-	-	-	-	-	-	-	352,466
-	-	-	-	-	-	-	-	-	-	459,364
-	-	-	-	-	-	-	-	-	-	187,459
-	-	-	-	-	-	82,408	-	-	-	809,539
-	-	-	-	-	-	747,797	-	-	-	2,918,108
-	-	-	-	-	-	-	-	-	-	780,578
327,051	-	-	-	-	-	-	-	-	-	665,220
-	-	-	-	-	-	-	-	-	-	827,914
-	-	-	-	-	-	10,120	-	-	-	1,189,253
-	-	334,800	-	-	-	-	-	-	-	2,618,036
-	-	-	-	-	-	-	-	-	-	754,082
-	-	-	-	-	-	-	-	-	-	634,597
-	-	-	-	-	-	-	-	-	-	3,190,643
-	-	-	-	-	-	-	-	-	-	5,256,065
-	-	-	-	-	-	-	-	-	-	3,233,608
-	-	-	-	-	-	-	-	-	-	798,286
-	-	-	-	-	141,544	-	-	-	4,673,283	14,128,100
258,864	-	-	1,940,407	-	-	-	-	-	-	8,058,401
-	-	-	-	-	-	-	-	-	-	2,891,228
-	37,954	-	-	-	-	1,727,987	-	1,188,836	-	6,588,397
585,915	37,954	334,800	1,940,407	-	141,544	2,668,312	-	1,188,836	4,723,827	61,779,146
\$ 585,915	\$ 37,954	\$ 334,800	\$ 1,940,407	\$ -	\$ 141,544	\$ 2,668,312	\$ -	\$ 1,188,836	\$ 4,723,827	\$ 61,779,146
-	(151,509)	199,943	-	-	-	152,175	(238,151)	(67)	(1,407,132)	(535,448)
(168,538)	461,906	401,684	574,369	32,174	4,707	1,499,460	1,642,525	479,420	26,581,301	55,227,409
\$ (168,538)	\$ 613,415	\$ 201,741	\$ 574,369	\$ 32,174	\$ 4,707	\$ 1,347,285	\$ 1,880,676	\$ 479,487	\$ 27,988,433	\$ 55,762,857
(28.76%)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
(151,684)	552,074	181,567	516,932	28,957	4,236	1,212,557	1,692,608	431,538	25,189,590	50,186,571
(16,854)	61,342	20,174	57,437	3,217	471	134,729	188,068	47,949	2,798,843	5,576,286

Estimated Total Expenses Operating Funds

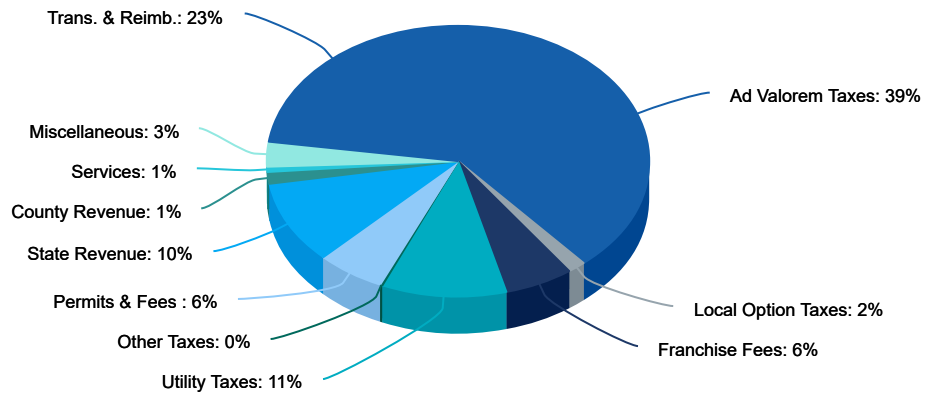


Total Expenses All Funds by Category

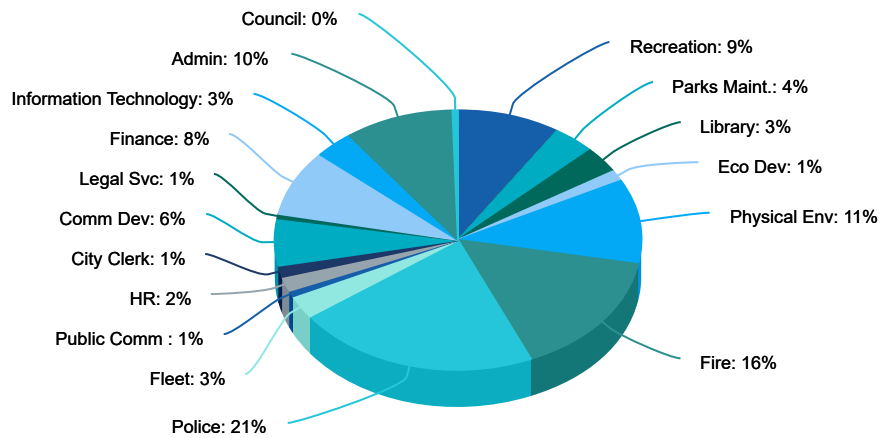


Estimated General Fund Revenues vs, Expenditures FY 2023-2024

Revenues

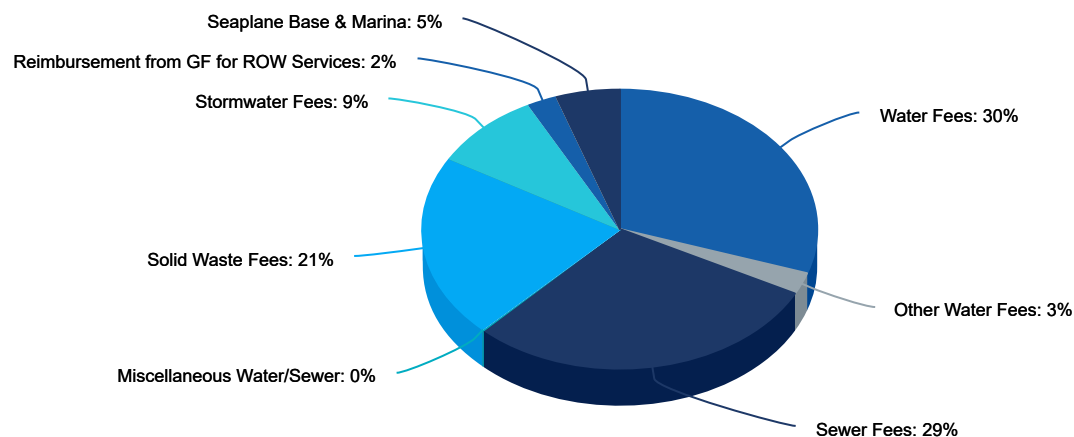


Expenditures

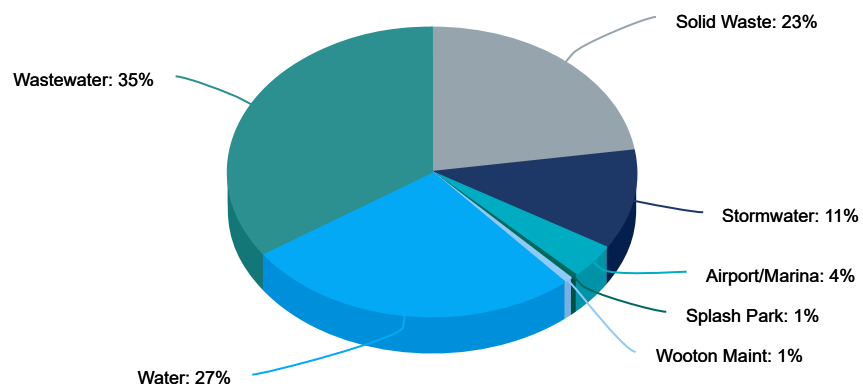


Estimated Proprietary Operating Funds Revenues vs. Expenditures FY 2023-2024

Revenues



Expenditures

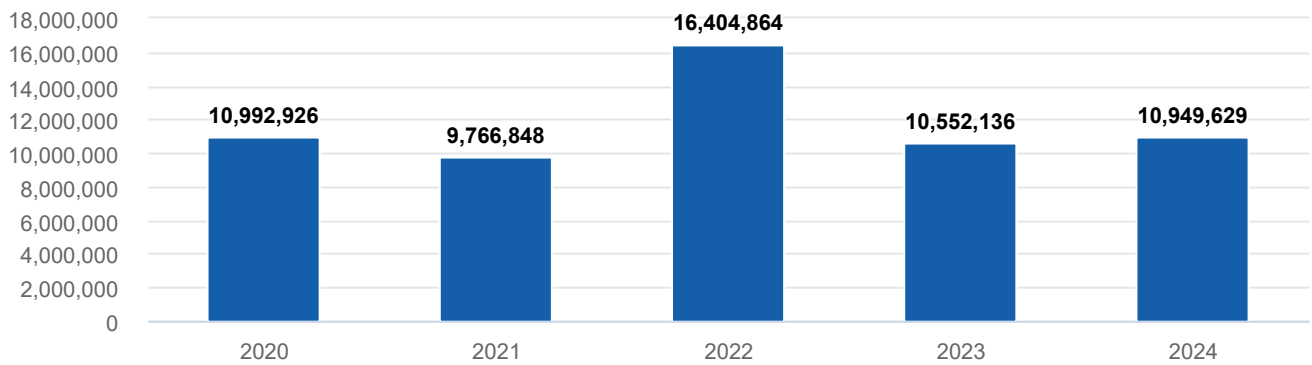


THE BUDGET DOLLAR WHERE FROM - WHERE TO

Where From:		Where To:	
Ad Valorem Taxes (Includes Voted & Tif)	10,249,572	Executive And City Administrator	477,949
Ad Valorem Taxes (Voted Debt Service - G.O.)	272,267	General Government Overhead	2,064,275
Local Option Gas Taxes	380,785	Finance	2,068,538
Utility Tax Revenue	2,637,216	Information Technology	870,756
Business Tax Receipts	52,000	Legal Services	138,191
Franchise Fees	1,456,451	Community Development	1,477,371
Permits & Fees	1,441,603	City Clerk	352,466
Intergovernmental Revenue	2,824,914	Human Resources	459,364
Charges For Services - Gen Fund	156,341	Public Communications	187,459
Fines & Forfeitures	27,899	Fleet Management Department	727,131
Water Revenue	6,253,743	Police Public Safety	5,292,433
Wastewater Revenue	5,857,020	Police Code Enforcement	111,701
Water Reuse Revenue	85,004	Fire Department	3,909,139
Service/Late Charges	146,421	General Services & Streets	2,651,876
Solid Waste Revenue	4,200,000	Economic Development	338,169
Stormwater Revenues	1,781,418	Library	827,914
Interfund Transfers & Reimbursements	10,949,629	Parks Maintenance	941,078
Capital Lease Proceeds	-	Parks Operations & Recreation	2,283,236
Debt Proceeds Srf	-	Police Education	-
Sunset View Project Assessments	81,582	Community Redevelopment Trust - Tif	585,915
Debt Service Fund (Included With Transfers)	-	Police & Fire Impact Funds	37,954
Community Redev - Tif Revenues	-	Forfeiture Expenditures	-
Event Fund Revenues	-	Park Impact Expenditures	334,800
Police & Fire Impact Fees	189,463	Freedom Flag Fund	-
Park Impact Fees	134,857	Fire Suppression	1,940,407
Fire Assessment Fees	1,940,407	Infrastructure Surtax Expenditures	940,325
Infrastructure Sales Tax	2,516,137	Infrastructure Surtax Debt Service	1,727,987
Grant Revenue	141,544	Grant Expenditures	141,544
Water & Sewer Impact Fees	657,000	Road Improvement Fund	-
Seaplane Base Marina Revenues	119,295	Debt Service - General Government	1,188,836
Seaplane Base Prop Shop Revenues	351,840	Capital Project Fund	-
Seaplane Base Splash Park Revenues	31,502	Water Division	5,385,221
Seaplane Base Facility & Gazebo Rentals	11,224	Wastewater Division	6,956,069
Seaplane Base Other Fees & Rentals	-	Public Works Administration	-
Pavilion Fund	444,109	Solid Waste Fund	4,556,179
Employer Pension Contrib	1,115,891	Stormwater Fund	2,239,489
Employee Pension Contrib	219,321	Water & Sewer Impact Fee Fund	725,000
State Contributions	215,326	Water & Sewer Renewal & Replacement	725,900
Interest/Investment Income (Includes Pension Funds)	4,643,311	Srf Construction	-
Miscellaneous Income	729,502	Srf Debt Service	2,413,344
Approp Fund Bal/Retained Earnings	1,357,732	Seaplane Base Expenditures	1,018,633
	-	Pavilion Fund Expenditures	830,172
		Sunset View Debt Service	128,498
		Other Fund Expenditures	4,723,827
		Non Appropriated Revenues	486,048
		Other Fund Non Appropriated Revenues	1,407,132
Total Revenues: \$63,672,326		Total Expenditures: \$63,672,326	

Other Funds: includes internal service funds, trust funds, and permanent funds

Transfers and Reimbursements*

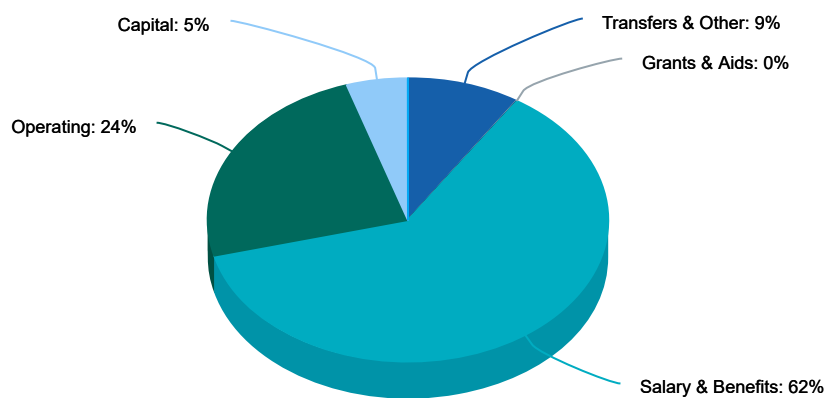


*Transfers and reimbursements out. Year to date actuals for 2020-2022. Adopted Budget for 2023

GENERAL FUND ANALYSIS

General Fund	Authorized Positions	Personal Services	Materials Supplies & Services	Total Operating Budget	Capital Outlay & Other	Total Budget
Mayor & Council	5	89,342	34,060	123,402	-	123,402
Administration	1	323,703	270,097	593,800	1,825,022	2,418,822
Finance	14	1,515,857	552,681	2,068,538	-	2,068,538
Information Technology	3	410,552	261,604	672,156	198,600	870,756
Legal Services	N/A	N/A	138,191	138,191	-	138,191
Community Development	8	873,992	603,379	1,477,371	-	1,477,371
City Clerk	4	281,580	70,886	352,466	-	352,466
Human Resources	3	333,566	125,798	459,364	-	459,364
Public Communications	1	124,588	62,871	187,459	-	187,459
Fleet Management	5	495,541	217,590	713,131	14,000	727,131
Police Department	39	4,519,078	883,356	5,402,434	1,700	5,404,134
Fire Department	30	3,389,051	512,221	3,901,272	7,867	3,909,139
General Services	12	994,293	1,103,051	2,097,344	554,532	2,651,876
Economic Development	2	304,631	33,538	338,169	-	338,169
Library	8	662,906	113,183	776,089	51,825	827,914
Parks Maintenance	6	438,801	480,592	919,393	21,685	941,078
Community Services	18	801,631	606,605	1,408,236	875,000	2,283,236
Parks Operations	N/A	-	-	-	-	-
Right Of Way Maintenance	0	-	-	-	-	-
Total General Fund	159	\$15,559,112	\$6,069,703	\$21,628,815	\$3,550,231	\$25,179,046

General Fund Expenditures by Category



UTILITY & OTHER FUNDS ANALYSIS

Utility Fund	Authorized Positions	Personal Services	Materials Supplies & Services	Total Operating Budget	Capital Outlay & Other	Total Budget
Water Department	12	1,250,107	1,533,036	2,783,143	2,602,078	5,385,221
Wastewater Department	18	1,791,940	2,101,225	3,893,165	3,062,904	6,956,069
Total Utility Fund	30	3,042,047	3,634,261	6,676,308	5,664,982	12,341,290
Police Education Fund	N/A	-	-	-	-	-
Community Redev. Fund	N/A	-	585,915	585,915	-	585,915
Pub. Safety Impact Funds	N/A	-	-	-	37,954	37,954
Forfeiture Funds	N/A	-	-	-	-	-
P&R Impacts Fund	N/A	-	-	-	334,800	334,800
Freedom Flag Fund	N/A	-	-	-	-	-
Fire Assessment Fund	N/A	-	-	-	1,940,407	1,940,407
Infrastructure Sales Tax	N/A	-	-	-	2,668,312	2,668,312
Grant Fund	N/A	141,544	-	141,544	-	141,544
Road Improvements Fund	N/A	-	-	-	-	-
Debt Service Fund	N/A	-	-	-	1,188,836	1,188,836
Capital Project Fund	N/A	-	-	-	-	-
Solid Waste Fund	9	756,928	3,305,210	4,062,138	494,041	4,556,179
Stormwater Fund	9	778,784	1,236,423	2,015,207	224,282	2,239,489
Marina/Seaplane Base	18	472,295	546,338	1,018,633	-	1,018,633
Pavilion Fund	6	419,437	205,163	624,600	205,572	830,172
W/Ww Impact Fee Fund	N/A	-	400,000	400,000	325,000	725,000
Water & Ww Rri Fund	N/A	-	-	-	725,900	725,900
Srf Const. & Debt Service	N/A	-	-	-	2,541,842	2,541,842
Total Other Funds	42	\$ 2,568,988	\$ 6,279,049	\$ 8,848,037	\$ 10,686,946	\$ 19,534,983
Total All Funds**:	231	\$ 21,170,147	\$ 15,983,013	\$ 37,153,160	\$ 19,902,159	\$ 57,055,319

*Authorized Positions are total number of positions, not full-time equivalents.

**Analysis does not include ARPA, internal service, pension or permanent funds

GENERAL FUND SUMMARY

Audited Actuals 2020-2021	Audited Actuals 2021-2022	Revised Budget 2022-2023	Department	Adopted Budget 2023-2024	% Change Over FY 22-23	Increase/ (Decrease)
2,300,581	7,652,650	2,285,176	Council & Administration	2,542,224	11.25%	257,048
1,498,575	1,565,955	2,022,303	Finance	2,068,538	2.29%	46,235
427,595	449,746	818,598	Information Technology	870,756	6.37%	52,158
118,935	76,415	131,610	Legal Services	138,191	5.00%	6,581
1,201,323	930,931	1,183,682	Community Development	1,477,371	24.81%	293,689
268,650	270,893	300,206	City Clerk	352,466	17.41%	52,260
226,151	250,618	322,232	Human Resources	459,364	42.56%	137,132
460,007	182,301	222,238	Public Communications	187,459	(15.65%)	(34,779)
579,660	559,672	691,141	Fleet Management	727,131	5.21%	35,990
4,111,395	4,465,788	4,777,371	Police Department	5,404,134	13.12%	626,763
3,551,360	3,731,557	4,542,555	Fire Department	3,909,139	(13.94%)	(633,416)
2,505,677	2,040,069	2,626,419	Physical Environment	2,651,876	0.97%	25,457
278,050	293,361	614,457	Economic Development	338,169	(44.96%)	(276,288)
1,310,002	957,989	775,898	Library	827,914	6.70%	52,016
736,907	689,198	868,645	Parks Maintenance	941,078	8.34%	72,433
873,321	1,038,327	1,338,040	Recreation	2,283,236	70.64%	945,196
\$ (79)	\$ -	\$ -	Right Of Way Management	\$ -	-%	-
\$ 20,448,110	\$ 25,155,470	\$ 23,520,571	Total	\$ 25,179,046	7.05%	\$ 1,658,475

ENTERPRISE FUNDS SUMMARY

Audited Actuals 2020-2021	Audited Actuals 2021-2022	Revised Budget 2022-2023	Department	Adopted Budget 2023-2024	% Change Over FY 22-23	Increase/ (Decrease)
4,515,662	4,971,071	7,104,251	Water	5,385,221	(24.20%)	(1,719,030)
5,313,101	5,680,738	8,547,068	Wastewater	6,956,069	(18.61%)	(1,590,999)
3,189,577	3,624,179	4,489,422	Solid Waste	4,556,179	1.49%	66,757
1,918,602	2,057,892	2,444,378	Stormwater	2,239,489	(8.38%)	(204,889)
497,056	864,026	791,793	Seaplane Base Airport/Marina	780,578	(1.42%)	(11,215)
70,805	48,828	80,917	Seaplane Base-Splash Park	101,277	25.16%	20,360
98,054	111,906	114,584	Seaplane Base-Park Maint	136,778	19.37%	22,194
647,549	735,434	837,313	Pavilion	830,172	(0.85%)	(7,141)
\$ 16,250,406	\$ 18,094,074	\$ 24,409,726	Total	\$ 20,985,763	(14.03%)	\$ (3,423,963)

Position Summary

Current/Approved FTE Summary	2021-2022	2022-2023	2023-2024
General Fund:			
Mayor & Council	5.00	5.00	5.00
Administration	1.00	1.00	1.00
Finance	14.00	14.00	14.00
Information Technology	3.00	3.00	3.00
Community Development	7.00	7.00	8.00
City Clerk	3.00	3.00	3.00
Human Resources	2.00	2.00	3.00
Public Communications	1.00	1.00	1.00
Fleet Management	5.00	5.00	5.00
Police	33.50	36.50	37.50
Fire	27.00	27.00	30.00
Physical Environment	10.00	10.00	12.00
Economic Development	2.00	2.00	2.00
Library	7.50	7.50	7.50
Parks Management	6.00	6.00	6.00
Community Services*	8.00	8.00	9.00
Total General Fund	135.00	138.00	147.00
Utilities Funds:			
Water	12.00	12.00	12.00
Wastewater	18.00	18.00	18.00
Total Utility Fund	30.00	30.00	30.00
Seaplane Fund:			
Transportation	6.00	6.00	6.00
Park Maintenance	1.00	1.00	1.00
Total Marina/Seaplane Fund	7.00	7.00	7.00
Total Solid Waste Fund	9.00	9.00	9.00
Total Stormwater Fund	9.00	9.00	9.00
Total Pavilion Fund	5.50	5.50	5.50
Total Full-time Equivalent Positions	195.50	198.50	207.50

*Seasonal Positions are not included in the FTE count

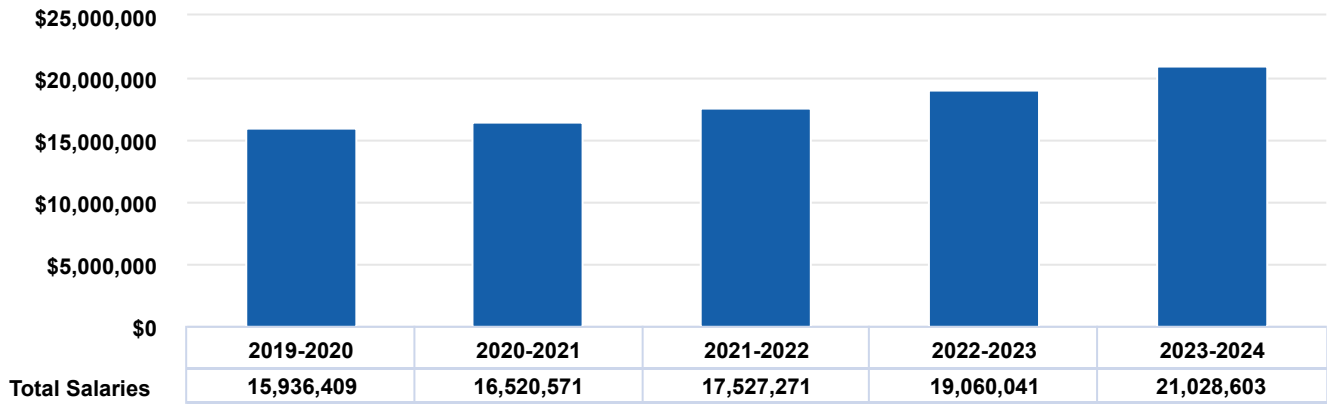
Change in Position Count Justification:	FTE
Staff Increase - Deputy Director - Community Development (FT)	1.00
Staff Increase - Human Resources Assistant (FT)	1.00
Staff Increase - Police Officer Reserve (PT)	0.50
Staff Increase - Police Officer Reserve (PT)	0.50
Staff Increase - Firefighter/Paramedic (FT)	1.00
Staff Increase - Firefighter/Paramedic (FT)	1.00
Staff Increase - Firefighter/Paramedic (FT)	1.00
Staff Increase - Custodial Maintenance Tech (FT)	1.00
Staff Increase - Custodial Maintenance Tech (FT)	1.00

Staff Increase - Athletic Field Specialist (FT)	1.00
Total Change in Position Count	9.00

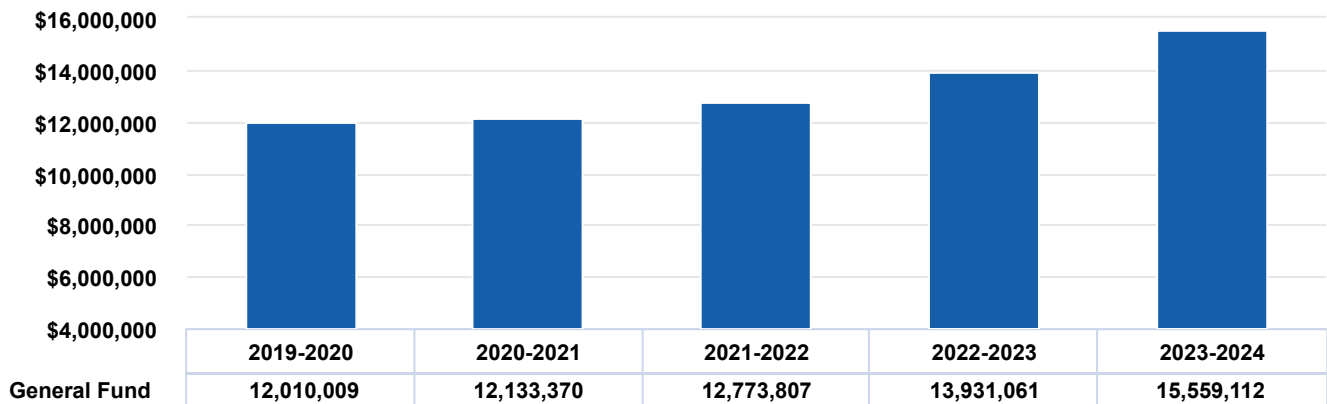
AUTHORIZED POSITIONS	2021-2022	2022-2023	2023-2024
Total General Fund	146.00	149.00	159.00
Total Utility Water/Wastewater Fund	30.00	30.00	30.00
Total Seaplane Base Fund	18.00	18.00	18.00
Total Solid Waste Fund	9.00	9.00	9.00
Total Stormwater Fund	9.00	9.00	9.00
Total Pavilion Fund	7.00	6.00	6.00
Total Authorized Positions (includes seasonal positions)	219.00	221.00	231.00

SALARY AND BENEFIT COSTS OVER A 5-YEAR PERIOD

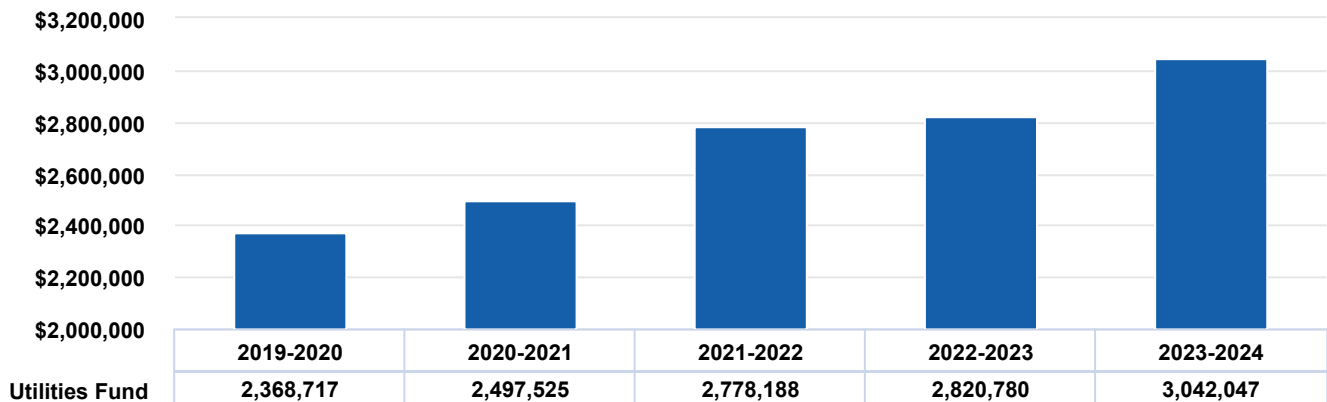
City-Wide



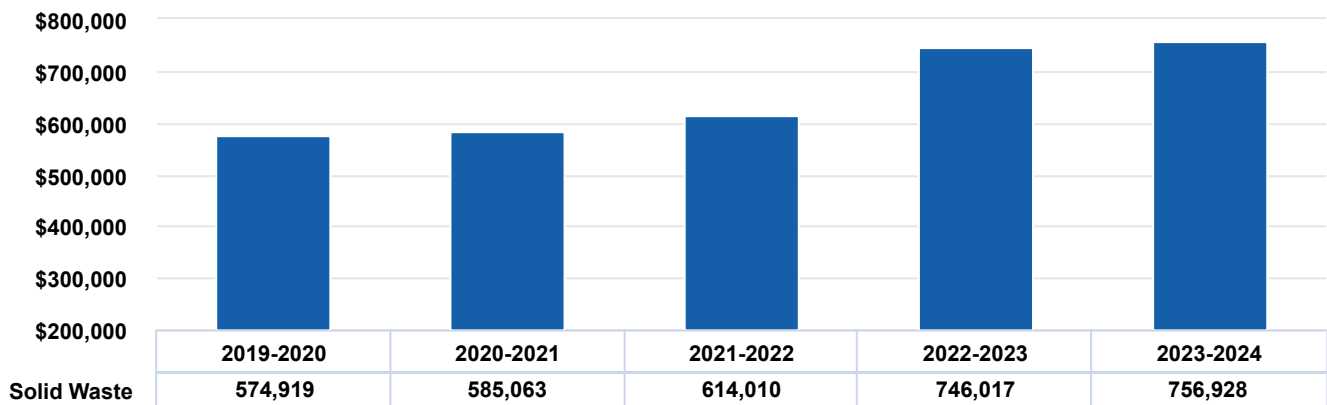
General Fund



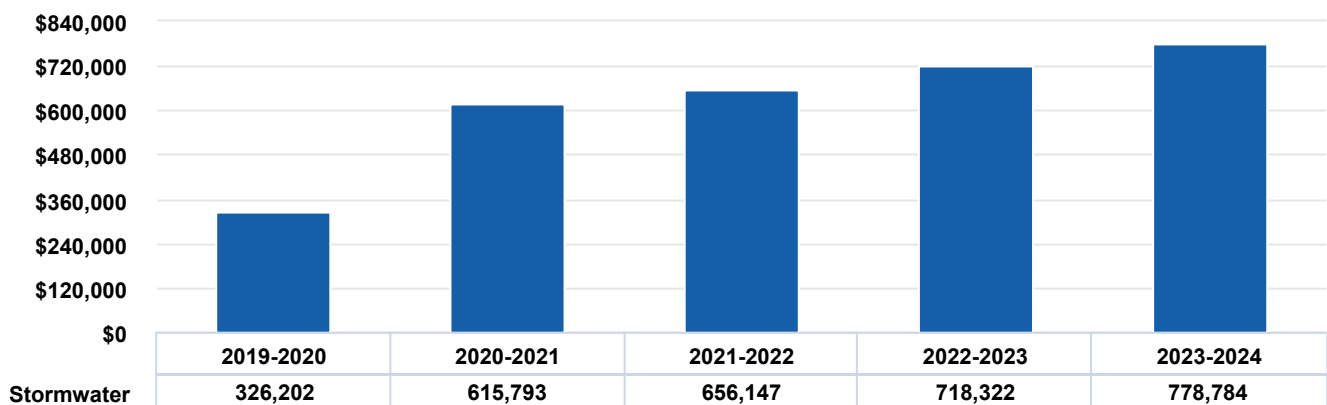
Water/Wastewater Fund



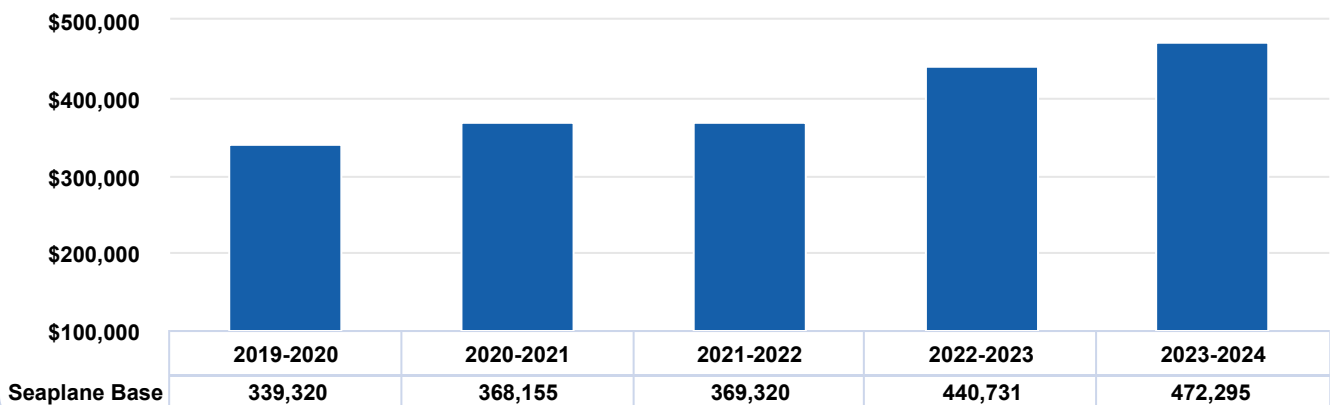
Solid Waste Fund



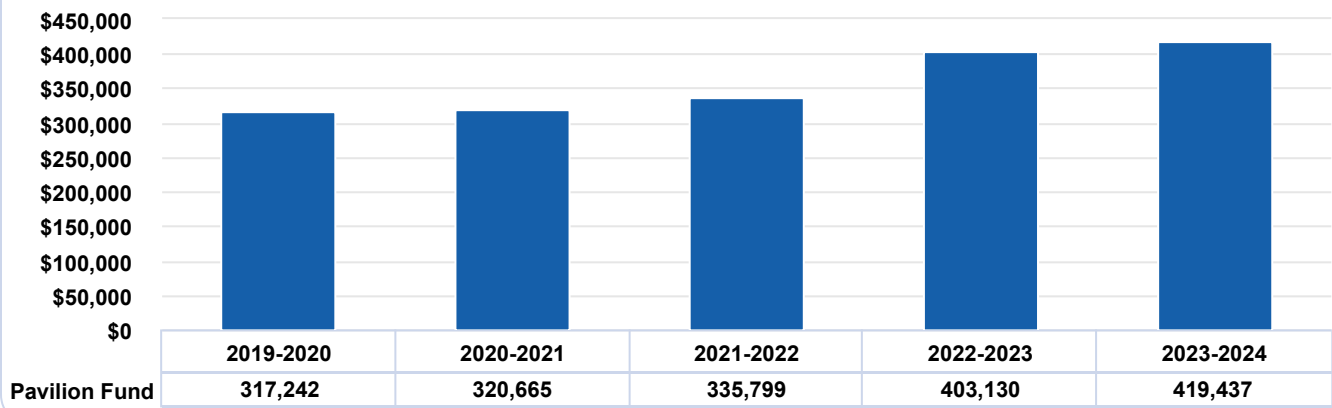
Stormwater Fund



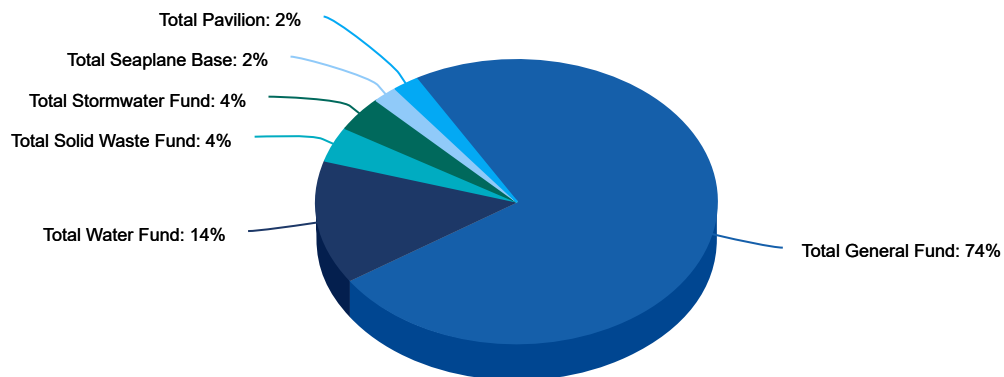
Seaplane Base & Marina



Pavilion



Salary & Wages by Fund





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GENERAL FUND FUND 001

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Mayor & Council-11				
Personal Services	78,831	89,904	89,342	(0.63%)
Operating Expenses	14,529	42,450	34,060	(19.76%)
Total Mayor & Council	93,360	132,354	123,402	(6.76%)
Administration-12				
Personal Services	319,820	318,772	323,703	1.55%
Operating Expenses	133,775	185,008	270,097	45.99%
Debt Service	52,115	45,500	-	(100.00%)
Grants and Aids	11,500	34,800	15,200	(56.32%)
Transfers & Others	7,042,080	1,568,742	1,809,822	15.37%
Total Administration	7,559,290	2,152,822	2,418,822	12.36%
Finance-1301				
Personal Services	1,174,528	1,402,982	1,515,857	8.05%
Operating Expenses	356,758	602,345	552,681	(8.25%)
Capital Expenses	34,669	16,976	-	(100.00%)
Total Finance	1,565,955	2,022,303	2,068,538	2.29%
Information Technology-1302				
Personal Services	240,941	332,476	410,552	23.48%
Operating Expenses	152,441	252,117	261,604	3.76%
Capital Expenses	56,364	234,005	198,600	(15.13%)
Total Information Technology	449,746	818,598	870,756	6.37%
Legal Services-14				
Operating Expenses	76,415	131,610	138,191	5.00%
Total Legal Services	76,415	131,610	138,191	5.00%
Community Development-15				
Personal Services	661,313	698,135	873,992	25.19%
Operating Expenses	269,618	465,121	603,379	29.73%
Capital Expenses	-	20,426	-	(100.00%)
Total Community Development	930,931	1,183,682	1,477,371	24.81%
City Clerk-16				
Personal Services	226,357	263,926	281,580	6.69%
Operating Expenses	44,536	36,280	70,886	95.39%
Total City Clerk	270,893	300,206	352,466	17.41%
Human Resources-17				
Personal Services	186,591	203,872	333,566	63.62%
Operating Expenses	64,027	98,360	125,798	27.90%
Capital Expenses	-	20,000	-	(100.00%)
Total Human Resources	250,618	322,232	459,364	42.56%
Public Communications & Emergency Operations-18				

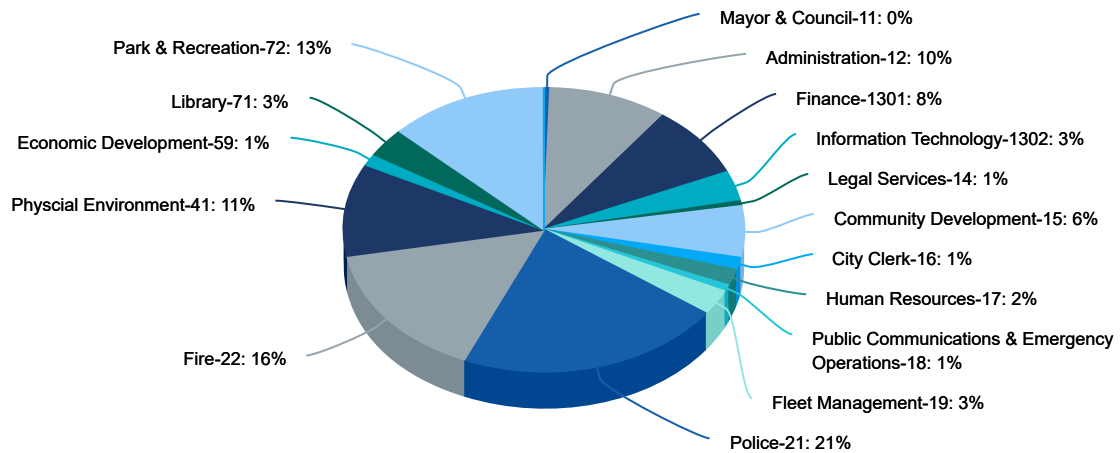
Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Personal Services	146,043	157,110	124,588	(20.70%)
Operating Expenses	31,268	65,128	62,871	(3.47%)
Capital Expenses	4,990	-	-	-%
Total Public Communications & Emergency Operations	182,301	222,238	187,459	(15.65%)
Fleet Management-19				
Personal Services	407,603	474,168	495,541	4.51%
Operating Expenses	130,003	216,973	217,590	0.28%
Capital Expenses	22,066	-	14,000	-%
Total Fleet Management	559,672	691,141	727,131	5.21%
Police-21				
Personal Services	3,711,916	3,951,095	4,519,078	14.38%
Operating Expenses	752,322	810,208	883,356	9.03%
Capital Expenses	1,550	16,068	1,700	(89.42%)
Total Police	4,465,788	4,777,371	5,404,134	13.12%
Fire-22				
Personal Services	3,359,037	3,199,868	3,389,051	5.91%
Operating Expenses	372,520	412,187	512,221	24.27%
Capital Expenses	-	930,500	7,867	(99.15%)
Total Fire	3,731,557	4,542,555	3,909,139	(13.94%)
Physical Environment-41				
Personal Services	598,509	838,745	994,293	18.55%
Operating Expenses	862,982	1,078,574	1,103,051	2.27%
Capital Expenses	190,627	253,512	72,967	(71.22%)
Transfers & Others	387,951	455,588	481,565	5.70%
Total Physical Environment	2,040,069	2,626,419	2,651,876	0.97%
Economic Development-59				
Personal Services	266,470	286,868	304,631	6.19%
Operating Expenses	26,891	27,589	33,538	21.56%
Capital Expenses	-	300,000	-	(100.00%)
Total Economic Development	293,361	614,457	338,169	(44.96%)
Library-71				
Personal Services	580,779	624,451	662,906	6.16%
Operating Expenses	90,064	94,722	113,183	19.49%
Capital Expenses	287,146	56,725	51,825	(8.64%)
Total Library	957,989	775,898	827,914	6.70%
Park & Recreation-72				
Personal Services	815,069	1,088,689	1,240,432	13.94%
Operating Expenses	880,970	984,349	1,087,197	10.45%
Capital Expenses	37,946	133,647	896,685	570.94%
Total Park & Recreation	1,733,985	2,206,685	3,224,314	46.12%
ROW Management-7204				

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Grand Total General Fund	\$25,161,930	\$23,520,571	\$25,179,046	7.05%
Category Summary				
Personal Services	12,773,807	13,931,061	15,559,112	11.69%
Operating Expenses	4,259,119	5,503,021	6,069,703	10.30%
Capital Expenses	635,358	1,981,859	1,243,644	(37.25%)
Debt Service	52,115	45,500	-	(100.00%)
Grants and Aids	11,500	34,800	15,200	(56.32%)
Transfers & Others	7,430,031	2,024,330	2,291,387	13.19%
Grand Total General Fund	\$25,161,930	\$23,520,571	\$25,179,046	7.05%

General Fund Expenditure Summary



FUND **001**
DEPT **00**
DIVISION **00**

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
TAXES					
001-0000-311.01-00	CURRENT	7,057,739	8,481,357	9,546,398	12.56%
001-0000-311.02-00	DELINQUENT	108,995	99,148	117,259	18.27%
001-0000-311.04-00	DELINQUENT VOTED DEBT	(6)	-	-	-%
* AD VALOREM TAXES		7,166,728	8,580,505	9,663,657	12.62%
001-0000-312.41-00	FIRST LOCAL OPT GAS TAX	278,409	278,576	302,698	8.66%
001-0000-312.42-00	SECOND LOCAL OPT GAS TX	78,106	76,083	78,087	2.63%
* LOCAL OPTION TAXES		356,515	354,659	380,785	7.37%
001-0000-314.10-00	ELECTRIC	1,426,095	1,378,995	1,432,818	3.90%
001-0000-314.30-00	WATER	487,466	490,726	513,504	4.64%
001-0000-314.40-00	GAS	43,868	43,795	46,123	5.32%
001-0000-314.80-00	PROPANE	22,448	12,647	14,405	13.90%
001-0000-315.00-00	TELECOMMUNICATION TAX	568,619	538,713	630,366	17.01%
* UTILITY TAXES		2,548,496	2,464,876	2,637,216	6.99%
001-0000-316.01-00	LOCAL BUSINESS TAX	43,398	52,000	52,000	-%
* OTHER TAXES		43,398	52,000	52,000	-%
** TOTAL TAXES		10,115,137	11,452,040	12,733,658	11.19%
PERMITS AND FEES					
001-0000-322.01-00	BUILDING PERMITS	1,839,317	864,000	1,350,000	56.25%
001-0000-323.10-00	ELECTRIC	1,406,361	1,314,443	1,402,907	6.73%
001-0000-323.20-00	GAS	50,494	51,639	53,544	3.69%
001-0000-329.01-02	ZONING, VARIANCES, APPEAL	326,678	91,603	91,603	-%
** TOTAL PERMITS AND FEES		3,622,850	2,321,685	2,898,054	24.83%
GRANTS - FEDERAL AND STATE					
001-0000-334.49-01	FDOT-US 441 LIGHTING AGRE	67,044	60,027	60,027	-%
* STATE GRANTS		67,044	60,027	60,027	-%
** TOTAL GRANTS - FEDERAL AND STATE		67,044	60,027	60,027	-%
INTERGOVERNMENTAL REVENUE					
001-0000-335.12-00	STATE REVENUE SHARING	830,621	776,330	953,277	22.79%
001-0000-335.14-00	MOBILE HOME LICENSES	12,093	11,107	11,421	2.83%
001-0000-335.15-00	ALCOHOLIC BEVERAGE LICENS	15,501	15,795	16,438	4.07%
001-0000-335.18-00	HALF CENT SALES TAX	1,320,782	1,221,349	1,410,294	15.47%
001-0000-335.20-00	FIREFIGHTERS SUPPLEMENT	6,030	6,103	6,167	1.05%
001-0000-335.49-01	MOTOR FUEL TAX REBATE	17,672	16,830	18,740	11.35%
* STATE SHARED REVENUE		2,202,699	2,047,514	2,416,337	18.01%

FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-0000-337.20-01	SCHOOL BOARD SRO REIMBURS	76,457	58,162	71,514	22.96%
001-0000-337.70-10	COUNTY AID TO LIBRARIES	98,553	99,927	110,838	10.92%
001-0000-337.70-50	LIBRARY E-RATE (SPRINT)	7,200	14,400	16,200	12.50%
* LOCAL SHARED REVENUES		182,210	172,489	198,552	15.11%
001-0000-338.04-01	COUNTY ALS PAYMENT	113,679	120,000	127,200	6.00%
001-0000-338.04-02	CLOSEST UNIT RESPONSE	21,700	22,641	22,798	0.69%
001-0000-338.05-00	LIBRARY IMPACT PARTICIPAT	507,818	-	-	-%
* COUNTY SHARED REVENUE		643,197	142,641	149,998	5.16%
** TOTAL INTERGOVERNMENTAL REVENUES		3,028,106	2,362,644	2,764,887	17.03%
CHARGES FOR SERVICES					
001-0000-341.30-01	CTY IMPACT ADM COLLECTION	41,400	14,411	19,065	32.29%
001-0000-347.20-01	RECREATION FEES	43,374	37,639	45,994	22.20%
001-0000-347.20-03	SUMMER PROGRAM	60,782	72,000	67,500	(6.25%)
001-0000-347.20-06	REC PROGRAM SPONSORSHIPS	250	250	250	-%
001-0000-347.40-01	JULY 4TH	(130)	-	-	-%
001-0000-347.40-04	SPECIAL EVENT COLLECTIONS	130	-	-	-%
001-0000-347.50-01	CIVIC CENTER RENTAL	27,121	18,211	21,532	18.24%
001-0000-347.50-02	OTHER RENTALS/PAVILN	200	-	-	-%
001-0000-347.50-03	FIELD/FIELD LIGHT RENTALS	941	2,817	2,000	(29.00%)
001-0000-347.50-04	COMMUNITY GARDEN FEES	60	-	-	-%
** TOTAL CHARGES FOR SERVICES		174,128	145,328	156,341	7.58%
FINES & FORFEITURES					
001-0000-351.10-00	POLICE JUDGMENTS & FINES	11,009	17,106	16,502	(3.53%)
001-0000-352.10-00	LIBRARY FINES	3,098	4,251	4,010	(5.67%)
001-0000-354.02-00	CODE VIOLATIONS	10,755	6,163	7,387	19.86%
** TOTAL FINES AND FORFEITURES		24,862	27,520	27,899	1.38%
INTEREST & OTHER INCOME					
001-0000-361.10-02	SBA INTEREST	428	567	620	9.35%
* INTEREST INCOME		428	567	620	9.35%
001-0000-364.01-01	CEMETERY LOTS	17,045	18,812	18,796	(0.09%)
001-0000-366.08-00	FRIENDS DONATIONS -APPROP	573	546	-	(100.00%)
001-0000-368.40-00	STATE INSUR PREM CONTRIB	271,421	-	-	-%
001-0000-369.10-01	MISCELLANEOUS	43,983	44,928	44,928	-%
001-0000-369.10-02	INSUR REIMBURSEMENTS	26,973	8,380	50,000	496.66%
001-0000-369.10-03	CEMETERY FEES	2,832	2,692	5,393	100.33%
001-0000-369.10-04	REFUND-PRIOR YR EXPENSE	42,779	-	-	-%
001-0000-369.10-06	P&Z ADVERTISING-REIMBURSE	6,328	5,280	5,438	2.99%

FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-0000-369.10-09	CONCESSION CONTRACTS	3,450	3,600	3,600	-%
001-0000-369.10-11	MISCELLANEOUS LIBRARY FEE	10,096	11,243	11,399	1.39%
001-0000-369.10-14	LIEN SEARCHES	45,814	42,650	42,650	-%
001-0000-369.10-16	REIMB FR OTHER GOVERNMENT	31,200	-	525,000	-%
001-0000-369.20-02	ST RADON COLLECTION FEE	4,578	3,634	4,854	33.57%
001-0000-384.30-00	BONDS	4,550,000	976,000	-	(100.00%)
* OTHER INCOME		5,057,072	1,117,765	712,058	(36.30%)
** TOTAL INTEREST & OTHER INCOME		5,057,500	1,118,332	712,678	(36.27%)
*** TOTAL GENERAL FUND REVENUES		22,089,627	17,487,576	19,353,544	10.67%
OTHER SOURCES					
001-0000-381.01-22	FROM FIRE ASSESSMENT FUND	1,844,259	1,892,750	1,940,407	2.52%
001-0000-381.03-01	TRANSFER FR CAPITAL PROJE	795,674	-	-	-%
001-0000-381.04-01	TRANSFERS FROM WATER/SEWR	855,466	913,238	931,336	1.98%
001-0000-381.04-02	TRANSFERS FROM SANITATION	271,500	283,989	270,940	(4.59%)
001-0000-381.04-03	TRANSFERS FROM STORMWATER	129,506	132,111	133,721	1.22%
* TRANSFERS IN		3,896,405	3,222,088	3,276,404	1.69%
001-0000-382.04-01	FROM WATER/SEWER	1,159,698	1,150,900	1,211,718	5.28%
001-0000-382.04-02	FROM SANITATION	882,348	844,572	891,676	5.58%
001-0000-382.04-03	FROM STORMWATER	297,338	290,382	306,269	5.47%
* REIMBURSEMENTS		2,339,384	2,285,854	2,409,663	5.42%
001-0000-389.90-00	APPROPRIATED RESERVES	-	525,053	139,435	(73.44%)
* APPROPRIATED RESERVES		-	525,053	139,435	(73.44%)
*** TOTAL OTHER SOURCES		6,235,789	6,032,995	5,825,502	(3.44%)
TOTAL GENERAL FUND REVENUE		\$28,325,416	\$23,520,571	\$25,179,046	7.05%

FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-0000-311.01-00	CURRENT	ESTIMATED AD VALOREM TAX REVENUE COLLECTIONS (CERTIFIED PRELIMINARY TAX ROLL & 6.5950 MILLS	9,882,217	9,546,398
		LESS: TIF DISTRICT 2	(118,420)	-
		LESS: TIF DISTRICT 1	(217,399)	-
001-0000-311.02-00	DELINQUENT	ESTIMATED DELINQUENT AD VALOREM REVENUE	117,259	117,259
001-0000-311.04-00	DELINQUENT VOTED DEBT	NO AMOUNT BUDGETED	-	-
001-0000-312.41-00	FIRST LOCAL OPT GAS TAX	ESTIMATED FIRST LOCAL OPTION GAS TAX REVENUE	302,698	302,698
001-0000-312.42-00	SECOND LOCAL OPT GAS TX	ESTIMATED LOCAL OPTION GAS TAX REVENUE	78,087	78,087
001-0000-314.10-00	ELECTRIC	ESTIMATED UTILITY TAXES - ELECTRIC REVENUE	1,432,818	1,432,818
001-0000-314.30-00	WATER	ESTIMATED UTILITY TAXES - WATER REVENUE	513,504	513,504
001-0000-314.40-00	GAS	ESTIMATED UTILITY TAXES - NATURAL GAS REVENUE	46,123	46,123
001-0000-314.80-00	PROPANE	ESTIMATED UTILITY TAXES - PROPANE REVENUE	14,405	14,405
001-0000-315.00-00	TELECOMMUNICATION TAX	ESTIMATED COMMUNICATION SERVICE TAX REVENUE	630,366	630,366
001-0000-316.01-00	LOCAL BUSINESS TAX	ESTIMATED LOCAL BUSINESS TAX REVENUE	52,000	52,000
001-0000-322.01-00	BUILDING PERMITS	ESTIMATED BUILDING PERMITS REVENUE	1,350,000	1,350,000
001-0000-323.10-00	ELECTRIC	ESTIMATED FRANCHISE FEES - ELECTRIC REVENUE	1,402,907	1,402,907
001-0000-323.20-00	GAS	ESTIMATED FRANCHISE FEES - GAS (PROPANE) REVENUE	53,544	53,544
001-0000-329.01-02	ZONING, VARIANCES, APPEAL	ESTIMATED ZONING VARIANCES AND APPEALS REVENUE	91,603	91,603
001-0000-334.49-01	FDOT-US 441 LIGHTING AGRE	ESTIMATED FDOT - US 441 LIGHTING AGREEMENT REVENUE	60,027	60,027
001-0000-335.12-00	STATE REVENUE SHARING	ESTIMATED STATE REVENUE SHARING REVENUE	953,277	953,277

FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-0000-335.14-00	MOBILE HOME LICENSES	ESTIMATED MOBILE HOME LICENSING REVENUE	11,421	11,421
001-0000-335.15-00	ALCOHOLIC BEVERAGE LICENS	ESTIMATED ALCOHOLIC BEVERAGE REVENUE	16,438	16,438
001-0000-335.18-00	HALF CENT SALES TAX	ESTIMATED HALF CENT SALES TAX REVENUE	1,410,294	1,410,294
001-0000-335.20-00	FIREFIGHTERS SUPPLEMENT	ESTIMATED FIREFIGHTER'S SUPPLEMENT REVENUE	6,167	6,167
001-0000-335.49-01	MOTOR FUEL TAX REBATE	ESTIMATED MOTOR FUEL TAX REBATE REVENUE	18,740	18,740
001-0000-337.20-01	SCHOOL BOARD SRO REIMBURS	ESTIMATED SCHOOL BOARD SRO REIMBURSEMENT REVENUE	71,514	71,514
001-0000-337.70-10	COUNTY AID TO LIBRARIES	ESTIMATED COUNTY AID TO LIBRARIES REVENUE	110,838	110,838
001-0000-337.70-50	LIBRARY E-RATE (SPRINT)	ESTIMATED LIBRARY E-RATE REVENUE	16,200	16,200
001-0000-338.04-01	COUNTY ALS PAYMENT	ESTIMATED COUNTY ALS PAYMENT REVENUE	127,200	127,200
001-0000-338.04-02	CLOSEST UNIT RESPONSE	ESTIMATED CLOSEST UNIT RESPONSE REVENUE	22,798	22,798
001-0000-338.05-00	LIBRARY IMPACT PARTICIPAT	NO AMOUNT BUDGETED	-	-
001-0000-341.30-01	CTY IMPACT ADM COLLECTION	ESTIMATED COUNTY IMPACT ADMIN FEES REVENUE	19,065	19,065
001-0000-347.20-01	RECREATION FEES	ESTIMATED RECREATION FEES REVENUE	45,994	45,994
001-0000-347.20-03	SUMMER PROGRAM	ESTIMATED SUMMER PROGRAM REVENUE	67,500	67,500
001-0000-347.20-06	REC PROGRAM SPONSORSHIPS	ESTIMATED REC PROGRAM SPONSORSHIPS REVENUE	250	250
001-0000-347.40-01	JULY 4TH	NO AMOUNT BUDGETED	-	-
001-0000-347.40-04	SPECIAL EVENT COLLECTIONS	NO AMOUNT BUDGETED	-	-
001-0000-347.50-01	CIVIC CENTER RENTAL	ESTIMATED CIVIC CENTER RENTAL REVENUE	21,532	21,532
001-0000-347.50-02	OTHER RENTALS/PAVILN	NO AMOUNT BUDGETED	-	-
001-0000-347.50-03	FIELD/FIELD LIGHT RENTALS	ESTIMATED P&R FIELD & LIGHT RENTALS REVENUE	2,000	2,000
001-0000-347.50-04	COMMUNITY GARDEN FEES	NO AMOUNT BUDGETED	-	-

FUND 001
DEPT 00
DIVISION 00

GENERAL FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-0000-351.10-00	POLICE JUDGMENTS & FINES	ESTIMATED FINES & JUDGEMENT REVENUE	16,502	16,502
001-0000-352.10-00	LIBRARY FINES	ESTIMATED LIBRARY FINES REVENUE	4,010	4,010
001-0000-354.02-00	CODE VIOLATIONS	ESTIMATED CODE VIOLATIONS REVENUE	7,387	7,387
001-0000-361.10-02	SBA INTEREST	ESTIMATED SBA INTEREST REVENUE	620	620
001-0000-364.01-01	CEMETERY LOTS	ESTIMATED CEMETARY LOTS REVENUE	18,796	18,796
001-0000-366.08-00	FRIENDS DONATIONS -APPROP	NO AMOUNT BUDGETED	-	-
001-0000-368.40-00	STATE INSUR PREM CONTRIB	NO AMOUNT BUDGETED	-	-
001-0000-369.10-01	MISCELLANEOUS	ESTIMATED MISCELLANEOUS REVENUE	44,928	44,928
001-0000-369.10-02	INSUR REIMBURSEMENTS	HEALTH INSURACE REBATE REIMBURSEMENT	50,000	50,000
001-0000-369.10-03	CEMETERY FEES	ESTIMATED CEMETERY FEES REVENUE	5,393	5,393
001-0000-369.10-04	REFUND-PRIOR YR EXPENSE	NO AMOUNT BUDGETED	-	-
001-0000-369.10-06	P&Z ADVERTISING-REIMBURSE	ESTIMATED P&Z ADVERTISING REIMB REVENUE	5,438	5,438
001-0000-369.10-09	CONCESSION CONTRACTS	ESTIMATED CONCESSION CONTRACTS REVENUE	3,600	3,600
001-0000-369.10-11	MISCELLANEOUS LIBRARY FEE	ESTIMATED MISC LIBRARY FEES REVENUE	11,399	11,399
001-0000-369.10-14	LIEN SEARCHES	ESTIMATED LIEN SEARCHES REVENUE	42,650	42,650
001-0000-369.10-16	REIMB FR OTHER GOVERNMENT	FROM LAKE COUNTY FOR WOOLDEA SPORTS PARK CONSTRUCTION	525,000	525,000
001-0000-369.20-02	ST RADON COLLECTION FEE	ESTIMATED RADON FEES REVENUE	4,854	4,854
001-0000-381.01-22	FROM FIRE ASSESSMENT FUND	TRANSFER FROM FIRE ASSESSMENT FUND	1,940,407	1,940,407
001-0000-381.03-01	TRANSFER FR CAPITAL PROJE	NO AMOUNT BUDGETED	-	-
001-0000-381.04-01	TRANSFERS FROM WATER/SEWR	TRANSFER FROM WATER AND WASTEWATER UTILITY FUND	931,336	931,336
001-0000-381.04-02	TRANSFERS FROM SANITATION	TRANSFER FROM SOLID WASTE FUND	270,940	270,940

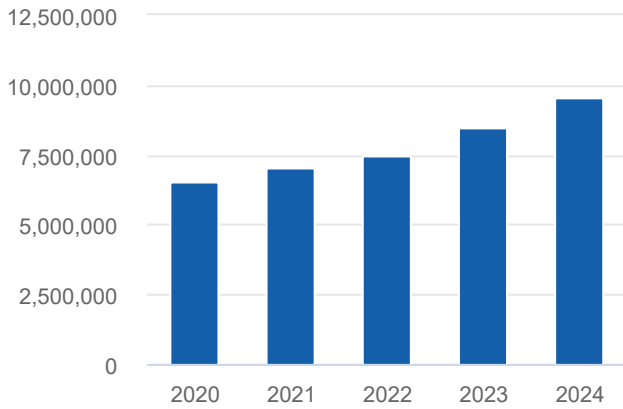
FUND **001**
DEPT **00**
DIVISION **00**

GENERAL FUND REVENUE JUSTIFICATION

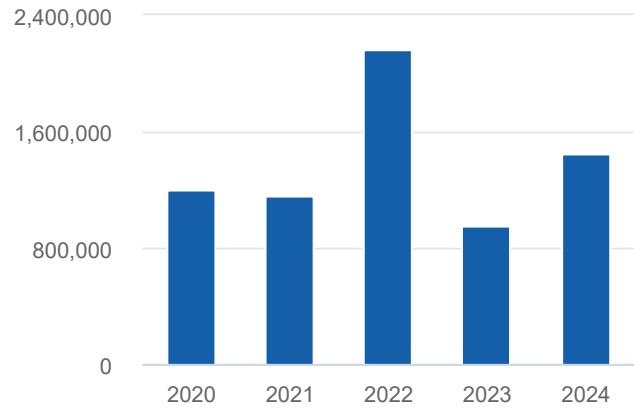
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-0000-381.04-03	TRANSFERS FROM STORMWATER	TRANSFER FROM STORMWATER FUND	133,721	133,721
001-0000-382.04-01	FROM WATER/SEWER	REIMBURSEMENT FROM WATER AND WASTEWATER UTILITIES FUND	1,211,718	1,211,718
001-0000-382.04-02	FROM SANITATION	REIMBURSEMENT FROM SOLID WASTE FUND	891,676	891,676
001-0000-382.04-03	FROM STORMWATER	REIMBURSEMENT FROM STORMWATER FUND	306,269	306,269
001-0000-384.30-00	BONDS	NO AMOUNT BUDGETED	-	-
001-0000-389.90-00	APPROPRIATED RESERVES	APPROPRIATE RESERVES FOR MAJOR ST. CLAIR-ABRAM HONORARY PROJECT UTILIZING FUNDING RECEIVED FROM SALE OF CAROLINE ST. SPRAY FIELD.	139,435	139,435

GRAPHICAL DATA FOR GENERAL FUND REVENUES

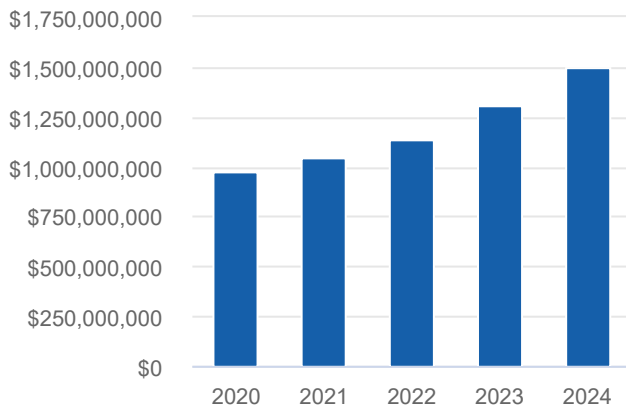
Ad Valorem Tax - 5 Yr Historical



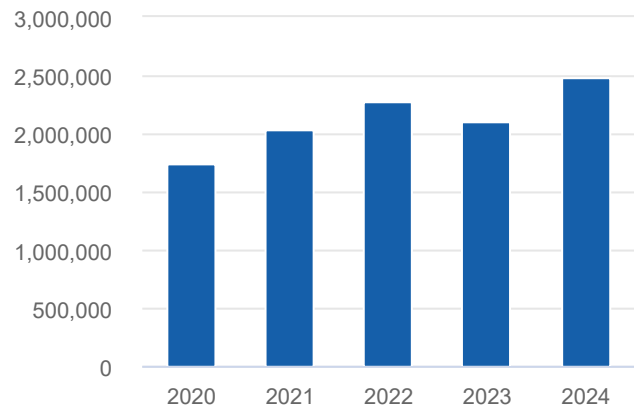
Permits & Fees - 5 Yr Historical



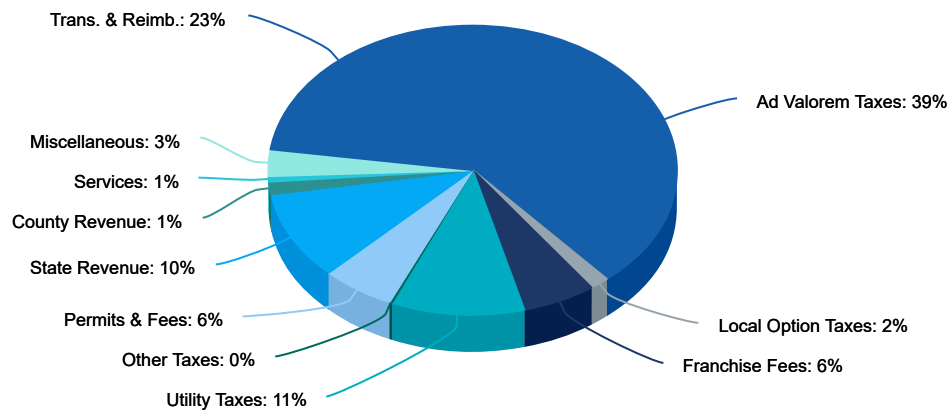
Taxable Value - 5 Year Historical



State Shared Rev - 5 Yr Historical



ESTIMATED GENERAL FUND REVENUE FISCAL YEAR 2024





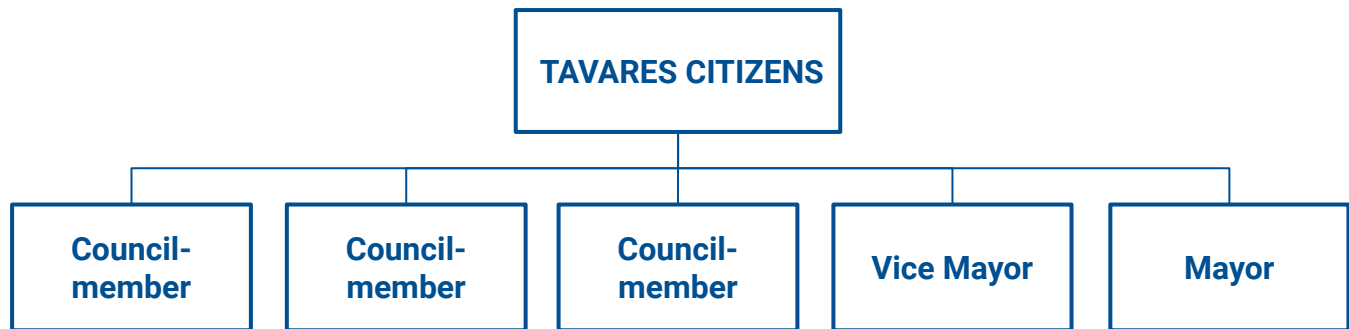
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Mayor & Council



Mayor & Council

Department 11



Position Summary

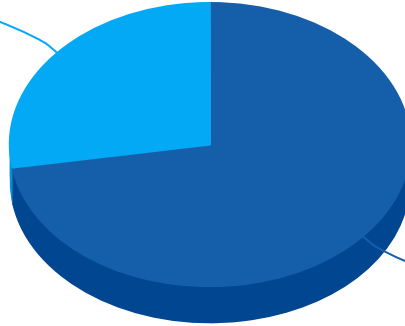
Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Council Member		3	3	3
Mayor		1	1	1
Vice Mayor		1	1	1
No. of Full Time		5	5	5
Total No. of Positions:		5	5	5
Total FTEs:		5	5	5

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Council-1101				
Personal Services	78,831	89,904	89,342	(0.63%)
Operating Expenses	14,529	42,450	34,060	(19.76%)
Grand Total Council	\$93,360	\$132,354	\$123,402	(6.76%)
Percentage of Fund Budget	0.40%	0.53%	0.49%	

2024 APPROPRIATIONS

Operating Expenses: 28%



Personal Services: 72%

FUND 001
DEPT 11
DIVISION 01

MAYOR & COUNCIL EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1101-511.11-10	MAYOR / COUNCIL PAY	36,677	43,630	48,085	10.21%
001-1101-511.15-60	ELECTR TABLET ALLOWANCE	550	-	-	-%
001-1101-511.21-10	FICA / MED TAXES	2,547	3,076	3,347	8.81%
001-1101-511.23-10	HEALTH INSURANCE	23,006	25,829	26,733	3.50%
001-1101-511.23-15	DENTAL INSURANCE	753	849	875	3.06%
001-1101-511.23-30	DEPENDENT HEALTH INSURANC	14,122	15,174	8,911	(41.27%)
001-1101-511.23-35	DEPENDENT DENTAL INSURANC	1,089	1,241	1,281	3.22%
001-1101-511.24-10	WORKERS' COMPENSATION	87	105	110	4.76%
* SALARIES AND BENEFITS		78,831	89,904	89,342	(0.63%)
OPERATING EXPENDITURES					
001-1101-511.34-10	CONTRACTUAL SERVICES	-	11,130	-	(100.00%)
001-1101-511.40-10	TRAVEL & PER DIEM COUNCIL	7,408	18,365	20,840	13.48%
001-1101-511.48-65	SISTER CITY	-	4,000	4,000	-%
001-1101-511.52-10	OPERATING SUPPLIES COUNCI	2,959	4,230	4,820	13.95%
001-1101-511.54-10	BKS, PUB, SUB, MEM, LIB	4,162	4,725	4,400	(6.88%)
* OPERATING EXPENDITURES		14,529	42,450	34,060	(19.76%)
TOTAL MAYOR/COUNCIL		93,360	132,354	123,402	-6.76%

FUND 001
DEPT 11
DIVISION 01

MAYOR & COUNCIL EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1101-511.11-10	MAYOR / COUNCIL PAY	COUNCIL MEMBER PAY	48,085	48,085
001-1101-511.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1101-511.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	3,347	3,347
001-1101-511.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	26,733	26,733
001-1101-511.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	875	875
001-1101-511.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	8,911	8,911
001-1101-511.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	1,281	1,281
001-1101-511.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	110	110
001-1101-511.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
001-1101-511.40-10	TRAVEL & PER DIEM COUNCIL	LAKE COUNTY LEAGUE OF CITIES BUSINESS MEETINGS (12 MEETINGS AT \$20 EACH)	240	20,840
		TAVARES CHAMBER OF COMMERCE RED CARPET GALA	1,000	-
		MISC. SEMINARS AND BUSINESS MEETINGS	1,000	-
		MISC. PROJECTS/INITIATIVES	2,000	-
		LEGISLATIVE ACTION DAYS	1,500	-
		LAKE COUNTY LEAGUE OF CITIES COMMUNITY SERVICE AWARD BANQUET	200	-
		LAKE COUNTY DAY	800	-
		LAKE COUNTY COMMUNITY SERVICE AWARDS	800	-
		LAKE CO. LEAGUE OF CITIES SPONSOR NIGHT	450	-
		LAKE 100 BANQUET	2,300	-
		FLORIDA LEAGUE OF MAYORS ANNUAL BUSINESS MEETING	850	-
		FLORIDA LEAGUE OF CITIES ANNUAL CONFERENCE	1,250	-
		FLC INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS	1,600	-
		COUNCIL MEMBER TRAINING	3,000	-

FUND 001
DEPT 11
DIVISION 01

MAYOR & COUNCIL EXPENDITURE JUSTIFICATION

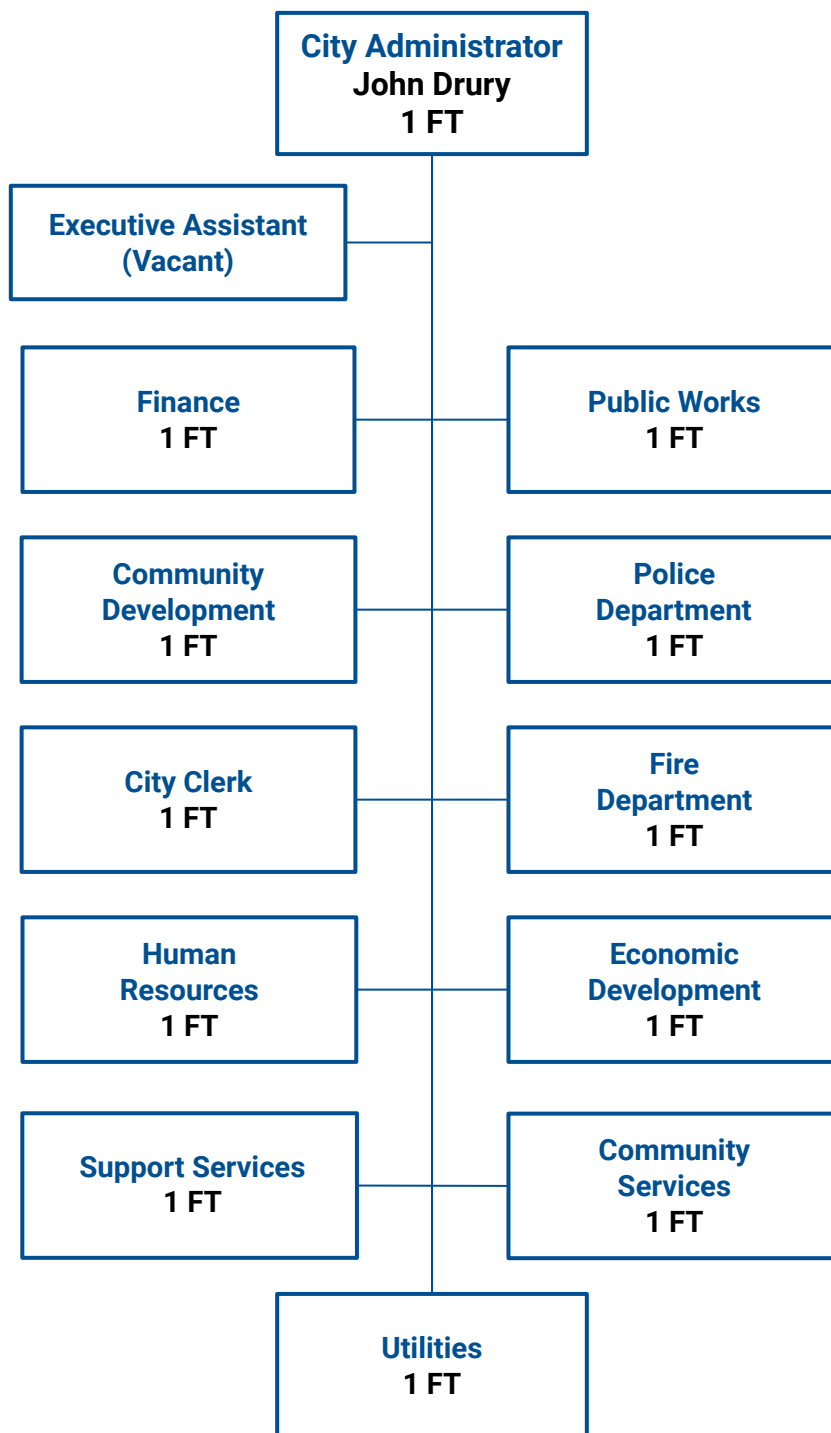
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		CHAMBER LUNCHEON (2 COUNCIL MEMBERS)	350	-
		ANNUAL ETHICS TRAINING	500	-
		AMERICA IN BLOOM CONFERENCE	3,000	-
001-1101-511.48-65	SISTER CITY	MANAGE AND MAINTAIN SISTER CITY RELATIONSHIPS	4,000	4,000
001-1101-511.52-10	OPERATING SUPPLIES COUNCI	COUNCIL MEETING AND WORKSHOP OPERATING SUPPLIES	500	4,820
		MAYORS YOUTH COUNCIL	360	-
		COUNCIL SPECIAL PROJECTS/CODE BOOKS	310	-
		CITY SHIRTS/JACKETS	1,650	-
		CITY COUNCIL PHOTOGRAPHS	1,500	-
		AWARDS, PLAQUES, DAIS SIGNS, LAPEL PINS	500	-
001-1101-511.54-10	BKS, PUB, SUB, MEM, LIB	FLORIDA LEAGUE OF CITIES MEMBERSHIP	2,700	4,400
		SISTER CITIES INTERNATIONAL MEMBERSHIP	500	-
		LAKE COUNTY LEAGUE OF CITIES MEMBERSHIP	650	-
		FLORIDA LEAGUE OF MAYORS MEMBERSHIP	550	-

Administration



Administration

Department 12



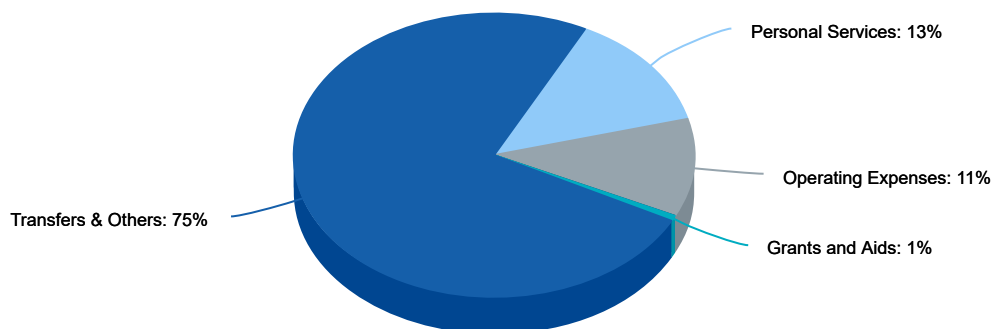
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
City Administrator	2001	1	1	1
No. of Full Time		1	1	1
Total No. of Positions:		1	1	1
Total FTEs:		1	1	1

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Administration-1201				
Personal Services	319,820	318,772	323,703	1.55%
Operating Expenses	13,180	27,266	30,844	13.12%
Total Administration	333,000	346,038	354,547	2.46%
Admin. Gen. Govt. -1202				
Operating Expenses	120,595	157,742	239,253	51.67%
Debt Service	52,115	45,500	-	(100.00%)
Grants and Aids	11,500	34,800	15,200	(56.32%)
Transfers & Others	7,042,080	1,568,742	1,809,822	15.37%
Total Admin. Gen. Govt.	7,226,290	1,806,784	2,064,275	14.25%
Grand Total Administration	\$7,559,290	\$2,152,822	\$2,418,822	12.36%
Category Summary				
Personal Services	319,820	318,772	323,703	1.55%
Operating Expenses	133,775	185,008	270,097	45.99%
Debt Service	52,115	45,500	-	(100.00%)
Grants and Aids	11,500	34,800	15,200	(56.32%)
Transfers & Others	7,042,080	1,568,742	1,809,822	15.37%
Grand Total Administration	\$7,559,290	\$2,152,822	\$2,418,822	12.36%
Percentage of Fund Budget	30.04%	9.15%	9.61%	

2024 APPROPRIATIONS



ADMINISTRATION - 1201 AND 1202

DEPARTMENT MISSION

The City Administrator directs and coordinates all aspects of City government including: 1) Public Service Operations, 2) Utilities Enterprise and 3) Solid Waste Enterprise. The City Administrator is responsible for orchestrating the delivery of all City services by: 1) providing the City Council with accurate information so that the Council can make well-informed decisions, 2) maintaining a well-trained and motivated workforce, 3) developing and then implementing a fiscally responsive annual budget, 4) Delivering a sound public relations program that emphasizes a transparent governmental operation, and 5) implementing the Council's policies.

The Senior Executive Assistant (vacant position) offers administrative support to the City Administrator, Mayor and Council members and serves as a liaison between the City Administrator and members of the public, including, but not limited to residents, visitors, businesses and other governmental agencies. Due to budget constraints, this position remains vacant and responsibilities are accomplished by the City Administrator, City Clerk and Deputy City Clerk.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

- Directs the overall operations of the City government including general municipal government, water, wastewater, reclaim, solid waste, stormwater operations, capital improvement program, economic development, Seaplane Base-Marina and Pavilion on the Lake operations.
- Appoints Department Directors and coordinates the activities of the various departments.
- Prepares the annual City Public Service Operations budget and Enterprise budgets for submission to the City Council.
- Submits recommendations to the Council for their discussion and approval concerning the efficient operation of City government and its enterprises.
- Develops Council Agendas with the Mayor of the City.
- Implements City Council policy and directives.
- Maintains community respect through good public relations by keeping Council and the City residents informed of City progress and policies.
- Directs media relations activities and Branding initiatives.
- Coordinates with the City Attorney on all legal aspects regarding governmental operations.

2024 GOALS

Organizational Development

To attract and retain a competent, cohesive and diverse work force through training, motivation, benefits and proper representation that assist in the delivery of all City services and assist with the implementation of Tavares' new brand - "America's Seaplane City"

Growth and Development

To create an environment which will promote quality development and re-development in the business and residential communities within the City and grows the City's new brand.

City Lifestyle

To foster a progressive quality of life that promotes safety, business creation, community events, recreational and sporting activities and seaplane themed enterprises for citizens while maintaining City traditions and values.

Citizen and Customer Service Focus

To create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency for all of its enterprises including the new Seaplane Base and Marina enterprise.

Innovation and Technology

To utilize technology as a driver to foster innovation in the delivery of high quality governmental services in an efficient and economical manner, and to provide an efficient means and method of insuring timely and relevant information is provided to our citizens.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

2024 OBJECTIVES

1. Provide complete and accurate information to the Mayor and Council members, enabling them to make beneficial decisions for the City.
2. Respond to citizen concerns courteously and in a timely manner.
3. Create a positive working atmosphere for all City employees, enabling them to perform at the best of their abilities for the benefit of the City's residents.
4. Continue the economic development plans built upon prior visioning sessions created to prosper the City.
5. Implement the City's brand "America's Seaplane City" throughout all touch points: recreation, residential, business, transportation, cultural, economic, retail, hospitality, etc.
6. Maintain a fiscally sound budget.
7. Implement the City Council's goals including Smart Growth initiatives.
8. Provide the highest level of public services to the public.
9. Complete a Regional Park East Campus YMCA purchase program.

2023 ACCOMPLISHMENTS

1. Provided complete and accurate information to the Mayor and Council members, enabling them to make beneficial decisions for the City
2. Responded to citizen concerns courteously and in a timely manner.
3. Created a positive working atmosphere for all City employees, enabling them to perform at the best of their abilities for the benefit of the City's residents.
4. Continued the economic development plans built upon prior visioning sessions created to prosper the City.
5. Implemented the City's brand "America's Seaplane City" throughout all touch points: recreation, residential, business, transportation, cultural, economic, retail, hospitality, etc.
6. Maintained a fiscally sound budget.
7. Implemented the City Council's goals including Smart Growth initiatives.
8. Provided the highest level of public services to the public.
9. Presented a Regional Park East Campus YMCA program to Council for consideration.

FUND 001
DEPT 12
DIVISION 01

ADMINISTRATION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1201-512.12-10	REGULAR SALARIES	220,535	213,740	213,740	-%
001-1201-512.21-10	FICA / MED TAXES	12,238	15,971	15,931	(0.25%)
001-1201-512.22-10	RETIREMENT	20,371	21,374	21,374	-%
001-1201-512.22-20	FL STATE RETIREMENT	42,552	40,668	44,813	10.19%
001-1201-512.23-10	HEALTH INSURANCE	7,675	8,610	8,911	3.50%
001-1201-512.23-15	DENTAL INSURANCE	361	425	437	2.82%
001-1201-512.23-20	LIFE INSURANCE	1,102	1,204	1,204	-%
001-1201-512.23-21	SHORT-TERM DISABILITY	350	365	365	-%
001-1201-512.23-30	DEPENDENT HEALTH INSURANC	12,903	14,474	14,981	3.50%
001-1201-512.23-35	DEPENDENT DENTAL INSURANC	742	878	905	3.08%
001-1201-512.23-40	LONG TERM DISABILITY	503	550	550	-%
001-1201-512.24-10	WORKERS' COMPENSATION	488	513	492	(4.09%)
* SALARIES AND BENEFITS		319,820	318,772	323,703	1.55%
OPERATING EXPENDITURES					
001-1201-512.40-10	TRAVEL & PER DIEM	1,061	9,690	10,840	11.87%
001-1201-512.41-10	TELEPHONE	1,350	936	1,800	92.31%
001-1201-512.41-20	OTHER COMMUNICATION	-	480	500	4.17%
001-1201-512.41-30	POSTAGE	83	300	300	-%
001-1201-512.45-10	LIABILITY	4,981	5,217	6,626	27.01%
001-1201-512.46-15	REPAIR & MAINT-EQUIP	-	100	100	-%
001-1201-512.47-10	PRINTING & BINDING	38	150	150	-%
001-1201-512.48-10	CITY APPRECIATION	-	600	600	-%
001-1201-512.51-10	OFFICE SUPPLIES	74	400	400	-%
001-1201-512.52-10	OPERATING SUPPLIES	813	900	750	(16.67%)
001-1201-512.52-11	DURABLE GOODS	-	300	500	66.67%
001-1201-512.52-15	FUEL COSTS	271	1,993	1,993	-%
001-1201-512.54-10	BKS, PUB, SUB, MEM, LIB	4,509	6,200	6,285	1.37%
* OPERATING EXPENDITURES		13,180	27,266	30,844	13.12%
TOTAL ADMINISTRATION		333,000	346,038	354,547	2.46%

FUND 001
DEPT 12
DIVISION 01

ADMINISTRATION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1201-512.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	213,740	213,740
001-1201-512.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	15,931	15,931
001-1201-512.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	21,374	21,374
001-1201-512.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	44,813	44,813
001-1201-512.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	8,911	8,911
001-1201-512.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	437	437
001-1201-512.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,204	1,204
001-1201-512.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	365	365
001-1201-512.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	14,981	14,981
001-1201-512.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	905	905
001-1201-512.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	550	550
001-1201-512.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	492	492
001-1201-512.40-10	TRAVEL & PER DIEM	ICMA/AAAE CONFERENCE	2,700	10,840
		SISTER CITIES INITIATIVES	3,000	-
		SEAPLANE PILOTS ASSOCIATION BOARD MEETING	1,000	-
		LAKE LEADERSHIP ALUMNI EVENT	100	-
		LAKE COUNTY LEAGUE OF CITIES BUSINESS MEETINGS	240	-
		LAKE COUNTY DAY	400	-
		FLORIDA AIRPORTS COUNCIL CONFERENCE	1,500	-
		FL BENCHMARKING CONSORTIUM ANNUAL CONFERENCE	300	-
		FCCMA CONFERENCE	1,400	-
		CITY/COUNTY MANAGER BUSINESS MEETING	200	-
001-1201-512.41-10	TELEPHONE	CELL PHONE SERVICE	1,800	1,800

FUND 001
DEPT 12
DIVISION 01

ADMINISTRATION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1201-512.41-20	OTHER COMMUNICATION	MOBILE HOTSPOT	500	500
001-1201-512.41-30	POSTAGE	POSTAGE	300	300
001-1201-512.45-10	LIABILITY	LIABILITY INSURANCE	6,626	6,626
001-1201-512.46-15	REPAIR & MAINT-EQUIP	MISC. REPAIRS AND MAINTENANCE	100	100
001-1201-512.47-10	PRINTING & BINDING	BUSINESS CARDS AND MISC. PRINTING	150	150
001-1201-512.48-10	CITY APPRECIATION	MEMORIALS/RECOGNITIONS	600	600
001-1201-512.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	400	400
001-1201-512.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	450	750
		CITY SHIRTS/JACKET	300	-
001-1201-512.52-11	DURABLE GOODS	CELL PHONE/OFFICE CHAIR REPLACEMENT	500	500
001-1201-512.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	1,993	1,993
001-1201-512.54-10	BKS, PUB, SUB, MEM, LIB	AAE-SEC MEMBERSHIP	40	6,285
		YMCA BOARD MEMBER DUES	1,000	-
		RAILS TO TRAILS ASSOC. MEMBERSHIP	60	-
		MISC. MEMBERSHIPS/SUBSCRIPTIONS	300	-
		LEADERSHIP ORLANDO	225	-
		LEADERSHIP LAKE COUNTY ALUMNI	30	-
		IMAGINE THAT PERFORMANCE LLC MEMBERSHIP	1,370	-
		ICMA	1,700	-
		FLORIDA BICYCLE ASSOC. MEMBERSHIP	60	-
		FLORIDA AIRPORTS COUNCIL MEMBERSHIP	400	-
		FCCMA MEMBERSHIP	650	-
		AMERICAN ASSOC. OF AIRPORT EXECUTIVES	330	-
		AIRCRAFT OWNERS AND PILOTS ASSOC. MEMBERSHIP	120	-

FUND 001
DEPT 12
DIVISION 02

ADMIN GENERAL GOVERNMENT OVERHEAD EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
001-1202-512.34-10	CONTRACTUAL SERVICES	17,088	34,400	87,687	154.90%
001-1202-512.41-10	TELEPHONE	604	-	-	-%
001-1202-512.43-10	ELECTRIC, WATER, GAS	51,413	80,588	92,841	15.20%
001-1202-512.44-10	RENTALS & LEASES	3,879	4,110	4,110	-%
001-1202-512.45-10	LIABILITY	18,284	19,151	24,322	27.00%
001-1202-512.49-10	ADVERTISING	-	2,050	2,050	-%
001-1202-512.52-10	OPERATING SUPPLIES	4,940	6,300	6,180	(1.90%)
001-1202-512.54-10	BKS, PUB, SUB, MEM, LIB	150	2,063	2,063	-%
001-1202-512.59-13	BAD DEBT	19,499	-	-	-%
001-1202-512.59-90	CONTINGENCY	4,738	9,080	20,000	120.26%
* OPERATING EXPENDITURES		120,595	157,742	239,253	51.67%
DEBT SERVICE					
001-1202-512.73-10	DEBT SERVICE COSTS	52,115	45,500	-	(100.00%)
* DEBT SERVICE		52,115	45,500	-	(100.00%)
GRANTS AND AIDS					
001-1202-512.81-10	COMMUNITY GRANTS	11,500	34,800	15,200	(56.32%)
* GRANTS AND AIDS		11,500	34,800	15,200	(56.32%)
TRANSFERS AND OTHERS					
001-1202-512.91-05	TRANSFERS TO DEBT SVC	922,575	914,934	916,636	0.19%
001-1202-512.91-08	TRANSFER TO SEAPLANE BASE	283,399	242,462	258,531	6.63%
001-1202-512.91-10	TRANSFER TO CAP PROJ FUND	4,497,885	4,949	-	(100.00%)
001-1202-512.91-13	TRANSFERS TO PAVILION	346,120	396,504	396,504	-%
001-1202-512.91-19	TRANSFERS TO BLDG PRMT RE	992,101	9,893	238,151	2307.27%
* TRANSFERS AND OTHERS		7,042,080	1,568,742	1,809,822	15.37%
TOTAL ADMIN GENERAL GOVERNMENT		7,226,290	1,806,784	2,064,275	14.25%

FUND **001**
DEPT **12**
DIVISION **02**

ADMIN GENERAL GOVERNMENT OVERHEAD EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1202-512.34-10	CONTRACTUAL SERVICES	CIVIC CLERK AGENDA MANAGEMENT SOFTWARE	23,957	87,687
		VIDEO AND MACHINE CLOSED CAPTIONING FOR PUBLIC MEETINGS	11,130	-
		SEECCLICKFIX (CIVIC PLUS) CARTEGRAPH INTEGRATION	6,561	-
		SEECCLICKFIX (CIVIC PLUS) ARCGIS	1,969	-
		SEECCLICKFIX (CIVIC PLUS) ANNUAL LICENSES	13,120	-
		GOVPILOT	7,500	-
		CIVIC PLUS WEBSITE AUDIOEYE, RENEWAL FEE HOSTING AND SUPPORT	16,940	-
		CIVIC PLUS WEBSITE	6,510	-
001-1202-512.41-10	TELEPHONE	NO AMOUNT BUDGETED	-	-
001-1202-512.43-10	ELECTRIC, WATER, GAS	WATER	19,973	92,841
		ELECTRIC	72,868	-
001-1202-512.44-10	RENTALS & LEASES	COPY MACHINE RENTAL	3,750	4,110
		ELEVATOR LOGO RUG RENTAL AND CLEANING	360	-
001-1202-512.45-10	LIABILITY	LIABILITY INSURANCE	24,322	24,322
001-1202-512.49-10	ADVERTISING	TAVARES HIGH SCHOOL YEARBOOK AD	200	2,050
		TAVARES HIGHSCHOOL GYMNASIUM SPONSORSHIP BANNER	150	-
		TAVARES HIGH SCHOOL SPRING BASKETBALL/ BASEBALL RADIO ADVERTISING WLBE/MY790 AM	350	-
		TAVARES HIGH SCHOOL FALL FOOTBALL SPONSORSHIP RADIO ADVERTISING WLBE/MY790 AM	350	-
		BRANDING INITIATIVES	1,000	-
001-1202-512.52-10	OPERATING SUPPLIES	COPY PAPER	4,680	6,180
		WAX/DETAIL PRIUS/ESCAPE 2 TIMES PER YEAR	200	-
		COPY MACHINE COLOR COPIER, EXTRA COPIES, TONER AND STAPLES	1,300	-
001-1202-512.54-10	BKS, PUB, SUB, MEM, LIB	ORLANDO SENTINEL ANNUAL SUBSCRIPTION	300	2,063
		NATIONAL LEAGUE OF CITIES MEMBERSHIP	1,563	-
		DAILY COMMERCIAL ANNUAL SUBSCRIPTION	200	-

FUND 001
DEPT 12
DIVISION 02

ADMIN GENERAL GOVERNMENT OVERHEAD EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1202-512.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
001-1202-512.59-90	CONTINGENCY	CITY ADMINISTRATOR CONTINGENCY	20,000	20,000
001-1202-512.73-10	DEBT SERVICE COSTS	NO AMOUNT BUDGETED	-	-
001-1202-512.81-10	COMMUNITY GRANTS	LAKE COMMUNITY ACTION AGENCY	1,200	15,200
		TAVARES HISTORICAL SOCIETY	500	-
		TAVARES CHAMBER OF COMMERCE	7,500	-
		RENAISSANCE FAIRE	4,000	-
		COMMUNITY GRANTS - 4 GRANTS AT \$500 EACH	2,000	-
001-1202-512.91-05	TRANSFERS TO DEBT SVC	CIRNS 2008 (UNPAVED ROADS)	112,475	916,636
		CIRNS 2018 (PD VEHICLES)	134,426	-
		CIRNS 2012 (SEAPLANE BASE)	513,500	-
		CIRN 2016 (CITY HALL UPDATES)	156,235	-
001-1202-512.91-08	TRANSFER TO SEAPLANE BASE	CONTRIBUTION TO SEAPLANE BASE AND MARINA FUND	258,531	258,531
001-1202-512.91-10	TRANSFER TO CAP PROJ FUND	NO AMOUNT BUDGETED	-	-
001-1202-512.91-13	TRANSFERS TO PAVILION	CONTRIBUTION TO PAVILION FUND (PLACEHOLDER)	396,504	396,504
001-1202-512.91-19	TRANSFERS TO BLDG PRMT RE	TRANSFER TO BUILDING PERMIT FUND	238,151	238,151



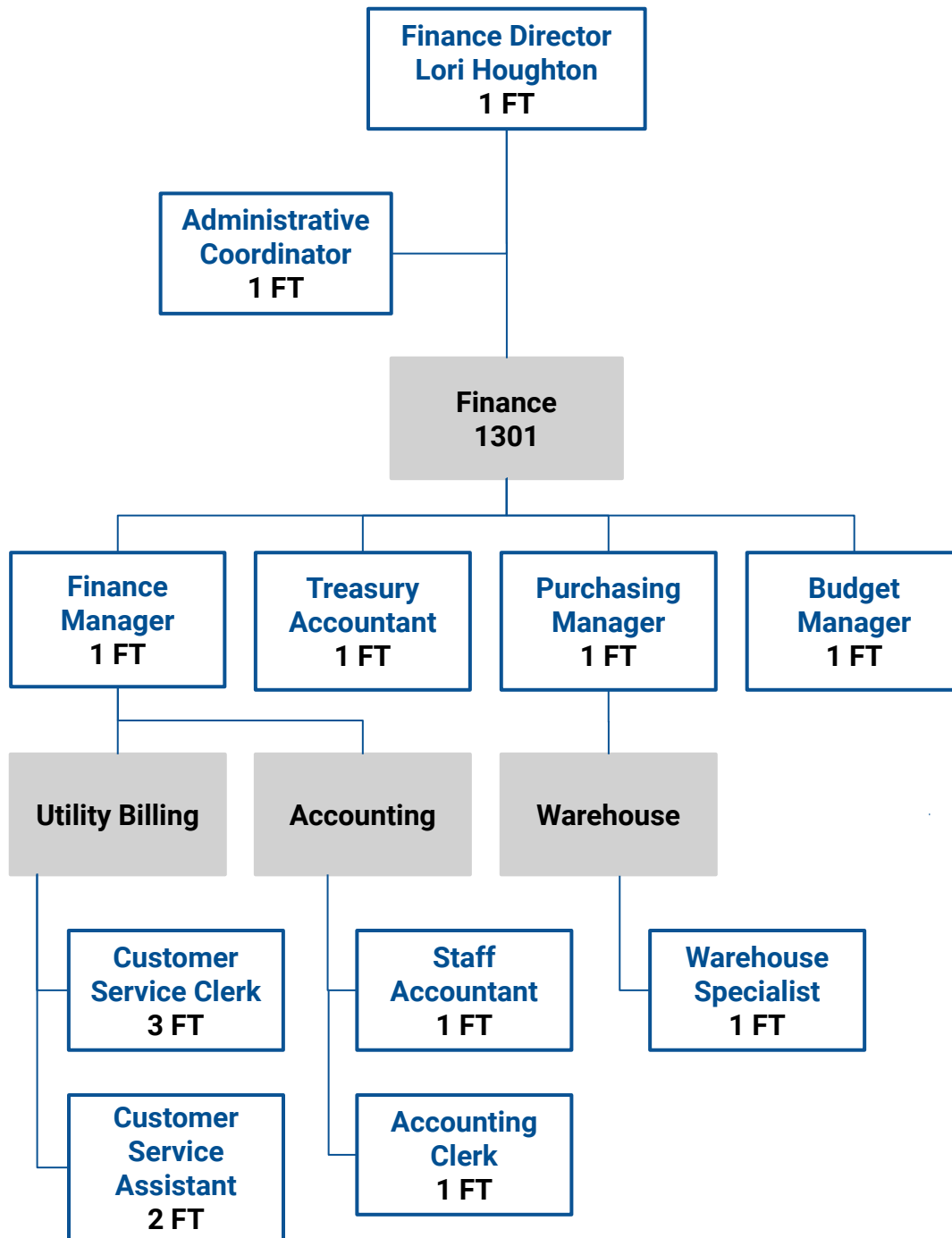
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Finance



Finance

Department 13



Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Accounting Clerk	7005	1	1	1
Administrative Coordinator	3016	1	1	1
Budget Analyst	13002	1	0	0
Budget Manager		0	1	1
Customer Service Clerk	7006	3	3	3
Customer Svc. Assistant	7014	2	2	2
Finance Director	7001	1	1	1
Finance Manager	7009	1	1	1
Purchasing Manager	7011	1	1	1
Staff Accountant	7002	1	1	1
² Treasury Accountant		1	1	1
¹ Warehouse/Customer Svc Assist	7015	1	1	1
No. of Full Time		14	14	14
Total No. of Positions:		14	14	14
Total FTEs:		14	14	14

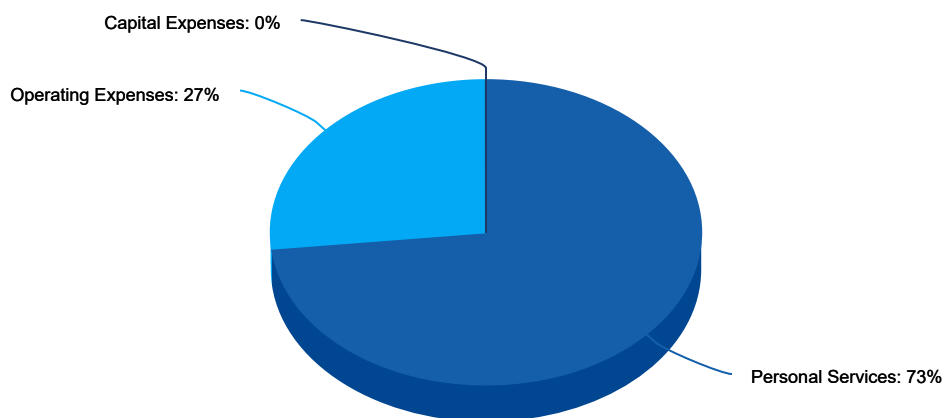
Notes

1. Primarily Warehouse Operations; provides backfill support for Water turn-ons/offers during vacations and after hour customer service.
2. These positions were temporarily suspended with deferred status due to the COVID-19 economic recession in Fiscal Year 2021.

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Finance-1301				
Personal Services	1,174,528	1,402,982	1,515,857	8.05%
Operating Expenses	356,758	602,345	552,681	(8.25%)
Capital Expenses	34,669	16,976	-	(100.00%)
Grand Total Finance	\$1,565,955	\$2,022,303	\$2,068,538	2.29%
Percentage of Fund Budget	6.22%	8.60%	8.22%	

2024 APPROPRIATIONS



FINANCE - 1301

DEPARTMENT MISSION

It is the mission of the Finance Department to account for all financial and budget transactions of the City using Generally Accepted Accounting Principles, to develop, prepare, coordinate, and deliver the annual operating budget, to prepare the Annual Comprehensive Financial Report, schedule the annual audit, to oversee financial systems, to oversee city inventory systems, to oversee contract insurance liability coverages, to maintain debt compliance, to oversee customer service and billing operations, to oversee centralized purchasing, to maintain fiscal responsibility, and to provide quality information in a timely manner, while maintaining the highest level of ethical professional standards.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Finance Department is responsible for the proper accounting of all City funds and, or compliance of all applicable regulations and law as they pertain to fiscal matters. Routine duties include payroll audit, internal audit, accounts payable, accounts receivable, utility billing, meter reading, fund accounting, single audit reporting and disclosure, grant reporting and billing, inventory oversight and reconciliation, maintaining sales and related journals, ACFR preparation, GASB Statement implementation, centralized purchasing, contract administration, preparation of applicable State and Federal reports, periodic financial reports to management, administering debt service, investment of City funds, and development, preparation, implementation, and control of the approved budget. In addition the department is responsible for the Financial System software, and coordinates with departments to ensure appropriate access to the financial system by department users. The Finance Department also assists other departments with financial issues that arise during the year.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Number of Utility Bills Generated	82,187	114,744	118,186	121,732
2.	Number of New Customer Requests Received/Processed	7,585	7,137	7,351	7,572
3.	Number of Receipts Processed (Payments)	95,239	100,403	103,415	106,518
4.	Number of Credit Card Transactions Processed	49,610	56,236	57,923	59,661
5.	Number of Liens Filed	72	37	36	40
6.	Miscellaneous Accounts Receivables Invoiced	934	861	920	940
7.	Number of Accounts Payable Checks issued	6,146	6,109	6,292	6,481
8.	Number of Journal Entries Prepared and Updated	392	317	330	343
9.	Number of Requisitions Processed	5,256	5,970	6,030	6,090
10.	Number of Purchase Orders Issued	4,971	4,958	5,255	5,571
11.	Accounting Batches Processed - All Transaction types	5,512	5,686	5,800	5,916
12.	Number of Fixed Assets added	274	169	175	180
13.	Number of Grants Administered	15	13	15	15
15.	Budget Workshops, Public Hearings	17	17	17	17
16.	Number of Debt Obligations Administered	27	29	30	30
17.	Management Letter Comments by Auditors	0	0	0	0
18.	Number of Fund Budgets Maintained	30	31	31	31
19.	Central Inventory Items Maintained/Processed	10,389	10,720	10,720	10,720

2024 GOALS

Organizational Development

Provide quality information on a timely basis to maintain relevance and reliability of information to our stakeholders.

Growth and Development

Maintain sound financial practices for long range planning; and provide continued training opportunities for staff to maintain best practices in the accounting and finance function.

City Lifestyle

Provide service initiatives that offer convenience and transparency to our customers

Citizen and Customer Service Focus

Provide quality customer service in delivery service initiatives

Innovation and Technology

Utilize technology to enhance and streamline services to our customers and provide organizational efficiency

Organizational Performance

Continually improve and maintain an effective internal control environment

2024 OBJECTIVES

1. Review and maintain internal control measures for SAS 112 compliance measures.
2. Provide improved monthly financial reports to management on a timely basis.
3. Secure the GFOA award for Excellence in Financial Reporting.
4. Secure the GFOA award for Distinguished Budget Presentation.
5. Continue review of City-wide contract documents for contract lapses, performance changes, and contract elements.
6. Continue to achieve economies of scale opportunities for procurement needs.
7. Update Debt Management Report for the prior fiscal year.
8. Prepare a reserve policy for the City of Tavares.
9. Continue improvement measures for a customer service focus for internal and external customers.
10. Implement bar-code capability for Centralized Inventory Operations.
11. Expand Utility Inventory to include Sewer Department supplies.
12. Ensure staff receives training to remain current in governmental accounting standards.
13. Continue training and convert query reports to Financial Analytics software format.
14. Continue oversight and reporting for the American Rescue Plan City of Tavares allocation.
15. Implement Field Purchase Orders for non-shopable purchases within the Purchasing System.
16. Complete implementation of CSU Training System with the Financial System for all users.
17. Complete Implementation of new budget book preparation software.
18. Implement off-site Business Tax Receipt Printing and Mailing as is done for utility bills.
19. Implement Click2Gov on-line payments for Business Tax Receipts.
20. Begin laser check printing planning initiatives.

2023 ACCOMPLISHMENTS

Customer Focus, Innovation & Technology, and Organizational Performance

1. Improved customer service measures for a customer service focus for internal and external customers.
2. Prepared the Annual Comprehensive Financial Report (ACFR) for year ending September 30, 2022
3. Received the GFOA Distinguished Budget Award for FY2021.
4. Submitted the 2022 ACFR to GFOA for the Award of Excellence in Financial Reporting.
5. Completed updated Capital Improvement Plan for the City.
6. Received PCI Compliance for credit card acceptance.
7. Completed Lien Processing initiatives for Utility and Fire Assessment Liens.
8. Administered over 15 various grants for City Projects.
9. Coordinated SRF funding efforts and prepared analysis for same.
10. Participated on the Florida League of Cities Finance Committee.
11. Maintained Benchmarking reporting initiatives for all City Departments.
12. Issued Capital Improvement Revenue Note, Series 2022 for the Public Works Complex.
13. Issued Capital Improvement Revenue Note, Series 2022A for a New Fire Ladder Truck.
14. Implemented remote work initiatives and policies Finance positions.
15. Successfully completed the second reporting cycle for the American Rescue Plan funded projects.
16. Contracted for Collection Services for delinquent accounts.
17. Automated delinquency account extensions utilizing the Innovative Voice Response System.
18. Introduced delinquent notices for "finalled accounts" (closed accounts) for increased collectibility.
19. Implemented billed deposits for customer convenience measures.
20. Implemented updated meter reading software with base collection system.
21. Implemented email billing and emailed receipts utilizing the DMS module of the Financial System.
22. Renovated the Utility Billing work areas to promote efficiency and professionalism.
23. Implemented on-line submittal to the IRS for Affordable Care Act reporting.
24. Implement credit card acceptance for Library receipt collections.

FUND 001
DEPT 13
DIVISION 01

FINANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1301-513.12-10	REGULAR SALARIES	821,432	973,816	1,023,172	5.07%
001-1301-513.13-10	OTHER SALARIES & WAGES	13,024	-	-	-%
001-1301-513.14-10	OVERTIME	3,992	7,707	7,707	-%
001-1301-513.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-1301-513.21-10	FICA / MED TAXES	58,739	69,534	72,918	4.87%
001-1301-513.22-20	FL STATE RETIREMENT	119,095	148,471	175,038	17.89%
001-1301-513.23-10	HEALTH INSURANCE	75,430	94,705	115,842	22.32%
001-1301-513.23-15	DENTAL INSURANCE	4,536	5,946	6,124	2.99%
001-1301-513.23-20	LIFE INSURANCE	4,471	5,431	5,720	5.32%
001-1301-513.23-21	SHORT-TERM DISABILITY	3,051	3,697	3,838	3.81%
001-1301-513.23-30	DEPENDENT HEALTH INSURANC	60,218	79,206	91,335	15.31%
001-1301-513.23-35	DEPENDENT DENTAL INSURANC	5,848	7,963	8,216	3.18%
001-1301-513.23-40	LONG TERM DISABILITY	2,051	2,481	2,619	5.56%
001-1301-513.24-10	WORKERS' COMPENSATION	2,141	3,025	3,328	10.02%
* SALARIES AND BENEFITS		1,174,528	1,402,982	1,515,857	8.05%
OPERATING EXPENDITURES					
001-1301-513.32-10	AUDIT SERVICES	15,721	58,591	55,610	(5.09%)
001-1301-513.34-10	CONTRACTUAL SERVICES	173,665	316,613	235,370	(25.66%)
001-1301-513.40-10	TRAVEL & PER DIEM	11,403	19,725	24,050	21.93%
001-1301-513.41-10	TELEPHONE	3,810	3,204	3,400	6.12%
001-1301-513.41-30	POSTAGE	55,092	66,500	69,900	5.11%
001-1301-513.44-10	RENTALS & LEASES	6,294	11,150	13,160	18.03%
001-1301-513.45-10	LIABILITY	39,690	41,573	52,797	27.00%
001-1301-513.47-10	PRINTING & BINDING	7,039	21,050	24,200	14.96%
001-1301-513.49-10	ADVERTISING	3,671	6,400	6,400	-%
001-1301-513.49-30	BANK/WIRE/ADMN EXPENSE	723	500	750	50.00%
001-1301-513.49-32	CREDIT CARD PROCESSING	3,055	6,589	6,589	-%
001-1301-513.51-10	OFFICE SUPPLIES	2,025	1,800	2,100	16.67%
001-1301-513.52-10	OPERATING SUPPLIES	13,394	17,700	17,050	(3.67%)
001-1301-513.52-11	DURABLE GOODS	7,242	11,600	14,700	26.72%
001-1301-513.52-15	FUEL COSTS	4,972	4,850	4,850	-%
001-1301-513.52-25	UNIFORMS	1,505	2,800	3,000	7.14%
001-1301-513.54-10	BKS, PUB, SUB, MEM, LIB	5,957	8,200	15,255	86.04%
001-1301-513.59-40	RECORDING & TAXES	1,500	3,500	3,500	-%
* OPERATING EXPENDITURES		356,758	602,345	552,681	(8.25%)
CAPITAL EXPENDITURES					
001-1301-513.64-11	EQUIP-VEHICLE REPLACEMENT	34,669	-	-	-%

FUND 001
DEPT 13
DIVISION 01

FINANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-1301-513.64-23	SOFTWARE	-	16,976	-	(100.00%)
* CAPITAL EXPENDITURES		34,669	16,976	-	(100.00%)
TOTAL FINANCE		1,565,955	2,022,303	2,068,538	2.29%

FUND 001
DEPT 13
DIVISION 01

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1301-513.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	1,023,172	1,023,172
001-1301-513.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	-	-
001-1301-513.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	7,707	7,707
001-1301-513.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1301-513.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	72,918	72,918
001-1301-513.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	175,038	175,038
001-1301-513.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	115,842	115,842
001-1301-513.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	6,124	6,124
001-1301-513.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	5,720	5,720
001-1301-513.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	3,838	3,838
001-1301-513.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	91,335	91,335
001-1301-513.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	8,216	8,216
001-1301-513.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	2,619	2,619
001-1301-513.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	3,328	3,328
001-1301-513.32-10	AUDIT SERVICES	AUDIT SERVICES	22,550	55,610
		SINGLE AUDIT	26,860	-
		ACFR PREPARATION	6,200	-
001-1301-513.34-10	CONTRACTUAL SERVICES	IVR MANAGED SERVICE FEE	17,200	235,370
		UTILITY BILLING DELINQUENT NOTICES	4,000	-
		UTILITY BILL PRINTING AND MAILING SERVICES	12,000	-
		TEMPORARY CONTRACTED STAFFING	5,000	-
		SELECTION HOSTED OUTBOUND BUNDLE	6,000	-

FUND 001
DEPT 13
DIVISION 01

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		RATE CONSULTANT	7,500	-
		PROGRAM CHANGES/PURCHASING UPGRADES	10,000	-
		POST-EMPLOYMENT BENEFIT ACTUARY SERVICE	5,500	-
		NEPTUNE 360 HARDWARE SUPPORT	5,340	-
		FUSION ANNUAL SUBSCRIPTION FEE	3,910	-
		FUSION ANNUAL ACCESS FEE	8,570	-
		DMS PROGRAMMING CHANGES	8,000	-
		COGNOS TRAINING	5,220	-
		COGNOS ANALYTICS ANNUAL ACCESS FEE	14,510	-
		CLICK2GOV ANNUAL ACCESS FEE - BUSINESS LICENSES	1,400	-
		CENTRAL SQUARE UNIVERSITY TRAINING SUBSCRIPTION	12,000	-
		CENTRAL SQUARE SOFTWARE ANNUAL ACCESS FEE	88,220	-
		CENTRAL SQUARE PROGRAM CHANGES	15,000	-
		BUDGET SOFTWARE	6,000	-
001-1301-513.40-10	TRAVEL & PER DIEM	FLORIDA GOVERNMENT FINANCE OFFICER CONF - 5 ATTEND	6,000	24,050
		SCHOOL OF GOVERNMENT FINANCE	600	-
		PURCHASING SEMINARS AND WORKSHOPS	600	-
		NEPTUNE CONFERENCE	2,200	-
		GRANT TRAINING	600	-
		GOVERNMENT FINANCE OFFICERS ASSOC CONFERENCE	3,000	-
		FLORIDA RECORDS MANAGEMENT ASSOCIATION CONFERENCE	1,200	-
		CUSTOMER SERVICE TRAINING	1,800	-
		CONTINUING EDUCATION CREDITS AND CERT TRAINING	1,150	-
		CENTRAL SQUARE ENGAGE CONFERENCE	3,500	-
		BUSINESS TAX RECEIPTS CONFERENCE	800	-
		BENCHMARKING SEMINARS/TRAINING	600	-
		AMERICAN PAYROLL ASSOCIATION TRAINING	2,000	-
001-1301-513.41-10	TELEPHONE	DOMS FAX	1,000	3,400
		CELLPHONE SERVICE	2,400	-
001-1301-513.41-30	POSTAGE	BULK MAIL - REGULAR UTILITY BILLS	50,000	69,900
		POSTAGE - AP, AR, DEPOSIT/CREDIT REFUNDS, ETC	6,800	-
		OVERNIGHT DELIVERY SERVICES	600	-
		BULK MAIL - DELINQUENT NOTICES	12,500	-
001-1301-513.44-10	RENTALS & LEASES	COPIER - UTILITY BILLING OFFICE	650	13,160

FUND 001
DEPT 13
DIVISION 01

FINANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		STORAGE RENTAL	1,500	-
		SAFE DEPOSIT BOX RENTAL	150	-
		POST OFFICE BOX RENTAL	360	-
		PITNEY BOWES MAIL MACHINE	6,000	-
		COPIER - FINANCE OFFICE	4,500	-
001-1301-513.45-10	LIABILITY	LIABILITY INSURANCE	52,797	52,797
001-1301-513.47-10	PRINTING & BINDING	BUSINESS TAX RECEIPTS	8,400	24,200
		TAX FORMS	1,500	-
		STATIONERY AND ENVELOPES	2,200	-
		MISCELLANEOUS PRINTED MATERIALS	700	-
		FINANCIAL REPORT PRINTING	3,500	-
		DIGITIZING SIGNATURES	600	-
		CONVERTING CHECK STOCK FOR LASER PRINTING	600	-
		CHECK STOCK (A/P, PAYROLL, CUSTOMER DEPOSIT)	4,500	-
		BUDGET AND BUDGET COVERS	2,200	-
001-1301-513.49-10	ADVERTISING	STATE REQUIRED TRUTH IN MILLAGE ADVERTISING	3,000	6,400
		BIDS - RFP'S/RFQ'S FOR PURCHASING	3,400	-
001-1301-513.49-30	BANK/WIRE/ADMN EXPENSE	ESTIMATED BANK ADMN FEES	750	750
001-1301-513.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	6,589	6,589
001-1301-513.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	2,100	2,100
001-1301-513.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	6,500	17,050
		TELEPHONES	300	-
		SUPPLIES FOR COLOR PRINTER	500	-
		PER COPY CHARGES FOR COPIERS	4,500	-
		MICR TONER	1,000	-
		COPY PAPER	3,000	-
		CLEANING AND SANITATION	250	-
		CITY SHIRTS FOR FINANCE STAFF	1,000	-
001-1301-513.52-11	DURABLE GOODS	OFFICE CHAIRS	1,200	14,700
		STORAGE SHELVING	5,000	-
		REPLACEMENT OFFICE FURNITURE	8,000	-

FUND **001**
DEPT **13**
DIVISION **01**

FINANCE EXPENDITURE JUSTIFICATION

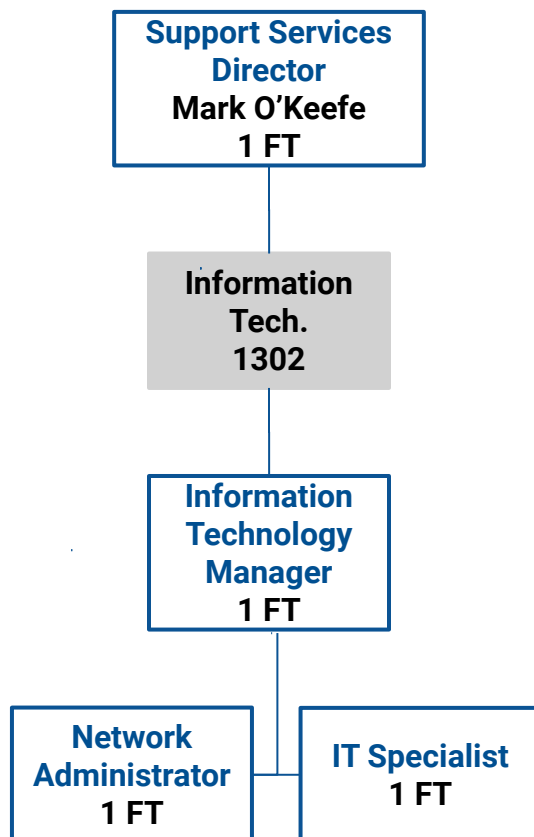
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		BLOWER AND SHOP VAC FOR WAREHOUSE	500	-
001-1301-513.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	4,850	4,850
001-1301-513.52-25	UNIFORMS	UNIFORMS FOR UTILITY BILLING (3 STAFF MEMBERS)	900	3,000
		WORK BOOTS - 3 EMPLOYEES	600	-
		UNIFORMS FOR WAREHOUSE ASSOCIATE	500	-
		UNIFORMS FOR CUSTOMER SERVICE ASSISTANTS (2 STAFF)	1,000	-
001-1301-513.54-10	BKS, PUB, SUB, MEM, LIB	GOVERNMENT FINANCE OFFICERS MEMBERSHIPS	1,200	15,255
		RIA PAYROLL GUIDE RENEWAL	2,000	-
		PRM MEMBERSHIP	220	-
		NOTARY MEMBERSHIP AND CERTIFICATION	500	-
		NIGP (PURCHASING) LOCAL AND NATIONAL	350	-
		NCSA CENTRAL FLORIDA CHAPTER	1,000	-
		MATERIALS FOR CONTINUING EDUCATION	500	-
		ICMA MEMBERSHIPS	1,000	-
		FLORIDA RECORDS MANAGEMENT ASSOCIATION	150	-
		FABTO (BUSINESS TAX RECEIPTS)	220	-
		BIDS PROGRAM MEMBERSHIP	5,000	-
		AWWA MEMBERSHIP	600	-
		AMERICAN PAYROLL ASSOCIATION	600	-
		AMERICAN ASSOCIATION OF ACCOUNTS PAYABLE	440	-
		AMAZON PRIME MEMBERSHIP (CITYWIDE)	1,300	-
		AICPA MEMBERSHIP	175	-
001-1301-513.59-40	RECORDING & TAXES	FILING FEES FOR RECORDING LIENS/RELEASES OF LIENS	3,500	3,500
001-1301-513.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
001-1301-513.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-

Information Technology



Information Technology

Department 13



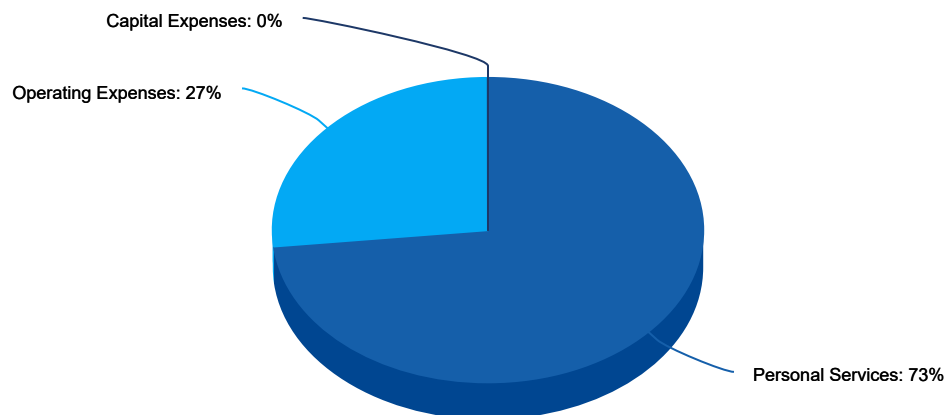
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
IT Manager	13001	1	1	1
IT Specialist		1	1	1
Network Administrator	7016	1	1	1
No. of Full Time		3	3	3
Total No. of Positions:		3	3	3
Total FTEs:		3	3	3

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Information Tech.-1302				
Personal Services	240,941	332,476	410,552	23.48%
Operating Expenses	152,441	252,117	261,604	3.76%
Capital Expenses	56,364	234,005	198,600	(15.13%)
Grand Total Information Tech.	\$449,746	\$818,598	\$870,756	6.37%
Percentage of Fund Budget	1.79%	3.48%	3.46%	

2024 APPROPRIATIONS



INFORMATION TECHNOLOGY - 1302

DEPARTMENT MISSION

It is the mission of the Information Technology Department to meet the ever-changing technology needs of its users, within an integrated network environment comprising of many locations and functions. The department will continually strive to improve the network and the computer environment, of the end user and our stakeholders, through research and use of new technology for overall effective and efficient use of City resources, while limiting the need for specialized and expensive consultative support.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Information Technology Department is responsible for researching, evaluating, purchasing, installing, and maintaining all City-owned computer related equipment and software. While maintaining an emphasis on customer service, the department provides technology support and training to all City departments and staff.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Total Computers Serviced	200	200	200	200
2.	Network Printer Serviced	30	30	30	30
3.	Local Printers Serviced	50	50	50	50
4.	User Accounts Maintained	173	173	173	173
5.	Network Servers Maintained	21	21	21	19
6.	Server/Network Failures	0	3	2	0
7.	Downtime due to Virus Attack	0	1	0	0
8.	Downtime due to Connectivity	0	2	2	0

2024 GOALS

Organizational Development

Provide a framework of technology focused on collaboration and efficiency throughout our various services and departments, instilling organizational pride and teamwork.

Growth and Development

Adopt forward thinking initiatives while utilizing scalable equipment and management to facilitate rapid changes in structures as needed.

City Lifestyle

Continue to offer a variety of services via electronic means in order to improve our stakeholders' access to needed information.

Citizen and Customer Service Focus

Continue to emphasize customer service as a cornerstone of our overall community initiatives.

Innovation and Technology

Continue looking to improve all current technology with the intent of delivering cutting edge performance and reliability at reduced costs.

Organizational Performance

Implement new methods and procedures to impact service response times and resolutions, driving down costs for loss of productivity.

2024 OBJECTIVES

1. Adopt/implement new Federal and State security policies/laws across all facilities.
2. Replace/upgrade network hardware.
3. Upgrade the phone system to NECBlue to allow for hybrid work desktop.
4. Upgrade to Office 365.

2023 ACCOMPLISHMENTS

1. Provide assistance to all departments above and beyond Information Technology needs.
2. Provided City-wide support 24/365 for any critical issues that may present themselves.
3. Provided outstanding customer service.
4. Continued to research and test various options to simplify and streamline the City's computer operations.
5. Provided the most comprehensive hardware and software service to all City users as possible.
6. Provided training computers and custom setups for any training required by employees or departments.
7. Troubleshoot 3rd party applications, yielding successful solutions.
8. Provided technical support for special events when needed.
9. Provided phone training and setup as needed.
10. Enabled and supported extended work from home initiatives, providing excellent access to resources
11. Provided assistance with new facilities for planning and implementation.

FUND 001
DEPT 13
DIVISION 02

INFORMATION TECHNOLOGY EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1302-513.12-10	REGULAR SALARIES	169,647	225,040	294,023	30.65%
001-1302-513.14-10	OVERTIME	-	1,000	1,000	-%
001-1302-513.15-61	CELL PHONE ALLOWANCE	-	-	1,800	-%
001-1302-513.21-10	FICA / MED TAXES	11,916	16,199	21,802	34.59%
001-1302-513.22-20	FL STATE RETIREMENT	18,944	27,502	49,530	80.10%
001-1302-513.23-10	HEALTH INSURANCE	15,349	25,829	20,763	(19.61%)
001-1302-513.23-15	DENTAL INSURANCE	722	1,274	1,019	(20.02%)
001-1302-513.23-20	LIFE INSURANCE	901	1,242	1,629	31.16%
001-1302-513.23-21	SHORT-TERM DISABILITY	639	878	1,081	23.12%
001-1302-513.23-30	DEPENDENT HEALTH INSURANC	20,961	29,988	14,981	(50.04%)
001-1302-513.23-35	DEPENDENT DENTAL INSURANC	1,047	2,119	1,204	(43.18%)
001-1302-513.23-40	LONG TERM DISABILITY	412	568	746	31.34%
001-1302-513.24-10	WORKERS' COMPENSATION	403	837	974	16.37%
* SALARIES AND BENEFITS		240,941	332,476	410,552	23.48%
OPERATING EXPENDITURES					
001-1302-513.34-10	CONTRACTUAL SERVICES	108,964	184,111	220,005	19.50%
001-1302-513.40-10	TRAVEL & PER DIEM	-	2,850	-	(100.00%)
001-1302-513.41-10	TELEPHONE	2,540	3,024	-	(100.00%)
001-1302-513.41-20	OTHER COMMUNICATION	16,756	20,395	15,400	(24.49%)
001-1302-513.45-10	LIABILITY	6,695	7,013	8,906	26.99%
001-1302-513.51-10	OFFICE SUPPLIES	107	1,500	2,000	33.33%
001-1302-513.52-10	OPERATING SUPPLIES	9,768	13,800	12,050	(12.68%)
001-1302-513.52-11	DURABLE GOODS	7,611	18,181	2,000	(89.00%)
001-1302-513.52-15	FUEL COSTS	-	443	443	-%
001-1302-513.54-10	BKS, PUB, SUB, MEM, LIB	-	800	800	-%
* OPERATING EXPENDITURES		152,441	252,117	261,604	3.76%
CAPITAL EXPENDITURES					
001-1302-513.64-10	EQUIP - REPLACEMENT	17,791	20,250	60,000	196.30%
001-1302-513.64-13	EQUIP - COMP REPLACEMENT	38,573	207,205	138,600	(33.11%)
001-1302-513.64-14	EQUIP - NEW COMPUTERS	-	6,550	-	(100.00%)
* CAPITAL EXPENDITURES		56,364	234,005	198,600	(15.13%)
TOTAL INFORMATION TECH SERVICES		449,746	818,598	870,756	6.37%

FUND 001
DEPT 13
DIVISION 02

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1302-513.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	294,023	294,023
001-1302-513.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	1,000	1,000
001-1302-513.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	1,800	1,800
001-1302-513.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	21,802	21,802
001-1302-513.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	49,530	49,530
001-1302-513.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	20,763	20,763
001-1302-513.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,019	1,019
001-1302-513.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,629	1,629
001-1302-513.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,081	1,081
001-1302-513.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	14,981	14,981
001-1302-513.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	1,204	1,204
001-1302-513.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	746	746
001-1302-513.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	974	974
001-1302-513.34-10	CONTRACTUAL SERVICES	MULTIPLE DOMAINS - RENEWAL ANNUAL FEE	1,320	220,005
		ZOOM SUBSCRIPTIONS	5,500	-
		SECURITY CAMERA SERVER SOFTWARE ASSURANCE	5,200	-
		PHONE SYSTEM UPGRADE MIGRATION SERVICES (ONE-TIME)	5,000	-
		PCI COMPLIANCE	850	-
		NEC BLUE PHONE SYSTEM (ANNUAL)	50,000	-
		MIMECAST EMAIL SERVICES	25,410	-
		MICROSOFT OFFICE G3 ENTERPRISE AGREEMENT	18,500	-
		MICROSOFT G3 ENTERPRISE AGREEMENT RENEWAL	27,000	-
		LOG ME IN COMMAND RENEWAL	1,075	-

FUND **001**
DEPT **13**
DIVISION **02**

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		FORTINET SECURITY SOFTWARE	12,000	-
		CONNECTWISE SOFTWARE	30,000	-
		CISCO VPN LICENSES	2,600	-
		BROADCOM SYMANTEC ANITVIRUS	5,500	-
		BITWARDEN PASSWORD MANAGEMENT	12,000	-
		BARRACUDA NETWORK CLOUD BACKUP (VEEAM & WASABI)	6,200	-
		BARRACUDA EMAIL ARCHIVER RENEWAL	3,000	-
		ADOBE CREATIVE CLOUD ANNUAL RENEWAL	8,500	-
		811 FIBER LOCATES	350	-
001-1302-513.40-10	TRAVEL & PER DIEM	NO AMOUNT BUDGETED	-	-
001-1302-513.41-10	TELEPHONE	NO AMOUNT BUDGETED	-	-
001-1302-513.41-20	OTHER COMMUNICATION	CENTURYLINK INTERNET PRIMARY 1G CIRCUIT	6,000	15,400
		WI-FI SERVICES/MI-FI PUCKS FOR IT	3,600	-
		COMCAST INTERNET FAILOVER - 7 CIRCUITS PROPSHOP, UAB, PSC, CAROLINE PLANT, 3 @ CITYHALL	4,300	-
		ADD/INSTALL INTERNET SERVICE AT THE HISTORY MUSEUM	1,500	-
001-1302-513.45-10	LIABILITY	LIABILITY INSURANCE	8,906	8,906
001-1302-513.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	2,000	2,000
001-1302-513.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	10,000	12,050
		WAX DETAIL VEHICLE 2 TIMES A YEAR	200	-
		FTP WEBSITE MAINTENANCE ACCELERATION.NET	850	-
		CITY UNIFORM PER POLICY \$50 X 5 SHIRTS X 4	1,000	-
001-1302-513.52-11	DURABLE GOODS	TOOLS FOR IT DEPT	2,000	2,000
001-1302-513.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	443	443
001-1302-513.54-10	BKS, PUB, SUB, MEM, LIB	PRINTED/DIGITAL EDUCATIONAL MATERIALS	800	800
001-1302-513.64-10	EQUIP - REPLACEMENT	NETWORK FILE SERVER	20,000	60,000
		NETWORK SERVER PRIMARY AND SECONDARY 1 @ 40K/PER	40,000	-
001-1302-513.64-13	EQUIP - COMP REPLACEMENT	CITY-WIDE LAPTOP REPLACEMENT Q4YRS 2K/PER 40	80,000	138,600

FUND 001
DEPT 13
DIVISION 02

INFORMATION TECHNOLOGY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		WATER DISTRIBUTION (3)	6,600	-
		WASTEWATER TREATMENT (4)	8,800	-
		WASTEWATER LAB (2)	4,400	-
		WASTEWATER COLLECTIONS (6)	13,200	-
		STORMWATER (3)	6,600	-
		RIGHT-OF-WAY (2)	4,400	-
		REPLACEMENT COMPUTERS AND SCREENS FOR UTILITIES DEPARTMENTS AT \$2,200 EACH: WATER TREATMENT (3)	6,600	-
		CITY-WIDE SCREEN REPLACEMENT Q4YRS \$200/PER 40	8,000	-
001-1302-513.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-



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Legal Services



Legal Services

Department 14



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Legal Services-1401				
Operating Expenses	76,415	131,610	138,191	5.00%
Grand Total Legal Services	\$76,415	\$131,610	\$138,191	5.00%
Percentage of Fund Budget	0.30%	0.56%	0.55%	

FUND 001
DEPT 14
DIVISION 01

LEGAL SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
001-1401-514.31-10	CITY ATTORNEY	76,384	131,610	138,191	5.00%
001-1401-514.52-10	OPERATING SUPPLIES	31	-	-	-%
* OPERATING EXPENDITURES		76,415	131,610	138,191	5.00%
TOTAL LEGAL SERVICES		76,415	131,610	138,191	5.00%

FUND 001
DEPT 14
DIVISION 01

LEGAL SERVICES EXPENDITURE JUSTIFICATION

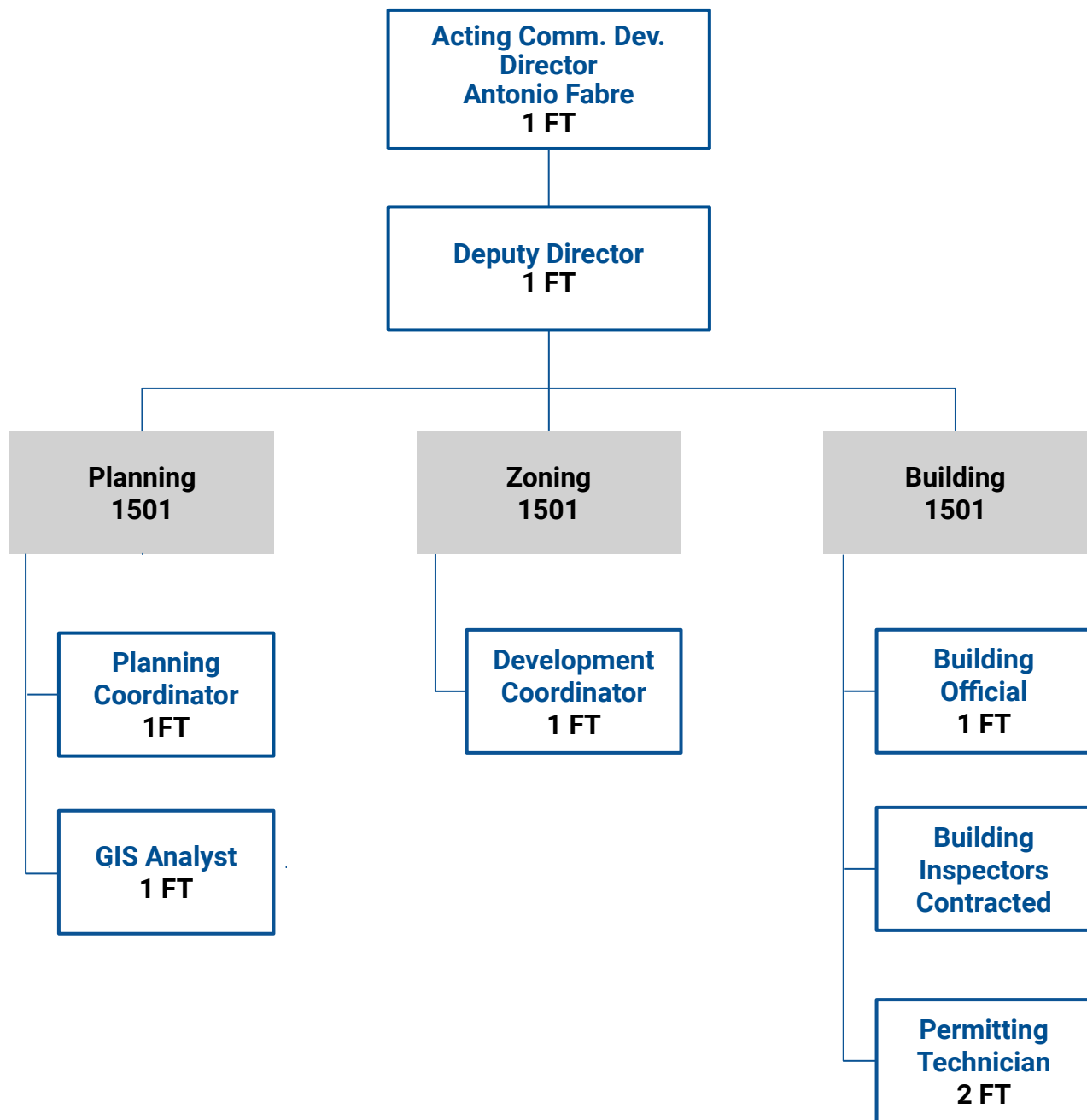
ACCOUNT DESCRIPTION			DETAIL	ADOPTED BUDGET 2023-2024
001-1401-514.31-10	CITY ATTORNEY	CITY ATTORNEY	138,191	138,191

Community Development



Community Development

Department 15



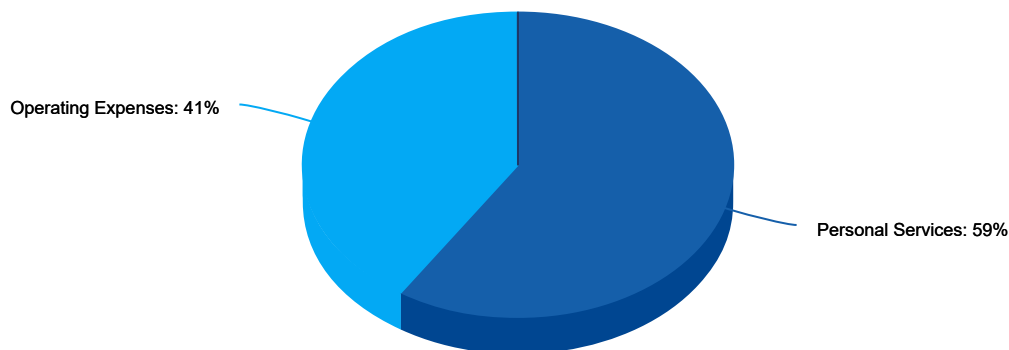
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Building Official		1	1	1
Community Dev. Director	3001	1	1	1
Deputy Director	15007	0	0	1
Development Coordinator	15004	1	1	1
GIS Analyst	15002	1	1	1
Permitting Technician	3009	2	2	2
Planning Coordinator	15006	1	1	1
No. of Full Time		7	7	8
Total No. of Positions:		7	7	8
Total FTEs:		7	7	8

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Community Development-1501				
Personal Services	661,313	698,135	873,992	25.19%
Operating Expenses	269,618	465,121	603,379	29.73%
Capital Expenses	-	20,426	-	(100.00%)
Grand Total Comm. Development	\$930,931	\$1,183,682	\$1,477,371	24.81%
Percentage of Fund Budget	3.70%	5.03%	5.87%	

2024 APPROPRIATIONS



COMMUNITY DEVELOPMENT - 1501

DEPARTMENT MISSION

The Community Development Department is responsible for the City's planning process, permitting, building inspections, development coordination and Geographic Information Systems (GIS) departments. The Department researches, analyzes, manages and dispenses information associated with growth management issues. The Department reviews all development applications for conformity with the City's Land Development Regulations, the Florida Building Code, the City's Downtown Master Plan, Comprehensive Plan and other applicable laws and regulations. The Department works in harmony with and provides support to the Planning & Zoning Board, City Council, Lake-Sumter MPO, the Lake County School Board and other local, state and federal agencies. The Department provides demographic information, mapping and GIS support for all City departments.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Community Development Department's primary responsibilities are long-range planning, growth management, plan review, permitting, GIS support services and ensuring compliance with relevant Federal and State regulations. The department assists applicants with planning and zoning applications and construction permit applications. The Department reviews the applications for conformance with the Florida Building Code and land development initiatives per Florida Statutes and Administrative Codes.

SERVICE INDICATORS				
Indicator Description	Actual 2021	Actual 2022	Est 2023	Projected 2024
Planning Division				
1. Annexation	3	3	4	4
2. Rezone/Text Amendments	9	5	6	6
3. Comp Plan Amendment	6	6	6	6
4. Variances	0	6	1	1
5. Vacates	0	2	1	1
6. Site Plan Review	14	10	13	13
7. Subdivision Construction Plan Review	5	7	3	3
8. Final Plat Approval	4	6	3	4
9. Lot Split Approval	2	2	1	1
10. Special Project (LDR Update)	1	1	1	1
Total	44	48	39	40
Building Division				
1. New Residential Units (Single & Multi-Family)	132	410	200	300
2. New Mobile Homes	3	3	2	2
3. New Commercial Buildings	3	2	6	5
4. Commercial Additions/Alt	27	18	35	35
5. Residential Additions/Alt	239	194	200	200
6. Other Permits	1,550	1,485	1,500	1,600
Total Number Of Permits Issued	1,954	2,112	1,943	2,142
Total Value Of Permits Issued	78,545,228	142,200,722	90,000,000	100,000,000

2024 GOALS

Organizational Development

To organize staff responsibilities, procedures and professional training to insure exceptional customer service.

Growth and Development

To create an environment which will promote quality development and re-development in the business and residential communities within the City.

City Lifestyle

Evaluate and analyze land development initiatives that implement the City Vision.

Citizen and Customer Service Focus

To provide responsive and accurate customer service.

Innovation and Technology

To utilize technology to foster innovation in the delivery of high quality services in an efficient and economical manner, and to provide an efficient means of insuring timely and relevant information is provided to our citizens.

Organizational Performance

Identify processes for service delivery that promote efficiency and integrate information between City departments.

2024 OBJECTIVES

1. Ensure that all staff members are trained, fully proficient in their responsibilities and encouraged to expand their skills.
2. Meet staffing needs to ensure exceptional customer service including maintaining Building Inspection Services contracts.
3. Maximize the use of technology to better serve the public and other City departments.
4. Continue to coordinate with Lake County for project review within the Interlocal Service Boundary Area.
5. Continue to implement the City's ADA Transition Plan through coordinated effort with the Public Works Department.
6. Continue to implement the Downtown Master Plan.
7. Complete the design of Main Street Streetscape project.
8. Support the construction of the new Public Works Facility.
9. Support Sinclair Ave. / St. Clair Abrams Ave. Beautification Program.

2023 ACCOMPLISHMENTS

1. Completed the update of land development regulations and codes to coincide with comprehensive plan and to best serve public interest.
2. The GIS Division continued to provide outstanding service to the public and other city departments.
3. The Building Division processed a high number of permits while continuing to provide outstanding customer service
4. Rezoning in support of property rights and property development demand.
5. Reviewed, approved and completed multiple projects including Cresswind Subdivision, Avalon Park Subdivision, Leela Reserve Subdivision, Black Rifle Coffee, O'Reilly's Auto Parts, Strickland Brothers Oil Change, Liberty Christian Church School Expansion, and Post Acute Medical Facility.
6. Reviewed, approved and completed multiple single family and multi-family residential projects to serve growth demands - Ongoing effort.
7. Staffing needs met to ensure exceptional customer service.
8. Smart Growth Horizon Team initiative in support of growth management and LDR update.
9. Amended the department's fee structure.
10. CRA impact & connection fee waiver incentive for downtown redevelopment

FUND 001
DEPT 15
DIVISION 01

COMMUNITY DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1501-515.12-10	REGULAR SALARIES	470,845	498,249	613,552	23.14%
001-1501-515.14-10	OVERTIME	-	1,000	1,000	-%
001-1501-515.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-1501-515.15-61	CELL PHONE ALLOWANCE	-	-	1,800	-%
001-1501-515.21-10	FICA / MED TAXES	33,544	35,132	45,369	29.14%
001-1501-515.22-20	FL STATE RETIREMENT	70,650	81,614	108,752	33.25%
001-1501-515.23-10	HEALTH INSURANCE	44,403	43,048	62,377	44.90%
001-1501-515.23-15	DENTAL INSURANCE	2,526	2,973	3,499	17.69%
001-1501-515.23-20	LIFE INSURANCE	2,554	2,821	3,470	23.01%
001-1501-515.23-21	SHORT TERM DISABILITY	1,832	1,984	2,353	18.60%
001-1501-515.23-30	DEPENDENT HEALTH INSURANC	28,082	23,514	24,337	3.50%
001-1501-515.23-35	DEPENDENT DENTAL INSURANC	1,996	2,119	2,186	3.16%
001-1501-515.23-40	LONG TERM DISABILITY	1,171	1,293	1,586	22.66%
001-1501-515.24-10	WORKERS' COMPENSATION	3,210	3,388	3,711	9.53%
* SALARIES AND BENEFITS		661,313	698,135	873,992	25.19%
OPERATING EXPENDITURES					
001-1501-515.31-15	ENGINEERING	19,258	15,000	25,000	66.67%
001-1501-515.32-20	BOARD MEMBER PAYMENTS	820	1,680	1,680	-%
001-1501-515.34-10	CONTRACTUAL SERVICES	181,543	371,448	474,185	27.66%
001-1501-515.40-10	TRAVEL & PER DIEM	4,037	9,500	10,000	5.26%
001-1501-515.41-10	TELEPHONE	2,652	4,276	3,100	(27.50%)
001-1501-515.41-20	OTHER COMMUNICATION	180	500	1,920	284.00%
001-1501-515.41-30	POSTAGE	368	500	500	-%
001-1501-515.44-10	RENTALS & LEASES	2,758	4,220	9,000	113.27%
001-1501-515.45-10	LIABILITY	27,312	28,607	36,331	27.00%
001-1501-515.46-15	EQUIPMENT	-	600	1,000	66.67%
001-1501-515.47-10	PRINTING & BINDING	1,000	-	1,000	-%
001-1501-515.49-10	ADVERTISING	10,720	6,500	12,000	84.62%
001-1501-515.49-32	CREDIT CARD PROCESSING	7,306	6,382	8,310	30.21%
001-1501-515.51-10	OFFICE SUPPLIES	711	1,600	2,000	25.00%
001-1501-515.52-10	OPERATING SUPPLIES	4,748	8,305	9,250	11.38%
001-1501-515.52-11	DURABLE GOODS	719	-	-	-%
001-1501-515.52-15	FUEL COSTS	3,638	3,128	3,128	-%
001-1501-515.54-10	BKS, PUB, SUB, MEM, LIB	1,848	2,875	4,975	73.04%
* OPERATING EXPENDITURES		269,618	465,121	603,379	29.73%

FUND 001
DEPT 15
DIVISION 01

COMMUNITY DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
001-1501-515.64-13	EQUIP - COMP REPLACEMENT	-	20,426	-	(100.00%)
* CAPITAL EXPENDITURES		-	20,426	-	(100.00%)
TOTAL COMMUNITY DEVELOPMENT		930,931	1,183,682	1,477,371	24.81%

FUND **001**
DEPT **15**
DIVISION **01**

COMMUNITY DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1501-515.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	613,552	613,552
001-1501-515.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	1,000	1,000
001-1501-515.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1501-515.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	1,800	1,800
001-1501-515.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	45,369	45,369
001-1501-515.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	108,752	108,752
001-1501-515.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	62,377	62,377
001-1501-515.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,499	3,499
001-1501-515.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,470	3,470
001-1501-515.23-21	SHORT TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	2,353	2,353
001-1501-515.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	24,337	24,337
001-1501-515.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,186	2,186
001-1501-515.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,586	1,586
001-1501-515.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	3,711	3,711
001-1501-515.31-15	ENGINEERING	MONTHLY DRC REVIEW AND PLAT REVIEW	25,000	25,000
001-1501-515.32-20	BOARD MEMBER PAYMENTS	P&Z BOARD 7 MEMBERS 12 MEETINGS AT 20.00 EACH	1,680	1,680
001-1501-515.34-10	CONTRACTUAL SERVICES	PRIVATE PROVIDER CONTRACT SERVICE	436,800	474,185
		SELECTXT ANNUAL SERVICE	10,000	-
		FUSION ANNUAL SUBSCRIPTION FEE	3,670	-
		ESRI ANNUAL MAINTENANCE	2,500	-
		COGNOS ANALYTICS ANNUAL ACCESS FEE	4,835	-
		CENTRAL SQUARE SOFTWARE ANNUAL ACCESS FEE	12,495	-
		BUILDING PERMITS CLICK2GOV ANNUAL ACCESS FEE	3,885	-

FUND 001
DEPT 15
DIVISION 01

COMMUNITY DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1501-515.40-10	TRAVEL & PER DIEM	CONFERENCES AND MEETINGS TO INCLUDE: FL FPZA CONFERENCE FL APA CONFERENCE GIS TRAINING BUILDING OFFICIAL BOAF CONFERENCE LEADERSHIP COACHING	10,000	10,000
001-1501-515.41-10	TELEPHONE	DOMS FAX	700	3,100
		CELLPHONE SERVICE	2,400	-
001-1501-515.41-20	OTHER COMMUNICATION	HOT SPOTS FOR BLDG DEPARTMENT AND PLANNING	1,920	1,920
001-1501-515.41-30	POSTAGE	POSTAGE COSTS	500	500
001-1501-515.44-10	RENTALS & LEASES	COPY MACHINE RENTAL	7,500	9,000
		COPY MACHINE PARTS LABOR AND TONER	1,500	-
001-1501-515.45-10	LIABILITY	LIABILITY INSURANCE	36,331	36,331
001-1501-515.46-15	EQUIPMENT	GIS PLOTTER AND SCANNER MAINTENANCE	1,000	1,000
001-1501-515.47-10	PRINTING & BINDING	MISC PRINTING OF CODES GIS PRINTOUTS	1,000	1,000
001-1501-515.49-10	ADVERTISING	PUBLIC HEARING NOTICES AVG 2 ADS PER MONTH	12,000	12,000
001-1501-515.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	8,310	8,310
001-1501-515.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	2,000	2,000
001-1501-515.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES	7,000	9,250
		STAFF SHIRTS 25 AT \$50.00	1,250	-
		GIS PLOTTER INK AND PRINT HEADS	1,000	-
001-1501-515.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
001-1501-515.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	3,128	3,128
001-1501-515.54-10	BKS, PUB, SUB, MEM, LIB	MEMBERSHIPS APA, FPZA, ADA, AICP, GIS, BOAF	2,675	4,975
		PERMIT TECHNICIAN CERTIFICATION REFERENCE MATERIAL	500	-
		NOTARY RENEWALS	200	-
		FLORIDA BUILDING CODE BOOKS	1,600	-
001-1501-515.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-



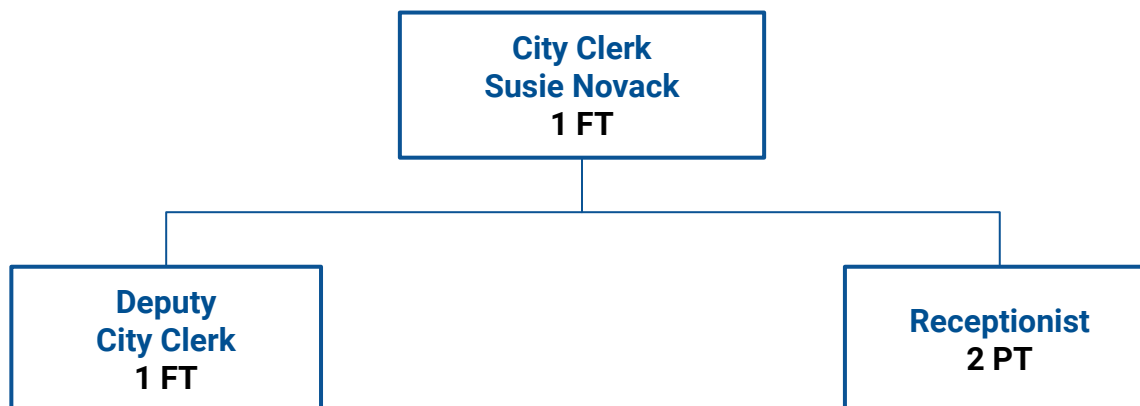
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City Clerk



City Clerk

Department 16



Position Summary

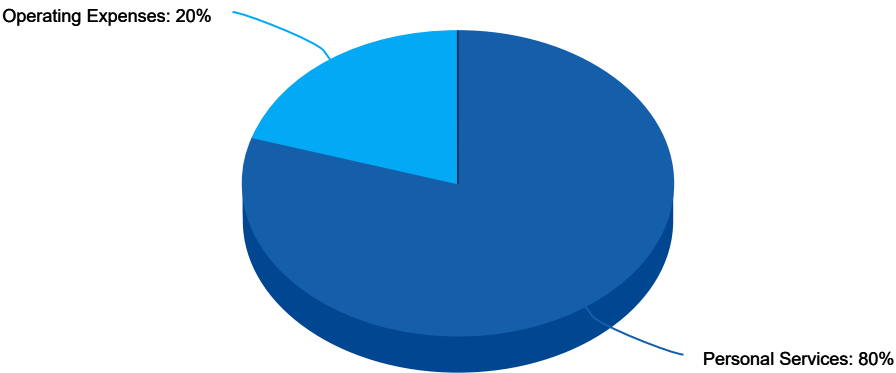
Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
City Clerk	2002	1	1	1
Deputy City Clerk	2008	1	1	1
No. of Full Time		2	2	2
Part Time:				
Receptionist	12003	2	2	2
No. of Part Time:		2	2	2
Total No. of Positions:		4	4	4
Total FTEs:		3	3	3

*Receptionist position funded in Administration budget.

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
City Clerk-1601				
Personal Services	226,357	263,926	281,580	6.69%
Operating Expenses	44,536	36,280	70,886	95.39%
Grand Total City Clerk	\$270,893	\$300,206	\$352,466	17.41%
Percentage of Fund Budget	1.08%	1.28%	1.40%	9.67%

2024 APPROPRIATIONS



CITY CLERK - 1601

DEPARTMENT MISSION

The City Clerk Department maintains the City's official records efficiently, ensures public access to the records; provides research to the City Council, residents, government agencies, and internal staff; maintains good customer relations by providing information efficiently; manages the general City Hall reception area and provides dependable, professional support services to the City Council, Planning and Zoning board, code enforcement, and City staff.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

- Organizes and facilitates agendas for City Council Meetings, Planning & Zoning Board, Special Magistrate for Code Enforcement, and other boards as requested.
- Attends and takes minutes of City Council, Code Enforcement, Planning & Zoning, Public Workshops and other meeting minutes.
- Serves as Records Management Liaison Officer for the City and submits reports to State of Florida.
- Manages Public Records system for the City.
- Provides comprehensive research assistance to City Council, citizens, and staff.
- Supervises the City election and qualifies candidates in coordination with the County Elections Supervisor.
- Responds to public record requests and citizen concerns.
- Attests and records contracts and agreements.
- Facilitates compliance with Financial Disclosure laws of Florida (F.S. 112-3144 Ethics Laws).
- Coordinates with the City Attorney in matters of legal review and document preparation.
- Assists with preparation of contracts and reports for the City Administrator.
- Administers Domestic Registry.
- Administers Lien Searches.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Ordinances Processed	20	21	20	20
2.	Resolutions Processed	29	25	20	30
3.	Lien Searches	994	796	1,000	1,000
4.	Legal Ads & Notices	78	74	80	90
5.	Meeting Minutes	50	38	50	50

2024 GOALS

Organizational Development

Encourage continuing education training through conferences, seminars, self study and higher education.

Growth and Development

Provide public information promptly to business and residential customers and to provide reliable information regarding the community and governmental resources.

City Lifestyle

To provide reliable information to the community using all information venues available.

Citizen and Customer Service Focus

Provide responses to citizen concerns promptly and satisfactorily and facilitate an efficient City election process that encourages participation of candidates and residents.

Innovation and Technology

Utilize up to date technological resources for retrieving and providing information, and to keep current on innovation and technology .

Organizational Performance

Consider the most economical and efficient way of delivering public information, and to be focused on work output in order to keep labor costs to a minimum.

2024 OBJECTIVES

1. Prepare complete and accurate information in the agenda packets, including minutes of the previous meeting and provide to City Council in a timely and efficient manner.
2. Prepare quality minutes with minimal corrections.
3. Coordinate lien searches by working with other departments and responding in a timely manner
4. Respond to public records requests in a timely manner.
5. Respond to citizen concerns courteously and in a timely manner.
6. Manage Records Storage Area and continue to develop paperless practices.
7. Manage and implement City-wide Records Management Program per Florida Statute requirements
8. Post complete agenda packet and public documents on web for citizen access.
9. Provide thorough and timely research assistance to staff, citizens, and City Council.

2023 ACCOMPLISHMENTS

1. Updated and Implemented City Election requirements and procedures per State Statute Requirements
2. Attended City Clerk Conferences/Academy's for annual training regarding innovative practices and legislative updates.
3. Prepared agendas and minutes for City Council meetings and workshops; Code Enforcement Special Master hearings; Planning and Zoning Board meetings and workshops, IAFF Bargaining sessions; Committee Meetings.
4. Maintained a positive & welcoming reception area for the public, coordinate with the City Administrator to resolve issues.
5. Served as a conduit of information to residents, staff and Council regarding city services & community programs.
6. Coordinated and certified more than 796 lien searches for real estate closings in the community.
7. Implemented Citizen Donation Program.
8. Maintained City Website Pages including Boards, City Clerk, Agenda's and Minutes; assisted Communications Director as needed.
9. Codified Code of Ordinances and Land Development Regulations, Distributed, Included on Website.

FUND 001
DEPT 16
DIVISION 01

CITY CLERK EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1601-512.12-10	REGULAR SALARIES	140,410	149,562	198,849	32.95%
001-1601-512.13-10	OTHER SALARIES & WAGES	26,387	46,059	-	(100.00%)
001-1601-512.14-10	OVERTIME	94	267	267	-%
001-1601-512.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-1601-512.15-61	CELL PHONE ALLOWANCE	-	-	1,800	-%
001-1601-512.21-10	FICA / MED TAXES	9,696	10,494	14,233	35.63%
001-1601-512.22-10	RETIREMENT	6,907	8,802	9,432	7.16%
001-1601-512.22-20	FL STATE RETIREMENT	4,892	5,631	12,385	119.94%
001-1601-512.23-10	HEALTH INSURANCE	15,349	17,219	17,822	3.50%
001-1601-512.23-15	DENTAL INSURANCE	722	849	1,312	54.53%
001-1601-512.23-20	LIFE INSURANCE	763	852	1,126	32.16%
001-1601-512.23-21	SHORT-TERM DISABILITY	528	567	744	31.22%
001-1601-512.23-30	DEPENDENT HEALTH INSURANC	18,371	20,609	21,330	3.50%
001-1601-512.23-35	DEPENDENT DENTAL INSURANC	1,047	1,241	1,281	3.22%
001-1601-512.23-40	LONG TERM DISABILITY	349	391	514	31.46%
001-1601-512.24-10	WORKERS' COMPENSATION	342	383	485	26.63%
* SALARIES AND BENEFITS		226,357	263,926	281,580	6.69%
OPERATING EXPENDITURES					
001-1601-512.31-20	ELECTION EXPENSE	26,207	2,000	37,000	1750.00%
001-1601-512.34-10	CONTRACTUAL SERVICES	1,805	450	450	-%
001-1601-512.40-10	TRAVEL & PER DIEM	1,253	3,740	4,950	32.35%
001-1601-512.41-10	TELEPHONE	710	552	800	44.93%
001-1601-512.41-20	OTHER COMMUNICATION	-	-	1,300	-%
001-1601-512.41-30	POSTAGE	87	200	200	-%
001-1601-512.45-10	LIABILITY	7,405	4,756	6,041	27.02%
001-1601-512.46-15	REPAIR & MAINT-EQUIP	-	500	1,300	160.00%
001-1601-512.47-10	PRINTING & BINDING	181	560	500	(10.71%)
001-1601-512.47-40	CODIFICATION EXPENDITURES	1,848	14,572	9,900	(32.06%)
001-1601-512.48-10	CITY APPRECIATION	-	100	200	100.00%
001-1601-512.49-10	ADVERTISING	879	2,000	2,000	-%
001-1601-512.51-10	OFFICE SUPPLIES	332	800	800	-%
001-1601-512.52-10	OPERATING SUPPLIES	1,543	2,100	2,550	21.43%
001-1601-512.52-11	DURABLE GOODS	-	1,000	-	(100.00%)
001-1601-512.54-10	BKS, PUB, SUB, MEM, LIB	786	950	895	(5.79%)
001-1601-512.59-40	RECORDING & TAXES	1,500	2,000	2,000	-%
* OPERATING EXPENDITURES		44,536	36,280	70,886	95.39%
TOTAL CITY CLERK		270,893	300,206	352,466	17.41%

FUND 001
DEPT 16
DIVISION 01

CITY CLERK EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1601-512.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	198,849	198,849
001-1601-512.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	-	-
001-1601-512.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	267	267
001-1601-512.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1601-512.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	1,800	1,800
001-1601-512.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	14,233	14,233
001-1601-512.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	9,432	9,432
001-1601-512.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	12,385	12,385
001-1601-512.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	17,822	17,822
001-1601-512.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,312	1,312
001-1601-512.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,126	1,126
001-1601-512.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	744	744
001-1601-512.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	21,330	21,330
001-1601-512.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	1,281	1,281
001-1601-512.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	514	514
001-1601-512.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	485	485

FUND 001
DEPT 16
DIVISION 01

CITY CLERK EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1601-512.31-20	ELECTION EXPENSE	MUNICIPAL ELECTION ADVERTISING/TRANSLATION SERVICE	2,000	37,000
		MUNICIPAL ELECTION EXPENCES	35,000	-
001-1601-512.34-10	CONTRACTUAL SERVICES	BIS DIGITAL COUNCIL RECORDING SYSTEM ANNUAL	450	450
001-1601-512.40-10	TRAVEL & PER DIEM	FALL ACADEMY REGISTRATION ONLY	400	4,950
		WEBINARS	375	-
		CITY EVENTS AND BANQUET REPRESENTATION	175	-
		2 FL RECORDS MANAGEMENT ASSOC. CONFERENCE	2,300	-
		2 FL ASSOC. OF CITY CLERK CONFERENCE \$850 EACH	1,700	-
001-1601-512.41-10	TELEPHONE	CELL PHONE SERVICE	800	800
001-1601-512.41-20	OTHER COMMUNICATION	HOT SPOTS (THREE)	1,300	1,300
001-1601-512.41-30	POSTAGE	POSTAGE	200	200
001-1601-512.45-10	LIABILITY	LIABILITY INSURANCE	6,041	6,041
001-1601-512.46-15	REPAIR & MAINT-EQUIP	EQUIPMENT MAINTENANCE AND REPAIR FOR DESKTOP SCANNERS AND PRINTERS	1,300	1,300
001-1601-512.47-10	PRINTING & BINDING	STATIONERY/ENVELOPES/BUSINESS CARDS	150	500
		PRINTING SERVICES FOR RECORDS REQUESTS	350	-
001-1601-512.47-40	CODIFICATION EXPENDITURES	CITY CODE BOOK CODIFICATION BY MUNICODE	4,000	9,900
		POSTING OF MUNICODE ON WEB-LAND DEVELOPMENT REGULATIONS	775	-
		POSTING OF MUNICODE ON WEB - ORDINANCES	775	-
		MUNICODE ADMIN SUPPORT FEE	350	-
		LAND DEVELOPMENT REGULATIONS CODIFICATION BY MUNICODE	4,000	-
001-1601-512.48-10	CITY APPRECIATION	DISTRICT AND STATE CITY CLERK APPRECIATIONS	50	200
		BUSINESS MEETINGS	150	-
001-1601-512.49-10	ADVERTISING	ADVERTISING FOR ORDINANCES, RESOLUTIONS, MEETINGS, BOARDS, ETC.	2,000	2,000
001-1601-512.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	800	800

FUND 001
DEPT 16
DIVISION 01

CITY CLERK EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1601-512.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	800	2,550
		PRINTER TONERS	300	-
		MINUTE BOOKS, ELECTION BOOKS, LDR BOOKS, CODE BOOK	600	-
		DOCUMENT SHREDDING SERVICES - CITY WIDE	550	-
		CITY SHIRTS	300	-
001-1601-512.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
001-1601-512.54-10	BKS, PUB, SUB, MEM, LIB	FACC PROFESSIONAL MEMBERSHIPS(2)	150	895
		IIMC PROFESSIONAL MEMBERSHIP(2)	280	-
		GOVERNMENT IN THE SUNSHINE MANUAL(3)	75	-
		FL RECORDS MANAGEMENT ASSOC. MEMBERSHIP(2)	240	-
		FIRST AMEDEMMENT FOUNDATION	150	-



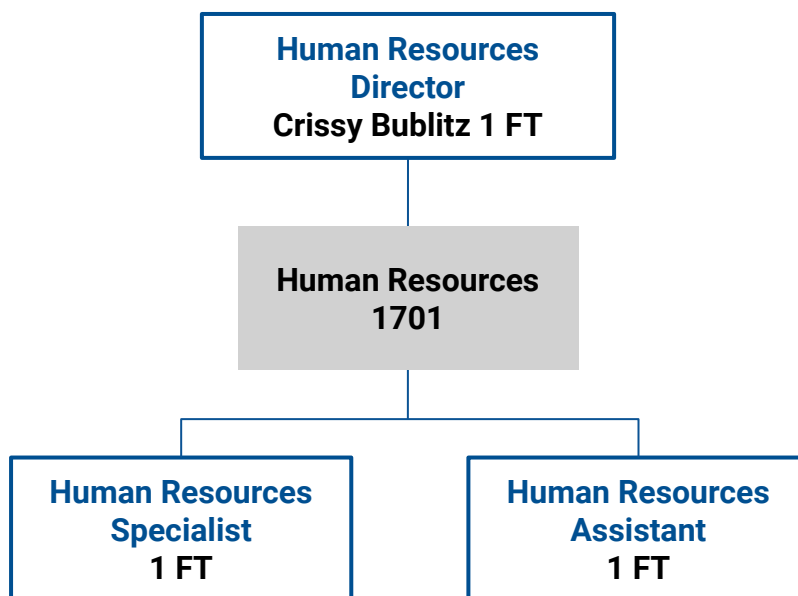
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Human Resources



Human Resources

Department 17



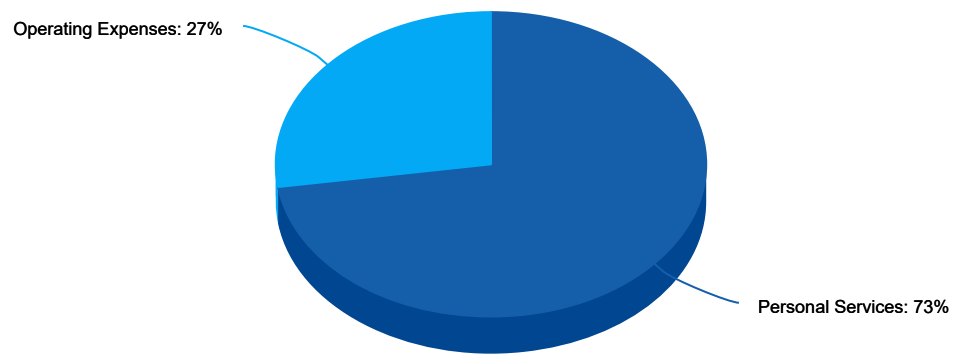
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Human Resources Assistant	17003	0	0	1
Human Resources Director	2007	1	1	1
Human Resources Specialist	12003	1	1	1
No. of Full Time		2	2	3
Total No. of Positions:		2	2	3
Total FTEs:		2	2	3

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Human Resources-1701				
Personal Services	186,591	203,872	333,566	63.62%
Operating Expenses	64,027	98,360	125,798	27.90%
Capital Expenses	-	20,000	-	(100.00%)
Grand Total Human Res.	\$250,618	\$322,232	\$459,364	42.56%

2024 APPROPRIATIONS



HUMAN RESOURCES - 1701

DEPARTMENT MISSION

The Human Resources Department mission is to provide broad employment and risk management related expertise and support to all City departments and employees, the Tavares City Council, and to the public at large in accordance with local, state and federal law delivered with welcoming, knowledgeable and professional customer service!

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

- Candidate recruitment, qualifications assessment, interviewing, selection, post-offer background, and screenings for all City departments to ensure the best-qualified candidates are hired.
- Promote a positive workplace, employee engagement, career development, and staff retention for all City departments through collaborative activities and strategies with staff and leadership.
- Periodic market salary study assessment and post-study recommendations to promote long-term employee commitment.
- Compensation program and payroll administration to ensure compliance with FLSA and other state and federal mandates.
- Employee policy and procedure development, interpretation and recommendations for consistent application to promote a positive, equitable employment environment, to maximize staff retention and reduce liability exposure.
- Group benefits plan development and administration as an effective tool for recruitment and retention of qualified staff.
- Workers' compensation claims administration, medical care and benefits coordination to facilitate an expeditious and successful return to full duty for employees with work-related injuries.
- Unemployment compensation, arbitration and EEOC claims defenses to minimize liability exposure.
- City general liability, property, pollution, cyber, airport, and vehicle insurance policy and claims coordination to include possible mediation and settlement of claims.
- Maintain City-wide drug-free workplace program to reduce costs by maintaining a safe working environment.
- Safety Committee coordination to maintain a safe working environment, control workers' compensation costs, minimize equipment damage and increase productivity.
- Employee appreciation events, service recognition and volunteer opportunities coordination to promote a positive work environment, and to enhance working relationships in our community.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Employment Applications Processed	271	430	464	500
2.	New Hires Processed (Includes Seasonal Employees)	32	47	44	45
3.	Separations Processed (Includes Seasonal Employees)	29	49	45	45
4.	Occupational Injuries Processed	34	12	10	5
5.	Assets Insured Values	105,172,381	109,088,732	112,000,000	120,000,000

2024 GOALS & OBJECTIVES

1. Continue to assess effectiveness of recruitment and retention practices to ensure the City's ability to compete and retain in a highly competitive talent market.
2. Continue working toward a complete update of City personnel policies utilizing the Power DMS online software.
3. Implement a more effective HRIS and Payroll software to fully accommodate the needs of employees to include electronic timekeeping, employee access portals for payroll needs.
4. Implementation of new HRIS and Payroll software will allow for a more efficient process in HR from recruitment, onboarding, payroll, benefits enrollment, and off boarding.
5. Develop a new filing system for personnel files in accordance with record retention guidelines to ensure efficiency and compliance.

2023 ACCOMPLISHMENTS

1. Promoted health and wellness through Blue Value Solutions program activities, webinars, and e-mail to maximize prevention and successfully minimize increased healthcare costs for this coming year.
2. Successful employee Benefit Fair and enrollment process.
3. Continued updating City personnel policies in the new PowerDMS software.
4. Continue to stabilize employee turnover with ongoing review of employment and retention practices, to maintain standing as an employer of choice.
5. Successful employee appreciation events with better attendance results.

FUND 001
DEPT 17
DIVISION 01

HUMAN RESOURCES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1701-513.12-10	REGULAR SALARIES	140,458	150,278	216,114	43.81%
001-1701-513.14-10	OVERTIME	-	267	267	-%
001-1701-513.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-1701-513.21-10	FICA / MED TAXES	9,628	10,436	14,873	42.52%
001-1701-513.22-10	RETIREMENT	6,907	8,802	10,263	16.60%
001-1701-513.22-20	FL STATE RETIREMENT	4,818	5,718	13,256	131.83%
001-1701-513.23-10	HEALTH INSURANCE	7,675	8,610	26,733	210.49%
001-1701-513.23-15	DENTAL INSURANCE	704	849	1,312	54.53%
001-1701-513.23-20	LIFE INSURANCE	757	855	1,229	43.74%
001-1701-513.23-21	SHORT-TERM DISABILITY	520	567	777	37.04%
001-1701-513.23-30	DEPENDENT HEALTH INSURANC	12,903	14,474	44,943	210.51%
001-1701-513.23-35	DEPENDENT DENTAL INSURANC	1,031	1,241	2,716	118.86%
001-1701-513.23-40	LONG TERM DISABILITY	347	391	563	43.99%
001-1701-513.24-10	WORKERS' COMPENSATION	343	384	520	35.42%
* SALARIES AND BENEFITS		186,591	203,872	333,566	63.62%
OPERATING EXPENDITURES					
001-1701-513.34-10	CONTRACTUAL SERVICES	31,134	41,541	73,530	77.01%
001-1701-513.40-10	TRAVEL & PER DIEM	2,132	4,825	9,000	86.53%
001-1701-513.41-10	TELEPHONE	428	727	1,020	40.30%
001-1701-513.41-20	OTHER COMMUNICATION	529	624	924	48.08%
001-1701-513.41-30	POSTAGE	205	200	200	-%
001-1701-513.45-10	LIABILITY	8,588	8,995	11,424	27.00%
001-1701-513.47-10	PRINTING & BINDING	-	38	200	426.32%
001-1701-513.48-10	CITY APPRECIATION	5,780	6,800	7,600	11.76%
001-1701-513.49-10	ADVERTISING	1,544	1,000	1,500	50.00%
001-1701-513.51-10	OFFICE SUPPLIES	390	400	400	-%
001-1701-513.52-10	OPERATING SUPPLIES	1,362	2,280	3,500	53.51%
001-1701-513.52-11	DURABLE GOODS	-	-	5,000	-%
001-1701-513.52-23	SPECIAL PROJECTS	11,292	30,000	10,100	(66.33%)
001-1701-513.52-50	TRAINING	-	-	300	-%
001-1701-513.54-10	BKS, PUB, SUB, MEM, LIB	643	930	1,100	18.28%
* OPERATING EXPENDITURES		64,027	98,360	125,798	27.90%
CAPITAL EXPENDITURES					
001-1701-513.64-23	SOFTWARE	-	20,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	20,000	-	(100.00%)
TOTAL HUMAN RESOURCES		250,618	322,232	459,364	42.56%

FUND **001**
DEPT **17**
DIVISION **01**

HUMAN RESOURCES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1701-513.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	216,114	216,114
001-1701-513.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	267	267
001-1701-513.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1701-513.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	14,873	14,873
001-1701-513.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	10,263	10,263
001-1701-513.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	13,256	13,256
001-1701-513.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	26,733	26,733
001-1701-513.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,312	1,312
001-1701-513.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,229	1,229
001-1701-513.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	777	777
001-1701-513.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	44,943	44,943
001-1701-513.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,716	2,716
001-1701-513.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	563	563
001-1701-513.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	520	520
001-1701-513.34-10	CONTRACTUAL SERVICES	LABOR ATTORNEY	3,500	73,530
		SURVEY MONKEY	400	-
		POWER DMS	5,200	-
		HEP B SHOTS SERIES	2,100	-

FUND 001
DEPT 17
DIVISION 01

HUMAN RESOURCES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		EMPLOYEE ASSISTANCE PROGRAM	4,200	-
		DRUG TESTING	2,500	-
		DRIVER'S LICENSE CHECK	3,500	-
		CRIMINAL & MVR BACKGROUNDS	1,000	-
		CONSULTANT - RFP FOR PROPERTY/LIABILITY/ AUTO/WC INSURANCE	35,000	-
		COGNOS ANALYTICS ANNUAL ACCESS FEE	4,835	-
		CENTRAL SQUARE SOFTWARE ANNUAL ACCESS FEE	11,295	-
001-1701-513.40-10	TRAVEL & PER DIEM	CONFERENCES AND MEETINGS WHICH MAY INCLUDE:	6,000	9,000
		PRM CONFERENCE SHRM CONFERENCE FPHRA CONFERENCE LS SHRM CONFERENCE/MEETINGS SHRM CERTIFICATION	3,000	-
001-1701-513.41-10	TELEPHONE	CELLPHONE SERVICE	1,020	1,020
001-1701-513.41-20	OTHER COMMUNICATION	VERIZON WI-FI SERVICES	924	924
001-1701-513.41-30	POSTAGE	POSTAGE	200	200
001-1701-513.45-10	LIABILITY	LIABILITY INSURANCE	11,424	11,424
001-1701-513.47-10	PRINTING & BINDING	BUSINESS CARDS	200	200
001-1701-513.48-10	CITY APPRECIATION	EMPLOYEE APPRECIATION	500	7,600
		SERVICE AWARDS	2,000	-
		HOLLY JOLLY	2,750	-
		EMPLOYEE PICNIC	2,000	-
		BOO BREAKFAST	250	-
		BENEFIT FAIR	100	-
001-1701-513.49-10	ADVERTISING	ADVERTISING	1,500	1,500
001-1701-513.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	400	400
001-1701-513.52-10	OPERATING SUPPLIES	LABOR POSTERS	350	3,500
		WIRELESS HEADSETS (3)	900	-
		TONER	800	-
		MISC OPERATIONS	200	-
		KEYBOARD/PRINTER - REMOTE WORKING	350	-

FUND **001**
DEPT **17**
DIVISION **01**

HUMAN RESOURCES EXPENDITURE JUSTIFICATION

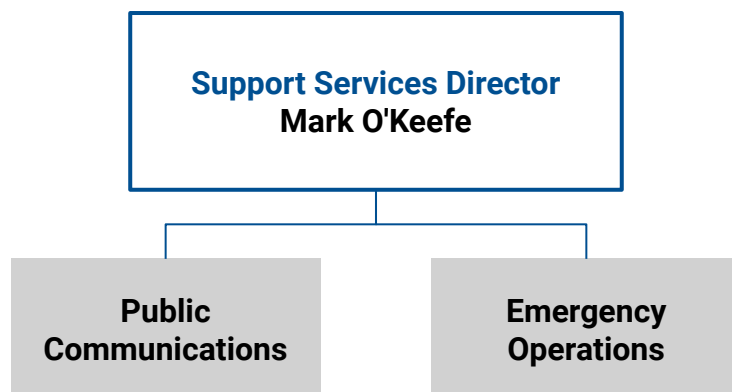
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		CITY SHIRTS (3 EMPLOYEES)	300	-
		CITY LOGOED ITEMS (NEW HIRES/JOB FAIRS)	600	-
001-1701-513.52-11	DURABLE GOODS	OFFICE FURNITURE FOR NEW POSITION	5,000	5,000
001-1701-513.52-23	SPECIAL PROJECTS	WELLNESS INCENTIVE - BVS PROGRAM	10,100	10,100
001-1701-513.52-50	TRAINING	HR CONSORTIUM LUNCHEON	300	300
001-1701-513.54-10	BKS, PUB, SUB, MEM, LIB	SHRM LOCAL CHAPTER	300	1,100
		SHRM	500	-
		FPHRA	300	-

Public Communications & Emergency Operations



Public Communications & Emergency Operations

Department 18



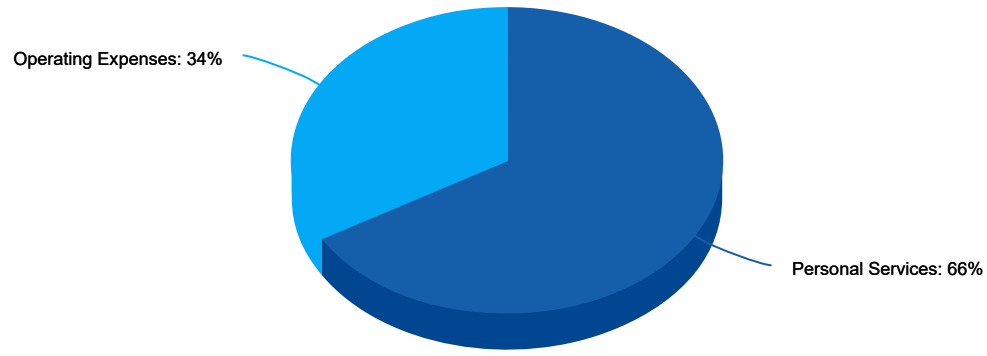
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Public Communications & Emergency Operations Director	12006	1	1	0
Support Service Director	12006	0	0	1
No. of Full Time		1	1	1
Total No. of Positions:		1	1	1
Total FTEs:		1	1	1

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Public Communications-1801				
Personal Services	71,946	78,555	63,224	(19.52%)
Operating Expenses	27,859	51,748	44,486	(14.03%)
Total Public Communications	99,805	130,303	107,710	(17.34%)
Emergency Operations-1802				
Personal Services	74,097	78,555	61,364	(21.88%)
Operating Expenses	3,409	13,380	18,385	37.41%
Capital Expenses	4,990	-	-	-%
Total Emergency Operations	82,496	91,935	79,749	(13.26%)
Grand Total Public Comm. & Emergency Operations	\$182,301	\$222,238	\$187,459	(15.65%)
Category Summary				
Personal Services	146,043	157,110	124,588	(20.70%)
Operating Expenses	31,268	65,128	62,871	(3.47%)
Capital Expenses	4,990	-	-	-%
Grand Total Public Comm. & Emergency Operations	\$182,301	\$222,238	\$187,459	(15.65%)
Percentage of Fund Budget	0.72%	0.94%	0.74%	

2024 APPROPRIATIONS



PUBLIC COMMUNICATION - 1801

DEPARTMENT MISSION

The mission of the Public Communications Department is to inform and engage citizens, employees and stakeholders regarding the issues and activities of the City of Tavares, utilizing mass media, social media, publications and other communications tools; and to advise officials, administrator and management team on public relations issues, for a well informed, engaged citizenry.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

- Provides guidance and support to Council members, City Administrator and City staff on a variety of public relations issues.
- Manages City communications with residents, visitors, employees, business community, chamber of commerce and governmental agencies to ensure accurate and reliable information to residents.
- Maintains good media relations, generates stories on City news and writes press releases.
- Serves as the Public Information Officer (PIO) for the City of Tavares.
- Maintains the City website and social media sites with the City Clerk and other departments
- Produces the City newsletter and other collateral materials.
- Produces live and recorded video of City Council and Planning and Zoning board meetings.
- Manages the City's branding program - taking the brand to the next level.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	City Newsletters Published	6	6	6	6
2.	Press Releases Issued	15	10	9	9

2024 GOALS

Organizational Development

To assist City departments in maintaining a seamless information flow to the public.

Growth and Development

To maintain proficiency and training in the communications field.

City Lifestyle

To enable City residents and visitors to enjoy a better life experience by keeping them informed of City activities and events.

Citizen and Customer Service Focus

To maintain easy access to, and transparency of, government information and activities.

Innovation and Technology

To utilize technology whenever possible to broaden our reach, not only within our community, but also to regional, national and international audiences.

Organizational Performance

To appropriately utilize communication tools to deliver timely, appropriate, and accurate information to our residents, employees and other stakeholders.

2024 OBJECTIVES

1. Maintain current level of service for existing programs.
2. Manage and expand the City brand.
3. Manage public communication aspects of city projects.
4. Manage public communication aspects of public events the City offers.
5. Continue to ensure accurate and reliable information is provided to city residents.
6. Maintain the City's use of social media for a changing communication environment.
7. Manages, maintains, updates and the City's website for a positive resident and business experience.

2023 ACCOMPLISHMENTS

1. Third successful year of live streaming of City Council & Planning and Zoning Meetings as a new service to our citizens, with a closed captioning service for deaf and hard-of-hearing viewers which is fully compliant with the "Americans Disabilities Act (ADA)".
2. Continued upgrades to City website working with all departments.
3. Maintained and improved SeeClickFix App to collect, and, manage non-emergency issues to City Hall, like potholes, broken street lights, and, code enforcement issues (first City in Lake County). Assisted City of Eustis when they added SeeClickFix.
4. Maintain good relationships with the media.
5. Manage the City brand.
6. Streamlined Social Media using technology.

EMERGENCY OPERATIONS - 1802

DEPARTMENT MISSION

The mission of the Public Communications Department is to inform and engage citizens, employees and stakeholders regarding the issues and activities of the City of Tavares, utilizing mass media, social media, publications and other communications tools; and to advise officials, administrator and management team on public relations issues, for a well informed, engaged citizenry.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

- Provides guidance and support to Council members, City Administrator and City staff on a variety of public relations issues.
- Manages City communications with residents, visitors, employees, business community, chamber of commerce and governmental agencies to ensure accurate and reliable information to residents.
- Maintains a training, planning, and exercise calendar in support of countywide disaster resilience, to include training opportunities at both the local, regional and state level, as well as conducting and assisting with hazard tabletop and full scale hazard exercises.
- Coordinates the City's Operations Program during Hurricane's and other disasters.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Number of Staff that Have Obtained FEMA Training Certificates	20	40	40	40
2.	Number of Tabletop Hazard Exercises	0	0	1	1
3.	Number of Days EOC Activated (Including Partial Activations)	30	10	10	15

2024 GOALS

Organizational Development

To assist City departments integrating, emergency management planning, coordination, response and recovery operations for local government and businesses through all-hazard preparedness.

Growth and Development

Continue developing non-uniform members through Incident Command System (ICS) training classes to supplement emergency operations during disaster activation.

City Lifestyle

To enable City residents and visitors to enjoy a better life experience by keeping them informed of emergency actions during declared disasters.

Citizen and Customer Service Focus

To maintain easy access to, and transparency of, government information and activities.

Innovation and Technology

To utilize technology whenever possible to broaden our reach within our community.

Organizational Performance

To appropriately utilize communication tools to deliver timely, appropriate, and accurate information to our residents, employees and other stakeholders

2024 OBJECTIVES

1. Revise City of Tavares Comprehensive Emergency Management Plan (CEMP).
2. Continue to ensure accurate and reliable information is provided to city Administrator, Department Directors, Employees, and City Council.
3. Implement no cost FEMA training solution for employees and City Council.
4. Maintain a positive image.
5. Continue to prepare for all hazards (more than just Hurricane Season Prep).

6. Continue to train others to use the expanded technological capabilities of the Emergency Operations Center. City now fully capable to live stream to City website from Council Chambers and Public Safety Complex.
7. Plan and execute tabletop emergency management exercise.
8. Maintain good relationships with the Lake County Office of Emergency Management.

2023 ACCOMPLISHMENTS

1. Multiple Emergency Operations Center Activations.
2. Maintained 800 MHz Radios for City Emergency Operations and Special Events.
3. Maintained a positive image.
4. Maintained good relationships with the media.
5. Quietly assisted in mobilizing City departments with Lake County and surrounding public safety partners to safely manage multiple parades/protests and gatherings.

FUND 001
DEPT 18
DIVISION 01

PUBLIC COMMUNICATIONS EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1801-519.12-10	REGULAR SALARIES	48,336	51,774	41,446	(19.95%)
001-1801-519.15-60	ELECTR TABLET ALLOWANCE	250	500	-	(100.00%)
001-1801-519.21-10	FICA / MED TAXES	3,613	3,857	3,086	(19.99%)
001-1801-519.22-20	FL STATE RETIREMENT	14,675	16,735	14,646	(12.48%)
001-1801-519.23-10	HEALTH INSURANCE	3,837	4,305	3,030	(29.62%)
001-1801-519.23-15	DENTAL INSURANCE	180	212	149	(29.72%)
001-1801-519.23-20	LIFE INSURANCE	267	293	233	(20.48%)
001-1801-519.23-21	SHORT-TERM DISABILITY	175	182	124	(31.87%)
001-1801-519.23-35	DEPENDENT DENTAL INSURANC	371	439	308	(29.84%)
001-1801-519.23-40	LONG TERM DISABILITY	123	134	107	(20.15%)
001-1801-519.24-10	WORKERS' COMPENSATION	119	124	95	(23.39%)
* SALARIES AND BENEFITS		71,946	78,555	63,224	(19.52%)
OPERATING EXPENDITURES					
001-1801-519.34-10	CONTRACTUAL SERVICES	15,913	30,801	17,144	(44.34%)
001-1801-519.40-10	TRAVEL & PER DIEM	15	650	2,150	230.77%
001-1801-519.41-10	TELEPHONE	653	552	1,152	108.70%
001-1801-519.41-30	POSTAGE	1	100	100	-%
001-1801-519.45-10	LIABILITY	-	1,500	1,905	27.00%
001-1801-519.47-10	PRINTING & BINDING	46	300	300	-%
001-1801-519.49-10	ADVERTISING	-	300	300	-%
001-1801-519.51-10	OFFICE SUPPLIES	-	550	550	-%
001-1801-519.52-10	OPERATING SUPPLIES	544	1,000	1,000	-%
001-1801-519.52-11	DURABLE GOODS	542	2,300	3,200	39.13%
001-1801-519.52-15	FUEL COSTS	-	255	255	-%
001-1801-519.52-20	NEWSLETTER	9,359	9,900	12,500	26.26%
001-1801-519.54-10	BKS, PUB, SUBS & MEM	786	3,540	3,930	11.02%
* OPERATING EXPENDITURES		27,859	51,748	44,486	(14.03%)
TOTAL PUBLIC COMMUNICATIONS		99,805	130,303	107,710	(17.34%)

FUND 001
DEPT 18
DIVISION 01

PUBLIC COMMUNICATIONS EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1801-519.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	41,446	41,446
001-1801-519.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1801-519.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	3,086	3,086
001-1801-519.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	14,646	14,646
001-1801-519.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,030	3,030
001-1801-519.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	149	149
001-1801-519.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	233	233
001-1801-519.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	124	124
001-1801-519.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	308	308
001-1801-519.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	107	107
001-1801-519.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	95	95
001-1801-519.34-10	CONTRACTUAL SERVICES	ADOBE STOCK	1,000	17,144
		GRAMMARLY	144	-
		CITY COUNCIL LIVESTREAM A/V EQUIPMENT MAINTENANCE	7,000	-
		CITY COUNCIL CHAMBERS EOC CRESTRON AV SOFTWARE	100	-
		AGORA PULSE SOCIAL MGMT SOFTWARE	3,400	-
		A/V EQUIPMENT MAINTENANCE 2ND FL		
		CONFERENCE RM	5,500	-
001-1801-519.40-10	TRAVEL & PER DIEM	TAVARES CHAMBER OF COMMERCE LUNCHEON	150	2,150
		MISC. TRAVEL/WEBINAR	2,000	-
001-1801-519.41-10	TELEPHONE	CELLPHONE SERVICE	552	1,152

FUND **001**
DEPT **18**
DIVISION **01**

PUBLIC COMMUNICATIONS EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		MIFI HOT SPOT	600	-
001-1801-519.41-30	POSTAGE	POSTAGE	100	100
001-1801-519.45-10	LIABILITY	LIABILITY INSURANCE	1,905	1,905
001-1801-519.47-10	PRINTING & BINDING	MISC. PRINTING	300	300
001-1801-519.49-10	ADVERTISING	PROMOTIONAL ITEMS	300	300
001-1801-519.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	550	550
001-1801-519.52-10	OPERATING SUPPLIES	GENERAL OPERATING SUPPLIES	600	1,000
		CITY SHIRTS/JACKET	400	-
001-1801-519.52-11	DURABLE GOODS	CHAIR REPLACEMENT	800	3,200
		REPLACEMENT CITY COUNCIL VIDEO STREAM DECK	2,400	-
001-1801-519.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	255	255
001-1801-519.52-20	NEWSLETTER	PRINTING/DISTRIBUTION NEWSLETTER; 6 ISSUES	12,500	12,500
001-1801-519.54-10	BKS, PUB, SUBS & MEM	FLORIDA NEWS SERVICE	1,900	3,930
		FCCMA MEMBERSHIP	750	-

FUND 001
DEPT 18
DIVISION 02

EMERGENCY OPERATIONS EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1802-519.12-10	REGULAR SALARIES	50,333	51,774	40,227	(22.30%)
001-1802-519.15-60	ELECTR TABLET ALLOWANCE	250	500	-	(100.00%)
001-1802-519.21-10	FICA / MED TAXES	3,766	3,857	2,995	(22.35%)
001-1802-519.22-20	FL STATE RETIREMENT	14,675	16,735	14,215	(15.06%)
001-1802-519.23-10	HEALTH INSURANCE	3,837	4,305	2,941	(31.68%)
001-1802-519.23-15	DENTAL INSURANCE	180	212	144	(32.08%)
001-1802-519.23-20	LIFE INSURANCE	268	293	227	(22.53%)
001-1802-519.23-21	SHORT-TERM DISABILITY	175	182	120	(34.07%)
001-1802-519.23-35	DEPENDENT DENTAL INSURANC	371	439	299	(31.89%)
001-1802-519.23-40	LONG TERM DISABILITY	123	134	104	(22.39%)
001-1802-519.24-10	WORKERS' COMPENSATION	119	124	92	(25.81%)
* SALARIES AND BENEFITS		74,097	78,555	61,364	(21.88%)
OPERATING EXPENDITURES					
001-1802-519.34-10	CONTRACTUAL SERVICES	2,976	9,180	9,180	-%
001-1802-519.40-10	TRAVEL & PER DIEM	-	1,500	1,500	-%
001-1802-519.45-10	LIABILITY	-	1,500	1,905	27.00%
001-1802-519.51-10	OFFICE SUPPLIES	100	600	600	-%
001-1802-519.52-10	OPERATING SUPPLIES	333	600	600	-%
001-1802-519.52-11	DURABLE GOODS	-	-	4,600	-%
* OPERATING EXPENDITURES		3,409	13,380	18,385	37.41%
CAPITAL EXPENDITURES					
001-1802-519.64-15	EQUIP-NEW	4,990	-	-	-%
* CAPITAL EXPENDITURES		4,990	-	-	-%
TOTAL PUBLIC COMMUNICATIONS		82,496	91,935	79,749	(13.26%)

FUND 001
DEPT 18
DIVISION 02

EMERGENCY OPERATIONS EXPENDITURE JUSTIFICATION

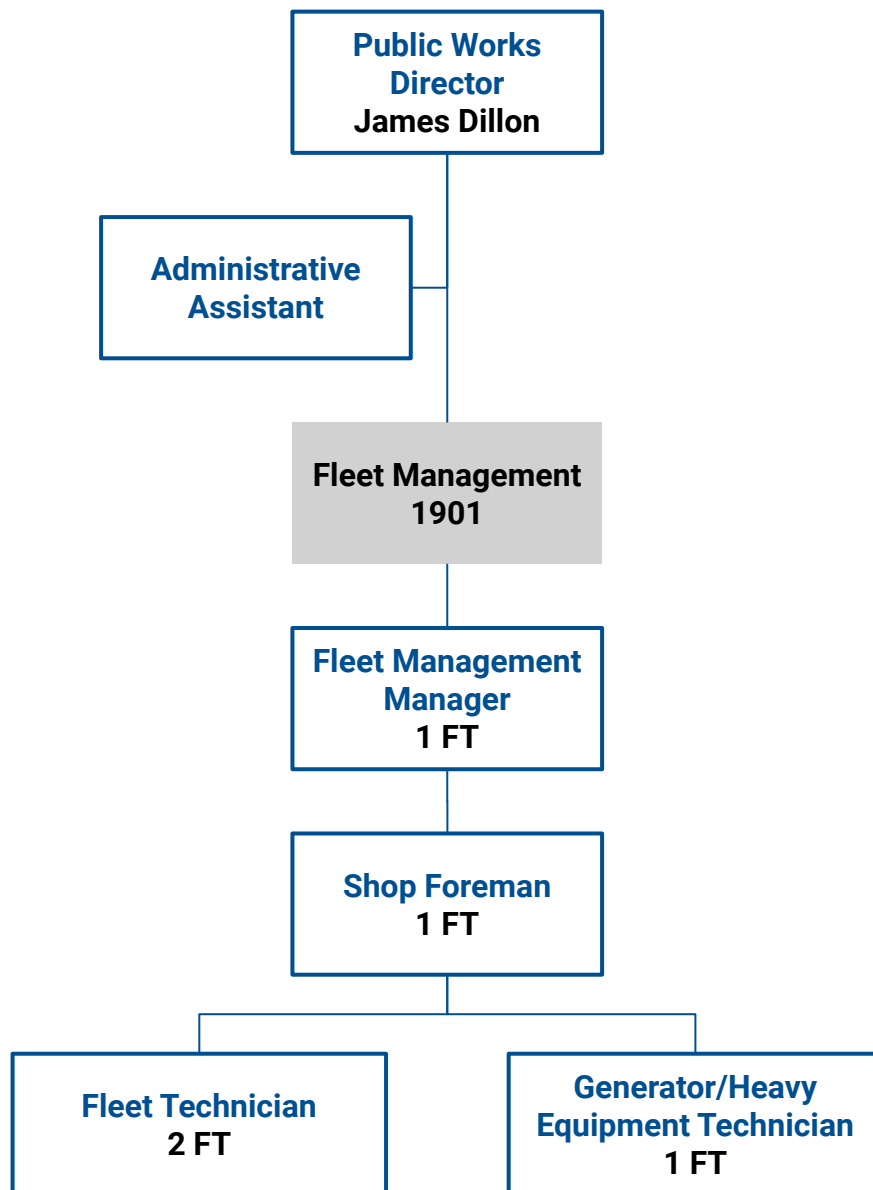
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1802-519.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	40,227	40,227
001-1802-519.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1802-519.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,995	2,995
001-1802-519.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	14,215	14,215
001-1802-519.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,941	2,941
001-1802-519.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	144	144
001-1802-519.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	227	227
001-1802-519.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	120	120
001-1802-519.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	299	299
001-1802-519.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	104	104
001-1802-519.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	92	92
001-1802-519.34-10	CONTRACTUAL SERVICES	MOTOROLA RADIO MAINTENANCE LAKE CO EOC A/V EQUIPMENT MAINTENANCE	3,680 5,500	9,180 -
001-1802-519.40-10	TRAVEL & PER DIEM	ANNUAL EMERGENCY MANAGEMENT CONFERENCE	1,500	1,500
001-1802-519.45-10	LIABILITY	LIABILITY INSURANCE	1,905	1,905
001-1802-519.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	600	600
001-1802-519.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES	-	600

Fleet Management



Fleet Management

Division 19*



*Fleet Maintenance is a Division of the Public Works Department.

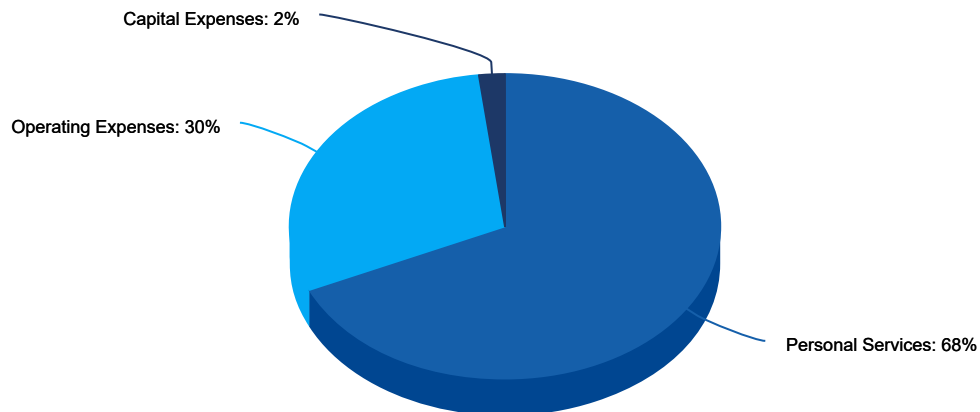
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Fleet Mgmt. Manager	20005	1	1	1
Fleet Mgmt. Technician	20007	2	2	2
Generator/Heavy Equipment Tech	19001	1	1	1
Shop Foreman	20006	1	1	1
No. of Full Time		5	5	5
Total No. of Positions:		5	5	5
Total FTEs:		5	5	5

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Fleet Management-1901				
Personal Services	407,603	474,168	495,541	4.51%
Operating Expenses	130,003	216,973	217,590	0.28%
Capital Expenses	22,066	-	14,000	-%
Grand Total Fleet Maint.	\$559,672	\$691,141	\$727,131	5.21%
Percentage of Fund Budget	2.22%	2.94%	2.89%	

2024 APPROPRIATIONS



FLEET MANAGEMENT - 1901

DEPARTMENT MISSION

The mission of the Fleet Management Division is to provide the best maintenance services for all City vehicles and equipment in a cost effective and timely manner, keeping the safety of City employees and residents a top priority.

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The Fleet Management Division consists of one Fleet Manager and four Certified technicians which include a Shop Supervisor and a specialized heavy equipment/generator technician. This division is responsible for the routine maintenance and repair of 212 City vehicles, 5 marine vessels, 41 generators, and 57 pieces of off highway equipment, including heavy machinery, for the departments of: Police, Fire, Facilities Management, Solid Waste, Parks Management, Right of Way Management, Streets, Recreation, Water, Wastewater, Stormwater, Fleet Management, Economic Development, Community Services, Administration, Prop Shop and the Pavilion on the Lake. The goal of this division is to provide safe transportation through a maintenance and replacement program that will reduce downtime and minimize costly repairs.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Number of Vehicles in Fleet	205	207	212	215
2.	Number of Work Orders Performed	1,210	1,081	1,084	1,084
3.	Number of Marine Vessels	5	5	6	5
4.	Number of Generators Maintained	40	40	41	43
5.	Number of vehicles up to 19,500 GVWR	158	180	190	193
6.	Number of Vehicles over 19,500 GVWR	34	27	28	30
7.	Number of Off Highway Equipment	68	56	57	57
8.	Total Fuel Used (Gallons)	116,310	99,534	106,809	114,606
9.	Total Gallons of Diesel Fuel Used	46,374	41,598	46,099	49,464
10.	Total Gallons of Unleaded Gasoline Used	69,899	57,936	60,710	65,141
11.	Total Fleet Operational Costs	579,660	655,936	676,132	703,177
12.	Vehicles Under Warranty	29	41	53	56
13.	Avg. Age Class 1 - 2 Vehicles	11	15	12	13
14.	Avg. Age Class 3 - 5 Vehicles	12	13	12	13
15.	Avg. Age Class 6 - 7 Vehicles	12	18	19	20
16.	Avg. Age Class 8 Vehicles	12	14	14	15

2024 GOALS

Organizational Development

Provide necessary training to Fleet Management staff to safely and efficiently complete all required maintenance and repairs.

Growth and Development

Establish industry techniques and methods to meet the demands of a growing fleet while reducing downtime and limiting the outsourcing of work.

City Lifestyle

Through scheduled service, provide a well-maintained fleet meeting the needs of the City staff in an attractive and efficient manner.

Citizen and Customer Service Focus

Through scheduled service, provide a well-maintained fleet meeting the needs of the City staff in an attractive and efficient manner.

Innovation and Technology

Utilize the most current tools, diagnostic repair methods and techniques to properly maintain the City's fleet of vehicles and equipment.

Organizational Performance

Identify, track and evaluate the work performed within the division to determine patterns and develop procedures to operate in the most efficient and cost-effective manner.

2024 OBJECTIVES

1. Maintain our generator load bank testing program for all city generators.
2. Continue to provide educational training for employees for ASE, EVT, CDL, & CPM qualifications.
3. Continue to provide the necessary tools and equipment to continue our quality of service.
4. Maintain a fleet of vehicles through a scheduled lifecycle rotation.
5. Work toward developing a plan for a new Fleet Management Facility.
6. Explore insourcing work from other cities
7. Maintain all ASE & EVT certifications.
8. Maintain our ASE Blue Seal of Excellence recognition.

2023 ACCOMPLISHMENTS

1. Maintained an aging fleet with limited funding and manpower.
2. Provided continuing education for Fleet technicians.
3. Earned ASE Blue Seal of Excellence recognition.
4. Continued the proper disposal of used oil and scrap metal by selling to appropriate vendors.
5. Received training on the fire apparatus for Emergency Vehicle Technician (EVT) status.
6. All Fleet technicians earned and maintained ASE and EVT certifications.
7. Maintained a Preventive Maintenance program to ensure a timely inspection of all vehicles & equipment.

FUND **001**
DEPT **19**
DIVISION **01**

FLEET MANAGEMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-1901-549.12-10	REGULAR SALARIES	288,795	311,654	330,562	6.07%
001-1901-549.14-10	OVERTIME	2,196	4,100	4,100	-%
001-1901-549.15-60	ELECTR TABLET ALLOWANCE	125	250	-	(100.00%)
001-1901-549.21-10	FICA / MED TAXES	21,134	23,158	23,981	3.55%
001-1901-549.22-20	FL STATE RETIREMENT	35,523	43,636	52,278	19.80%
001-1901-549.23-10	HEALTH INSURANCE	35,686	47,352	49,010	3.50%
001-1901-549.23-15	DENTAL INSURANCE	1,680	2,336	2,406	3.00%
001-1901-549.23-20	LIFE INSURANCE	1,406	1,753	1,862	6.22%
001-1901-549.23-21	SHORT-TERM DISABILITY	1,041	1,296	1,375	6.10%
001-1901-549.23-30	DEPENDENT HEALTH INSURANC	7,937	24,228	15,705	(35.18%)
001-1901-549.23-35	DEPENDENT DENTAL INSURANC	2,318	3,731	3,092	(17.13%)
001-1901-549.23-40	LONG TERM DISABILITY	645	803	855	6.48%
001-1901-549.24-10	WORKERS' COMPENSATION	9,117	9,871	10,315	4.50%
* SALARIES AND BENEFITS		407,603	474,168	495,541	4.51%
OPERATING EXPENDITURES					
001-1901-549.34-10	CONTRACTUAL SERVICES	4,908	29,334	33,288	13.48%
001-1901-549.40-10	TRAVEL & PER DIEM	709	8,520	4,720	(44.60%)
001-1901-549.41-10	TELEPHONE	2,762	3,396	3,360	(1.06%)
001-1901-549.41-30	POSTAGE	-	250	270	8.00%
001-1901-549.44-10	RENTALS & LEASES	-	1,000	1,000	-%
001-1901-549.45-10	LIABILITY	16,121	16,886	21,445	27.00%
001-1901-549.46-15	EQUIPMENT	1,705	3,400	3,400	-%
001-1901-549.46-17	INSURANCE RECOVERY	-	579	-	(100.00%)
001-1901-549.46-30	VEHICLE	40,763	45,003	60,000	33.32%
001-1901-549.46-32	FLEET CLEANING PROGRAM	-	-	1,400	-%
001-1901-549.46-33	RTV UTILITY VEHICLES	1,093	4,000	5,600	40.00%
001-1901-549.46-35	MOWER	6,843	5,752	16,750	191.20%
001-1901-549.46-37	MARINE VESSEL	381	2,500	2,500	-%
001-1901-549.47-10	PRINTING & BINDING	60	150	150	-%
001-1901-549.51-10	OFFICE SUPPLIES	-	300	300	-%
001-1901-549.52-10	OPERATING SUPPLIES	20,140	31,480	35,025	11.26%
001-1901-549.52-11	DURABLE GOODS	14,397	39,956	2,700	(93.24%)
001-1901-549.52-15	FUEL COSTS	5,857	8,942	8,942	-%
001-1901-549.52-25	UNIFORMS	2,578	4,025	4,440	10.31%

FUND 001
DEPT 19
DIVISION 01

FLEET MANAGEMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-1901-549.52-38	TIRES	8,370	10,500	11,800	12.38%
001-1901-549.52-89	DISASTER RECOVERY	3,198	-	-	-%
001-1901-549.54-10	BKS, PUB, SUB, MEM, LIB	118	1,000	500	(50.00%)
* OPERATING EXPENDITURES		130,003	216,973	217,590	0.28%
CAPITAL EXPENDITURES					
001-1901-549.64-15	EQUIP - NEW	22,066	-	14,000	-%
* CAPITAL EXPENDITURES		22,066	-	14,000	-%
TOTAL FLEET MAINTENANCE		559,672	691,141	727,131	5.21%

FUND **001**
DEPT **19**
DIVISION **01**

FLEET MANAGEMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-1901-549.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	330,562	330,562
001-1901-549.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	4,100	4,100
001-1901-549.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-1901-549.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	23,981	23,981
001-1901-549.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	52,278	52,278
001-1901-549.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	49,010	49,010
001-1901-549.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,406	2,406
001-1901-549.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,862	1,862
001-1901-549.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,375	1,375
001-1901-549.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	15,705	15,705
001-1901-549.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	3,092	3,092
001-1901-549.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	855	855
001-1901-549.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	10,315	10,315
001-1901-549.34-10	CONTRACTUAL SERVICES	GENERATORS - CITY WIDE (41 TOTAL) LOAD BANK TEST		
		WASTE WATER 21 STATIONARY GENERATORS	11,940	33,288
		WATER DEPT. 5 STATIONARY GENERATORS	3,050	-
		WASTE WATER 8 PORTABLE GENERATORS	4,550	-
		UTILITY ADMINISTRATION 1 STATIONARY GENERATOR	550	-
		SEE CLICK FIX ANNUAL FEE	3,708	-
		PUBLIC WORKS 1 STATIONARY GENERATOR	550	-

FUND 001
DEPT 19
DIVISION 01

FLEET MANAGEMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		PUBLIC SAFETY BUILDING 1 STATIONARY GENERATOR	1,340	-
		PAVILION 1 STATIONARY GENERATOR	700	-
		FIRE DEPT. 2 STATIONARY GENERATORS	1,100	-
		CITY HALL 1 STATIONARY GENERATOR	550	-
		CARTEGRAPH OPERATIONS MANAGEMENT SYSTEM ANNUAL FEE WITH CONTRACTUAL 5% ANNUAL INCREASE	5,250	-
001-1901-549.40-10	TRAVEL & PER DIEM	GFX CONFERENCE FOR FLEET MANAGER	1,500	4,720
		SPECIALIZED FIRE APPARATUS TRAINING 2 TECHS @ \$600	1,200	-
		PERSONAL/PROFESSIONAL DEV. TRNG FOR EMPLOYEES	1,200	-
		FLAGFA CONFERENCE FOR FLEET MGR. AND SUPERVISOR	120	-
		CPM TRAINING FOR SHOP FOREMAN	700	-
001-1901-549.41-10	TELEPHONE	DOMS FAX	360	3,360
		CELLPHONE SERVICE	3,000	-
001-1901-549.41-30	POSTAGE	CORRESPONDENCE TO VENDORS, RETURN PARTS AS NEEDED	270	270
001-1901-549.44-10	RENTALS & LEASES	RENTAL OF TEMPORARY EQUIPMENT FOR EMERGENCY OPERATIONS CENTER AND PUBLIC WORKS FACILITIES AS NEEDED DUE TO UNSCHEDULED REPAIR/MAINT. OF EXISTING EQUIP. IE:GENERATOR FAILS-GEN.DEL., SETUP, RUN HOURS, MAINTENANCE, RETURN - 1 WEEK RENTAL FEMA REIMBURSEMENT E	1,000	1,000
001-1901-549.45-10	LIABILITY	LIABILITY INSURANCE	21,445	21,445
001-1901-549.46-15	EQUIPMENT	ANNUAL LIFT INSPECTIONS/CERTIFICATIONS - 5 LIFTS	1,900	3,400
		REPAIR SHOP EQUIPMENT, JACKS, LIFTS & TOOLS	1,500	-
001-1901-549.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
001-1901-549.46-30	VEHICLE	VEHICLE EMERGENCY/SAFETY LIGHTING	3,700	60,000
		REPAIRS TO GENERAL FUND VEHICLES (NOT INCLUDING UTILITY, FIRE)	55,650	-
		BUCKET TRUCK ANNUAL INSPECTION (OSHA REQUIRED)	650	-
001-1901-549.46-32	FLEET CLEANING PROGRAM	100 CAR WASH PASSES FOR PUBLIC WORKS & UNASSIGNED ADMIN VEHICLES	1,400	1,400
001-1901-549.46-33	RTV UTILITY VEHICLES	RTV REPAIRS (BATTERIES, TIRES, MISC.REPAIR)	3,500	5,600

FUND **001**
DEPT **19**
DIVISION **01**

FLEET MANAGEMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		GOLF CART REPAIRS (BATTERIES, TIRES, MISC.REPAIR)	2,100	-
001-1901-549.46-35	MOWER	REPAIR/MAINTENANCE OF LAWN EQUIPMENT	8,000	16,750
		TIRES FOR MOWERS AND EQUIPMENT	3,500	-
		REPLACEMENT MOWER DECKS (2 @ \$2,625/EA)	5,250	-
001-1901-549.46-37	MARINE VESSEL	ANNUAL PREVENTIVE MAINTENANCE - FIRE DEPT. VESSEL	500	2,500
		ANNUAL PREVENTIVE MAINTENANCE - STORMWATER BARGE	500	-
		ANNUAL PREVENTIVE MAINTENANCE - STORMWATER AIRBOAT	500	-
		ANNUAL PREVENTIVE MAINTENANCE - 2 POLICE VESSEL	1,000	-
001-1901-549.47-10	PRINTING & BINDING	BUSINESS CARDS AND MISC FORMS AS NEEDED	150	150
001-1901-549.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES AS NEEDED PENS, FOLDERS, LABELS, STAPLES, ETC	300	300
001-1901-549.52-10	OPERATING SUPPLIES	HARDWARE, HAND TOOLS, CELL PHONE REPLACEMENT, COPY PAPER, HAND SOAP, PRINTER INK CART, ETC	10,000	35,025
		UNIFORM CHARGES FOR SHOP TOWELS, FENDER COVERS	2,300	-
		PARTS WASHER MAINTENANCE	2,700	-
		HYDRAULIC OIL	4,700	-
		BY THE FOLLOWING DEPARTMENTS: SOLID WASTE 62% FIRE 15%, STORM WATER 13%, WASTE WATER 9% WATER 1%	1,700	-
		ALL DATA & SOFTWARE UPDATES-REQUIRED ANNUALLY	3,725	-
		5/30 OIL FOR ALL OTHER CITY VEHICLES	4,500	-
		15/40 DIESEL OIL FOR HEAVY TRUCKS	5,400	-
001-1901-549.52-11	DURABLE GOODS	PURCHASE/REPLACE SPECIALTY TOOLS AND EQUIPMENT AS NEEDED	2,700	2,700
001-1901-549.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	8,942	8,942
001-1901-549.52-25	UNIFORMS	UNIFORM RENTAL FOR FLEET EMPLOYEES	2,300	4,440
		ONE CITY SHIRT W/NAME FOR EA EMPLOYEE 5 @ \$40 EA	200	-
		CITY SWEATSHIRTS FOR EACH EMPLOYEE 5 @ \$38 EA	190	-
		CITY SHIRTS FOR MANAGER W/NAME & LOGO 5 @ \$40 EA	200	-
		CAPS W/CITY LOGO FOR EMPLOYEES (20 @ \$15 EA)	300	-
		BOOTS FOR FLEET EMPLOYEES 5 @ \$200/EA	1,000	-

FUND 001
DEPT 19
DIVISION 01

FLEET MANAGEMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
	ASE PATCHES FOR UNIFORM SHIRTS	250	-
001-1901-549.52-38 TIRES	TIRES FOR ALL OTHER GENERAL FUND VEHICLES	1,800	11,800
	TIRES FOR POLICE VEHICLES	10,000	-
001-1901-549.52-89 DISASTER RECOVERY	NO AMOUNT BUDGETED	-	-
001-1901-549.54-10 BKS, PUB, SUB, MEM, LIB	SPECIALIZED MANUALS FOR EQUIPMENT THAT IS NOT ON THE ALL DATA & AUTEL COMPUTER SYSTEMS.	450	500
	MEMBERSHIP FLAGFA FLORIDA ASSOC OFGOV'T FLEET ADMINISTRATORS	50	-
001-1901-549.64-15 EQUIP - NEW	A/C REFRIGERANT RECOVERY MACHINE FOR R1234YF REFRIGERANT. EPA REQUIRES THIS MACHINE TO SERVICE A/C SYSTEMS. WE CANNOT CURRENTLY SERVICE AC SYSTEMS IN VEHICLES NEWER THAN 2019.	8,000	14,000
	A/C REFRIGERANT RECOVERY MACHINE FOR R134A REFRIGERANT. EPA REQUIRES THIS MACHINE TO SERVICE A/C SYSTEMS. THIS REPLACES A MACHINE PURCHASED IN 2008, HAS HAD MULTIPLE REPAIRS & EXCEEDED ITS LIFE EXPECTANCY.	6,000	-



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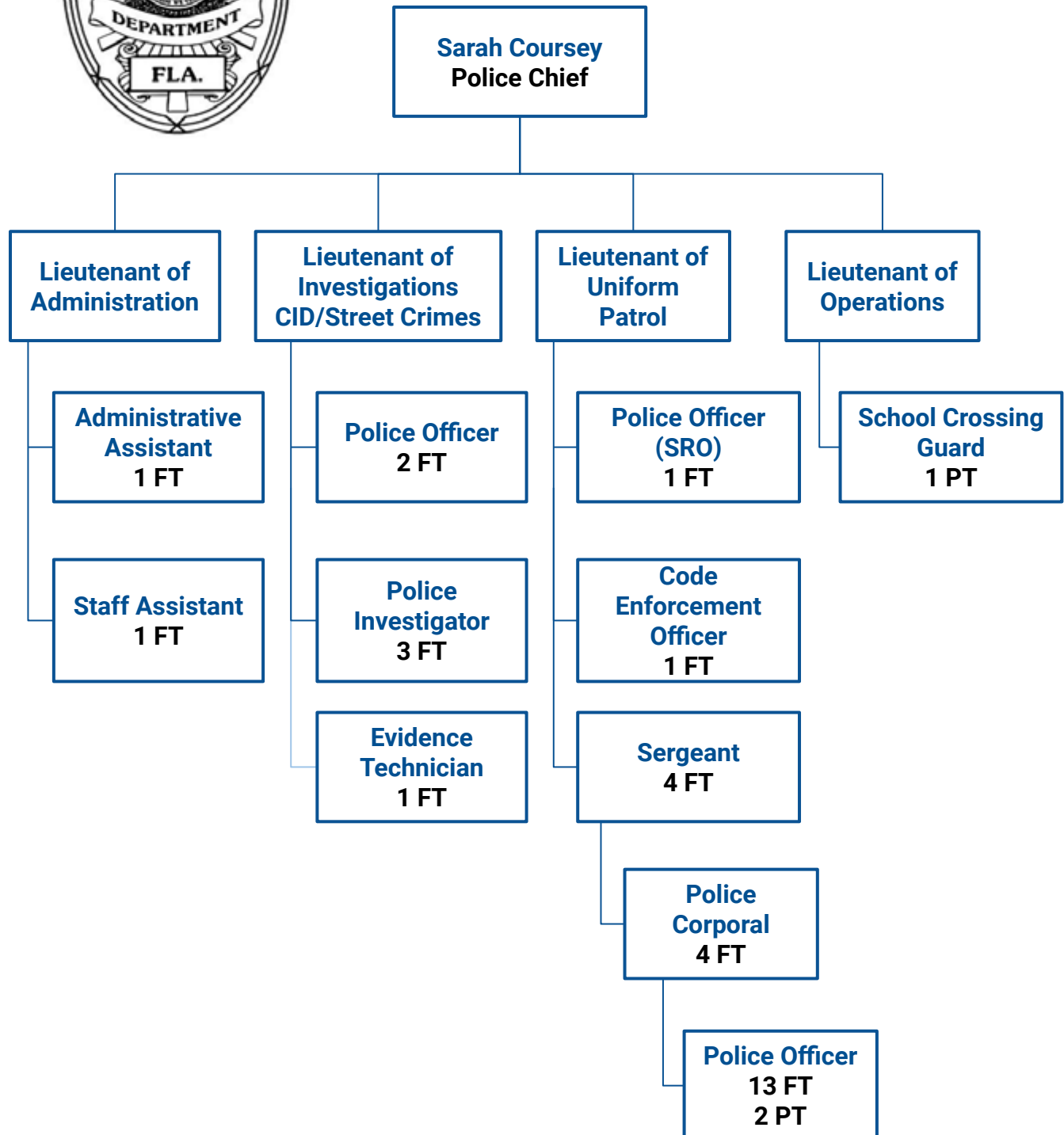
Police Department





Police Department

Department 21



Position Summary

Authorized Positions		Pos. #	2021-2022	2022-2023	2023-2024
Full Time:					
¹	Administrative Assistant	10003	1	1	1
	Captain	10013	0	0	2
	Chief	10001	1	1	1
¹	Code Enf. Officer/Civilian	3005	1	1	1
	Corporal	10008	4	4	4
	Evidence Technician	21020	0	1	1
	Investigator	10005	3	3	3
	Lieutenant of Administration	21016	1	1	1
	Lieutenant of Investigations CID/Street Crimes	21019	1	1	0
	Lieutenant of Operations	21015	1	1	1
	Lieutenant of Uniform Patrol	21017	1	1	0
	Police Officer	10007	14	16	15
	Sergeant	21012	4	4	5
	Staff Assistant	21018	1	1	1
No. of Full Time			33	36	36
Part Time:					
	Reserve Officers	21014	0	0	2
	School Crossing Guard	10012	1	1	1
No. of Part Time:			1	1	3
Total No. of Positions:			34	37	39
Total FTEs:			33.5	36.5	37.5
Total No. of Sworn Officers:			30	32	32
Total No. of Sworn Officers P/T:			0	0	2

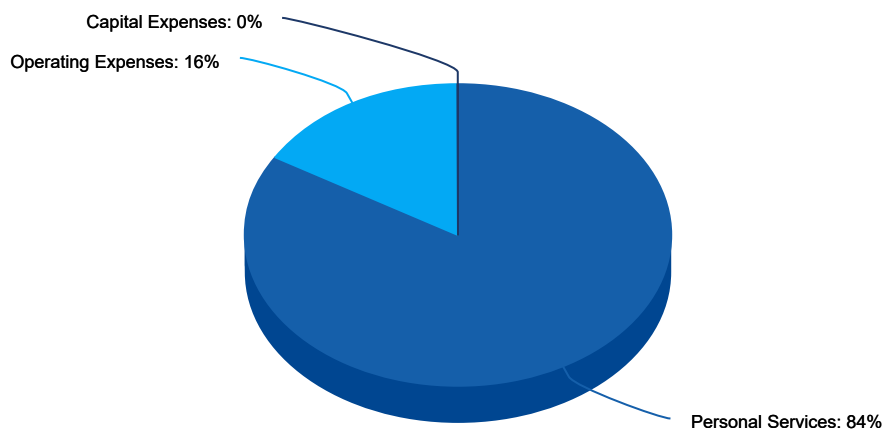
Notes:

- Admin Lt allocated 100% to Division 2101.
- Code Enforcement allocated 100% to 2103

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Police Services-2101				
Personal Services	3,635,844	3,868,776	4,433,671	14.60%
Operating Expenses	733,386	780,542	857,062	9.80%
Capital Expenses	1,550	16,068	1,700	(89.42%)
Total Police Services	4,370,780	4,665,386	5,292,433	13.44%
Code Enforcement-2103				
Personal Services	76,072	82,319	85,407	3.75%
Operating Expenses	18,936	29,666	26,294	(11.37%)
Total Code Enforcement	95,008	111,985	111,701	(0.25%)
Grand Total Police	\$4,465,788	\$4,777,371	\$5,404,134	13.12%
Category Summary				
Personal Services	3,711,916	3,951,095	4,519,078	14.38%
Operating Expenses	752,322	810,208	883,356	9.03%
Capital Expenses	1,550	16,068	1,700	(89.42%)
Grand Total Police	\$4,465,788	\$4,777,371	\$5,404,134	13.12%
Percentage of Fund Budget	17.75%	20.31%	21.46%	

2024 APPROPRIATIONS



POLICE - 2101

DEPARTMENT MISSION

The mission of the Tavares Police Department is to work in partnership with the community, protect life and property, solve neighborhood problems and enhance the quality of life in our City.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Tavares Police Department is a Florida accredited full service law enforcement agency that provides police services to all residents and visitors of the City. These services include uniform road patrol, criminal investigations, traffic homicide unit, marine unit, community resources and special response team.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Calls for Police Service*	17,622	1,950	19,500	21,500
2.	FBI Part I Crimes**	165	165	275	275

** Murder, Robbery, Burglary, Theft, Kidnapping, Sex Offenses, Arson, etc.

2024 GOALS

Organizational Development

To attract and retain a competent, cohesive and diverse work force through training, motivation, benefits and proper representation. This work force will provide effective and efficient services for all of the community.

Growth and Development

To create an environment with minimized crime impact, enhance the citizens' confidence and the perception of crime and through law enforcement ensure the quality of life.

City Lifestyle

To foster a progressive quality of life that promotes safety, business creation, community events, recreational and sporting activities for citizens while maintaining City traditions and values.

Citizen and Customer Service Focus

To provide responsive and prompt customer service for the preservation of safety to our residents.

Innovation and Technology

To utilize technology as a driver to foster innovation in the delivery of high quality governmental services in an efficient and economical manner, and to provide an efficient means and method of insuring timely and relevant information to aid our mission.

Organizational Performance

To ensure that organizational design is consistent with efficient delivery of service

2024 OBJECTIVES

1. Develop a Reserve Officer Program.
2. Officer career development and enrichment.
3. Build upon the Community engagement.
4. Complete implementation of K9 unit.

2023 ACCOMPLISHMENTS

1. Implemented a K9 Unit Selected Officer Handlers.
2. Two full time, Sworn positions and one non-sworn evidence technician.
3. Grow community involvement and engagement.
4. Accreditation.

FUND **001**
DEPT **21**
DIVISION **01**

POLICE SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-2101-521.12-10	REGULAR SALARIES	1,947,688	2,099,769	2,273,355	8.27%
001-2101-521.14-10	OVERTIME	240,778	210,000	210,000	-%
001-2101-521.14-20	OVERTIME - OFF DUTY	2,177	-	-	-%
001-2101-521.15-30	INCENTIVE	22,822	20,198	17,159	(15.05%)
001-2101-521.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-2101-521.15-61	CELL PHONE ALLOWANCE	5,036	4,800	6,600	37.50%
001-2101-521.21-10	FICA / MED TAXES	150,486	161,302	173,535	7.58%
001-2101-521.22-10	RETIREMENT	621,099	527,846	690,052	30.73%
001-2101-521.22-20	FL STATE RETIREMENT	122,009	188,281	363,097	92.85%
001-2101-521.23-10	HEALTH INSURANCE	208,232	262,587	285,151	8.59%
001-2101-521.23-15	DENTAL INSURANCE	10,793	14,199	15,309	7.82%
001-2101-521.23-20	LIFE INSURANCE	9,496	11,442	12,297	7.47%
001-2101-521.23-21	SHORT-TERM DISABILITY	6,822	8,970	9,620	7.25%
001-2101-521.23-30	DEPENDENT HEALTH INSURANC	183,694	249,260	259,857	4.25%
001-2101-521.23-35	DEPENDENT DENTAL INSURANC	11,794	16,969	18,020	6.19%
001-2101-521.23-40	LONG TERM DISABILITY	4,349	5,789	6,172	6.62%
001-2101-521.24-10	WORKERS' COMPENSATION	86,913	86,364	93,447	8.20%
001-2101-521.25-10	UNEMPLOYMENT COMPENSATION	1,156	-	-	-%
* SALARIES AND BENEFITS		3,635,844	3,868,776	4,433,671	14.60%
OPERATING EXPENDITURES					
001-2101-521.31-25	PSYCHOLOGICAL TEST & POLY	2,494	7,499	7,500	0.01%
001-2101-521.34-10	CONTRACTUAL SERVICES	64,646	74,521	61,170	(17.92%)
001-2101-521.34-20	CONTRACT SERV - SO/911	199,874	200,000	200,000	-%
001-2101-521.40-10	TRAVEL & PER DIEM	31,441	47,700	50,000	4.82%
001-2101-521.41-10	TELEPHONE	4,911	10,932	11,000	0.62%
001-2101-521.41-20	OTHER COMMUNICATION	20,563	17,761	32,800	84.67%
001-2101-521.41-30	POSTAGE	794	1,200	1,400	16.67%
001-2101-521.43-10	ELECTRIC, WATER, GAS	92,293	103,304	110,674	7.13%
001-2101-521.45-10	LIABILITY	112,054	115,891	147,181	27.00%
001-2101-521.46-10	BUILDING	-	670	700	4.48%
001-2101-521.46-15	EQUIPMENT	3,676	4,000	4,200	5.00%
001-2101-521.46-17	INSURANCE RECOVERY	18,267	2,540	-	(100.00%)
001-2101-521.47-10	PRINTING & BINDING	-	500	600	20.00%
001-2101-521.51-10	OFFICE SUPPLIES	2,186	3,000	3,000	-%
001-2101-521.52-10	OPERATING SUPPLIES	21,742	18,663	60,000	221.49%
001-2101-521.52-11	DURABLE GOODS	1,840	3,000	3,000	-%
001-2101-521.52-15	FUEL COSTS	90,935	89,437	89,437	-%

FUND 001
DEPT 21
DIVISION 01

POLICE SERVICES EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-2101-521.52-25	UNIFORMS	40,397	50,400	47,000	(6.75%)
001-2101-521.52-35	FIRE ARM SUPPLIES	12,650	13,264	13,400	1.03%
001-2101-521.52-39	ACCREDITATION COSTS	2,681	2,097	1,500	(28.47%)
001-2101-521.52-40	INVESTIGATION FUNDS	4,878	8,663	6,000	(30.74%)
001-2101-521.52-89	DISASTER RECOVERY	867	-	-	-%
001-2101-521.54-10	BKS, PUB, SUB, MEM, LIB	1,967	3,000	3,500	16.67%
001-2101-521.59-45	COMMUNITY SERVICE	2,230	2,500	3,000	20.00%
* OPERATING EXPENDITURES		733,386	780,542	857,062	9.80%
CAPITAL EXPENDITURES					
001-2101-521.64-15	EQUIP - NEW	-	12,800	-	(100.00%)
001-2101-521.64-16	POLICE DEPT FIREARMS	1,550	3,268	1,700	(47.98%)
* CAPITAL EXPENDITURES		1,550	16,068	1,700	(89.42%)
TOTAL POLICE SERVICES		4,370,780	4,665,386	5,292,433	13.44%

FUND **001**
DEPT **21**
DIVISION **01**

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2101-521.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	2,273,355	2,273,355
001-2101-521.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	210,000	210,000
001-2101-521.14-20	OVERTIME - OFF DUTY	NO AMOUNT BUDGETED	-	-
001-2101-521.15-30	INCENTIVE	INCENTIVE	17,159	17,159
001-2101-521.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-2101-521.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	6,600	6,600
001-2101-521.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	173,535	173,535
001-2101-521.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	690,052	690,052
001-2101-521.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	363,097	363,097
001-2101-521.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	285,151	285,151
001-2101-521.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	15,309	15,309
001-2101-521.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	12,297	12,297
001-2101-521.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	9,620	9,620
001-2101-521.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	259,857	259,857
001-2101-521.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	18,020	18,020
001-2101-521.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	6,172	6,172
001-2101-521.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	93,447	93,447
001-2101-521.25-10	UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
001-2101-521.31-25	PSYCHOLOGICAL TEST & POLY	PSYCHOLOGICAL TEST & POLY	7,500	7,500

FUND 001
DEPT 21
DIVISION 01

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2101-521.34-10	CONTRACTUAL SERVICES	LAKE COUNTY RADIO MAINTENANCE	7,200	61,170
		SPILLMAN TECH	19,570	-
		SPILLMAN MOU	3,800	-
		SLACK	3,750	-
		POWER STANDARD	800	-
		POWER ONE ?	1,800	-
		POWER DMS	2,000	-
		LAW ENF DATA SHARING FINDER	2,800	-
		COPIER RECORDS	2,250	-
		COPIER RD PATROL	2,350	-
		COPIER CID	1,750	-
		COPIER ADMIN	2,800	-
		BODY CAM LICENSE	5,200	-
		ADDITIONAL COPIES	4,500	-
		3SI TRACKER GPS	600	-
001-2101-521.34-20	CONTRACT SERV - SO/911	CONTRACT SERV - SO/911	200,000	200,000
001-2101-521.40-10	TRAVEL & PER DIEM	TRAVEL & PER DIEM	50,000	50,000
001-2101-521.41-10	TELEPHONE	DOMS FAX	1,000	11,000
		CELLPHONE SERVICE	10,000	-
001-2101-521.41-20	OTHER COMMUNICATION	VERIZON WI-FI	32,800	32,800
001-2101-521.41-30	POSTAGE	POSTAGE	1,400	1,400
001-2101-521.43-10	ELECTRIC, WATER, GAS	WATER	16,326	110,674
		GAS	1,075	-
		ELECTRIC	93,273	-
001-2101-521.45-10	LIABILITY	LIABILITY INSURANCE	147,181	147,181
001-2101-521.46-10	BUILDING	GENERATOR PSC YEARLY MAINT	700	700
001-2101-521.46-15	EQUIPMENT	REPAIR/MAINTAIN VEHICLES AND EQUIP	4,200	4,200
001-2101-521.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
001-2101-521.47-10	PRINTING & BINDING	PRINTING & BINDING	600	600

FUND **001**
DEPT **21**
DIVISION **01**

POLICE SERVICES EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2101-521.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	3,000	3,000
001-2101-521.52-10	OPERATING SUPPLIES	SPEEDOMETER CERTS	1,000	60,000
		WELLNESS/LIVE SCAN	17,700	-
		RADAR/LIDAR CERTS	3,500	-
		OPERATING SUPPLIES FOR TWO K9 UNITS	16,200	-
		GENERAL OPERATING SUPPLIES	21,000	-
		CONFIDENTIAL TAGS	600	-
001-2101-521.52-11	DURABLE GOODS	TEN PRINTERS FOR ROAD PATROL	3,000	3,000
001-2101-521.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	89,437	89,437
001-2101-521.52-25	UNIFORMS	UNIFORMS	35,000	47,000
		BODY ARMOR	12,000	-
001-2101-521.52-35	FIRE ARM SUPPLIES	PRACTICE/DUTY AMMO	6,500	13,400
		TASER TRAINING AND REPLACEMENT CARTRIDGES	4,500	-
		TARGETS	500	-
		CLEANING AND MAINTENANCE SUPPLIES	500	-
		AIMPOINT OPTICS FOR NEW HIRES	1,400	-
001-2101-521.52-39	ACCREDITATION COSTS	ACCREDITATION	1,500	1,500
001-2101-521.52-40	INVESTIGATION FUNDS	INVESTIGATION FUNDS	6,000	6,000
001-2101-521.52-89	DISASTER RECOVERY	NO AMOUNT BUDGETED	-	-
001-2101-521.54-10	BKS, PUB, SUB, MEM, LIB	BKS, PUB, SUB, MEM, LIB	2,500	3,500
		YMCA BOARD MEMBER DUES	1,000	-
001-2101-521.59-45	COMMUNITY SERVICE	COMMUNITY SERVICES	3,000	3,000
001-2101-521.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
001-2101-521.64-16	POLICE DEPT FIREARMS	FOUR PISTOLS FOR NEW HIRES	1,700	1,700

FUND 001
DEPT 21
DIVISION 03

CODE ENFORCEMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-2103-521.12-10	REGULAR SALARIES	58,251	61,133	64,801	6.00%
001-2103-521.14-10	OVERTIME	-	312	312	-%
001-2103-521.21-10	FICA / MED TAXES	4,183	4,415	4,677	5.93%
001-2103-521.22-10	RETIREMENT	3,495	5,196	3,888	(25.17%)
001-2103-521.22-20	FL STATE RETIREMENT	-	-	43	-%
001-2103-521.23-10	HEALTH INSURANCE	7,675	8,610	8,911	3.50%
001-2103-521.23-15	DENTAL INSURANCE	361	425	437	2.82%
001-2103-521.23-20	LIFE INSURANCE	318	349	372	6.59%
001-2103-521.23-21	SHORT-TERM DISABILITY	238	265	278	4.91%
001-2103-521.23-40	LONG TERM DISABILITY	146	162	170	4.94%
001-2103-521.24-10	WORKERS' COMPENSATION	1,405	1,452	1,518	4.55%
* SALARIES AND BENEFITS		76,072	82,319	85,407	3.75%
OPERATING EXPENDITURES					
001-2103-521.32-30	CODE ENF-SPECIAL MASTER	3,880	5,000	5,000	-%
001-2103-521.34-10	CONTRACTUAL SERVICES	6,366	4,644	8,025	72.80%
001-2103-521.40-10	TRAVEL & PER DIEM	781	-	1,000	-%
001-2103-521.41-10	TELEPHONE	241	-	560	-%
001-2103-521.41-30	POSTAGE	2,509	2,500	3,000	20.00%
001-2103-521.45-10	LIABILITY	2,784	2,916	3,703	26.99%
001-2103-521.51-10	OFFICE SUPPLIES	32	350	350	-%
001-2103-521.52-10	OPERATING SUPPLIES	151	500	500	-%
001-2103-521.52-11	DURABLE GOODS	-	-	1,400	-%
001-2103-521.52-15	FUEL COSTS	1,895	2,106	2,106	-%
001-2103-521.52-25	UNIFORMS	247	400	400	-%
001-2103-521.54-10	BKS, PUB, SUB, MEM, LIB	50	250	250	-%
001-2103-521.59-35	ABATEMENT PROCEEDINGS	-	11,000	-	(100.00%)
* OPERATING EXPENDITURES		18,936	29,666	26,294	(11.37%)
TOTAL CODE ENFORCEMENT		95,008	111,985	111,701	(0.25%)

FUND **001**
DEPT **21**
DIVISION **03**

CODE ENFORCEMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2103-521.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	64,801	64,801
001-2103-521.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	312	312
001-2103-521.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	4,677	4,677
001-2103-521.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	3,888	3,888
001-2103-521.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	43	43
001-2103-521.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	8,911	8,911
001-2103-521.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	437	437
001-2103-521.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	372	372
001-2103-521.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	278	278
001-2103-521.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	170	170
001-2103-521.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	1,518	1,518
001-2103-521.32-30	CODE ENF-SPECIAL MASTER	CODE ENF- SPECIAL MASTER	5,000	5,000
001-2103-521.34-10	CONTRACTUAL SERVICES	CENTRAL SQUARE SOFTWARE	8,025	8,025
001-2103-521.40-10	TRAVEL & PER DIEM	TRAVEL & PER DIEM	1,000	1,000
001-2103-521.41-10	TELEPHONE	CELL PHONE SERVICE	560	560
001-2103-521.41-30	POSTAGE	POSTAGE	3,000	3,000
001-2103-521.45-10	LIABILITY	LIABILITY INSURANCE	3,703	3,703
001-2103-521.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	350	350

FUND 001
DEPT 21
DIVISION 03

CODE ENFORCEMENT EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
001-2103-521.52-10 OPERATING SUPPLIES	OPERATING SUPPLIES	500	500
001-2103-521.52-11 DURABLE GOODS	NEW CAMERA	1,400	1,400
001-2103-521.52-15 FUEL COSTS	ESTIMATED FUEL EXPENSE	2,106	2,106
001-2103-521.52-25 UNIFORMS	UNIFORMS	400	400
001-2103-521.54-10 BKS, PUB, SUB, MEM, LIB	BKS, PUB, SUB, MEM, LIB	250	250
001-2103-521.59-35 ABATEMENT PROCEEDINGS	NO AMOUNT BUDGETED	-	-



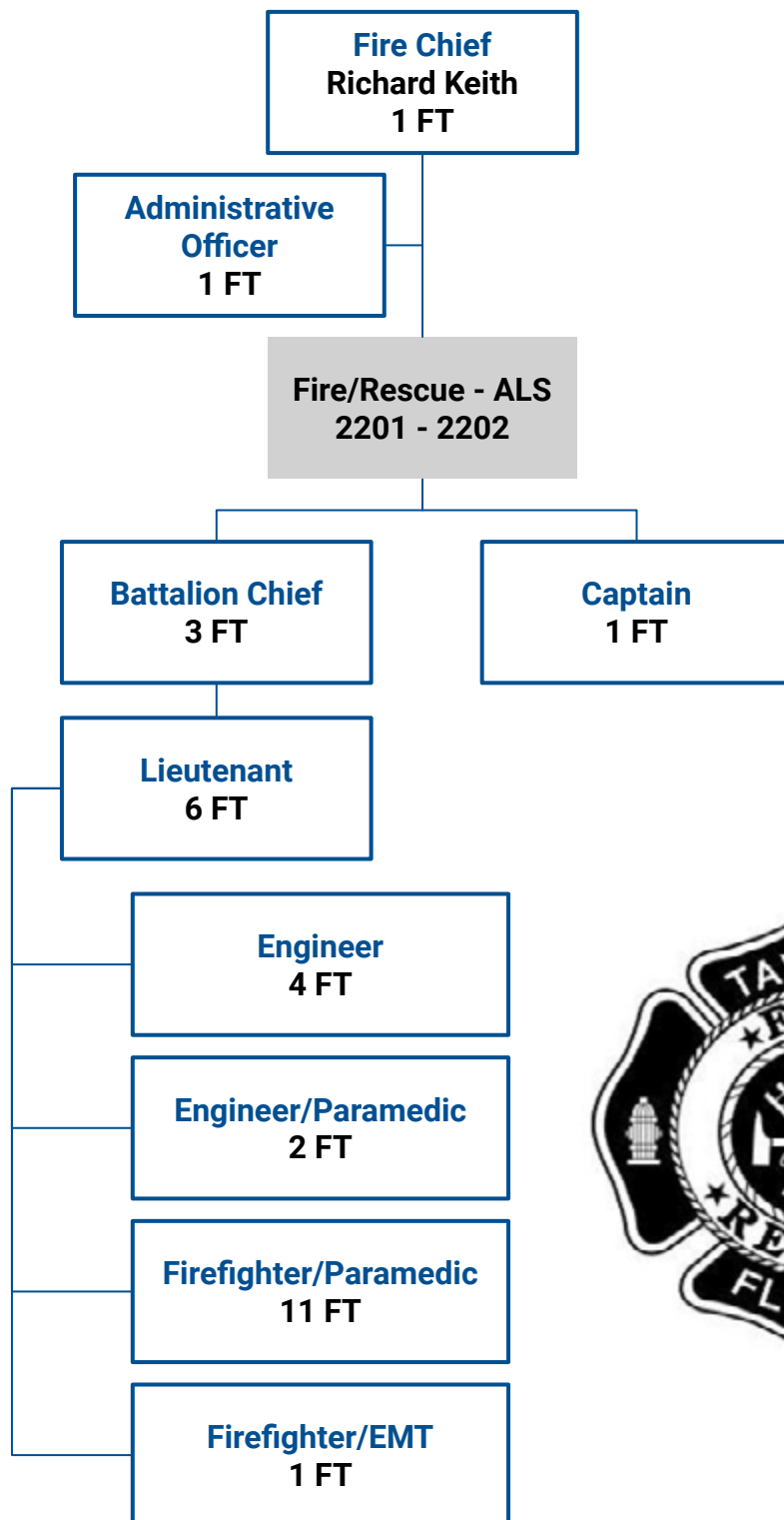
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Fire Department



Fire Department

Department 22



Position Summary

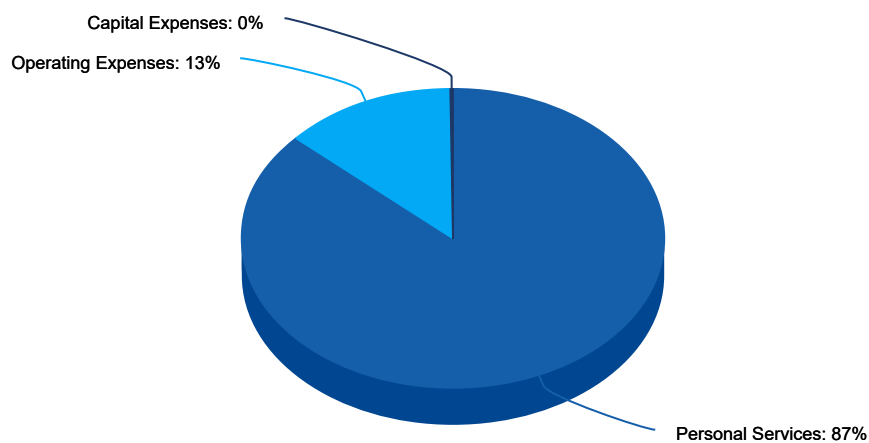
Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Administrative Officer	11013	1	1	1
Battalion Chief	11008	3	3	3
Chief	11001	1	1	1
Engineer	11005	4	4	4
Engineer/Paramedic	22012	2	2	2
Fire Captain	11007	1	1	1
Firefighter/Paramedic	11009	8	8	11
Firefighters/EMT	11004	1	1	1
Lieutenant	11003	6	6	6
No. of Full Time		27	27	30
Total No. of Positions:		27	27	30
Total FTEs:		27	27	30

Firefighter/Paramedics allocated 78% Fire Suppression (2201) and 28% ALS (2202)

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Fire Suppression-2201				
Personal Services	3,034,083	2,850,896	2,969,107	4.15%
Operating Expenses	361,455	399,088	499,482	25.16%
Capital Expenses	-	930,500	435	(99.95%)
Total Fire Suppression	3,395,538	4,180,484	3,469,024	(17.02%)
ALS-2202				
Personal Services	324,954	348,972	419,944	20.34%
Operating Expenses	11,065	13,099	12,739	(2.75%)
Capital Expenses	-	-	7,432	-%
Total ALS	336,019	362,071	440,115	21.55%
Grand Total Fire	\$3,731,557	\$4,542,555	\$3,909,139	(13.94%)
Percentage of Fund Budget	14.83%	19.31%	15.53%	

2024 APPROPRIATIONS



FIRE - 2201

DEPARTMENT MISSION

The City of Tavares Fire Department will strive to use our resources efficiently to deliver fire protection and deliver the highest standard of care to those in need. We will strive to be compassionate, courteous and professional at all times. We will always go beyond the call of duty to provide service to the citizens and visitors of Tavares. Our Core Values: Fire Protection Services and Life Safety Services with integrity, with pride, with service above self, with excellence in all we do. Our Goal: Everyone goes home!

DEPARTMENT DESCRIPTION *(Services, Functions, and Activities)*

The City of Tavares Fire Department consists of twenty-seven members of which twenty-four members are 24-hour "shift" personnel (firefighters, engineers, lieutenants, and battalion chiefs). The rest of the Department is composed of one fire inspector captain, one administrative officer, and one fire chief. All shift and administrative personnel are fully qualified to handle all necessary functions in the context of public safety as described in the appropriate job descriptions.

Last year, the City of Tavares Fire Department responded to record call volume of 5,144 incidents. Of this number, approximately 69% of the department's responses are medical in nature. In addition to emergency calls, department personnel conducted 467 safety inspections, 41 occupational license inspection, 247 plan review, 650 re-inspections, and 138 new construction inspections. Provide public safety education programs to all age groups, and professional development through training are important activities that the fire department manages. In addition, Tavares Fire Department has the only car seat certified technician in the tri-city area providing car seat inspections. A high degree of customer service is important to this department. Our various activities attempt to meet or exceed the standards of the National Fire Protection Association (NFPA), Insurance Service Organization (ISO), and the State of Florida.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Emergency Responses (total)	4,599	5,144	5,525	5,775
	Fire/False Alarm Responses	236	326	350	400
	Medical Responses	3,205	3,565	3,850	4,000
	Good Intent/Other	1,158	1,253	1,325	1,375
2.	Occupational/Fire Safety Inspections	1,100	1,117	1,150	1,200
3.	Fire Hydrant Testing	0	0	325	700
4.	Training Hours Completed	4,998	4,638	4,850	5,000

2024 GOALS

Organizational Development

Provide continuing education and training to department personnel.

Growth and Development

Grow and develop the fire department to meet and exceed customer needs and expectations.

City Lifestyle

Efficient and effective use of code compliance inspections and public education to reduce the dollar amount of losses associated with fire within the City of Tavares.

Citizen and Customer Service Focus

Provide fast, friendly, efficient and accurate customer service, exceeding customer's expectations.

Innovation and Technology

Use innovation and technological advances to increase the effectiveness and efficiency of the services provided by the City of Tavares Fire Department.

Organizational Performance

Develop a fire department where highly trained and educated fire service professionals provide expeditious, effective and courteous service.

2024 OBJECTIVES

1. Maintain a high level of training hours for FY2024 for water rescue exercises, live fire training, brush truck, and bailout training to include surrounding Fire Departments.
2. Continue to provide full Advanced Life Support medical services at both stations. This has created a revenue source for the fire department.
3. Maintain standards or higher to maintain current Insurance Service Office rating of 3 for public protection class.
4. Complete at least one fire code compliance inspection for each inspectable business each year.
5. Tavares Elementary, Middle, and High schools each receive at least one visit from Tavares Fire Department units.
6. Tavares Elementary School's 3rd grade classes receive a full fire prevention program in October.
7. At least one grant proposal will be produced by the City of Tavares Fire Department for new technology initiatives.
8. Meet or exceed the National Fire Protection Association's (NFPA) standards for response times.
9. Fire Department will continue help mitigate firefighters' exposure to contaminants that could cause cancer.
10. Fire Department will continue help mitigate the after-effect of the COVID-19 pandemic.
11. Hire three new Firefighter / Paramedic positions utilizing SAFER grant.

2023 ACCOMPLISHMENTS

1. Fire Department continues responding outside city limits under the County ISBA / Closest-Unit Response agreement. The "closest-unit response" partnership with the County resulted in a net revenue of \$20,500 for FY22 to the City of Tavares, for response into County areas and to County-owned buildings within Tavares city limits.
2. Fire Department held a pinning ceremony where nine members were recognized. Seven of the nine were recognized for promotions and two were recognized as new hires.
3. Fire Department was successful in submitting a grant through State of Florida, Department of Health for a chest compression system. The system will deliver consistent chest compression for a cardiac arrest patient. The total cost is \$29,724.88, which includes a five-year maintenance plan. If awarded, State award is 75% \$22,293.66 and applicant match is 25% \$7,431.22.
4. Fire Department was successful in submitting a grant through FEMA for plan review table. The plan review table will be utilized to review plans in a larger scale, can also be utilized to deliver firefighter training, and public educational presentations. The total cost is \$9,122. If awarded, Federal award is 95% \$8,687 and applicant match is 5% \$435.
5. Fire Department has begun the process of working with the Water Department to revamp the hydrant testing program as two hydrant diffusers have been purchased, which offers quick and efficient hydrant flow testing.
6. Fire Department implemented their brush truck as a responding unit the beginning of this year. Minimal expense was incurred as the truck was acquired as a surplus from Fleet. The pump tank was donated. Personnel continues to receive Wildland Training. This truck, with Tavares Fire Department personnel has responded to several wildland fires.
7. Fire Prevention besides conducting 1,296 various types of inspection, also conducted 247 plan reviews, 64 community services, 47 child car seats checks, and 36 classes/demonstrations.
8. The fire service continues to place emphasis on the rising number of incidents of cancers in firefighters as well as the rising numbers of post-traumatic stress disorders, and the number of suicides and suicide attempts among fire service personnel. Tavares Fire Department continues to take action to reduce carcinogen exposures or at least manage those exposures, and to properly handle the emotional health of our personnel. Fire Department has provided a second set of Nomex hoods to each employee and has provided a second set of bunker gear. After each fire, their first set of gear is to be washed, which now can be done in-house as the Public Safety Complex provides an extractor to wash their gear. The Fire Department has made arrangements with a vendor to have the gear repaired and inspected as needed. Overall, employee health and safety initiatives continues to be an important driving force for our Fire Department.
9. The Fire Chief serves as the Chair for the Board of Directors for Lake Technical College.

FUND 001
DEPT 22
DIVISION 01

FIRE SUPPRESSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-2201-522.12-10	REGULAR SALARIES	1,733,342	1,673,037	1,629,122	(2.62%)
001-2201-522.14-10	OVERTIME	197,263	137,730	137,730	-%
001-2201-522.15-30	INCENTIVE	8,040	7,440	9,360	25.81%
001-2201-522.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-2201-522.15-61	CELL PHONE ALLOWANCE	-	-	600	-%
001-2201-522.21-10	FICA / MED TAXES	137,232	128,182	126,304	(1.47%)
001-2201-522.22-10	RETIREMENT	373,856	265,086	382,738	44.38%
001-2201-522.22-20	FL STATE RETIREMENT	42,985	50,899	113,831	123.64%
001-2201-522.23-10	HEALTH INSURANCE	184,169	206,603	202,493	(1.99%)
001-2201-522.23-15	DENTAL INSURANCE	8,658	10,191	10,377	1.83%
001-2201-522.23-20	LIFE INSURANCE	8,594	9,428	9,199	(2.43%)
001-2201-522.23-21	SHORT-TERM DISABILITY	6,190	7,101	6,924	(2.49%)
001-2201-522.23-30	DEPENDENT HEALTH INSURANC	219,757	248,357	234,250	(5.68%)
001-2201-522.23-35	DEPENDENT DENTAL INSURANC	14,351	16,994	16,906	(0.52%)
001-2201-522.23-40	LONG TERM DISABILITY	3,940	4,675	4,567	(2.31%)
001-2201-522.24-10	WORKERS' COMPENSATION	95,206	84,173	84,706	0.63%
* SALARIES AND BENEFITS		3,034,083	2,850,896	2,969,107	4.15%
OPERATING EXPENDITURES					
001-2201-522.31-25	PSYCHOLOGICAL TEST & POLY	-	2,250	450	(80.00%)
001-2201-522.31-27	MEDICAL SCREENING	9,710	11,627	12,020	3.38%
001-2201-522.34-10	CONTRACTUAL SERVICES	20,542	33,060	49,566	49.93%
001-2201-522.40-10	TRAVEL & PER DIEM	238	2,025	2,000	(1.23%)
001-2201-522.41-10	TELEPHONE	4,349	6,240	5,088	(18.46%)
001-2201-522.41-20	OTHER COMMUNICATION	4,278	4,421	4,621	4.52%
001-2201-522.41-30	POSTAGE	286	125	450	260.00%
001-2201-522.43-10	ELECTRIC, WATER, GAS	113,846	120,696	134,066	11.08%
001-2201-522.44-10	RENTALS & LEASES	176	-	185	-%
001-2201-522.45-10	LIABILITY	52,769	53,793	68,317	27.00%
001-2201-522.46-10	BUILDING	702	-	650	-%
001-2201-522.46-15	EQUIPMENT	7,939	7,162	8,350	16.59%
001-2201-522.46-17	INSURANCE RECOVERY	3,355	5,261	-	(100.00%)
001-2201-522.46-38	FIRE VEHICLES	27,635	27,638	38,441	39.09%
001-2201-522.47-10	PRINTING & BINDING	-	100	100	-%
001-2201-522.51-10	OFFICE SUPPLIES	790	800	800	-%
001-2201-522.52-10	OPERATING SUPPLIES	21,261	22,654	21,900	(3.33%)
001-2201-522.52-11	DURABLE GOODS	20,936	14,050	12,790	(8.97%)
001-2201-522.52-15	FUEL COSTS	40,012	37,343	37,343	-%

FUND **001**
DEPT **22**
DIVISION **01**

FIRE SUPPRESSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-2201-522.52-25	UNIFORMS	14,780	16,437	16,700	1.60%
001-2201-522.52-36	BUNKER GEAR	8,866	16,324	49,990	206.24%
001-2201-522.52-50	TRAINING	4,416	11,119	28,825	159.24%
001-2201-522.52-89	DISASTER RECOVERY	64	-	-	-%
001-2201-522.54-10	BKS, PUB, SUB, MEM, LIB	3,307	5,390	4,330	(19.67%)
001-2201-522.54-20	FIRE PREVENT/PUB. EDUC	1,198	573	2,500	336.30%
* OPERATING EXPENDITURES		361,455	399,088	499,482	25.16%
CAPITAL EXPENDITURES					
001-2201-522.64-11	EQUIP-VEHICLE REPLACEMENT	-	930,500	-	(100.00%)
001-2201-522.64-50	CAPITAL GRANT MATCH	-	-	435	-%
* CAPITAL EXPENDITURES		-	930,500	435	(99.95%)
TOTAL FIRE SERVICES		3,395,538	4,180,484	3,469,024	(17.02%)

FUND 001
DEPT 22
DIVISION 01

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2201-522.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	1,629,122	1,629,122
001-2201-522.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	137,730	137,730
001-2201-522.15-30	INCENTIVE	INCENTIVE	9,360	9,360
001-2201-522.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-2201-522.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	600	600
001-2201-522.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	126,304	126,304
001-2201-522.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	382,738	382,738
001-2201-522.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	113,831	113,831
001-2201-522.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	202,493	202,493
001-2201-522.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	10,377	10,377
001-2201-522.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	9,199	9,199
001-2201-522.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	6,924	6,924
001-2201-522.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	234,250	234,250
001-2201-522.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	16,906	16,906
001-2201-522.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	4,567	4,567
001-2201-522.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	84,706	84,706
001-2201-522.31-25	PSYCHOLOGICAL TEST & POLY	PRE-EMPLOYMENT EVALUATION \$450 FOR 1 EMPLOYEE	450	450
001-2201-522.31-27	MEDICAL SCREENING	ADHERE TO ARTICLE 29 CBA PRICE INCREASE 24 X \$490 PREEMPLOYMENT EXISTING POSITION EMPLOYEE LEAVING	11,760 260	12,020 -

FUND **001**
DEPT **22**
DIVISION **01**

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2201-522.34-10	CONTRACTUAL SERVICES	LAKE CO RADIO MAINTENANCE 18 PORTABLES \$96 EA	1,728	49,566
		YEARLY MAINTENANCE SCBA FILLING/AIR SAMPLES	2,200	-
		RENTAL OF FIRE'S COPIER \$105 MO X 12	1,260	-
		PROMOTIONAL ASSESSMENT LIEUTENANT POSITION	6,000	-
		LAKE CO MAIN MOBILE & CONTROL STATION 12 X \$144	1,728	-
		FIRE'S PORTION COMCAST \$491 MO. X 12	5,892	-
		FIRE'S PORTION BANK TEST GENERATOR AT PSC	700	-
		EMERGENCY REPORTING FIRE/MEDICAL INCIDENTS	26,195	-
		AVL LOCATOR & HOTSPOT \$289 MO. X 12	3,468	-
		ANNUAL MAINTENANCE TRAINING TARGET SOLUTIONS	395	-
001-2201-522.40-10	TRAVEL & PER DIEM	ATTEND CONFERENCES AS NEEDED	2,000	2,000
001-2201-522.41-10	TELEPHONE	DOMS FAX	672	5,088
		CELL PHONE SERVICE	4,416	-
001-2201-522.41-20	OTHER COMMUNICATION	CENTURY LINK DISPATCH SERVICE	4,621	4,621
001-2201-522.41-30	POSTAGE	POSTAGE	450	450
001-2201-522.43-10	ELECTRIC, WATER, GAS	WATER	24,114	134,066
		SECO ENERGY	10,453	-
		PROPANE	3,139	-
		GAS	1,061	-
		ELECTRIC	95,299	-
001-2201-522.44-10	RENTALS & LEASES	RENTAL OF PROPANE TANK ST29	185	185
001-2201-522.45-10	LIABILITY	LIABILITY INSURANCE	68,317	68,317
001-2201-522.46-10	BUILDING	PUMP OUT DECON TANK AT PSC	650	650
001-2201-522.46-15	EQUIPMENT	ANNUAL FIRE TRUCK AERIAL TEST	1,000	8,350
		REPAIRS TO EQUIPMENT AS REQUIRED	500	-
		ANNUAL PUMP TEST FOR 4 APPARATUSES \$450 EA	1,800	-
		ANNUAL HOSE & LADDER TEST	2,900	-
		ANNUAL EDRAULIC TOOLS 2 SETS \$600 EA	1,200	-
		ANNUAL CALIBRATION OF MASK FIT TEST MACHINE	950	-
001-2201-522.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-

FUND 001
DEPT 22
DIVISION 01

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2201-522.46-38	FIRE VEHICLES	FIRE VEHICLE REPAIRS & MAINTENANCE	38,441	38,441
001-2201-522.47-10	PRINTING & BINDING	LETTER HEAD, BUSINESS CARDS & FORMS	100	100
001-2201-522.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	800	800
001-2201-522.52-10	OPERATING SUPPLIES	MAINTENANCE OF 22 AED PADS FOR THE CITY - PAD INCR	2,000	21,900
		MAINTENANCE OF TWO FIRE STATIONS	18,000	-
		CREWSense SOFTWARE UTILIZED FOR SCHEDULING	1,900	-
001-2201-522.52-11	DURABLE GOODS	REPLACE VARIOUS SIZE SECTION HOSE	6,000	12,790
		REPLACE 6 ARMOR BALLISTIC VESTS \$555 EA	3,330	-
		REPLACE 6 ARMOR BALLISTIC HELMETS \$510 EA	3,060	-
		REPLACE 1 MATTRESS FOR ST29	400	-
001-2201-522.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	37,343	37,343
001-2201-522.52-25	UNIFORMS	UNIFORM ALLOWANCE FIRE CHIEF	600	16,700
		UNIFORM ALLOWANCE CBA ARTICLE 26 (23 X \$400)	9,200	-
		PROJECT FF1025 INSIGNIAS & HELMET FRONTS	300	-
		PROJECT FF1024 SURVIVAL ESCAPE BAGS (4 X 400)	1,600	-
		PROJECT FF1024 STRUCTURAL GLOVES (9 X \$70)	630	-
		PROJECT FF1024 NOMEX HOODS (10 X \$40)	400	-
		PROJECT FF1024 EXTRICATION GLOVES (9 X \$80)	720	-
		PROJECT FF1022 REPLACE BOOTS BIENNIAL (13 X \$250)	3,250	-
001-2201-522.52-36	BUNKER GEAR	REPLACE BUNKER GEAR EXPIRING IN '24 (11 X \$3K)	33,000	49,990
		STRUCTURAL BOOTS -REPLACE 4 SETS \$450 EA	1,800	-
		REPLACE HELMETS EXPIRING IN '24 (6 X \$365)	2,190	-
		NFPA STANDARDS - INSPECTION/REPAIR OF GEAR	1,000	-
		BUNKER GEAR FOR RECENT HIRES (4 SETS X \$3K)	12,000	-
001-2201-522.52-50	TRAINING	ADHERE TO ARTICLE 23A \$500 PER EMPLOYEE - 25	12,500	28,825
		SEND TWO EMPLOYEES TO PARAMEDIC SCHOOL \$6K EA	12,000	-
		SEND ONE FLEET PERSONNEL TO EVT TRAINING CLASS	425	-
		PALS RENEWAL \$150 EA	3,900	-
001-2201-522.52-89	DISASTER RECOVERY	NO AMOUNT BUDGETED	-	-
001-2201-522.54-10	BKS, PUB, SUB, MEM, LIB	RENEWAL OF TARGET SOLUTIONS 27 X \$65	1,755	4,330

FUND **001**
DEPT **22**
DIVISION **01**

FIRE SUPPRESSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		RENEWAL OF ACTIVE 911	225	-
		NFPA FIRE CODE SUBSCRIPTION RENEWAL	500	-
		NATIONAL TESTING NETWORK MEMBERSHIP	500	-
		LAKE FIRE CHIEF ASSOC. CHIEF, 3 B/C & CAPTAIN \$65	325	-
		FLA FIRE MARSHAL - CHIEF & CAPTAIN \$75	150	-
		FLA FIRE CHIEF ASSOC 5 MEMBERS \$125	625	-
		CENTRAL FLA FIRE CHIEF- CHIEF, 3 B/C & CAPTAIN \$50	250	-
001-2201-522.54-20	FIRE PREVENT/PUB. EDUC	LIFESAFETY HANDOUTS FOR EDUCATIONAL PURPOSES	800	2,500
		SMOKE DETECTOR REPLACEMENT PROGRAM SUPPLIES	500	-
		CPR CARD AND SUPPLIES FOR CITY EMPLOYEES	700	-
		CHILD CAR SEAT PROGRAM SUPPLIES	500	-
001-2201-522.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
001-2201-522.64-50	CAPITAL GRANT MATCH	FEMA GRANT MATCH 5% FOR PLAN REVIEW TABLE	-	435

FUND 001
DEPT 22
DIVISION 02

ADVANCED LIFE SUPPORT (ALS) EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-2202-522.12-10	REGULAR SALARIES	187,541	168,456	193,402	14.81%
001-2202-522.14-10	OVERTIME	23,125	51,720	51,720	-%
001-2202-522.21-10	FICA / MED TAXES	15,001	15,827	17,531	10.77%
001-2202-522.22-10	RETIREMENT	27,374	32,280	54,824	69.84%
001-2202-522.22-20	FL STATE RETIREMENT	8,805	10,836	22,349	106.25%
001-2202-522.23-10	HEALTH INSURANCE	23,047	25,854	29,192	12.91%
001-2202-522.23-15	DENTAL INSURANCE	1,084	1,275	1,433	12.39%
001-2202-522.23-20	LIFE INSURANCE	873	953	1,094	14.80%
001-2202-522.23-21	SHORT-TERM DISABILITY	652	858	961	12.00%
001-2202-522.23-30	DEPENDENT HEALTH INSURANC	24,290	27,250	32,293	18.51%
001-2202-522.23-35	DEPENDENT DENTAL INSURANC	1,703	2,016	2,327	15.43%
001-2202-522.23-40	LONG TERM DISABILITY	400	572	635	11.01%
001-2202-522.24-10	WORKERS' COMPENSATION	11,059	11,075	12,183	10.00%
* SALARIES AND BENEFITS		324,954	348,972	419,944	20.34%
OPERATING EXPENDITURES					
001-2202-522.31-27	MEDICAL SCREENING	1,185	1,326	1,470	10.86%
001-2202-522.34-10	CONTRACTUAL SERVICES	5,424	7,021	8,259	17.63%
001-2202-522.47-10	PRINTING & BINDING	770	560	510	(8.93%)
001-2202-522.52-10	OPERATING SUPPLIES	1,184	1,450	1,200	(17.24%)
001-2202-522.52-11	DURABLE GOODS	1,696	1,942	500	(74.25%)
001-2202-522.52-25	UNIFORMS	806	800	800	-%
* OPERATING EXPENDITURES		11,065	13,099	12,739	(2.75%)
CAPITAL EXPENDITURES					
001-2202-522.64-50	CAPITAL GRANT MATCH	-	-	7,432	-%
* CAPITAL EXPENDITURES		-	-	7,432	-%
TOTAL FIRE SERVICES - ALS		336,019	362,071	440,115	21.55%

FUND 001
DEPT 22
DIVISION 02

ADVANCED LIFE SUPPORT (ALS) EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2202-522.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	193,402	193,402
001-2202-522.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	51,720	51,720
001-2202-522.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	17,531	17,531
001-2202-522.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	54,824	54,824
001-2202-522.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	22,349	22,349
001-2202-522.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	29,192	29,192
001-2202-522.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,433	1,433
001-2202-522.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,094	1,094
001-2202-522.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	961	961
001-2202-522.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	32,293	32,293
001-2202-522.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,327	2,327
001-2202-522.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	635	635
001-2202-522.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	12,183	12,183
001-2202-522.31-27	MEDICAL SCREENING	ADHERE TO ARTICLE 29 CBA (3 X \$490)	1,470	1,470

FUND 001
DEPT 22
DIVISION 02

ADVANCED LIFE SUPPORT (ALS) EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-2202-522.34-10	CONTRACTUAL SERVICES	YEARLY MAINTENANCE LP15 ST28	1,800	8,259
		YEARLY MAINTENANCE LP15 ST29	1,800	-
		YEARLY MAINTENANCE LP15 SPECIAL EVENT	1,800	-
		YEARLY MAINTENANCE LP15 LP15 BACKUP	1,800	-
		TOUGHBOOKS INTEGRATION TO DISPATCH (3 X \$188)	564	-
		INTEGRATION OF CREWSENSE TO EMERGENCY REPORTING	495	-
001-2202-522.47-10	PRINTING & BINDING	REPRODUCTION PROTOCOL BKS, REFUSALS, PATIENT FORM	510	510
001-2202-522.52-10	OPERATING SUPPLIES	PURCHASE ALS SUPPLIES AS NEEDED	1,200	1,200
001-2202-522.52-11	DURABLE GOODS	REPLACE LIFEPAK CABLES AS NEEDED	500	500
001-2202-522.52-25	UNIFORMS	UNIFORM ALLOWANCE CBA ARTICLE 25 FOR 2 PERSONNEL	800	800
001-2202-522.64-50	CAPITAL GRANT MATCH	GRANT MATCH FOR CHEST COMPRESSION SYSTEM	7,432	7,432



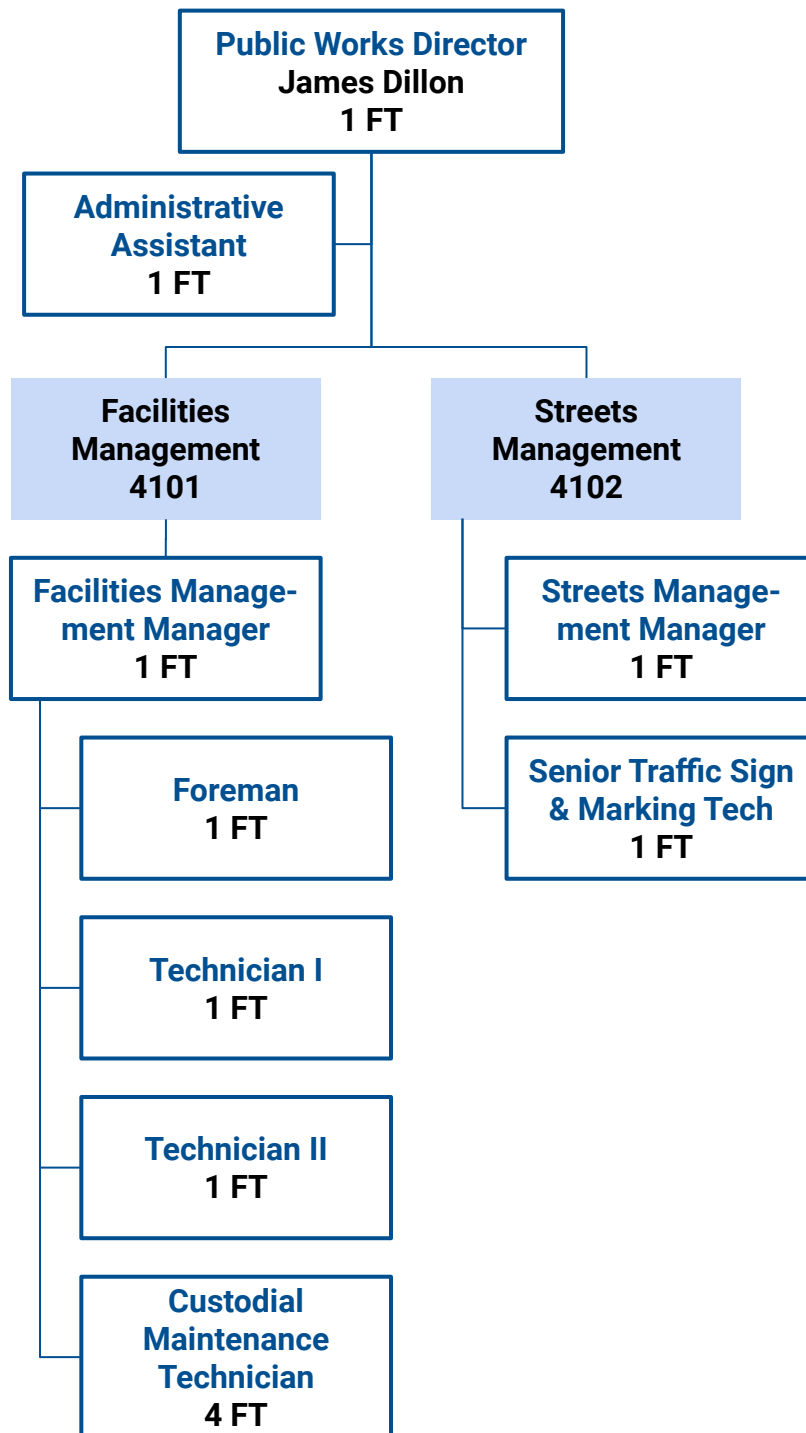
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Physical Environment



Physical Environment

Division 41*



*Physical Environment is a Division of the Public Works Department.

Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Admin. Assistant	41004	1	1	1
Custodial Maintenance Tech	72005	2	2	4
Facilities Mngmt Manager	21001	1	1	1
Foreman	21011	1	1	1
PW Director	25001	1	1	1
Senior Traffic Sign & Marketing Tech	41010	1	1	1
¹ Streets Mngmt Manager	41001	1	1	1
Technician I	21003	1	1	1
Technician II	21002	1	1	1
No. of Full Time		10	10	12
Total No. of Positions:		10	10	12
Total FTEs:		10	10	12

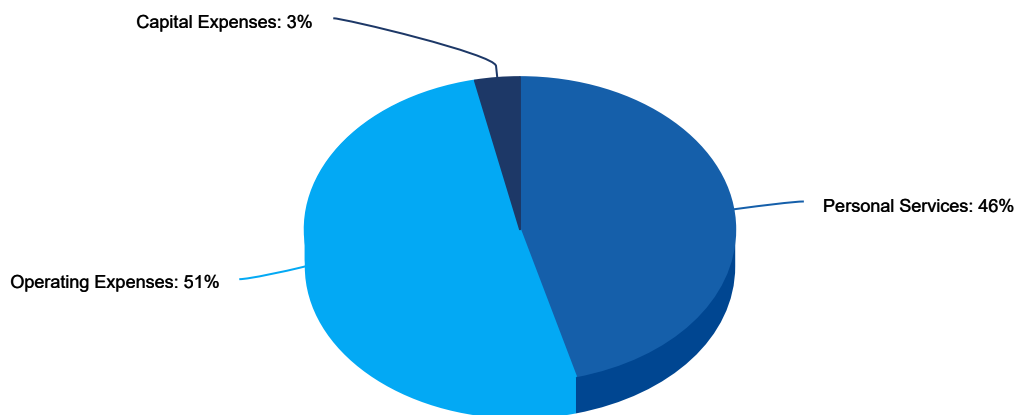
Notes

1. This position was temporarily suspended with deferred status in FY 2021 due to the covid-19 economic recession.
2. Public Works Director and Admin Assistant positions distributed 50% to 4101, 25% each to 1901 and 402

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Facilities Management-4101				
Personal Services	449,569	645,538	788,926	22.21%
Operating Expenses	337,784	450,083	441,097	(2.00%)
Capital Expenses	-	12,612	52,967	319.97%
Total Facilities Management	787,353	1,108,233	1,282,990	15.77%
Street Maintenance-4102				
Personal Services	148,940	193,207	205,367	6.29%
Operating Expenses	525,198	628,491	661,954	5.32%
Capital Expenses	190,627	240,900	20,000	(91.70%)
Transfers & Others	387,951	455,588	481,565	5.70%
Total Street Maintenance	1,252,716	1,518,186	1,368,886	(9.83%)
Grand Total General Services	\$2,040,069	\$2,626,419	\$2,651,876	0.97%
Category Summary				
Personal Services	598,509	838,745	994,293	18.55%
Operating Expenses	862,982	1,078,574	1,103,051	2.27%
Capital Expenses	190,627	253,512	72,967	(71.22%)
Transfers & Others	387,951	455,588	481,565	5.70%
Grand Total General Services	\$2,040,069	\$2,626,419	\$2,651,876	0.97%
Percentage of Fund Budget	8.11%	11.17%	10.53%	

2024 APPROPRIATIONS



FACILITIES MANAGEMENT - 4101

DEPARTMENT MISSION

The mission of the Facilities Management Division continues to be a trusted partnership, providing friendly, professional-quality services which exceed expectations - keeping facilities, staff and community operating safely and efficiently.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

Facilities Management is a multi-faceted division consisting of six highly trained personnel responsible for the maintenance of all City buildings (i.e., air conditioning, electrical, dry wall repair, painting, custodial, pest control and security) and facilities maintenance (gutters, roofs, exterior painting, parks, etc.). The division is involved in supporting many other departments including Streets, Code Enforcement, Community Services, Seaplane Base and Marina, Pavilion on the Lake, Water, Waste Water, Storm Water, Administration, many City events and addressing the needs of residents and staff. Facilities Management's commitment to public service ensures an efficient, friendly, cost effective means of improving the quality of life for all in Tavares.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Total Work Orders Performed	5,381	5,820	6,200	6,750
2.	Preventive Building Maintenance Work Orders Performed	527	451	550	720
3.	Staff Hours Performing Preventive Maintenance	848	1,246	1,062	1,600
4.	Reactive Building Maintenance Work Orders Performed	615	551	720	750
5.	Staff Hours Performing Reactive Maintenance	2,839	1,594	2,100	2,000
6.	Total Structures Maintained By Facilities Management	124	124	124	128
7.	Total Square Footage of Buildings Maintained	164,868	164,868	165,248	213,248
8.	Number of Special Events Assisted With	80	16	16	20
9.	Number of Hours Spent Assisting With Special Events	615	582	650	700
10.	Special Project Work Orders Performed	206	81	40	44
11.	Staff Hours Used For Special Projects	2,195	545	2,000	2,200
12.	Total After Hour Emergency Calls	36	81	110	100
13.	Total Staff Hours Used for After Hour Emergency Calls	65	140	185	150
14.	Custodial Work Orders Performed	3,449	4,464	4,800	6,000
15.	Total Staff Hours for Custodial	3,836	3,172	4,200	6,300

2024 GOALS

Organizational Development

Implement training programs for individual development and growth, adding value to our employees and division capabilities. Begin collecting additional data supporting Customer Service levels. Collect additional data on buildings to support an energy management policy and Facility Condition Index.

Growth and Development

Maintain public buildings throughout the City to meet current and future demand. Focus more on long-term sustainability to develop a capital improvement plan for city facilities. Continue to utilize and expand the Facilities management software to help organize and schedule maintenance programs and track assets.

City Lifestyle

Incorporate branding standards into future renovations and buildings. Create a color scheme palette for all public buildings and facilities throughout the City. Continue to project for future needs to accommodate for projected area growth. Preserve City history by keeping elements of architecture and branded logos.

Citizen and Customer Service Focus

Provide prompt, courteous and professional service to residents and staff.

Innovation and Technology

Continue to implement automation programs that increase efficiencies for building systems' performance and monitoring. Utilize tablets for on-site tracking of work performed.

Organizational Performance

Provide cost effective maintenance techniques to increase efficiency while decreasing the cost of operation. Reduce overstocking and inventory. Reduce contractual costs. Track inventory through software programs to increase inventory control.

2024 OBJECTIVES

1. Review and modify customer survey and recipient lists to ensure broad and appropriate representation of customers and utilize the information to revise division mission, rules and procedures as needed.
2. Improve training and memberships for division staff to increase productivity and obtain appropriate certifications/licensing for the performance of their duties and increase safe work practices.
3. Continue to reduce overstock and organize inventory.
4. Increase Custodial staff to meet the requirements of a 7 day a week operation and reduce the needs for contracted services throughout the City, allowing for additional coverage and increased level of services provided.
5. Concentrate more on preventive maintenance and reduce the amount of special projects done in house to better sustain existing facilities and reduce reactive work order requests. Reduce contracted maintenance services to ensure proper procedures are being conducted.

2023 ACCOMPLISHMENTS

1. Maintained an extremely high volume of work orders while managing a large amount of unscheduled work, special projects and unforeseen emergencies.
2. Held bi-weekly team meetings to increase cohesiveness throughout the Division.
3. Held quarterly safety meetings, specialized safety training and certification training for staff.
4. Assisted other Divisions and Departments when needed to complete tasks and projects. Assisted with event set ups/tear downs and provided technical support for all city events.
5. Initiated and coordinated installation of new HVAC system at Fire Station 29.
6. Assist with Wootton Park Wonderland Project with electrical, lighting, and playground structure refurbishment.
7. Project coordination for the Civic Center HVAC Renovation.
8. Project coordination for the City Hall HVAC Renovation.
9. Project coordination for Fire Station 29 Air Quality Improvement Project.
10. Project coordination for City Hall Exterior Envelope Project.

STREETS MANAGEMENT - 4102

DEPARTMENT MISSION

Streets Management Division mission is to enhance the quality of life for the public and residents by providing a professional quality of service in maintaining streets, alleys, sidewalks and signs for the City of Tavares.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Streets Management Division consists of one Manager and one staff member. The division is responsible for the maintenance and safety of 71.902 paved centerline miles of roads, 112.6 miles of sidewalk, maintain, replace, design, build, and erect 2,700 street signs, 9 signalized intersections, 6 school flashers, 2 public safety (EOC) flashers, 8 signalized railroad crossings and over 1,400 street lights. Additional responsibilities include grading and repair of our unpaved roads and alleys, brick repair, pothole repair, road construction, specialty sign manufacturing, inspection of projects, emergency response, special events, right-of-way permits and roadway debris maintenance. The Streets Division is dependent upon other departments to provide staff assistance as available yet we strive to continue to improve the condition of all areas of responsibility. The Division's commitment to public service and ensures an efficient, friendly, cost-effective means of improving the quality of life for all in Tavares while Propelling Public Works Through Innovation.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Work Orders Performed	620	837	840	840
2.	Streets Maintained (centerline miles)	69	72	73	75
3.	Sidewalks Maintained (miles)	110	113	114	116
4.	Sidewalk Repairs by Streets Division (work orders)	93	158	165	165
5.	Pavement Preservation (miles)	3	8	2	2
6.	Street Signs (design, build, erect, maintain, replace)	2,646	2,700	2,750	2,750
7.	Street Sign Repairs by Streets Division (work orders)	221	148	155	300
8.	Street Sign Assemblies Maintained by Contract	1,123	1,700	2,299	2,350
9.	Event Signs (design, build, erect, maintain, replace)	75	75	75	75
10.	Traffic Signals at Intersections Maintained by Contract	17	9	9	9
11.	School Flashers Maintained by Contract	4	6	6	6
12.	EOC Flashers Maintained by Contract	2	2	2	2
13.	Signalized Railroad Crossings Maintained by Contract	8	8	8	8
14.	Street Lights (Illumination) Maintained	>1,421	>1,430	>1,444	>1,444
15.	Inspections	26	213	300	300
16.	Special Event Requests (work orders)	65	112	112	112
17.	Animal Control Requested (work orders)	26	28	28	28
18.	Training/Education (class/certification)	9	21	20	20
19.	Road Work (work orders)	199	218	220	220
20.	Electric Utility Maintenance by Contract (work orders)	11	31	35	35
21.	Administrative (permit/plan review, reports) (tasks)	75	74	100	100
22.	Emergency Call Ins	2	8	10	10
23.	Assisting Other Divisions (requests)	45	54	55	55

2024 GOALS

Organizational Development

Obtain through education and training an increased knowledge in current and improved processes and procedures for an effective workforce.

Growth and Development

Identify future growth and development throughout the city and develop management procedures to meet the current and future demand of streets and sidewalks.

City Lifestyle

Ensure that City streets, alleys and sidewalks meet current and future demands while promoting health, safety and preservation of City assets. We believe that our work should be a source of enjoyment and satisfaction, both to our employees and our citizens.

Citizen and Customer Service Focus

Provide prompt, courteous and professional service to residents and staff throughout the City.

Innovation and Technology

Utilize data obtained through software program that streamlines and tracks maintenance schedules to identify key areas for improved maintenance and efficiency. Research safety procedures for improved safety protocols while improving efficiency in job duties and operation of equipment.

Organizational Performance

Provide cost effective maintenance techniques to increase efficiency while decreasing the cost of operation.

2024 OBJECTIVES

1. Continue to implement and update a 10-Year Pavement Management Plan.
2. Continue to implement and update a Pavement Preservation Program.
3. Continue to implement and update a 5-Year Sidewalk Management Plan.
4. Replace sidewalks on Maud Street to mitigate potential trip hazards.
5. Perform Wells Avenue Bridge maintenance as identified by FDOT Mandated Inspection
6. Continue to perform a scheduled maintenance plan for roads, alleys, sidewalks, street signs.
7. Continue to implement street sign upgrade to meet City of Tavares Branding Initiative.
8. Continue to implement organizational plan to effectively complete and track all requests and work orders.
9. Obtain training and education to increase knowledge and productivity, achieving appropriate certifications to perform the duties of the division. Courses to include Asphalt Paving Level 1 and Level 2, IMSA class certifications.
10. Continue to provide residents with friendly, professional and knowledgeable customer service.
11. Continue to cross train with other Public Works Divisions to ensure services are delivered without interruption.
12. Initiate and complete a public works user fee study and plan on how to administer

2023 ACCOMPLISHMENTS

1. With 1 staff member, and assistance from other division staff when available, managed work orders and unforeseen emergencies.
2. Develop a scheduled maintenance plan for roads, alleys and sidewalks.
3. Coordinated with multiple divisions to accomplish tree maintenance, removal of declining trees, road repair and repair/replacement of city sidewalks.
4. Successfully completed annual sidewalk grinding, removing trip hazards for an area of 3,950 square feet.
5. Maintained a friendly and respectful attitude to residents and staff in all situations.
6. Made a positive impact in all situations.
7. 25,836 feet of Roads repaired and replaced.
8. 1,102 feet of Sidewalks repaired and replaced.

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-4101-541.12-10	REGULAR SALARIES	278,426	368,041	448,503	21.86%
001-4101-541.14-10	OVERTIME	16,212	25,525	25,525	-%
001-4101-541.15-60	ELECTR TABLET ALLOWANCE	250	500	-	(100.00%)
001-4101-541.21-10	FICA / MED TAXES	20,712	28,176	34,842	23.66%
001-4101-541.22-20	FL STATE RETIREMENT	41,840	58,320	81,011	38.91%
001-4101-541.23-10	HEALTH INSURANCE	41,959	60,267	71,288	18.29%
001-4101-541.23-15	DENTAL INSURANCE	1,973	2,973	3,937	32.43%
001-4101-541.23-20	LIFE INSURANCE	1,436	2,193	2,656	21.11%
001-4101-541.23-21	SHORT-TERM DISABILITY	1,058	1,611	1,950	21.04%
001-4101-541.23-30	DEPENDENT HEALTH INSURANC	25,313	68,739	84,261	22.58%
001-4101-541.23-35	DEPENDENT DENTAL INSURANC	1,426	3,436	4,902	42.67%
001-4101-541.23-40	LONG TERM DISABILITY	660	1,006	1,221	21.37%
001-4101-541.24-10	WORKERS' COMPENSATION	18,304	24,751	28,830	16.48%
* SALARIES AND BENEFITS		449,569	645,538	788,926	22.21%
OPERATING EXPENDITURES					
001-4101-541.31-15	ENGINEERING	-	9,625	10,000	3.90%
001-4101-541.31-60	PERMIT & COMPLIANCE FEES	1,125	1,590	1,850	16.35%
001-4101-541.34-10	CONTRACTUAL SERVICES	57,100	71,778	19,759	(72.47%)
001-4101-541.34-40	PAVILION	32,242	42,343	62,347	47.24%
001-4101-541.34-50	PROPSHOP/MARINA	379	1,305	3,845	194.64%
001-4101-541.34-60	UTILITIES	17,651	22,435	13,599	(39.38%)
001-4101-541.34-70	FIRE	22,705	35,776	31,367	(12.32%)
001-4101-541.34-80	POLICE	17,510	27,597	19,899	(27.89%)
001-4101-541.40-10	TRAVEL & PER DIEM	866	6,157	7,500	21.81%
001-4101-541.41-10	TELEPHONE	6,548	6,964	6,216	(10.74%)
001-4101-541.41-20	OTHER COMMUNICATION	220	-	3,698	-%
001-4101-541.41-30	POSTAGE	-	150	150	-%
001-4101-541.43-10	ELECTRIC, WATER, GAS	10,914	11,108	11,569	4.15%
001-4101-541.43-20	LANDFILL COSTS	1,840	-	3,000	-%
001-4101-541.44-10	RENTALS & LEASES	5,824	7,450	7,688	3.19%
001-4101-541.45-10	LIABILITY	32,260	33,790	42,913	27.00%
001-4101-541.46-10	BUILDING	20,363	22,277	44,790	101.06%
001-4101-541.46-12	PAVILION	15,576	21,558	11,925	(44.68%)
001-4101-541.46-13	PROP SHOP	2,632	2,500	3,675	47.00%
001-4101-541.46-14	UTILITY BUILDINGS	3,558	5,822	6,538	12.30%
001-4101-541.46-15	EQUIPMENT	2,662	5,600	7,000	25.00%
001-4101-541.46-17	INSURANCE RECOVERY	11,320	-	-	-%
001-4101-541.46-18	FIRE	8,639	11,393	15,853	39.15%

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-4101-541.46-19	POLICE	5,189	15,699	11,975	(23.72%)
001-4101-541.46-25	MISCELLANEOUS	3,777	5,035	6,390	26.91%
001-4101-541.46-45	EXTERMINATING	6,446	7,731	8,846	14.42%
001-4101-541.47-10	PRINTING & BINDING	60	500	500	-%
001-4101-541.48-22	LIGHT UP MAIN ST-SUPPLIES	-	1,500	3,500	133.33%
001-4101-541.49-10	ADVERTISING	-	375	-	(100.00%)
001-4101-541.51-10	OFFICE SUPPLIES	467	750	1,000	33.33%
001-4101-541.52-10	OPERATING SUPPLIES	21,989	28,706	35,000	21.93%
001-4101-541.52-11	DURABLE GOODS	1,420	9,550	3,200	(66.49%)
001-4101-541.52-15	FUEL COSTS	14,906	14,216	14,216	-%
001-4101-541.52-25	UNIFORMS	4,244	5,798	7,145	23.23%
001-4101-541.52-59	GEN SVCS SIGN MATERIALS	-	2,700	1,000	(62.96%)
001-4101-541.52-60	PAVILION	-	600	1,323	120.50%
001-4101-541.52-61	PROP SHOP	-	528	1,328	151.52%
001-4101-541.52-62	UTILITY BUILDINGS	1,424	1,527	1,603	4.98%
001-4101-541.52-63	FIRE STATION	4,449	6,150	7,390	20.16%
001-4101-541.54-10	BKS, PUB, SUB, MEM, LIB	1,479	1,500	1,500	-%
* OPERATING EXPENDITURES		337,784	450,083	441,097	(2.00%)
CAPITAL EXPENDITURES					
001-4101-541.62-20	BUILDINGS	-	12,612	-	(100.00%)
001-4101-541.64-17	EQUIP-NEW VEHICLES	-	-	52,967	-%
* CAPITAL EXPENDITURES		-	12,612	52,967	319.97%
TOTAL GENERAL SERVICES		787,353	1,108,233	1,282,990	15.77%

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-4101-541.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	448,503	448,503
001-4101-541.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	25,525	25,525
001-4101-541.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-4101-541.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	34,842	34,842
001-4101-541.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	81,011	81,011
001-4101-541.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	71,288	71,288
001-4101-541.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,937	3,937
001-4101-541.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,656	2,656
001-4101-541.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,950	1,950
001-4101-541.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	84,261	84,261
001-4101-541.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	4,902	4,902
001-4101-541.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,221	1,221
001-4101-541.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	28,830	28,830
001-4101-541.31-15	ENGINEERING	ENGINEERING	10,000	10,000
001-4101-541.31-60	PERMIT & COMPLIANCE FEES	ELEVATOR PERMIT RENEWAL AND INSPECTION FOR CITY HALL	375	1,850
		ELEVATOR RE-INSPECTION FEES	350	-
		ELEVATOR PERMIT RENEWAL AND INSPECTION FOR PUBLIC SAFETY COMPLEX	375	-

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		ELEVATOR PERMIT RENEWAL AND INSPECTION FOR PAVILION ON THE LAKE	750	-
001-4101-541.34-10	CONTRACTUAL SERVICES	CARTEGRAPH WORK ORDER SYSTEM	4,725	19,759
		SEMI-ANNUAL KITCHEN HOOD CLEANING FOR CIVIC CENTER	662	-
		SECURITY SYS MONITORING-PUBLIC WORKS BLDG	441	-
		QUARTERLY ELEVATOR MAINTENANCE FOR CITY HALL	3,675	-
		LIBRARY FIRE & SECURITY MONITORING LIBRARY	1,250	-
		FIRE EXT INGUISHER INSP GEN FUND BLDG-VEHICLES	3,900	-
		FIRE ALARM MONITORING FOR CITY HALL	760	-
		FIRE ALARM AND SPRINKLER INSP CITY HALL	1,253	-
		FIRE ALARM & SPRINKLER INSPECTION LIBRARY	1,130	-
		EMERGENCY ELEVATOR REPAIR FOR CITY HALL	463	-
		ANSUL HOOD INSPECTION FOR CIVIC CENTER	500	-
		ANNUAL FIRE ALARM MONITORING FOR PUBLIC WORKS	1,000	-
001-4101-541.34-40	PAVILION	QUARTERLY ELEVATOR MAINTENANCE FOR PAVILION	7,350	62,347
		QUARTERLY KITCHEN HOOD CLEANING FOR PAVILION	1,588	-
		MONTHLY EXTERIOR CLEANING OF PAVILION	24,400	-
		CONTRACTED REPAIRS FOR HVAC AND CLOSED-LOOP GROUND WATER SYSTEM	11,000	-
		CONTRACTED QUARTERLY HVAC MAINTENANCE	11,418	-
		CONTRACTED CLOSED-LOOP WATER TREATMENT	2,293	-
		ANNUAL FIRE EXTINGUISHER INSPECTIONS AND REPLACEMENTS	550	-
		ANNUAL FIRE BACKFLOW INSPECTION	250	-
		ANNUAL FIRE AND SECURITY MONITORING FOR PAVILION	1,251	-
		ANNUAL FIRE ALARM AND SPRINKLER INSPECTIONS FOR PAVILION	1,169	-
		ANNUAL ELEVATOR MONITORING FOR PAVILION	926	-
		ANNUAL ANSUL KITCHEN HOOD INSPECTION FOR PAVILION	152	-
001-4101-541.34-50	PROPSHOP/MARINA	ANNUAL FIRE EXTINGUISHER INSPECTION FOR WATERFRONT	845	3,845
		REPLACEMENT OF EXTIMGUISHERS	3,000	-
001-4101-541.34-60	UTILITIES	ANNUAL FIRE ALARM AND SPRINKLER INSPECTIONS UAB	1,043	13,599
		REPLACEMENT EXTINGUISHERS FOR USED, OUTDATED OR LOST FIRE EXTINGUISHERS	500	-

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-4101-541.34-70	FIRE	EMERGENCY OR COMPLIANCY REPAIRS FOR UTILITY DEPT	1,500	-
		CONTRACTED CUSTODIAL FOR WOODLEA COLLECTIONS OFFICE AND LAB	8,136	-
		ANNUAL FIRE EXTINGUISHER INSPECTIONS FOR UTILITY DEPARTMENT BUILDINGS AND VEHICLES	1,367	-
		ANNUAL FIRE BACKFLOW INSPECTION	250	-
		ANNUAL FIRE ALARM MONITORING FOR UAB	803	-
		CONTRACTED SPECIALIZED FLOOR CARE FOR FIRE 28	500	31,367
		QUARTERLY KITCHEN HOOD CLEANING FOR PSB	1,396	-
		QUARTERLY ELEVATOR MAINTENANCE FOR PUBLIC SAFETY COMPLEX. FIRE PORTION	1,455	-
		QUARTERLY BAY DOOR MAINTENANCE FOR FIRE 29	1,313	-
		QUARTERLY BAY DOOR MAINTENANCE FOR FIRE 28	1,785	-
		PEST CONTROL	500	-
		EMERGENCY REPAIRS TO APPARATUS BAY DOORS	1,500	-
		CONTRACTED QUARTERLY HVAC CLOSED LOOP MAINTENANCE	1,463	-
		CONTRACTED QUARTERLY AC MAINTENANCE PSB	8,200	-
		ANNUAL RECHARGING OF DISPENSED FIRE EXTINGUISHERS	600	-
		ANNUAL PUBLIC SAFETY BUILDING EXTERIOR CLEANING	2,500	-
		ANNUAL GREASE TRAP AND DECONTAMINATION TANK MAINTENANCE FOR PSB	2,400	-
		ANNUAL FIRE EXTIGUISHER INSPECTIONS FOR FIRE 28,29	956	-
		ANNUAL FIRE BACKFLOW INSPECTION STATION 28 & 29	375	-
		ANNUAL FIRE ALARM MONITORING FOR FIRE 28, 29	1,142	-
		ANNUAL FIRE ALARM AND SPRINKLER INSPECTIONS FOR FIRE 28, 29	2,447	-
		ANNUAL ELEVATOR MONITORING FOR PUBLIC SAFETY COMPLEX. FIRE PORTION	463	-
		ANNUAL DIESEL EXHAUST SYSTEM MAINTENANCE FOR FIRE 28, 29	1,875	-
		ANNUAL ANSUL KITCHEN HOOD INSPECTION FOR PSB	497	-
001-4101-541.34-80	POLICE	CONTRACTED SPECIALIZED FLOOR CARE FOR POLICE PSB	500	19,899
		REPLACEMENT EXTINGUISHERS FOR USED, OUTDATED OR LOST EXTINGUISHERS FOR POLICE PSB	500	-
		QUARTERLY ELEVATOR MAINTENANCE FOR POLICE PSB	1,455	-
		QUARTERLY CLOSED LOOP TREATMENT	1,463	-
		QUARTERLY BAY DOOR MAINTENANCE FOR POLICE PSB	1,785	-

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		QUARTERLY AC MAINTENANCE PSB	8,200	-
		PEST CONTROL	500	-
		ANNUAL PUBLIC SAFETY BUILDING EXTERIOR CLEANING	2,500	-
		ANNUAL FIRE EXTINGUISHER INSPECTIONS FOR POLICE PSB	710	-
		ANNUAL FIRE BACKFLOW INSPECTION	125	-
		ANNUAL FIRE ALARM, SPRINKLER INSPECTIONS FOR POLICE PSB	1,317	-
		ANNUAL FIRE ALARM MONITORING	381	-
		ANNUAL ELEVATOR MONITORING FOR POLICE PSB	463	-
001-4101-541.40-10	TRAVEL & PER DIEM	ATTEND SEMINARS, WORKSHOPS, CONFERENCES, TRADE SHOWS AND TRAINING CLASSES REQUIRED FOR FACILITIES MANAGEMENT STAFF AND PUBLIC WORKS ADMINISTRATION	3,500	7,500
		ELECTRICAL CONTINUING EDUCATION AND LICENSE RECERTIFICATION	750	-
		DEPARTMENT OF ENVIROMENTAL PROTECTION COLLECTIONS LICENSE	1,500	-
		BUILDING CODE CONTINUING EDUCATION, TRAINING AND RECERTIFICATIONS	1,750	-
001-4101-541.41-10	TELEPHONE	PHONE SERVICE FOR ADMIN AND FACILITIES STAFF	5,216	6,216
		UPGRADE AND REPLACEMENT PHONES	1,000	-
001-4101-541.41-20	OTHER COMMUNICATION	FAX	1,046	3,698
		TABLET SERVICE FOR FACILITIES EMPLOYEES	1,680	-
		REPLACEMENT TABLETS	300	-
		HOT SPOT SERVICE FOR 2 FACILITIES EMPLOYEES	672	-
001-4101-541.41-30	POSTAGE	CORRESPONDENCE TO VENDORS, RETURN PARTS AS NEEDED	150	150
001-4101-541.43-10	ELECTRIC, WATER, GAS	WATER	7,442	11,569
		GAS	1,108	-
		ELECTRIC	3,019	-
001-4101-541.43-20	LANDFILL COSTS	DISPOSAL FEES FOR HAZARDOUS MATERIALS SUCH AS PAINT, CHEMICALS AND BIOHAZARDOUS MATERIALS	3,000	3,000
001-4101-541.44-10	RENTALS & LEASES	RENTAL OF SPECIALIZED EQUIPMENT TO INCLUDE CRANES, AERIAL LIFTS AND CORE DRILLS	4,988	7,688

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		TOSHIBA COPIER RENTAL FOR PUBLIC WORKS ADMIN	2,700	-
001-4101-541.45-10	LIABILITY	LIABILITY INSURANCE	42,913	42,913
001-4101-541.46-10	BUILDING	MAINTENANCE COST FOR GENERAL FUND BUILDINGS	19,390	44,790
		SAFETY DOOR CLOSING DEVICE FOR ELEVATOR AT CITY HALL. THIS IS NEEDED TO REMAIN IN COMPLIANCE WITH THE FLORIDA CODE SECTION 61C-5.001 WHICH WAS ADOPTED AND INSPECTIONS WILL BEGIN 12/2023	15,000	-
		REPLACE TRP RESTROOM DOORS	4,000	-
		BALLFIELD LIGHTING AND REPAIRS	6,400	-
001-4101-541.46-12	PAVILION	MAINTENANCE COST FOR PAVILION ON THE LAKE	3,925	11,925
		EMERGENCY REPAIRS TO PAVILION HVAC SYSTEM OR WELL/GROUND WATER COOLING LOOP	8,000	-
001-4101-541.46-13	PROP SHOP	MAINTENANCE COST FOR WATERFRONT/MARINA/PROP SHOP	3,675	3,675
001-4101-541.46-14	UTILITY BUILDINGS	MAINTENANCE COST FOR UTILITY DEPT	4,538	6,538
		REPAIRS TO R-22 REFRIGERANT SYSTEMS	2,000	-
001-4101-541.46-15	EQUIPMENT	REPAIR AND MAINTENANCE OF EQUIPMENT FOR FACILITIES MANAGEMENT.	3,500	7,000
		TIRES FOR LOADER INCLUDING SEAT REPAIR FOR TRUCK #141	3,500	-
001-4101-541.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
001-4101-541.46-18	FIRE	MAINTENANCE COST FOR FIRE 28 PSB AND FIRE 29	2,428	15,853
		SEMI-ANNUAL REPLACEMENT OF FLAGS AT PSB	825	-
		HVAC REPAIRS - CONTROLS & CHILLERS	10,000	-
		EMERGENCY REPAIR TO ATS SYSTEM	2,000	-
		EMERGENCY OR COMPLIANCY REPAIRS TO ELEVATOR SYSTEM	600	-
001-4101-541.46-19	POLICE	MAINTENANCE COST FOR POLICE PSB	1,975	11,975
		HVAC REPAIRS - CONTROLS & CHILLERS	10,000	-
001-4101-541.46-25	MISCELLANEOUS	REPAIR AND INSPECT BACKFLOW DEVICES ON BUILDINGS	1,628	6,390
		WRAPPING FOR FLAG DEPOSITORY	435	-

FUND **001**
DEPT **41**
DIVISION **01**

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		REPAIR AND MAINTENANCE TO ITEMS OTHER THAN BUILDINGS SUCH AS FENCING,GATES, DOCKS, FLAGS AND FLAGPOLES	2,000	-
		NEW MAILBOX FOR FLAG DEPOSITORY	727	-
		INTERNAL LANYARD SERVICING AT CITY HALL AND FREEDO FREEDOM FLAG	1,600	-
001-4101-541.46-45	EXTERMINATING	ANNUAL PEST CONTROL COST FOR UTILITIES DEPT	718	8,846
		ANNUAL PEST CONTROL COST FOR WATERFRONT	347	-
		ANNUAL PEST CONTROL COST FOR PUBLIC WORKS DEPT	1,473	-
		ANNUAL PEST CONTROL COST FOR PAVILION ON THE LAKE	3,308	-
		ANNUAL PEST CONTROL COST FOR FIRE 28 AND FIRE 29	1,736	-
		ANNUAL PEST CONTROL COST FOR COMMUNITY SERVICES DEPARTMENT	936	-
		ANNUAL PEST CONTROL COST FOR CITY HALL	328	-
001-4101-541.47-10	PRINTING & BINDING	PRINTS OF MAPS, PLANS, BUSINESS CARDS AND OTHER PRINTED FORMS	500	500
001-4101-541.48-22	LIGHT UP MAIN ST-SUPPLIES	REPAIR AND MAINTNENACE OF ELECTRICAL AND EVENT SUPPLIES NOT COVERED BY CONTRACTOR	3,500	3,500
001-4101-541.49-10	ADVERTISING	NO AMOUNT BUDGETED	-	-
001-4101-541.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES SUCH AS PENS, BINDERS, FILING SUPPLIES, ETC...	750	1,000
		PRINTER INK	250	-
001-4101-541.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES SUCH AS CUSTODIAL CLEANING SUPPLIES/PAPER GOODS/PLUMBING SUPPLIES STOCK ITEMS/ELECTRICAL SUPPLIES/TOOLS SAFETY EQUIPMENT/RESPIRATORS/NITRILE GLOVES EAR PLUGS/ HI-VIS WEAR/WORK GLOVES/WADERS DRY BOOTS/SAFETY GLASSES REPLACEMENT WEARABLE I	35,000	35,000
001-4101-541.52-11	DURABLE GOODS	ACCESSORIES	1,000	3,200
		NEW POWER WASHER & ACCESSORIES	2,200	-
001-4101-541.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	14,216	14,216
001-4101-541.52-25	UNIFORMS	UNIFORM RENTAL FOR FACILITIES MANAGEMENT	2,600	7,145
		WORK BOOTS FOR FACILITIES MANAGEMENT	1,400	-
		UNIFORM ADVANTAGE	585	-

FUND 001
DEPT 41
DIVISION 01

GENERAL SERVICES DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		T-SHIRTS WITH LOGO FOR FACILITIES MANAGEMENT STAFF	280	-
		NEW UNIFORM ADDS	500	-
		CITY SHIRTS FOR PUBLIC WORKS OFFICE MANAGER	300	-
		CITY SHIRTS FOR PUBLIC WORKS DIRECTOR	300	-
		CITY SHIRTS FOR FACILITIES MANAGER	300	-
		CITY SHIRTS FOR FACILITIES MANAGEMENT STAFF	300	-
		CITY JACKETS FOR STAFF	280	-
		CITY CAPS FOR FACILITIES MANAGEMENT STAFF	300	-
001-4101-541.52-59	GEN SVCS SIGN MATERIALS	REPLACEMENT SIGNS FOR CITY BUILDINGS	1,000	1,000
001-4101-541.52-60	PAVILION	OPERATION AND MAINTENANCE COST FOR PAVILION FILTERS/DRAIN MAINTENANCE	1,323	1,323
001-4101-541.52-61	PROP SHOP	OPERATION AND MAINTENANCE COST FOR WATERFRONT REPAINT/STAIN SPLASH PARK PAVILION	728 600	1,328 -
001-4101-541.52-62	UTILITY BUILDINGS	OPERATION AND MAINTENANCE COST FOR UTILITY DEPT	1,603	1,603
001-4101-541.52-63	FIRE STATION	OPERATION AND MAINTENANCE COST FOR FIRE DEPT INCLUDES PSB FIRE 28 AND FIRE 29	2,716	7,390
		PAPER AND LINER SUPPLIES FOR IN HOUSE AND HVAC & WATER FILTERS	2,587	-
		CLEANING CHEMICALS FOR IN HOUSE AND CONTRACTED CUSTODIAL FOR PSB FIRE 28 AND FIRE 29	2,087	-
001-4101-541.54-10	BKS, PUB, SUB, MEM, LIB	SPECIAL CODE BOOKS, PUBLICATIONS AND MEMBERSHIPS FOR FACILITIES MANAGEMENT AND PUBLIC WORKS ADMIN TO INCLUDE INTERNATIONAL FACILITY MANAGEMENT ASSOCIATION, AMERICAN PUBLIC WORKS ASSOCIATION, INTERNATIONAL MUNICIPLE SIGN ASSOCIATION, SUNSHINE SAFETY COUNCI	1,500	1,500
001-4101-541.62-20	BUILDINGS	NO AMOUNT BUDGETED	-	-
001-4101-541.64-17	EQUIP-NEW VEHICLES	NEW TRANSIT VAN FOR TWO NEW CUSTODIAN POSITIONS	52,967	52,967

FUND **001**
DEPT **41**
DIVISION **02**

STREET MAINTENANCE DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-4102-541.12-10	REGULAR SALARIES	91,965	120,382	127,215	5.68%
001-4102-541.14-10	OVERTIME	1,394	3,000	3,000	-%
001-4102-541.21-10	FICA / MED TAXES	6,405	8,643	9,174	6.14%
001-4102-541.22-20	FL STATE RETIREMENT	10,458	15,012	18,048	20.22%
001-4102-541.23-10	HEALTH INSURANCE	13,178	17,219	17,822	3.50%
001-4102-541.23-15	DENTAL INSURANCE	629	849	875	3.06%
001-4102-541.23-20	LIFE INSURANCE	475	664	705	6.17%
001-4102-541.23-21	SHORT-TERM DISABILITY	365	497	526	5.84%
001-4102-541.23-30	DEPENDENT HEALTH INSURANC	14,230	14,474	14,981	3.50%
001-4102-541.23-35	DEPENDENT DENTAL INSURANC	742	878	905	3.08%
001-4102-541.23-40	LONG TERM DISABILITY	219	303	321	5.94%
001-4102-541.24-10	WORKERS' COMPENSATION	8,880	11,286	11,795	4.51%
* SALARIES AND BENEFITS		148,940	193,207	205,367	6.29%
OPERATING EXPENDITURES					
001-4102-541.31-15	ENGINEERING	51,699	20,336	20,000	(1.65%)
001-4102-541.34-10	CONTRACTUAL SERVICES	61,799	84,709	79,908	(5.67%)
001-4102-541.40-10	TRAVEL & PER DIEM	685	25	2,625	10400.00%
001-4102-541.41-10	TELEPHONE	2,042	1,816	1,700	(6.39%)
001-4102-541.41-20	OTHER COMMUNICATION	-	525	525	-%
001-4102-541.41-30	POSTAGE	-	125	125	-%
001-4102-541.43-10	ELECTRIC, WATER, GAS	348,725	410,705	434,932	5.90%
001-4102-541.44-10	RENTALS & LEASES	-	150	3,650	2333.33%
001-4102-541.45-10	LIABILITY	10,049	10,526	13,368	27.00%
001-4102-541.46-15	EQUIPMENT	2,018	3,000	2,800	(6.67%)
001-4102-541.46-17	INSURANCE RECOVERY	9,462	-	-	-%
001-4102-541.46-25	MISCELLANEOUS	3,750	4,700	1,000	(78.72%)
001-4102-541.46-40	TRAFFIC LIGHT MAINT.	-	35,035	41,300	17.88%
001-4102-541.47-10	PRINTING & BINDING	38	-	300	-%
001-4102-541.51-10	OFFICE SUPPLIES	31	700	400	(42.86%)
001-4102-541.52-10	OPERATING SUPPLIES	4,268	6,280	6,700	6.69%
001-4102-541.52-11	DURABLE GOODS	2,016	6,500	17,400	167.69%
001-4102-541.52-15	FUEL COSTS	6,692	5,591	5,591	-%
001-4102-541.52-25	UNIFORMS	1,531	2,730	2,730	-%
001-4102-541.52-59	GEN SVCS SIGN MATERIALS	2,945	7,100	500	(92.96%)
001-4102-541.53-20	ROAD MATERIALS & SUPPLIES	17,448	26,938	25,400	(5.71%)
001-4102-541.54-10	BKS, PUB, SUB, MEM, LIB	-	1,000	1,000	-%
001-4102-541.59-21	REIMBURSEMENT/STMWTR-ROW	387,951	455,588	481,565	5.70%

FUND 001
DEPT 41
DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
* OPERATING EXPENDITURES		913,149	1,084,079	1,143,519	5.48%
CAPITAL EXPENDITURES					
001-4102-541.63-20	SIDEWALK REPAIR/CONST.	-	900	20,000	2122.22%
001-4102-541.63-30	PAVING	190,627	230,000	-	(100.00%)
001-4102-541.64-10	EQUIP - REPLACEMENT	-	10,000	-	(100.00%)
* CAPITAL EXPENDITURES		190,627	240,900	20,000	(91.70%)
TOTAL STREET MAINTENANCE		1,252,716	1,518,186	1,368,886	(9.83%)

FUND 001
DEPT 41
DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-4102-541.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	127,215	127,215
001-4102-541.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	3,000	3,000
001-4102-541.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	9,174	9,174
001-4102-541.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	18,048	18,048
001-4102-541.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	17,822	17,822
001-4102-541.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	875	875
001-4102-541.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	705	705
001-4102-541.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	526	526
001-4102-541.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	14,981	14,981
001-4102-541.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	905	905
001-4102-541.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	321	321
001-4102-541.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	11,795	11,795
001-4102-541.31-15	ENGINEERING	ENGINEERING SVCS GRIFFEY ENG- PLANS REVIEW & PW PROJECTS AS NEEDED TO INCLUDE: SIDEWALKS, ROADS, ALLEYS, CONSULTING, MOT, PARKS PRIVATE DEVELOPMENT ENGINEERING/PLANS TO SUPPORT FUTURE GROWTH AND DEVELOPMENT	20,000	20,000
001-4102-541.34-10	CONTRACTUAL SERVICES	30 STREET LIGHTS ON HWY 441 INTERLOCAL MAINT. AGREEMENT W/ CITY OF LEESBURG LOCATED BETWEEN LK EUSTIS DR & MT HOMER RD	5,000	79,908
		ROADWAY PAVEMENT MANAGEMENT COND. ASSESSMENT ONGOING-DATA SOFTWARE PKG - DATA COLLECTION ROADBOTICS	7,800	-

FUND 001
DEPT 41
DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		RAILROAD CROSSING SIGNAL MAINTENANCE MAINTENANCE AGREEMENT WITH FDOT-50% OF \$3,600/ EA TYPE - CLASS III SIGNALIZATION E. ALFRED \$1,800 S. SINCLAIR \$1,800 S. JOANNA \$1,800 ST CLAIR ABRAMS & WOOTON PARK ENTRANCE \$1,800 ROCKINGHAM & WOOTON PARK EXIT \$1,800 MA	21,848	-
		CONTRACTED STRIPING OF MAIN STREET & CITY HALL INTERLOCAL AGREEMENT WITH LAKE COUNTY FOR INSPECTION/MAINTENANCE OF SIGNS	19,000	-
		CONTRACTED ROADWAY STRIPING-MARKING FOR LG AREAS	7,500	-
		CONTINUATION OF CONTRACT TO CORRECT POTENTIAL TRIP HAZ. AND MEET ADA REQUIREMENTS MINIMUM TASK ORDER REQUIREMENT OF \$10,000 MAUD STREET, DAVID WALKER DRIVE VALHALLA AVE AND BAYTREE SUBDIVISION	10,000	-
		CIVICPLUS - SEECCLICKFIX ANNUAL INTEGRATION FEE W/ CARTEGRAPH INCL 5% ANN INCR-SHARED W/5 PW DIV	3,660	-
		CARTEGRAPH - PUBLIC PORTAL WORK ORDER SYSTEM ANNUAL RENEWAL FEE INCLUDING 5% ANNUAL INCREASE SHARED COST FOR EACH OF 5 PUBLIC WORKS DIVISIONS	5,100	-
001-4102-541.40-10	TRAVEL & PER DIEM	ATTEND SEMINARS, WORKSHOPS, CONFERENCES, TRADESHOW AND TECHNICAL CLASSES AS NEEDED AND REQUIRED FOR STREET DEPARTMENT EMPLOYEES	1,000	2,625
		TRAFFIC SIGNS, SIGNALS & PAVEMENT MARKINGS CERT.	300	-
		INTERMEDIATE MAINTENANCE OF TRAFFIC FDOT REQUIRED FOR PERSONS 2/RESPONSIBLE FOR WORKZONE OPERATIONS	800	-
		CDL TRAINING	150	-
		ASPHALTPAVING LEVEL 1 - CERTIFICATION	375	-
001-4102-541.41-10	TELEPHONE	2-STAFF PHONES & 1 DEDICATED ON-CALL PHONE BASED ON CURRENT MONTHLY CHARGES	1,700	1,700
001-4102-541.41-20	OTHER COMMUNICATION	VERIZON WI-FI (REMOTE INTERNET SERVICE -HOTSPOT INTERNET SERVICE WHILE WORKING AT JOB SITE	525	525
001-4102-541.41-30	POSTAGE	REGULATORIES, VENDORS AS NEEDED	125	125
001-4102-541.43-10	ELECTRIC, WATER, GAS	TRAFFIC LIGHTS	248,752	434,932
		STREET LIGHTS	182,384	-
		LAKE ELSIE RESERVE STREET LIGHTS	3,796	-

FUND 001
DEPT 41
DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-4102-541.44-10	RENTALS & LEASES	RENTAL OF SPECIALIZED ROAD EQUIPMENT AS NEEDED IE; ROLLER, CORE DRILLER - \$2,500 RENTAL OF MESSAGE BOARDS 2 @ \$1575/EACH - \$3,150	3,650	3,650
001-4102-541.45-10	LIABILITY	LIABILITY INSURANCE	13,368	13,368
001-4102-541.46-15	EQUIPMENT	#702 BACKHOE (1991 CATERPILLAR) REPAIR AS NEEDED REPAIR AND MAINTAIN STREET DEPARTMENT EQUIPMENT	1,200 1,600	2,800 -
001-4102-541.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
001-4102-541.46-25	MISCELLANEOUS	MISCELLANEOUS REPAIRS WHICH MAY INCLUDE STORMS, UNEXPECTED REPAIRS DUE TO VANDALISM, ACCIDENTS	1,000	1,000
001-4102-541.46-40	TRAFFIC LIGHT MAINT.	ANNUAL TRAFFIC SIGNAL AND SCHOOL FLASHERS MAINTENANCE AGREEMENT W/LAKE COUNTY INTERSECTIONS W/TRAFFIC SIGNALS 5 @ \$3,900/EA SIGNAL FLASHERS PUBLIC SAFETY BLDG 2 @ \$700/EA SCHOOL FLASHERS 6 @ \$700/EA 9 @ \$1800/EA	19,500 1,400 4,200 16,200	41,300 - - -
001-4102-541.47-10	PRINTING & BINDING	PRINTING OF MAPS, PLANS, BUSINESS CARDS, POSTCARDS	300	300
001-4102-541.51-10	OFFICE SUPPLIES	SUPPLIES INCLUDING INK PENS, PAPER CLIPS, STAPLES, WHITE-OUT, BINDERS, INDEXES AND LABELS AS NEEDED	400	400
001-4102-541.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES WHICH MAY INCLUDE: PURCHASE HARDWARE, SMALL TOOLS, COPY PAPER, INK, SAFETY EQUIPMENT AND SUPPORT MATERIALS AS NEEDED SAFETY MARKING TAPE FIRST AID SUPPLIES (OFFICE & VEHICLES) EMERGENCY ROAD SPILL CLEANUP OF HAZARDOUS MAT. CINTAS CHARGES NOT PAID OUT OF UNIFORM ACCT. BATTERIES & ACCESSORIES FOR CORDLESS POWER TOOLS	3,200 100 300 2,000 300 800	6,700 - - - - -
001-4102-541.52-11	DURABLE GOODS	REPLACEMENT SIDEWALK ADA MATS REPLACE DAMAGED MATS AS NEEDED PER SIDEWALK ASSESSMENT 12 @ \$200/EA	2,400	17,400

FUND 001
DEPT 41
DIVISION 02

STREET MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		RETROREFLECTOMETER GRX-3 - REQUIRED FOR TESTING OF CITY SIGNS TO MEET FEDERAL STANDARDS, THE CITY WILL NEED TO PERFORM ALL TESTING DUE TO NO LONGER HAVING CONTRACT WITH LAKE COUNTY	15,000	-
001-4102-541.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	5,591	5,591
001-4102-541.52-25	UNIFORMS	UNIFORM RENTAL FOR EMPLOYEES	1,700	2,730
		SWEATSHIRT W/LOGO FOR STAFF 2@\$85/EA	170	-
		SHIRTS W/LOGO & NAME FOR MANAGER 5@\$50/EA	250	-
		SHIRT W/LOGO & NAME FOR STAFF (CLASSES/MTGS) 1@\$50	50	-
		REFLECTIVE HI-VIS T-SHIRTS (ROAD/WORK) 5@\$20	100	-
		HATS W/LOGO FOR EMPLOYEES (2 EA) @ \$15/EA	60	-
		BOOTS FOR STREETS STAFF 2@\$200/EA	400	-
001-4102-541.52-59	GEN SVCS SIGN MATERIALS	EVENT AND SPECIALTY SIGNS	500	500
001-4102-541.53-20	ROAD MATERIALS & SUPPLIES	MATERIALS FOR ROAD REPAIRS INCLUDING CONCRETE AND AND PATCH AS NEEDED	14,000	25,400
		THERMOPLASTIC AND STRIPING MATERIAL/SUPPLIES FOR MAINTENANCE OF LINES AND MARKINGS	6,500	-
		ROAD STENCILS NEEDED FOR PAVEMENT MARKINGS	500	-
		MILLING MATERIALS NEEDED FOR ROAD REPAIRS	4,400	-
001-4102-541.54-10	BKS, PUB, SUB, MEM, LIB	BOOKS, PUBLICATIONS, SUBSCRIPTIONS, MEMBERSHIPS IMSA (INT'L. MUNICIPAL SIGN ASSOCIATION) \$90 SSC (SUNSHINE SAFETY COUNCIL) \$200 APWA (AMERICAN PUBLIC WORKS ASSOCIATION) \$218	500	1,000
		CODE BOOKS/REFERENCE MANUALS AS NEEDED FEDERAL/STATE RULES, GUIDELINES, TESTING, INSPEC	500	-
001-4102-541.59-21	REIMBURSEMENT/STMWTR-ROW	REIMBURSEMENT TO STORMWATER FUND FOR RIGHT-OF-WAY SERVICES	481,565	481,565
001-4102-541.63-20	SIDEWALK REPAIR/CONST.	SIDEWALK/RAMP ADA COMPLIANCE - LARGE PROJECTS	10,000	20,000
		SIDEWALK REPAIRS THROUGHOUT WOOTON PARK TO ENSURE SAFE PASSAGE OF PUBLIC	10,000	-
001-4102-541.63-30	PAVING	NO AMOUNT BUDGETED	-	-
001-4102-541.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-



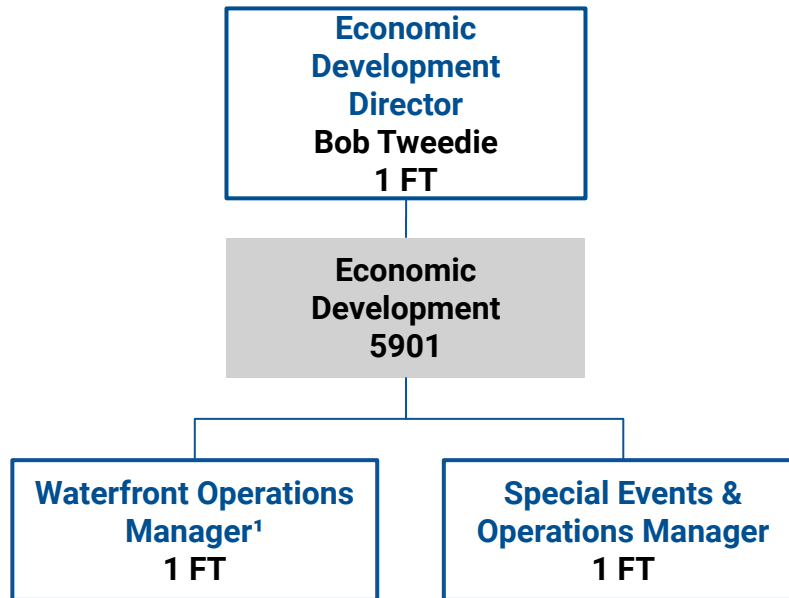
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Economic Development



Economic Development

Department 59



Position Summary

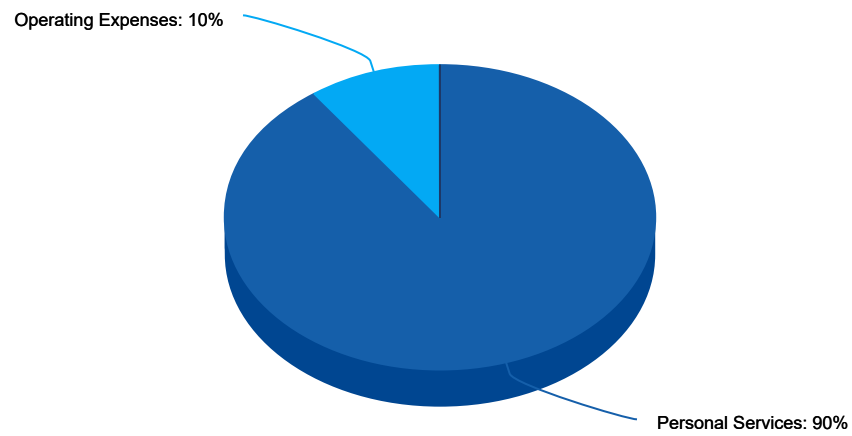
Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Economic Development Director	12001	1	1	1
Operations Coordinator	59004	1	1	0
Special Events & Operations Manager	59004	0	0	1
No. of Full Time		2	2	2
Total No. of Positions:		2	2	2
Total FTEs:		2	2	2

1. The Waterfront Operations Manager position is included in the Fund 405 Position Summary and therefore excluded from here.

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Economic Development-5901				
Personal Services	266,470	286,868	304,631	6.19%
Operating Expenses	26,891	27,589	33,538	21.56%
Capital Expenses	-	300,000	-	(100.00%)
Grand Total Eco. Dev.	\$293,361	\$614,457	\$338,169	(44.96%)
Percentage of Fund Budget	1.17%	2.61%	1.34%	

2024 APPROPRIATIONS



ECONOMIC DEVELOPMENT - 5901

DEPARTMENT MISSION

The Economic Development Department implements the Council approved Economic Development Plan that focuses on the development of target sectors. The plan includes the "Medical Village" across from AdventHealth Waterman, downtown revitalization and special events, Tavares Seaplane Base & Marina, The Pavilion on The Lake, attracting aviation and manufacturing industries and the enhancement of recreation, sports and tournament facilities and a redevelopment of SR19 corridor, new retail attraction and enhancement along the SR19 & US Highway 441 corridors. The Economic Development Department strives to cultivate an environment that facilitates the success of existing businesses and the attraction of new business

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Economic Development Department serves as the concierge to the business community by helping our existing businesses to grow, prosper and reach their full potential and to help new businesses succeed. Responsibilities include: administering City incentive programs, providing services for business placement/retention/expansion/recruitment, implementing programs that foster growth & prosperity, create and coordinate major events to stimulate the local economy, and pursue State and Federal grants improve City facilities and programs. These activities will create jobs and improve the quality of life for the citizens in the Tavares community.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Value of New Commercial Construction	\$14,528,284	\$3,198,363	\$3,200,000	\$5,500,000
2.	Number of New Business Licenses	113	32	40	60
3.	Number of Façade Grants Processed	7	5	6	8
4.	Number of Special Events Facilitated	14	35	35	37

2024 GOALS

Organizational Development

Provide employees with an awareness of the strategy, actions and benefits of economic development and re-development of the City.

Growth and Development

To foster a progressive quality of life that promotes safety; business creation and expansion; community events; recreational and sporting activities for citizens and visitors while recognizing the historical heritage of the community. Focusing efforts on enhancing opportunities for those businesses within the City adversely impacted by the Coronavirus pandemic in 2020.

City Lifestyle

To create an environment that promotes citizen satisfaction with the provision of essential services.

Citizen and Customer Service Focus

Provide quality customer service in delivery service initiatives.

Innovation and Technology

To utilize technology as a driver to foster innovation in the delivery of high quality governmental services in an efficient and economical manner, and to provide effective means and methods that ensures timely and relevant information being provided to citizens of Tavares.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as the integral components of successful operations.

2024 OBJECTIVES

1. Communicate with staff and City Council on commercial development, special events, economic impact and incentives on a regular basis.
2. Promote the economic development of the City by engaging in activities that promote business retention and growth of existing businesses and the recruitment of new businesses, with a special emphasis and priority on economic recovery from the devastating impacts of Coronavirus.

3. Promote economic opportunity for area residents, property owners, and businesses by promoting intense development, where appropriate, within the Downtown core.
4. Operate the seaplane base and marina facilities with a continued focus on maximizing revenues and economic development opportunities for the downtown/waterfront business community.
5. Continue to support connecting multi-use trail between downtown Tavares, Golden Triangle YMCA and Mt. Dora.
6. Monitor grant and funding opportunities to assist in City programs and operations.
7. Update Debt Management Report for the prior fiscal year.
8. Support the financial and market growth of the Tavares Seaplane Base & Marina with greater facility awareness, customer service, special events and administrative support.
9. Update Economic Development Strategy & Marketing Materials.
10. Continue to implement CRA/TIF action plan consistent with the updated Downtown Master Plan.

2023 ACCOMPLISHMENTS

1. Completed first full year of operation of new marina, attracting six new business, driving revenues to the highest level ever at the seaplane base/marina.
2. Coordinated 35 special events in Wootton Park.
3. Recruited new marketplace/foodhall tenant to occupy the Alfred Street station property.
4. Pursued opportunities for new retail, restaurant and other commercial growth for the US Highway 441 and SR19 corridors.
5. Issued and administered CRA façade grants in the downtown CRA district.

FUND 001
DEPT 59
DIVISION 01

ECONOMIC DEVELOPMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-5901-559.12-10	REGULAR SALARIES	188,728	203,064	214,569	5.67%
001-5901-559.14-10	OVERTIME	6,217	3,500	-	(100.00%)
001-5901-559.15-60	ELECTR TABLET ALLOWANCE	500	1,000	-	(100.00%)
001-5901-559.15-61	CELL PHONE ALLOWANCE	-	-	1,200	-%
001-5901-559.21-10	FICA / MED TAXES	14,286	14,764	15,798	7.00%
001-5901-559.22-20	FL STATE RETIREMENT	45,529	51,618	60,343	16.90%
001-5901-559.23-10	HEALTH INSURANCE	7,675	8,610	8,911	3.50%
001-5901-559.23-15	DENTAL INSURANCE	722	849	875	3.06%
001-5901-559.23-20	LIFE INSURANCE	1,023	1,140	1,212	6.32%
001-5901-559.23-21	SHORT-TERM DISABILITY	596	651	672	3.23%
001-5901-559.23-35	DEPENDENT DENTAL INSURANC	259	364	-	(100.00%)
001-5901-559.23-40	LONG TERM DISABILITY	468	522	555	6.32%
001-5901-559.24-10	WORKERS' COMPENSATION	467	786	496	(36.90%)
* SALARIES AND BENEFITS		266,470	286,868	304,631	6.19%
OPERATING EXPENDITURES					
001-5901-559.34-10	CONTRACTUAL SERVICES	3,200	-	-	-%
001-5901-559.40-10	TRAVEL & PER DIEM	4,078	7,378	7,885	6.87%
001-5901-559.41-10	TELEPHONE	1,126	1,856	2,600	40.09%
001-5901-559.41-30	POSTAGE	82	22	100	354.55%
001-5901-559.44-10	RENTALS & LEASES	389	1,455	825	(43.30%)
001-5901-559.45-10	LIABILITY	8,367	8,764	11,131	27.01%
001-5901-559.47-10	PRINTING & BINDING	-	200	1,000	400.00%
001-5901-559.49-10	ADVERTISING	4,300	4,080	4,000	(1.96%)
001-5901-559.51-10	OFFICE SUPPLIES	1,250	400	1,200	200.00%
001-5901-559.52-10	OPERATING SUPPLIES	244	140	600	328.57%
001-5901-559.54-10	BKS, PUB, SUB, MEM, LIB	3,855	3,294	4,197	27.41%
* OPERATING EXPENDITURES		26,891	27,589	33,538	21.56%
CAPITAL EXPENDITURES					
001-5901-559.64-25	FUTURE PROJECTS	-	300,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	300,000	-	(100.00%)
TOTAL ECONOMIC DEVELOPMENT		293,361	614,457	338,169	(44.96%)

FUND 001
DEPT 59
DIVISION 01

ECONOMIC DEVELOPMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-5901-559.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	214,569	214,569
001-5901-559.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	-	-
001-5901-559.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-5901-559.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	1,200	1,200
001-5901-559.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	15,798	15,798
001-5901-559.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	60,343	60,343
001-5901-559.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	8,911	8,911
001-5901-559.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	875	875
001-5901-559.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,212	1,212
001-5901-559.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	672	672
001-5901-559.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	-	-
001-5901-559.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	555	555
001-5901-559.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	496	496
001-5901-559.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
001-5901-559.40-10	TRAVEL & PER DIEM	TRAVEL AND TRAINING WHICH MAY INCLUDE THE FOLLOWING CONFERENCES:	7,885	7,885
001-5901-559.41-10	TELEPHONE	VERIZON - CELL PHONES	1,600	2,600
		VERIZON - HOTSPOTS	1,000	-
001-5901-559.41-30	POSTAGE	POSTAGE FOR MARKETING MATERIALS, GRANT PACKAGES	100	100

FUND **001**
DEPT **59**
DIVISION **01**

ECONOMIC DEVELOPMENT EXPENDITURE JUSTIFICATION

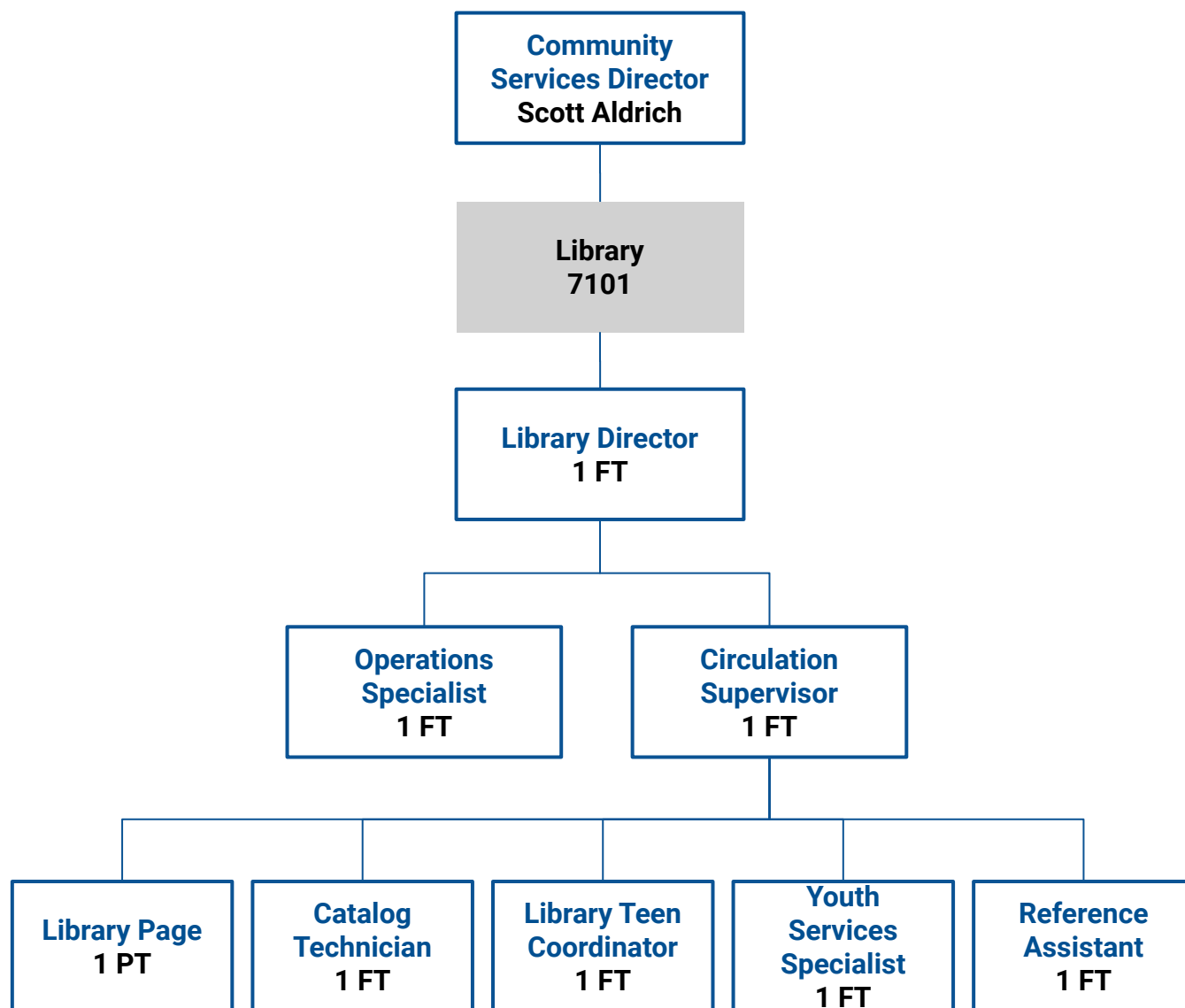
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-5901-559.44-10	RENTALS & LEASES	PRINTER/COPIER LEASE	825	825
001-5901-559.45-10	LIABILITY	LIABILITY INSURANCE	11,131	11,131
001-5901-559.47-10	PRINTING & BINDING	PRINTER COPIES/PRINTS	1,000	1,000
001-5901-559.49-10	ADVERTISING	PROMOTIONAL ITEMS	1,500	4,000
		ADVERTISING, PROMOTION FOR RECRUITMENT OF MANUFACTURING COMPANY	2,500	-
001-5901-559.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	1,200	1,200
001-5901-559.52-10	OPERATING SUPPLIES	CITY LOGO SHIRTS PER POLICY	600	600
001-5901-559.54-10	BKS, PUB, SUB, MEM, LIB	ADOBE CREATIVE STOCK PHOTO MEMBERSHIP	400	4,197
		SEC-AAAE (SE CHAPTER-AMERICAN ASSOC OF AIRPORT EXE	35	-
		PROFESSIONAL MEMBERSHIPS WHICH MAY INCLUDE: SPA MEMBERSHIP	60	-
		ORLANDO BUSINESS JOURNAL	150	-
		IEDC MEMBERSHIP	455	-
		ICSC MEMBERSHIP	270	-
		ICMA MEMBERSHIP	1,025	-
		FFEA MEMBERSHIP	475	-
		FEDC MEMBERSHIP	600	-
		FCCMA	372	-
		AOPA MEMBERSHIP	80	-
		AAAE MEMBERSHIP	275	-
001-5901-559.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

Library



Library

Division 71*



*The Library is a Division of the Community Services Department.

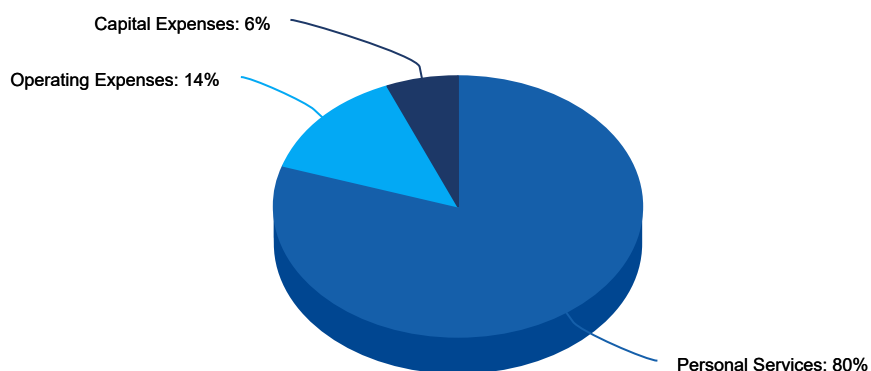
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Catalog Technician	71002	1	1	1
Circulation Supervisor	22008	1	1	1
Library Director	22001	1	1	1
Library Teen Coordinator		1	1	1
Operations Specialist	22006	1	1	1
Reference Assistant	71001	1	1	1
Youth Services Specialist	22004	1	1	1
No. of Full Time		7	7	7
Part Time:				
Library Page	22005	1	1	1
No. of Part Time:		1	1	1
Total No. of Positions:		8	8	8
Total FTEs:		7.5	7.5	7.5

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Library-7101				
Personal Services	580,779	624,451	662,906	6.16%
Operating Expenses	90,064	94,722	113,183	19.49%
Capital Expenses	287,146	56,725	51,825	(8.64%)
Grand Total Library	\$957,989	\$775,898	\$827,914	6.70%
Percentage of Fund Budget	3.81%	3.30%	3.29%	

2024 APPROPRIATIONS



LIBRARY - 7101

DEPARTMENT MISSION

The Tavares Public Library (TPL) connects patrons with experiences, materials, and technology in order to make a positive impact in their lives.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Tavares Public Library (TPL) enhances the community through literacy development, self-learning, free cultural, educational, and entertaining programs, access to social services, and fulfills the digital divide by providing free access to technology. The TPL offers a selection of popular fiction and timely nonfiction titles as well as DVDs. Free to all cardholders are laptops and tablets. The TPL's "Digital Library" is available 24/7 and includes E-books, E-audiobooks, E-magazines, and online databases covering a wide variety of topics ranging from career assistance and continuing education to lifelong learning and online homework help. Library Staff assists patrons with a broad range of reference and technology related questions, provides outreach to local day care centers, schools, assisted living centers, utilizes the Book Bike to promote library services at City events, and consistently provides books for the city's Little Free Libraries. Free Wi-Fi is available both inside and outside the building. As a member library of the Lake County Library System (LCLS), the TPL shares its collection with 16 participating Lake County Libraries. The City of Tavares receives appropriations from Lake County based on Library circulation statistics.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Circulation	83,979	89,513	91,693	93,526
2.	Reference Questions	19,570	20,329	23,363	23,830
3.	Study Room Use (# of people)	600	2,612	3,654	3,727
4.	Number of NEW Library Card Sign Ups	831	1,089	850	867
5.	Number of Programs	368	356	400	408
6.	Program Attendance	6,881	5,554	6,500	6,630

2024 GOALS

Organizational Development

Encourage staff development through professional trainings.

Growth and Development

Raise awareness of library and increase circulation by providing the public with a timely collection, engaging programming, and increased marketing.

City Lifestyle

Curate a well-rounded library collection and programs focusing on the community.

Citizen and Customer Service Focus

Foster an inclusive, safe, and welcoming experience for patrons and provide study and meeting accommodations for individuals and groups.

Innovation and Technology

Bridge the digital divide through free access to technology.

Organizational Performance

Continue collection development efficiencies resulting in improved circulation and staff efficiencies.

2024 OBJECTIVES

1. Excite community with a wide selection of cultural, educational, and entertaining programming for all ages and interests.
2. Engage the community with a current library collection promoted through reading challenges, creative merchandising, and topical reading lists.
3. Maintain relationships with community groups, schools, homeschool groups, and assisted living organizations.

4. Provide patron instruction to credible online research.
5. Raise awareness of the 24-hour Digital Library.
6. Monitor best-sellers and hold lists to help guide purchasing strategies.
7. Continue to partner with the Friends of the Tavares Library, Tavares Library Advisory Board, and Lake County Library System.
8. Research and apply for appropriate library grants.

2023 ACCOMPLISHMENTS

1. Provided a well-rounded selection of cultural, educational, and entertaining programs for patrons of all ages and interests.
2. Provided patrons with free access to technology through circulating Kindle Fires, laptops, and Wi-Fi.
3. Engaged community with timely library collection promoted through creative merchandising, topical reading lists, and reading challenges.
4. Assisted patrons with re-employment applications, court forms, social service applications, and answered a wide variety of reference and technology related questions.
5. Completed professional trainings and actively participated in LCLS committee meetings and partnerships.
6. Partnered with AARP Foundation and brought free Tax Aide to the community.
7. Partnered with Ingraham Park Community of Churches and the Community Services and Parks Departments and brought a third Little Free Library to the city.
8. Conducted monthly outreach events at assisted living centers, day cares, and city events.
9. Partnered with Friends of Tavares Library on various initiatives, such as the Diwali Festival, the African American Heritage Concert, and the 2nd Annual Pet Parade.

FUND **001**
DEPT **71**
DIVISION **01**

LIBRARY DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-7101-571.12-10	REGULAR SALARIES	402,129	422,424	447,769	6.00%
001-7101-571.14-10	OVERTIME	655	700	700	-%
001-7101-571.15-60	ELECTR TABLET ALLOWANCE	250	500	-	(100.00%)
001-7101-571.21-10	FICA / MED TAXES	28,896	30,797	32,038	4.03%
001-7101-571.22-10	RETIREMENT	4,316	6,408	4,795	(25.17%)
001-7101-571.22-20	FL STATE RETIREMENT	45,087	51,867	61,879	19.30%
001-7101-571.23-10	HEALTH INSURANCE	57,560	64,571	66,832	3.50%
001-7101-571.23-15	DENTAL INSURANCE	2,706	3,185	3,281	3.01%
001-7101-571.23-20	LIFE INSURANCE	2,127	2,343	2,474	5.59%
001-7101-571.23-21	SHORT-TERM DISABILITY	1,585	1,731	1,824	5.37%
001-7101-571.23-30	DEPENDENT HEALTH INSURANC	30,291	33,981	35,170	3.50%
001-7101-571.23-35	DEPENDENT DENTAL INSURANC	3,206	3,800	3,920	3.16%
001-7101-571.23-40	LONG TERM DISABILITY	976	1,068	1,133	6.09%
001-7101-571.24-10	WORKERS' COMPENSATION	995	1,076	1,091	1.39%
* SALARIES AND BENEFITS		580,779	624,451	662,906	6.16%
OPERATING EXPENDITURES					
001-7101-571.32-20	BOARD MEMBER PAYMENTS	800	1,400	1,400	-%
001-7101-571.34-10	CONTRACTUAL SERVICES	138	138	145	5.07%
001-7101-571.40-10	TRAVEL & PER DIEM	1,313	1,517	2,300	51.62%
001-7101-571.41-10	TELEPHONE	1,638	1,548	1,548	-%
001-7101-571.41-20	OTHER COMMUNICATION	18,077	19,271	20,425	5.99%
001-7101-571.41-30	POSTAGE	10	2	200	9900.00%
001-7101-571.43-10	ELECTRIC, WATER, GAS	20,341	19,667	24,873	26.47%
001-7101-571.44-10	RENTALS & LEASES	3,870	4,240	4,000	(5.66%)
001-7101-571.45-10	LIABILITY	19,950	20,896	26,538	27.00%
001-7101-571.46-10	BUILDING	1,400	-	-	-%
001-7101-571.47-10	PRINTING & BINDING	-	208	500	140.38%
001-7101-571.47-20	PRESERVATION OF BOOKS	-	60	75	25.00%
001-7101-571.48-40	ADULT PROGRAMS & EXHIBITS	2,817	3,100	4,000	29.03%
001-7101-571.48-45	TEENAGER PROGRAMS	756	1,350	1,000	(25.93%)
001-7101-571.48-50	CHILDREN'S READING PROG.	4,514	5,450	5,450	-%
001-7101-571.49-10	ADVERTISING	165	300	600	100.00%
001-7101-571.49-32	CREDIT CARD PROCESSING	10	500	500	-%
001-7101-571.51-10	OFFICE SUPPLIES	983	1,050	1,090	3.81%
001-7101-571.52-10	OPERATING SUPPLIES	6,249	7,659	8,905	16.27%

FUND 001
DEPT 71
DIVISION 01

LIBRARY DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-7101-571.52-11	DURABLE GOODS	508	-	-	-%
001-7101-571.52-30	ART IN THE SQUARE	-	-	3,000	-%
001-7101-571.52-37	FRIENDS OF LIBRARY EXPEND	573	-	-	-%
001-7101-571.54-10	BKS, PUB, SUB, MEM, LIB	5,952	6,366	6,634	4.21%
* OPERATING EXPENDITURES		90,064	94,722	113,183	19.49%
CAPITAL EXPENDITURES					
001-7101-571.64-13	EQUIP - COMP REPLACEMENT	-	541	-	(100.00%)
001-7101-571.64-25	FUTURE PROJECTS	246,119	8,665	-	(100.00%)
001-7101-571.64-55	FRIENDS OF LIBRARY CAPITA	-	546	-	(100.00%)
001-7101-571.66-10	STANDING ORDER NATL LIB	-	5,817	6,325	8.73%
001-7101-571.66-20	MAJOR COLLECTIONS BOOKS	41,027	41,156	45,500	10.55%
* CAPITAL EXPENDITURES		287,146	56,725	51,825	(8.64%)
TOTAL LIBRARY		957,989	775,898	827,914	6.70%

FUND **001**
DEPT **71**
DIVISION **01**

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7101-571.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	447,769	447,769
001-7101-571.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	700	700
001-7101-571.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-7101-571.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	32,038	32,038
001-7101-571.22-10	RETIREMENT	RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	4,795	4,795
001-7101-571.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	61,879	61,879
001-7101-571.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	66,832	66,832
001-7101-571.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,281	3,281
001-7101-571.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,474	2,474
001-7101-571.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,824	1,824
001-7101-571.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	35,170	35,170
001-7101-571.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	3,920	3,920
001-7101-571.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,133	1,133
001-7101-571.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	1,091	1,091
001-7101-571.32-20	BOARD MEMBER PAYMENTS	BOARD MEMBER PAYMENTS	1,400	1,400
001-7101-571.34-10	CONTRACTUAL SERVICES	ARIDAN BOOKS CHILDREN'S IPAD CRAYON KIOSK VENDOR	145	145
001-7101-571.40-10	TRAVEL & PER DIEM	SEMINARS AND WORKSHOPS AND PROFESSIONAL EDUCATION FOR TEAM MEMBERS	2,300	2,300
001-7101-571.41-10	TELEPHONE	FAX MACHINE AND ONE CELL PHONE	1,548	1,548
001-7101-571.41-20	OTHER COMMUNICATION	ETHERNET - PROVIDED BY SUMMIT BROADBAND	20,425	20,425
001-7101-571.41-30	POSTAGE	MAILINGS TO PATRONS AND SHIPPING FOR EXHIBITS	200	200
001-7101-571.43-10	ELECTRIC, WATER, GAS	WATER	2,709	24,873

FUND 001
DEPT 71
DIVISION 01

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		ELECTRIC	22,164	-
001-7101-571.44-10	RENTALS & LEASES	INCREASED COST OF PHOTOCOPIER USAGE FOR PUBLIC AND STAFF (RENTAL AND MAINTENANCE)	4,000	4,000
001-7101-571.45-10	LIABILITY	LIABILITY INSURANCE	26,538	26,538
001-7101-571.46-10	BUILDING	NO AMOUNT BUDGETED	-	-
001-7101-571.47-10	PRINTING & BINDING	PRINTING AND COPYING AT LAKE REPROGRAPHICS OFFICE	500	500
001-7101-571.47-20	PRESERVATION OF BOOKS	PRESERVATION OF BOOKS AND DVDS	75	75
001-7101-571.48-40	ADULT PROGRAMS & EXHIBITS	ENGAGING PROGRAMS FOR ADULTS	4,000	4,000
001-7101-571.48-45	TEENAGER PROGRAMS	ENGAGING PROGRAMS FOR TEENS	1,000	1,000
001-7101-571.48-50	CHILDREN'S READING PROG.	ENGAGING PROGRAMS FOR CHILDREN AND FAMILIES	5,450	5,450
001-7101-571.49-10	ADVERTISING	CANVA SUBSCRIPTION, E-NEWSLETTER, FACEBOOK/ INSTAGRAM BOOSTS	600	600
001-7101-571.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	500	500
001-7101-571.51-10	OFFICE SUPPLIES	MATERIALS COST INCREASE	1,090	1,090
001-7101-571.52-10	OPERATING SUPPLIES	STATIONARY, TONER, AND OTHER OPERATING SUPPLIES	8,905	8,905
001-7101-571.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
001-7101-571.52-30	ART IN THE SQUARE	COSTS TO FACILITATE A NUMBER OF ACTIVITIES RELATING TO ART AND CULTURE	3,000	3,000
001-7101-571.52-37	FRIENDS OF LIBRARY EXPEND	NO AMOUNT BUDGETED	-	-
001-7101-571.54-10	BKS, PUB, SUB, MEM, LIB	MAGAZINES AND NEWSPAPERS 6% PRICE INCREASE FOR SUBSCRIPTIONS	6,634	6,634
001-7101-571.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
001-7101-571.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
001-7101-571.64-55	FRIENDS OF LIBRARY CAPITA	NO AMOUNT BUDGETED	-	-

FUND **001**
DEPT **71**
DIVISION **01**

LIBRARY DIVISION EXPENDITURE JUSTIFICATION

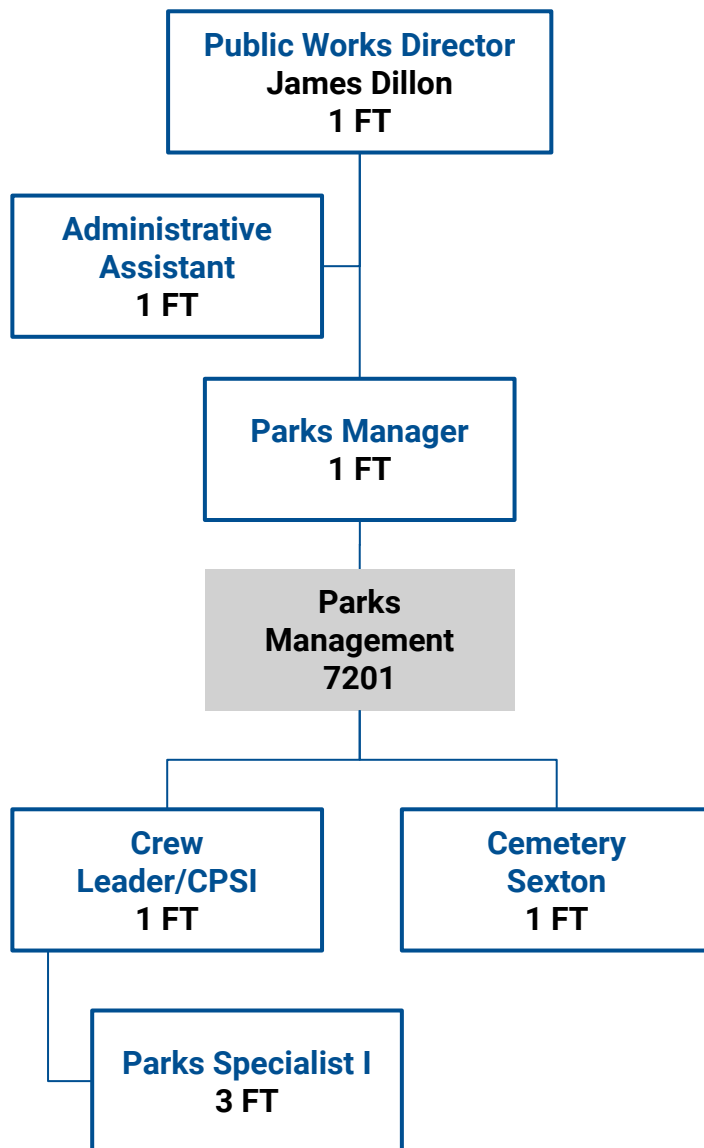
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7101-571.66-10	STANDING ORDER NATL LIB	LARGE PRINT COLLECTION FOR VISION IMPAIRED AND EBOOK AND EAUDIO COLLECTION	6,325	6,325
001-7101-571.66-20	MAJOR COLLECTIONS BOOKS	COUNTY APPROPRIATIONS TO CITY ARE DEPENDENT UPON CIRCULATION. MORE MATERIALS EQUALS HIGHER APPROPRIATION.	45,500	45,500

Parks Management



Parks Management

Division 7201



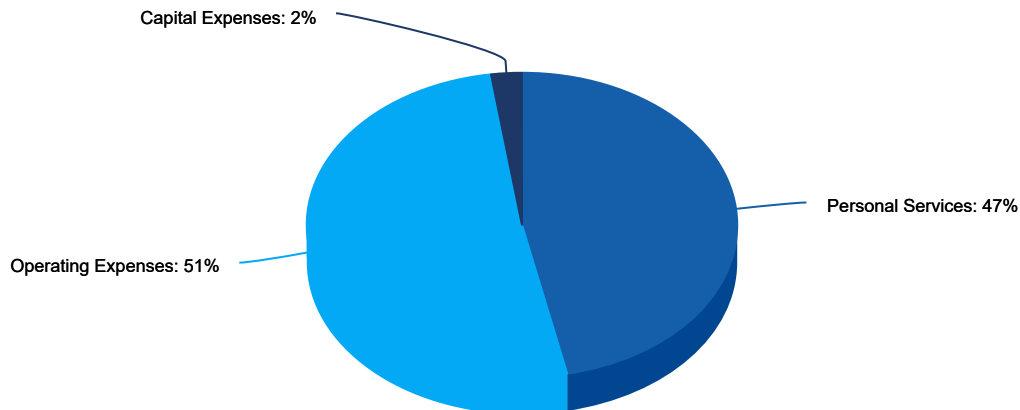
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Cemetery Sexton	18006	1	1	1
Crew Leader/CPSI	72020	0	1	1
Irrigation & Parks Specialist II	72012	1	0	0
Parks Manager	00003	1	1	1
Parks Specialist I	72011	3	3	3
No. of Full Time		6	6	6
Total No. of Positions:		6	6	6
Total FTEs:		6	6	6

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Parks-7201				
Personal Services	293,168	403,267	438,801	8.81%
Operating Expenses	392,700	431,731	480,592	11.32%
Capital Expenses	3,330	33,647	21,685	(35.55%)
Grand Total Parks	\$689,198	\$868,645	\$941,078	8.34%

2024 APPROPRIATIONS



PARKS MANAGEMENT - 7201

DEPARTMENT MISSION

The Parks Management Division sustains City parks, playgrounds, the Tavares Cemetery, Tav-Lee trail, City landscapes, and award-winning floral displays of hanging baskets and containers in a manner that is visually appealing while protecting the integrity and balance of our million-dollar waterfront ecological system; providing visitors and residents with a healthy, pristine and inspiring city in which they are able to live, work and play. Through this mission and participation in America in Bloom, the City achieved recognition twice in previous years as an America in Bloom Champion Community, among national competitors. The division hosts an annual Arbor Day Celebration with 2023 recognizing the Fifth Annual Arbor Day Celebration and receipt of our First Growth Award, concurrent with our Tree City USA designation for as many years. The Parks Management Division takes great civic pride in the level of commitment that we dedicate to the beauty and experience one is afforded in the seat of Lake County, exemplifying a "Real Florida, Real Close" visit in America's Seaplane City.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Parks Management Division consists of one Manager, a Crew Leader who also serves as a Certified Playground Safety Inspector, three Park Specialists, and one Cemetery Sexton whom is also an ISA Certified Arborist. The Division is accountable for maintaining 20 City parks and properties comprised of 42 acres of active park space and 236 passive park acres. Responsibilities include arbor health for over 150 palm trees in the downtown corridor, playground inspection, management of vendor agreements, grant reporting and cemetery management including lot sales and coordination with vendors. The Division also oversees landscaping in and around all City-owned properties, conducting inspections of properties and infrastructure, amenities, and the programming of activities held in America's Seaplane City award-winning Parks, which includes sporting activities, rentals, and fishing tournaments. The Public Works Department tagline, "Propelling Public Works Through Innovation" is positively demonstrated in the Parks Management Division.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	# Hours In Support of Special Events	136	109	140	147
2.	Acres of Cemetery Grounds Managed	20	20	20	20
3.	Burials Marked and Conducted	27	36	40	44
4.	Cemetery Plots Sold	58	55	54	56
5.	# of Parks/Properties Maintained 24x annually	22	20	18	20
6.	# Hours Maintaining Intensive Beds, Baskets	1,207	1,030	1,085	1,142
7.	Active Park Acres Maintained per FTE 17x/Yr.	10	5	5	5
8.	Passive Park Acres Maintained per FTE 17x/Yr.	76	57	57	57
9.	# Hours Spent Removing Trash/Litter in CRA	301	357	360	379
10.	Average Work Orders Executed Monthly	107	126	160	175

2024 GOALS

Organizational Development

Define areas of responsibility for staff that are unique to the role that they play as individuals in the organization, while cross training to provide continued support.

Growth and Development

Increase customer satisfaction, engage the public with volunteer opportunities, beautification of our grounds, parks and downtown landscaped areas.

City Lifestyle

Foster a progressive quality of life that promotes safety, community, and recreational and sporting activities for citizens while maintaining City traditions and values.

Citizen and Customer Service Focus

Create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency.

Innovation and Technology

Utilize technology initiatives to develop improved efficiencies and creativity.

Organizational Performance

Foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

2024 OBJECTIVES

1. Continue to provide excellent customer service to our internal and external customers.
2. Focus on improving park/facilities grounds maintenance.
3. Expand beautification projects throughout the City.
4. Complete Wooton Wonderland playground rebuild.
5. Complete landscape project on 441 & SR 19 (Chris Daniels Fountain) in conjunction with FDOT Grant.
6. Seek grant opportunities for Tavares Nature Park.
7. Develop Parks Master Plan.
8. Establish Tavares Cemetery as an arboretum.
9. Establish a forest management plan for Tavares Nature Park.
10. Complete gate for the Tavares Cemetery
11. Develop 5 year Master Plan for Tavares Nature Park.
12. Install new landscaping along front of cemetery.
13. Establish online payment for cemetery services.
14. Introduce educational programming in Parks.

2023 ACCOMPLISHMENTS

1. Organized and hosted 5th Annual Arbor Day Celebration.
2. Maintained Tree City USA designation for 5th year.
3. Received First Growth Award through Tree City USA.
4. Began construction of Wooton Wonderland playground.
5. Received grant to expand stormwater pond in Aesop's Park.
6. Teamed with FWC and American Fisheries to host International Coastal Cleanup event.
7. Served on Overall Advisory Board for UF/IFAS Lake County Extension.
8. Active Cisma member.
9. Cemetery Sexton gained ISA Certified Arborist designation.
10. Crew Leader gained Certified Playground Safety Inspector designation.
11. Teamed with Lake County and Keep Lake Beautiful to promote America in Bloom as a chapter in the county. City of Eustis has joined the chapter this year.
12. Coordinated with FWC to release large fish offering better fishing opportunities in Aesop's Park.
13. Landscaped front of the Tavares Nature Park, eliminating fence maintenance by incorporating boulders.
14. Collaboration with UF/IFAS Lake County Extension to create educational program for future arboretum.

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-7201-572.12-10	REGULAR SALARIES	197,222	246,936	264,624	7.16%
001-7201-572.14-10	OVERTIME	5,302	18,531	18,531	-%
001-7201-572.21-10	FICA / MED TAXES	14,103	19,762	20,158	2.00%
001-7201-572.22-20	FL STATE RETIREMENT	22,387	33,492	39,245	17.18%
001-7201-572.23-10	HEALTH INSURANCE	25,632	34,438	44,555	29.38%
001-7201-572.23-15	DENTAL INSURANCE	1,681	2,548	2,624	2.98%
001-7201-572.23-20	LIFE INSURANCE	1,028	1,497	1,568	4.74%
001-7201-572.23-21	SHORT-TERM DISABILITY	765	1,123	1,178	4.90%
001-7201-572.23-30	DEPENDENT HEALTH INSURANC	14,450	28,949	29,962	3.50%
001-7201-572.23-35	DEPENDENT DENTAL INSURANC	1,294	2,633	2,716	3.15%
001-7201-572.23-40	LONG TERM DISABILITY	471	686	720	4.96%
001-7201-572.24-10	WORKERS' COMPENSATION	8,833	12,672	12,920	1.96%
* SALARIES AND BENEFITS		293,168	403,267	438,801	8.81%
OPERATING EXPENDITURES					
001-7201-572.31-60	PERMIT & COMPLIANCE FEES	300	300	300	-%
001-7201-572.34-10	CONTRACTUAL SERVICES	60,366	76,066	75,386	(0.89%)
001-7201-572.40-10	TRAVEL & PER DIEM	6,066	10,240	7,250	(29.20%)
001-7201-572.41-10	TELEPHONE	3,614	4,898	4,922	0.49%
001-7201-572.41-30	POSTAGE	30	100	100	-%
001-7201-572.43-10	ELECTRIC, WATER, GAS	246,449	227,613	268,136	17.80%
001-7201-572.44-10	RENTALS & LEASES	-	1,463	750	(48.74%)
001-7201-572.45-10	LIABILITY	21,001	21,998	27,937	27.00%
001-7201-572.46-25	MISCELLANEOUS	5,483	7,650	7,850	2.61%
001-7201-572.47-10	PRINTING & BINDING	38	575	725	26.09%
001-7201-572.48-23	ARBOR DAY	1,970	2,250	2,850	26.67%
001-7201-572.51-10	OFFICE SUPPLIES	-	575	575	-%
001-7201-572.52-10	OPERATING SUPPLIES	27,414	44,408	47,011	5.86%
001-7201-572.52-11	DURABLE GOODS	2,703	7,069	800	(88.68%)
001-7201-572.52-15	FUEL COSTS	12,285	16,320	16,320	-%
001-7201-572.52-25	UNIFORMS	3,663	6,745	7,105	5.34%
001-7201-572.52-65	OPERATING CHEMICALS	263	2,231	11,315	407.17%
001-7201-572.54-10	BKS, PUB, SUB, MEM, LIB	1,055	1,230	1,260	2.44%
* OPERATING EXPENDITURES		392,700	431,731	480,592	11.32%

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
001-7201-572.64-25	FUTURE PROJECTS	3,330	33,647	21,685	(35.55%)
* CAPITAL EXPENDITURES		3,330	33,647	21,685	(35.55%)
TOTAL PARKS		689,198	868,645	941,078	8.34%

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7201-572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	264,624	264,624
001-7201-572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	18,531	18,531
001-7201-572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	20,158	20,158
001-7201-572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	39,245	39,245
001-7201-572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	44,555	44,555
001-7201-572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,624	2,624
001-7201-572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,568	1,568
001-7201-572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,178	1,178
001-7201-572.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	29,962	29,962
001-7201-572.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,716	2,716
001-7201-572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	720	720
001-7201-572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	12,920	12,920
001-7201-572.31-60	PERMIT & COMPLIANCE FEES	DEPT. OF ENVIRONMENTAL PROTECTION ANNUAL LEASE FEE FOR TAVARES RECREATION PARK (TRP) FISHING PIER	300	300
001-7201-572.34-10	CONTRACTUAL SERVICES	CARTEGRAPH OMS FOR PARKS DIVISION	4,985	75,386
		THE FOLLOWING ITEMS ARE FOR THE CEMETERY CIMS CLOUD CEMETERY PLATFORM EXPIRES 10/15/2023. CONTINUE LEVEL OF SERVICE.	2,650	-
		CONTRACT TO MAINTAIN RECREATION BUILDING	1,670	-
		CONTRACT TO MAINTAIN PUBLIC SAFETY COMPLEX, TRIMMING, LITTER REMOVAL, SHRUB PRUNING, MULCH ANNUALLY.	17,785	-
		CONTRACT TO MAINTAIN OLD FIREHOUSE 28	1,470	-

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
	CONTRACT TO MAINTAIN INGRAHAM CENTER	2,310	-
	CONTRACT TO MAINTAIN FIRESTATION 29	2,310	-
	CONTRACT TO MAINTAIN CITY HALL	8,081	-
	CONTRACT FOR CEMETERY MAINTENANCE. INCLUDES, MOWING, TRIMMING MONUMENTS AND BLOWING OFF DEBRIS. CONTINUED LEVEL OF SERVICE.	34,125	-
001-7201-572.40-10 TRAVEL & PER DIEM	ATTEND SEMINARS, WORKSHOPS, CONFERENCES, TRADE SHOWS, WHICH MAY INCLUDE: FL CERT LANDSCAPE TECH FOR PARKS SPECIALIST I	300	7,250
	THE FOLLOWING ENTRY IS FOR THE CEMTERY CEU MAINTENANCE FOR PEST CONTROL OPERATOR LICENSE INTERNATIONAL SOCIETY OF ARBORISTS CERTIFICATION	500	-
	MOT/TTC TRAINING FOR MANAGER AND CREW LEADER REQUIRED WHEN WORKING ALONG ROADWAYS	550	-
	MANAGER AND 4 STAFF	500	-
	AMERICA IN BLOOM NATIONAL SYMPOSIUM 2 ATTENDING, PW DIRECTOR AND PARKS MANAGER FLIGHTS, HOTEL AND EDUCATIONAL PROGRAMS	2,100	-
	AMERICA IN BLOOM JUDGES TRAVEL EXPENSES	3,000	-
	15-MINUTE SEAPLANE TOUR OF PARKS & SHORELINE	300	-
001-7201-572.41-10 TELEPHONE	DOMS FAX	336	4,922
	THE FOLLOWING ENTRY IS FOR THE CEMETERY SEXTON PHONE	516	-
	PARKS HOT SPOT	477	-
	ON CALL PHONE	516	-
	CEMETERY HOT SPOT	477	-
	CELL PHONE SERVICE FOR STAFF X 5	2,600	-
001-7201-572.41-30 POSTAGE	POSTAGE	100	100
001-7201-572.43-10 ELECTRIC, WATER, GAS	WATER	164,324	268,136
	SECO ENERGY	11,666	-
	ELECTRIC	92,146	-
001-7201-572.44-10 RENTALS & LEASES	RENTAL OF EQUIPMENT REQUIRED FOR SPECIALIZED PROJECTS AND EVENTS.	750	750
001-7201-572.45-10 LIABILITY	LIABILITY INSURANCE	27,937	27,937

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7201-572.46-25	MISCELLANEOUS	MISC REPAIR/MAINTENANCE OF IRRIGATION, EQUIPMENT, FENCING, TURF, ETC. INFRASTRUCTURE VANDALISM AND UNFORSEEN ITEMS, TRASH CAN WASHER, BUCKET TRUCK ETC.	5,000	7,850
		BACKFLOW DEVICES TO REPAIR/REPLACE LOCATED IN PARKS NOT COVERED BY WATER DEPT OR FACILITIES MANAGEMENT. PRICING PROVIDED BY WATER DEPT 5/\$250 /EA AND 4/\$400/EA	2,850	-
001-7201-572.47-10	PRINTING & BINDING	BUSINESS CARDS MGR, CREW LEADER	200	725
		TREE CARE CARDS FOR TREE GIVEAWAY	85	-
		FOLDERS WITH CEMETERY INFORMATION, RULES, DEED ETC FOR 150 CUSTOMERS ANNUALLY	340	-
		*THE FOLLOWING ENTRY IS FOR THE CEMETERY DIVISION BUSINESS CARDS FOR CEMETERY SEXTON	100	-
001-7201-572.48-23	ARBOR DAY	ARBOR DAY CELEBRATION WHICH MAY INCLUDE THE FOLLOWING PROMOTIONAL MATERIALS: POSTERS, BANNERS SCHEDULE, ONE-GALLON TREES, REFRESHMENTS FOR VOLUNTEERS, FLAGS, SIGNS, EVENT SHIRTS.	2,850	2,850
001-7201-572.51-10	OFFICE SUPPLIES	MISC OFFICE SUPPLIES AS NEEDED FOR PARKS STAFF, CREW LEADER AND MANAGER	440	575
		THE FOLLOWING ITEMS ARE FOR THE CEMETERY DIVISION OFFICE SUPPLIES FOR THE CEMETERY DIVISION	135	-
001-7201-572.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES FOR PARKS AND CEMETERY OPERATIONS	47,011	47,011
001-7201-572.52-11	DURABLE GOODS	STIHL 96CC EDGER TO REPLACE AGED UNIT	400	800
		STIHL 131 CC STRING TRIMMER TO REPLACE AGED UNIT	400	-
001-7201-572.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	16,320	16,320
001-7201-572.52-25	UNIFORMS	WEEKLY UNIFORM RENTAL/JACKET FOR 4 EMPLOYEES	2,250	7,105
		WORK BOOTS F/4 STAFF, 1 MANAGER 5 @ \$200 EA	1,000	-
		THE FOLLOWING ITEMS ARE FOR THE CEMETERY DIVISION WEEKLY UNIFORM/JACKET RENTAL FOR SEXTON	430	-
		SWEATSHIRT FOR SEXTON	85	-
		SHIRT W/LOGO FOR SEXTON	50	-
		REFLECTIVE SAFETY APPAREL & VESTS, REQUIRED WHEN WORKING NEAR ROADS OR R.O.W.	720	-

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
	RAIN GEAR FOR SEXTON @ \$180 CLASS 3 HI VIS REQUIRED WHEN WORKING NEAR ROADS AND R.O.W.	180	-
	NECK GAITERS TO REPEL DUST/SUN FOR EACH STAFF (2)	130	-
	NECK GAITERS TO REPEL DUST,/SUN FOR SEXTON	30	-
	MAY INCLUDE RAINGEAR FOR 4 STAFF, MANAGER @ \$180, PPE (EYEWEAR, EARPLUGS ETC.)	900	-
	CITY SWEATSHIRT FOR EACH STAFF , MANAGER 5@\$85	425	-
	CITY SHIRTS W/LOGO FOR MANAGER 5 @ \$50/EA	250	-
	CITY SHIRT W/ LOGO UNIFORM/EVENTS 4 @\$50/EA	200	-
	CAPS W/LOGO FOR EACH STAFF @ \$20 /EA 2 PP	200	-
	BOOTS FOR CEMETERY SEXTON	200	-
	2 CAPS FOR SEXTON PPE (EYEWEAR, EARPLUGS ETC) REFLECTIVE SAFETY APPAREL & VESTS	55	-
001-7201-572.52-65 OPERATING CHEMICALS	OPERATING CHEMICALS AND SUPPLIES WHICH MAY INCLUDE: PESTICIDES AND FERTILIZERS REQUIRED TO MAINTAIN TURF AND PLANT MATERIAL IN AREAS MAINTAINED BY PARKS STAFF.	860	11,315
	THE FOLLOWING ENTRY IS FOR THE CEMETERY DIVISION FERTILIZER AND HERBICIDE FOR LANDSCAPE AND TREES	325	-
	PALM TREE CARE FOR ARBOR JET NECESSARY TO NEGATE LOSS DUE TO LETHAL BRONZING. TREATS 240 PALMS 4X ANNUALLY LESS THAN THE REPLACEMENT COST OF 1 PALM TREE.	4,740	-
	HERBICIDE FOR INVASIVE SPECIES MANAGEMENT REQUIRED FOR AESOP'S PARK AND TAVARES NATURE PARK	2,150	-
	FIRE ANT CONTROL APPLICATION	1,950	-
	FERTILIZER AND PRE AND POSTEMERGENT HERBICIDES FOR INGRAHAM, SUMMERALL, WOOTON WONDERLAND LANDSCAPING, RIDGE PARK, MAGNOLIA PARK, SQUIBB PARK AND TRP	1,290	-
001-7201-572.54-10 BKS, PUB, SUB, MEM, LIB	FLORIDA NURSERY, GROWERS, AND LANDSCAPE ASSOCIATION MEMBERSHIP. OFFERS DISCOUNTED ACCREDITATION COURSES FOR THE LANDSCAPE TRADE, DEMONSTRATING SAFE AND SUSTAINABLE METHODS OF LANDSCAPE MAINTENANCE.	95	1,260

FUND 001
DEPT 72
DIVISION 01

PARKS MAINTENANCE DIVISION EXPENDITURE JUSTIFICATION

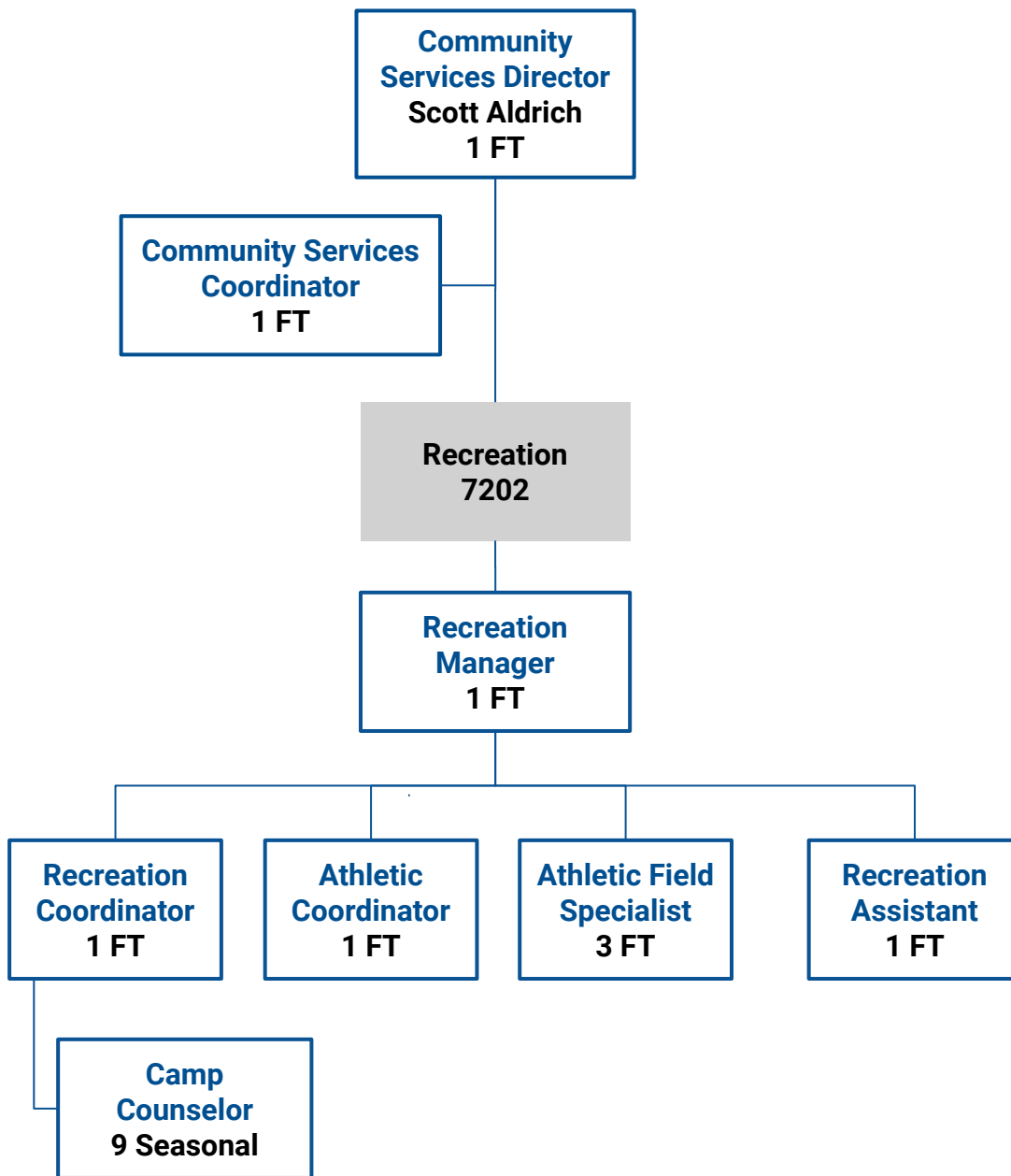
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		THE FOLLOWING ITEMS ARE FOR THE CEMETERY: INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) TRAINING FOR INDUSTRY PROFESSIONALS. NECESSARY FOR ARBORIST TO MAINTAIN ISA CERTIFICATION. DISCOUNTS FOR TRAINING AND TESTING EQUAL COST OF MEMBERSHIP	135	-
		PARTICIPATION FEE AMERICA IN BLOOM (ORIGINALLY BUDGETED IN TRAVEL AND PER DIEM) NOW DISCOUNTED DUE TO FORMATION OF LAKE COUNTY CHAPTER	1,000	-
		FLORIDA STATE MEMBERSHIP IN ISA	30	-
001-7201-572.64-25	FUTURE PROJECTS	REPAIRS AND RESURFACING TO AESOP'S PARK TENNIS COURTS. COURTS WERE RESURFACED IN 2015. THEY ARE NOW DECLINING.	15,660	21,685
		REPAIRS TO SQUIBB PARK BOARDWALK	6,025	-

Community Services



Community Services

Division 72



Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Athletic Coordinator	18010	1	1	1
Athletic Field Specialist	72015	1	1	3
Community Svc Coordinator	18003	1	1	1
² Community Svc Director	10025	1	1	1
Recreation Assistant	18011	1	1	1
Recreation Coordinator	72013	1	1	1
Recreation Facility Associate	72016	1	1	0
Recreation Manager	72001	1	1	1
No. of Full Time		8	8	9
¹ Seasonal:				
Camp Counselor	72002	9	9	9
No. of Seasonal:		9	9	9
Total No. of Positions:		17	17	18
Total FTEs:		8	8	9

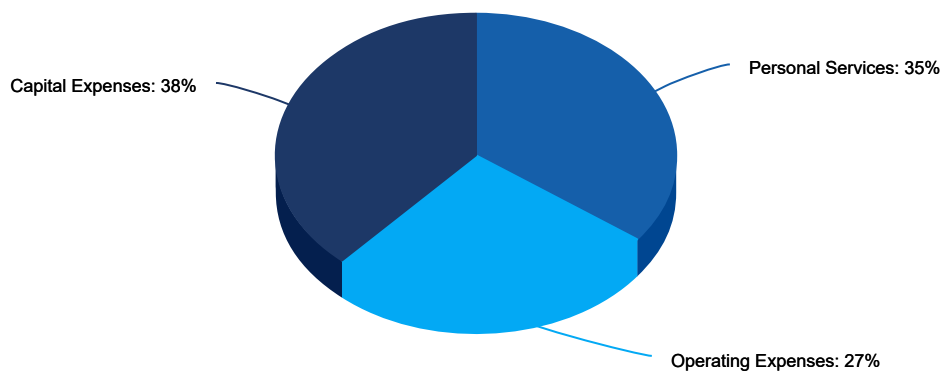
Notes:

1. Seasonal positions are not included in the FTE count.
2. Community Svcs Director position allocated 50% 7101, 50% 7202

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Community Services-7202				
Personal Services	521,901	685,422	801,631	16.95%
Operating Expenses	481,810	552,618	606,605	9.77%
Capital Expenses	34,616	100,000	875,000	775.00%
Grand Total Recreation	1,038,327	1,338,040	2,283,236	70.64%
Grand Total	\$1,038,327	\$1,338,040	\$2,283,236	70.64%
Percentage of Fund Budget	4.13%	5.69%	9.07%	

2024 APPROPRIATIONS



COMMUNITY SERVICES - 7202

DEPARTMENT MISSION

It is the mission of the Community Services Department to foster an environment of healthy living and community building through high quality programs and events for all ages.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Community Services Department is responsible for the planning, implementation, and management of all city youth, adult, and senior recreational programs. This includes but is not limited to the city's seasonal camps, Tavares Babe Ruth baseball and softball leagues, multiple variations of Start Smart Sport programs, adult sports leagues, senior programs, and mobile recreational programs utilizing the department's Rec Rover. With programming offered throughout the year, the department seeks to meet the recreational and wellness needs of the entire community, while continuously adapting to changing demographics and lifestyles.

Additionally, the Community Services Department operates and manages a history museum open to the public. Artifacts and exhibits depict the full history of Tavares and include interactive displays and activities for children. The department is also responsible for all maintenance, beautification, upgrades and enhancements for both the Woodlea Sports Complex and Fred Stover Sports Complex. The department manages all rentals, implements turf maintenance schedules and provides aesthetic upgrades to both sports parks.

The Community Services Department is also tasked with planning and executing the City's many community events, including the Father-Daughter Dance, the Mother-Son Night Out event, the Fourth of July Celebration, the BOO! Festival, the Tavares Christmas Celebration, and other cultural events. Furthermore, the department is responsible for the reservation and management of the City's rentable facilities such as the Civic Center, Ingraham Center and the TRA Room. The department also sources grant opportunities that help achieve its goal of fiscal responsibility.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Baseball/Softball Registrations	183	261	297	348
2.	Number of Recreational Activities Managed *	437	780	837	1,102
3.	Number of Senior Program Participants **	116	695	725	900
4.	Number of Youth Teams Participating in Babe Ruth	15	21	23	29
5.	Total Number of Participants in all Recreation Programs	609	1,947	2,214	3,123
6.	Facility Rentals Scheduled	312	340	619	635
7.	Senior Shuffleboard Games / Tournaments	56	65	50	60
8.	History Museum Visitors	160	395	484	580

* Includes all baseball/softball games and associated activities, sports field rentals, community special events, camp days, classes managed and all other related recreational activities.

** Includes the senior softball league participants and all senior program attendees.

2024 GOALS

Organizational Development

Increase participation numbers through new marketing/promotional platforms, as well as operationally enhance current, recurring programs.

Growth and Development

Increase the number of new programs offered through initiatives that reflect the current needs and desires of Tavares citizens. Target all demographics with a wide variety of traditional and non-traditional programming.

City Lifestyle

Foster a progressive quality of life that promotes safety, community events, and recreational and sporting activities for citizens while maintaining City traditions and values. In addition, showcase the history of Tavares through artifacts and exhibits at the public history museum.

Citizen and Customer Service Focus

Create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency.

Innovation and Technology

Utilize technology initiatives to provide comprehensive scheduling of city recreational opportunities and sporting events.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

Facility Improvements

In addition to routine maintenance, develop and implement plans for improvements to include beautification, turf management, upgrades and enhancements at the Woodlea Sports Complex, Fred Stover Sports Complex, and the new Golden Triangle Regional Park.

2024 OBJECTIVES

1. Focus on implementing new recreational programs.
2. Focus on the constant improvement and enhancement of the existing recreational programs.
3. Focus on seeking para-professional training opportunities for staff.
4. Focus on developing new and unique special events that serve to encourage community building.
5. Continue excellence in customer service to the citizens of Tavares.
6. Focus on expanding the cultural arts programs.
7. Focus on increasing marketing presence utilizing social media and other new platforms.
8. Continuing creating and developing community relationships with local schools and businesses.
9. Provide assistance with the operation of the Tavares Public Library.
10. Manage and operate the Tavares History Museum.
11. Incorporate YMCA into community services department.
12. Continue to explore sale of Stover fields to Lake County School Board.
13. Expand Woodlea Sports Park.

2023 ACCOMPLISHMENTS

1. Increased Babe Ruth baseball/softball league participation
2. Introduced new Start Smart Sports Development program
3. Introduced new winter break youth camp
4. Increased senior program offerings
5. Introduced new Senior "Take a Hike" walking program
6. Upgraded field lighting at Woodlea Sports Park Fields 1 and 2
7. Added shade structures over bleachers at Woodlea Sports Park fields 1, 2 and 3
8. Installed outfield wind screens at Woodlea Sports Park fields 1, 2 and 3
9. Improved facilities and grounds at Woodlea Sports Complex and Fred Stover Sports Complex.
10. Introduced new homeschool programs
11. Developed an adult beach volleyball league
12. In partnership with Lake County, purchased and began managing Golden Triangle YMCA property/facility

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
001-7202-572.12-10	REGULAR SALARIES	307,717	388,122	446,666	15.08%
001-7202-572.13-10	OTHER SALARIES & WAGES	39,631	39,648	50,048	26.23%
001-7202-572.14-10	OVERTIME	6,637	10,750	11,750	9.30%
001-7202-572.15-60	ELECTR TABLET ALLOWANCE	250	500	-	(100.00%)
001-7202-572.15-61	CELL PHONE ALLOWANCE	-	-	600	-%
001-7202-572.21-10	FICA / MED TAXES	24,866	32,140	36,099	12.32%
001-7202-572.22-20	FL STATE RETIREMENT	43,263	58,210	74,332	27.70%
001-7202-572.23-10	HEALTH INSURANCE	42,630	64,571	75,743	17.30%
001-7202-572.23-15	DENTAL INSURANCE	2,077	3,185	3,718	16.73%
001-7202-572.23-20	LIFE INSURANCE	1,640	2,230	2,562	14.89%
001-7202-572.23-21	SHORT-TERM DISABILITY	1,229	1,647	1,895	15.06%
001-7202-572.23-30	DEPENDENT HEALTH INSURANC	37,638	65,834	74,488	13.15%
001-7202-572.23-35	DEPENDENT DENTAL INSURANC	2,412	3,436	5,355	55.85%
001-7202-572.23-40	LONG TERM DISABILITY	755	1,016	1,176	15.75%
001-7202-572.24-10	WORKERS' COMPENSATION	11,156	14,133	17,199	21.69%
* SALARIES AND BENEFITS		521,901	685,422	801,631	16.95%
OPERATING EXPENDITURES					
001-7202-572.31-60	PERMIT & COMPLIANCE FEES	1,279	1,382	1,400	1.30%
001-7202-572.34-10	CONTRACTUAL SERVICES	11,514	9,164	28,175	207.45%
001-7202-572.40-10	TRAVEL & PER DIEM	1,848	8,350	4,650	(44.31%)
001-7202-572.41-10	TELEPHONE	4,438	6,856	4,000	(41.66%)
001-7202-572.41-20	OTHER COMMUNICATION	3,338	4,289	2,720	(36.58%)
001-7202-572.41-30	POSTAGE	14	250	250	-%
001-7202-572.43-10	ELECTRIC, WATER, GAS	4,369	48,565	55,707	14.71%
001-7202-572.44-10	RENTALS & LEASES	11,651	10,510	11,050	5.14%
001-7202-572.45-10	LIABILITY	22,637	23,711	30,113	27.00%
001-7202-572.46-25	MISCELLANEOUS	3,438	-	13,500	-%
001-7202-572.47-10	PRINTING & BINDING	871	100	800	700.00%
001-7202-572.48-20	LIGHT UP/HOLIDAY FESTIVAL	26,741	28,000	28,000	-%
001-7202-572.48-22	HOLIDAY FESTIVAL-SUPPLIES	179,714	190,300	190,300	-%
001-7202-572.48-30	4TH OF JULY	57,834	55,000	55,000	-%
001-7202-572.48-60	SPONSORED EVENTS	14,521	15,000	15,000	-%
001-7202-572.49-10	ADVERTISING	4,589	3,000	5,000	66.67%
001-7202-572.49-32	CREDIT CARD PROCESSING	2,755	1,903	3,055	60.54%
001-7202-572.51-10	OFFICE SUPPLIES	945	1,000	1,000	-%
001-7202-572.52-10	OPERATING SUPPLIES	12,507	15,744	18,000	14.33%
001-7202-572.52-11	DURABLE GOODS	9,940	1,663	1,630	(1.98%)

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
001-7202-572.52-15	FUEL COSTS	7,798	4,816	7,365	52.93%
001-7202-572.52-25	UNIFORMS	1,158	793	1,000	26.10%
001-7202-572.52-30	ART IN THE SQUARE	-	1,200	3,000	150.00%
001-7202-572.52-65	OPERATING CHEMICALS	2,967	4,999	8,000	60.03%
001-7202-572.54-10	BKS, PUB, SUB, MEM, LIB	1,463	1,490	1,490	-%
001-7202-572.55-10	SUMMER YOUTH PROGRAM	32,435	38,000	40,000	5.26%
001-7202-572.55-20	PROGRAM COSTS	61,046	76,533	76,400	(0.17%)
* OPERATING EXPENDITURES		481,810	552,618	606,605	9.77%
CAPITAL EXPENDITURES					
001-7202-572.64-10	EQUIP - REPLACEMENT	10,000	-	-	-%
001-7202-572.64-15	EQUIP - NEW	13,500	-	-	-%
001-7202-572.64-25	FUTURE PROJECTS	11,116	100,000	875,000	775.00%
* CAPITAL EXPENDITURES		34,616	100,000	875,000	775.00%
TOTAL RECREATION		1,038,327	1,338,040	2,283,236	70.64%

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7202-572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	446,666	446,666
001-7202-572.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	50,048	50,048
001-7202-572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	11,750	11,750
001-7202-572.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
001-7202-572.15-61	CELL PHONE ALLOWANCE	CELL PHONE ALLOWANCE	600	600
001-7202-572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	36,099	36,099
001-7202-572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	74,332	74,332
001-7202-572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	75,743	75,743
001-7202-572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,718	3,718
001-7202-572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,562	2,562
001-7202-572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,895	1,895
001-7202-572.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	74,488	74,488
001-7202-572.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	5,355	5,355
001-7202-572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,176	1,176
001-7202-572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	17,199	17,199

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7202-572.31-60	PERMIT & COMPLIANCE FEES	ANNUAL MUSIC LICENSING FEES-SESAC, ASCAP, BMI	1,400	1,400
001-7202-572.34-10	CONTRACTUAL SERVICES	MISC CONTRACTUAL SERVICES	500	28,175
		YMCA REGIONAL PARK CONTRACTED MOWING SERVICES	12,000	-
		SPORTS PARK EQUIPMENT LEASE	5,000	-
		LCSO EXPLORER FOR PARADE AND PARKING FEES	480	-
		CLEANING DETAIL FOR SPECIAL EVENTS	4,000	-
		ANNUAL RECREATION SOFTWARE MANAGEMENT FEES	4,200	-
		ANNUAL MUSEUM SOFTWARE PUBLIC ACCESS FEES	250	-
		ANNUAL MUSEUM SOFTWARE MANAGEMENT FEES	745	-
		ANNUAL MUSEUM INTERACTIVE DISPLAY UPDATE AND MAINTENANCE CONTRACT	1,000	-
001-7202-572.40-10	TRAVEL & PER DIEM	FRPA ANNUAL CONFERENCE- 4 REC STAFF AND DIRECTOR	1,400	4,650
		TURF MAINTENANCE CERTIFICATIONS FOR FIELD SPECIALIST POSITIONS.	700	-
		MISC CONFERENCE SEMINARS FOR MUSEUM TRAINING	400	-
		DIRECTOR ATTENDANCE AT NRPA ANNUAL CONFERENCE	1,450	-
		DIRECTOR ATTENDANCE AT FRPA AGENCY SUMMIT	700	-
001-7202-572.41-10	TELEPHONE	VERIZON CELL PHONE SERVICES (8 DEVICES)	4,000	4,000
001-7202-572.41-20	OTHER COMMUNICATION	WI-FI FOR CIVIC CENTER	500	2,720
		WI-FI FOR MUSEUM	540	-
		HOTSPOTS (4 DEVICES)	1,680	-
001-7202-572.41-30	POSTAGE	POSTAGE	250	250
001-7202-572.43-10	ELECTRIC, WATER, GAS	WATER	29,785	55,707
		ELECTRIC	25,922	-
001-7202-572.44-10	RENTALS & LEASES	COMMUNITY SERVICES COPIER LEASE	750	11,050
		RENTALS FOR ACTIVITIES AND EVENTS	5,200	-
		REC OFFICE COPIER LEASE	1,820	-
		MONTHLY 10X15 STORAGE UNIT FOR EVENT EQUIPMENT	2,280	-

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		MISC EQUIPMENT FOR SPORTS PARK MAINTENANCE	1,000	-
001-7202-572.45-10	LIABILITY	LIABILITY INSURANCE	30,113	30,113
001-7202-572.46-25	MISCELLANEOUS	MISC REPAIR/MAINTENANCE OF IRRIGATION	1,500	13,500
		YMCA REGIONAL PARK MISC REPAIRS	10,000	-
		SPORTS PARKS MISC REPAIRS	2,000	-
001-7202-572.47-10	PRINTING & BINDING	PRINTING AND BINDING	800	800
001-7202-572.48-20	LIGHT UP/HOLIDAY FESTIVAL	SHORT FIREWORKS DISPLAY	6,000	28,000
		PROFESSIONAL ENTERTAINMENT, AWARDS, MISC OPERATING COSTS.	22,000	-
001-7202-572.48-22	HOLIDAY FESTIVAL-SUPPLIES	CHRISTMAS LIGHT CONTRACT TO LIGHT DOWNTOWN	190,300	190,300
001-7202-572.48-30	4TH OF JULY	FIREWORKS-PYRO PORTION	33,000	55,000
		PROFESSIONAL ENTERTAINMENT, AWARDS, MISC OPERATING COSTS.	22,000	-
001-7202-572.48-60	SPONSORED EVENTS	BOO FESTIVAL COMMUNITY EVENT	15,000	15,000
001-7202-572.49-10	ADVERTISING	PROGRAM ADVERTISEMENT TO INCREASE MUSEUM VISITORS.	1,000	5,000
		PROGRAM ADVERTISING TO PROMOTE AND INCREASE PARTICIPATION, ATTENDANCE AT SPECIAL EVENTS AND BRAND AWARENESS CAMPAIGNS FOR RECREATION DEPT.	4,000	-
001-7202-572.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	3,055	3,055
001-7202-572.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES FOR RECREATION & MUSEUM FUNCTIONS	1,000	1,000
001-7202-572.52-10	OPERATING SUPPLIES	COPIER PAPER, COPIER FEES & OPERATION SUPPLIES FOR RECREATION PROGRAMS, SPECIAL EVENTS, ACTIVITIES.	4,000	18,000
		YMCA REGIONAL PARK SPORTS FIELD OPERATIONAL SUPPLIES/MATERIALS.	5,000	-
		SPORTS PARK FIELD PAINT, FIELD CHALK AND OTHER SPORTS PARK OPERATIONAL SUPPLIES/MATERIALS.	7,000	-
		SPORTS PARK FIELD CLAY AND SAND	1,000	-
		MUSEUM OPERATIONS, ACTIVITIES AND SUPPLIES	1,000	-
001-7202-572.52-11	DURABLE GOODS	STIHL BR350Z LEAF BLOWER X2 FOR SPORTS PARKS	880	1,630

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		REAR TINE TILLER FOR SPORTS PARK FIELDS	750	-
001-7202-572.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	7,365	7,365
001-7202-572.52-25	UNIFORMS	COMMUNITY SERVICES & REC STAFF SHIRTS FOR EVENTS	600	1,000
		VOLUNTEER SHIRTS FOR MUSEUM OPERATIONS	50	-
		RECREATION STAFF BOOTS/FIELD SHOES FOR WORKING AT SPORTS PARKS.	150	-
		OUTDOOR WEAR FOR FIELD SPECIALIST POSITIONS	200	-
001-7202-572.52-30	ART IN THE SQUARE	COSTS TO FACILITATE A VARIETY OF EVENTS/ACTIVITIES RELATED TO ART, HISTORY, AND CULTURE.	3,000	3,000
001-7202-572.52-65	OPERATING CHEMICALS	FERTILIZERS	3,000	8,000
		YMCA REGIONAL PARK FERTILIZER, INSECTICIDE AND HERBICIDE.	1,500	-
		TRIAZICIDE(INSECT KILLER) & HERBICIDE(WEED KILLER)	3,000	-
		MISC SPORTS PARK CHEMICAL NEEDS	500	-
001-7202-572.54-10	BKS, PUB, SUB, MEM, LIB	MISC PUBLICATIONS AND MEMBERSHIPS FOR COMMUNITY SERVICES AND RECREATION STAFF.	550	1,490
		MISC PUBLICATIONS AND MEMBERSHIPS FOR MUSEUM OPERATIONS.	300	-
		FRPA MEMBERSHIP-4 STAFF	640	-
001-7202-572.55-10	SUMMER YOUTH PROGRAM	SUMMER DAY CAMP FOR AGES 5-14: INCLUDES THREE 3-WEEK SESSIONS.	36,000	40,000
		WINTER BREAK CAMP-ONE WEEK	4,000	-
001-7202-572.55-20	PROGRAM COSTS	BABE RUTH FALL PROGRAM	12,000	76,400
		YOUTH SPORTS CAMP (BASKETBALL)	1,500	-
		START SMART YOUTH PROGRAMS (BASEBALL, SOCCER, FLAG FOOTBALL, SPORTS DEVELOPMENT)	7,500	-
		SENIOR PROGRAMS(MONTHLY SOCIALS, BINGO, DAY TRIPS)	6,000	-
		MOTHER SON NIGHT OUT	2,500	-
		MISC YOUTH PROGRAMS (WACKY WORLD, FLAG FOOTBALL, SOCCER)	12,400	-
		MISC SUPPLIES AND EQUIPMENT FOR PROGRAMS	2,000	-
		MISC ADULT PROGRAMS (KICKBALL LEAGUE, BEACH VOLLEYBALL LEAGUE, DODGEBALL LEAGUE)	1,500	-
		FATHER DAUGHTER DANCE	8,000	-

FUND 001
DEPT 72
DIVISION 02

RECREATION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		BABE RUTH SPRING PROGRAM	23,000	-
001-7202-572.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
001-7202-572.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
001-7202-572.64-25	FUTURE PROJECTS	WOODLEA SPORTS PARK CONSTRUCTION - PARKING/ ACCESS ROADS/FIELDS.	525,000	875,000
		WOODLEA SPORTS PARK LASER GRADE AND LEVEL BOTH BALLFIELDS	100,000	-
		RENOVATIONS	100,000	-
		MAJOR ST. CLAIR-ABRAMS LIBRARY AND RECREATION HONORARY PROJECT: PURCHASE HOUSE	150,000	-

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Parks Operations-7203				
Operating Expenses	6,460	-	-	-%
Grand Total Recreation	6,460	-	-	-%
Grand Total	\$6,460	\$-	\$-	-%
Percentage of Fund Budget	0.03%	0.00%	0.00%	

FUND 001
DEPT 72
DIVISION 03

PARKS OPERATIONS DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
001-7203-572.41-10	TELEPHONE	1,210	-	-	-%
001-7203-572.45-10	LIABILITY	5,250	-	-	-%
* OPERATING EXPENDITURES		6,460	-	-	-%
TOTAL PARKS OPERATIONS		6,460	-	-	-%

FUND **001**
DEPT **72**
DIVISION **03**

PARKS OPERATIONS DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
001-7203-572.41-10	TELEPHONE	NO AMOUNT BUDGETED	-	-
001-7203-572.45-10	LIABILITY	NO AMOUNT BUDGETED	-	-

Row Management



Row Management

Division 7204

Right-of-Way Management department moved to Stormwater fund (page 476). A reimbursement to the Stormwater fund from the General Fund to reimburse for Right-of-Way services is located in the Streets Management department budget.

Position Summary

*Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024

* This division was created in FY 2019, in prior years these positions were in the Parks Maintenance division.

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23

FUND 001
DEPT 72
DIVISION 04

ROW MANAGEMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
	NO EXPENDITURES BUDGETED				

FUND 001
DEPT 72
DIVISION 04

ROW MANAGEMENT DIVISION EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
001-7204-572.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-

Police Education



Police Education

Fund 102



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Police Services-2101				
Operating Expenses	4,996	2,500	-	(100.00%)
Grand Total Police Ed.	\$4,996	\$2,500	\$-	(100.00%)

FUND 102
DEPT 00
DIVISION 00

POLICE EDUCATION REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
FINES & FORFEITURES					
102-0000-351.10-00	POLICE JUDGMENTS & FINES	1,245	1,203	-	(100.00%)
**TOTAL FINES & FORFEITURES		1,245	1,203	-	(100.00%)
OTHER SOURCES					
102-0000-389.90-00	APPROPRIATED RESERVES	-	1,297	-	(100.00%)
*APPROPRIATED RESERVES		-	1,297	-	(100.00%)
**TOTAL OTHER SOURCES		-	1,297	-	(100.00%)
TOTAL POLICE EDUCATION		1,245	2,500	-	(100.00%)

FUND 102
DEPT 00
DIVISION 00

POLICE EDUCATION REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
102-0000-351.10-00 POLICE JUDGMENTS & FINES	NO AMOUNT BUDGETED	-	-

FUND 102
DEPT 21
DIVISION 01

POLICE EDUCATION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
102-2101-521.40-20	POLICE EDUCATION EXP	4,996	2,500	-	(100.00%)
* OPERATING EXPENDITURES		4,996	2,500	-	(100.00%)
TOTAL POLICE EDUCATION		4,996	2,500	-	(100.00%)

FUND 102
DEPT 21
DIVISION 01

POLICE EDUCATION EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
102-2101-521.40-20 POLICE EDUCATION EXP	NO AMOUNT BUDGETED	-	-

Community Redevelopment



Community Redevelopment

Fund 105

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Economic Development-5901				
Operating Expenses	428,117	566,398	585,915	3.45%
Capital Expenses	8,174	-	-	-%
Total Econ Development	436,291	566,398	585,915	3.45%
Grand Total Comm. Redev.	\$436,291	\$566,398	\$585,915	3.45%
Category Summary				
Operating Expenses	428,117	566,398	585,915	3.45%
Capital Expenses	8,174	-	-	-%
Grand Total Comm. Redev.	\$436,291	\$566,398	\$585,915	3.45%

FUND 105
DEPT 00
DIVISION 00

COMMUNITY REDEVELOPMENT-TIF REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
TAXES					
105-0000-311.01-00	CURRENT	458,648	548,968	585,915	6.73%
**TOTAL TAXES		458,648	548,968	585,915	6.73%
INTERGOVERNMENTAL REVENUE					
105-0000-337.50-10	TOURISM	1,424	-	-	-%
105-0000-347.40-04	SPECIAL EVENT COLLECTIONS	8,190	-	-	-%
**TOTAL INTERGOVERNMENTAL REVENUE		9,614	-	-	-%
INTEREST & OTHER INCOME					
105-0000-361.10-02	SBA INTEREST	56	-	-	-%
**TOTAL INTEREST & OTHER INCOME		56	-	-	-%
OTHER SOURCES					
105-0000-389.90-00	APPROPRIATED RESERVES	-	17,430	-	(100.00%)
*APPROPRIATED RESERVES		-	17,430	-	(100.00%)
**TOTAL OTHER SOURCES		-	17,430	-	(100.00%)
TOTAL COMMUNITY REDEVELOPMENT		468,318	566,398	585,915	3.45%

FUND **105**
DEPT **00**
DIVISION **00**

COMMUNITY REDEVELOPMENT-TIF REVENUE JUSTIFICATION

				ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	
105-0000-311.01-00	CURRENT	TIF DISTRICT 1	386,493	585,915
		TIF DISTRICT 2	199,422	-
105-0000-337.50-10	TOURISM	NO AMOUNT BUDGETED	-	-
105-0000-347.40-04	SPECIAL EVENT COLLECTIONS	NO AMOUNT BUDGETED	-	-
105-0000-361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-

FUND 105
DEPT 59
DIVISION 01

COMMUNITY REDEVELOPMENT-TIF EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
5901-ECONOMIC DEVELOPMENT					
OPERATING EXPENDITURES					
105-5901-559.34-10	CONTRACTUAL SERVICES	5,733	13,560	-	(100.00%)
105-5901-559.40-10	TRAVEL & PER DIEM	1,628	5,800	5,800	-%
105-5901-559.48-60	SPONSORED EVENTS	188,024	214,117	260,076	21.46%
105-5901-559.49-10	ADVERTISING	9,077	10,798	18,000	66.70%
105-5901-559.52-10	OPERATING SUPPLIES	54	3,535	3,000	(15.13%)
105-5901-559.52-11	DURABLE GOODS	-	2,465	10,000	305.68%
105-5901-559.52-85	EXP RELATED TO TIF DIST	175	175	175	-%
105-5901-559.55-30	INDIVIDUAL PROPERTY GRANT	20,854	41,015	30,000	(26.86%)
105-5901-559.59-05	TRANSER TO MARINA/SEAPLAN	202,572	274,933	258,864	(5.84%)
* OPERATING EXPENDITURES		428,117	566,398	585,915	3.45%
CAPITAL EXPENDITURES					
105-5901-559.64-25	FUTURE PROJECTS	8,174	-	-	-%
* CAPITAL EXPENDITURES		8,174	-	-	-%
TOTAL 5901-ECONOMIC DEVELOPMENT		436,291	566,398	585,915	3.45%
TOTAL COMMUNITY REDEVELOPMENT		436,291	566,398	585,915	3.45%

FUND 105
DEPT 59
DIVISION 01

COMMUNITY REDEVELOPMENT-TIF EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
105-5901-559.34-10	CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
105-5901-559.40-10	TRAVEL & PER DIEM	CRA RELATED WORKSHOPS & TRAINING	1,000	5,800
		FFEA CONFERENCE	2,400	-
		EVENT PLANNING CONFERENCES /WORKSHOPS	2,400	-
105-5901-559.48-60	SPONSORED EVENTS	ROCKTOBERFEST & MONSTER SPLASH	65,000	260,076
		VISITOR CHAMBER SUPPORT	7,500	-
		RHYTHM ON RUBY STREET PARTY	55,000	-
		PLANES, TUNES & BBQ & SEAPLANE-A-PALOOZA	129,076	-
		AFRICAN AMERICAN HERITAGE FESTIVAL	3,500	-
105-5901-559.49-10	ADVERTISING	EVENT ADVERTISING	18,000	18,000
105-5901-559.52-10	OPERATING SUPPLIES	POWER BOX PART/REFURBISHING	3,000	3,000
105-5901-559.52-11	DURABLE GOODS	BLEACHERS	10,000	10,000
105-5901-559.52-85	EXP RELATED TO TIF DIST	FL DEPT OF ECONOMIC OPPORTUNITY - STATE FEE	175	175
105-5901-559.55-30	INDIVIDUAL PROPERTY GRANT	FA??ADE GRANT IMPROVEMENT PROGRAM	30,000	30,000
105-5901-559.59-05	TRANSER TO MARINA/ SEAPLAN	CONTRIBUTION TO SEAPLANE BASE AND MARINA FUND	258,864	258,864
105-5901-559.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

Police Impacts



Police Impact

Fund 110



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Police Services-2101				
Operating Expenses	10,639	12,500	-	(100.00%)
Capital Expenses	-	22,000	-	(100.00%)
Debt Service	18,976	18,977	18,977	-%
Grand Total Police	\$29,615	\$53,477	\$18,977	(64.51%)

FUND 110
DEPT 00
DIVISION 00

POLICE IMPACT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
110-0000-361.10-02	SBA INTEREST	7	-	-	-%
**TOTAL INTEREST & OTHER INCOME		7	-	-	-%
IMPACT FEES					
110-0000-363.22-01	POLICE IMPACT FEES	88,646	69,026	66,011	(4.37%)
**TOTAL IMPACT FEES		88,646	69,026	66,011	(4.37%)
OTHER SOURCES					
110-0000-389.90-00	APPROPRIATED RESERVES	-	(15,549)	(47,034)	202.49%
*APPROPRIATED RESERVES		-	(15,549)	(47,034)	202.49%
**TOTAL OTHER SOURCES		-	(15,549)	(47,034)	202.49%
TOTAL POLICE IMPACTS		88,653	53,477	18,977	(64.51%)

FUND 110
DEPT 00
DIVISION 00

POLICE IMPACT FEE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
110-0000-361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-
110-0000-363.22-01 POLICE IMPACT FEES	ESTIMATED POLICE IMPACT FEE REVENUES	66,011	66,011
110-0000-389.90-00 APPROPRIATED RESERVES	APPOPRIATED FOR RESERVES	(47,034)	(47,034)

FUND 110
DEPT 21
DIVISION 01

POLICE PUBLIC SAFETY IMPACT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
110-2101-521.34-10	CONTRACTUAL SERVICES	-	12,500	-	(100.00%)
110-2101-521.52-11	DURABLE GOODS	10,639	-	-	-%
* OPERATING EXPENDITURES		10,639	12,500	-	(100.00%)
CAPITAL EXPENDITURES					
110-2101-521.64-25	FUTURE PROJECTS	-	22,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	22,000	-	(100.00%)
DEBT SERVICE					
110-2101-521.71-05	OTHER	15,833	16,248	16,674	2.62%
110-2101-521.72-05	OTHER	3,143	2,729	2,303	(15.61%)
* DEBT SERVICE		18,976	18,977	18,977	-%
TOTAL POLICE PUBLIC SAFETY		29,615	53,477	18,977	(64.51%)

FUND 110
DEPT 21
DIVISION 01

POLICE PUBLIC SAFETY IMPACT EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
110-2101-521.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-	-
110-2101-521.52-11 DURABLE GOODS	NO AMOUNT BUDGETED	-	-	-
110-2101-521.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-	-
110-2101-521.71-05 OTHER	LCSO RADIO PRINCIPAL	16,674	16,674	
110-2101-521.72-05 OTHER	LCSO RADIO INTEREST	2,303	2,303	

Fire Impacts



Fire Impact

Fund 111



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Fire Services-2201				
Operating Expenses	-	12,500	-	(100.00%)
Debt Service	18,976	18,977	18,977	-%
Grand Total Fire	\$18,976	\$31,477	\$18,977	(39.71%)

FUND 111
DEPT 00
DIVISION 00

FIRE IMPACT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
IMPACT FEES					
111-0000-363.22-02	FIRE IMPACT FEES	165,380	129,091	123,452	(4.37%)
**TOTAL IMPACT FEES		165,380	129,091	123,452	(4.37%)
OTHER SOURCES					
111-0000-389.90-00	APPROPRIATED RESERVES	-	(97,614)	(104,475)	7.03%
*APPROPRIATED RESERVES		-	(97,614)	(104,475)	7.03%
**TOTAL OTHER SOURCES		-	(97,614)	(104,475)	7.03%
TOTAL FIRE IMPACTS		165,380	31,477	18,977	(39.71%)

FUND 111
DEPT 00
DIVISION 00

FIRE IMPACT FEE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
111-0000-363.22-02 FIRE IMPACT FEES	ESTIMATED FIRE IMPACT FEE REVENUES	123,452	123,452
111-0000-389.90-00 APPROPRIATED RESERVES	APPROPRIATED FOR RESERVES	(104,475)	(104,475)

FUND 111
DEPT 22
DIVISION 01

FIRE PUBLIC SAFETY IMPACT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
111-2201-522.34-10	CONTRACTUAL SERVICES	-	12,500	-	(100.00%)
* OPERATING EXPENDITURES		-	12,500	-	(100.00%)
DEBT SERVICE					
111-2201-522.71-05	OTHER	15,833	16,248	16,674	2.62%
111-2201-522.72-05	OTHER	3,143	2,729	2,303	(15.61%)
* DEBT SERVICE		18,976	18,977	18,977	-%
TOTAL FIRE PUBLIC SAFETY		18,976	31,477	18,977	(39.71%)

FUND 111
DEPT 22
DIVISION 01

FIRE PUBLIC SAFETY IMPACT EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
111-2201-522.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-	-
111-2201-522.71-05 OTHER	LCSO RADIO PRINCIPAL	16,674	16,674	
111-2201-522.72-05 OTHER	LCSO RADIO INTEREST	2,303	2,303	

Police Forfeitures-State



Police Forfeitures-State

Fund 112



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Police Services-2101				
Personal Services	-	-	-	-%
Operating Expenses	-	3,682	-	(100.00%)
Capital Expenses	-	-	-	-%
Grand Total Police	\$-	\$3,682	\$-	(100.00%)
Percentage of Fund Budget	0.00%	0.01%	0.00%	

FUND 112
DEPT 21
DIVISION 01

POLICE FORFEITURES-STATE FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
112-2101-521.52-11	DURABLE GOODS	-	3,682	-	(100.00%)
*	OPERATING EXPENDITURES	-	3,682	-	(100.00%)
TOTAL POLICE FORFEITURE-STATE		-	3,682	-	(100.00%)



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Parks & Recreation Impact



Parks & Recreation Impact

Fund 114



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Parks Management-72				
Operating Expenses	-	30,000	-	(100.00%)
Capital Expenses	-	30,749	334,800	988.82%
Grand Total Parks & Rec	\$-	\$60,749	\$334,800	451.12%

FUND 114
DEPT 00
DIVISION 00

PARKS & RECREATION IMPACT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
IMPACT FEES					
114-0000-363.22-03	PARKS & RECREATION IMPACT	178,038	141,017	134,857	(4.37%)
**TOTAL IMPACT FEES		178,038	141,017	134,857	(4.37%)
OTHER SOURCES					
114-0000-389.90-00	APPROPRIATED RESERVES	-	(80,268)	199,943	(349.09%)
*APPROPRIATED RESERVES		-	(80,268)	199,943	(349.09%)
**TOTAL OTHER SOURCES		-	(80,268)	199,943	(349.09%)
TOTAL PARKS & REC IMPACT FEE		178,038	60,749	334,800	451.12%

FUND **114**
DEPT **00**
DIVISION **00**

PARKS & RECREATION IMPACT FEE REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
114-0000-363.22-03	PARKS & RECREATION IMPACT	ESTIMATED PARK IMPACT FEE REVENUE	134,857	134,857
114-0000-389.90-00	APPROPRIATED RESERVES	APPROPRIATE FROM RESERVES	199,943	199,943

FUND 114
DEPT 72
DIVISION See Below

PARKS & RECREATION IMPACT FEE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
7201-PARKS MANAGEMENT					
OPERATING EXPENDITURES					
114-7201-572.34-10	CONTRACTUAL SERVICES	-	30,000	-	(100.00%)
* OPERATING EXPENDITURES		-	30,000	-	(100.00%)
TOTAL 7201-PARKS MANAGEMENT		-	30,000	-	(100.00%)
7202-COMMUNITY SERVICES					
CAPITAL EXPENDITURES					
114-7202-572.64-25	FUTURE PROJECTS	-	30,749	334,800	988.82%
* CAPITAL EXPENDITURES		-	30,749	334,800	988.82%
TOTAL 7202-COMMUNITY SERVICES		-	30,749	334,800	988.82%
TOTAL PARKS & RECREATION IMPACTS		-	60,749	334,800	451.12%

FUND 114
DEPT 72
DIVISION See Below

PARKS & RECREATION IMPACT FEE EXPENDITURES

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
7201-PARKS MANAGEMENT			
114-7201-572.34-10 CONTRACTUAL SERVICES	NO AMOUNT BUDGETED	-	-
7202-PARKS MANAGEMENT			
114-7202-572.64-25 FUTURE PROJECTS	NEW KUBOTA ZD 326 MOWER FOR ACQUIRED YMCA REGIONAL PARK.	15,800	334,800
	YMCA REGIONAL PARK FIELD PERIMETER FENCING	4,500	-
	NEW F250 TRUCK TO TOW & HAUL EQUIPMENT AT THE YMCA REGIONAL PARK.	54,500	-
	MODULAR OFFICE UNIT FOR RECREATION DEPARTMENT AT THE YMCA REGIONAL PARK (PURCHASE)	240,000	-
	MAINTENANCE BARN AT THE YMCA REGIONAL PARK	20,000	-

Building Permits Fund



Building Permits

Fund 115*



* Fund established in FY2018

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Building Permits				
Operating Expenses	-	-	-	-%
Capital Expenses	-	-	-	-%
Debt	-	-	-	-%
Transfers & Other	-	-	-	-%
Grand Total Building Permits	\$-	\$-	\$-	-%

FUND 115
DEPT 00
DIVISION 00

BUILDING PERMIT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OTHER SOURCES					
115-0000-381.01-01	TRANSFERS FROM GENERAL	992,101	9,893	238,151	2307.27%
115-0000-389.90-00	APPROPRIATED RESERVES	-	(9,893)	(238,151)	2307.27%
*APPROPRIATED RESERVES		992,101	-	-	-%
**TOTAL OTHER SOURCES		992,101	-	-	-%
TOTAL BUILDING PERMITS		992,101	-	-	-%

FUND 115
DEPT 00
DIVISION 00

BUILDING PERMIT FEE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
115-0000-381.01-01 TRANSFERS FROM GENERAL	TRANSFER FROM GENERAL FUND	238,151	238,151
115-0000-389.90-00 APPROPRIATED RESERVES	APPROPRIATE FOR RESERVES	(238,151)	(238,151)

Freedom Flag Maintenance Fund



Freedom Flag Maintenance Fund

Fund 117



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Parks & Rec-4101				
Operating Expenses	1,321	-	-	-%
Grand Total Freedom Flag	\$1,321	\$-	\$-	-%

FUND 117
DEPT 00
DIVISION 00

FREEDOM FLAG MAINTENANCE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
	NO REVENUES BUDGETED				

FUND 117
DEPT 00
DIVISION 00

FREEDOM FLAG MAINTENANCE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
NO REVENUE BUDGETED			

FUND 117
DEPT 41
DIVISION 01

FREEDOM FLAG MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
117-4101-541.52-10	OPERATING SUPPLIES	1,321	-	-	-%
* OPERATING EXPENDITURES		1,321	-	-	-%
TOTAL FREEDOM FLAG MAINT FUND		1,321	-	-	-%

FUND 117
DEPT 41
DIVISION 01

FREEDOM FLAG MAINTENANCE EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
117-4101-541.52-10 OPERATING SUPPLIES	NO AMOUNT BUDGETED	-	-

Citizen Donation Fund



Budget Summary

	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
Department Summary				
Library-7101				
Capital Expenses	-	250	-	(100.00%)
Grand Total Freedom Flag	\$-	\$250	\$-	(100.00%)

FUND 119
DEPT 00
DIVISION 00

CITIZEN DONATION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
119-0000-366.19-05	TAVARES LIB BOOK DRIVE	-	250	-	(100.00%)
**TOTAL INTEREST & OTHER INCOME		-	250	-	(100.00%)
TOTAL FREEDOM FLAG MAINTENANCE FUND		-	250	-	(100.00%)

FUND 119
DEPT 00
DIVISION 00

CITIZEN DONATION FUND REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
NO REVENUE BUDGETED			

FUND 119
DEPT 71
DIVISION 01

CITIZEN DONATION FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
119-7101-571.66-20	MAJOR COLLECTIONS BOOKS	-	250	-	(100.00%)
* CAPITAL EXPENDITURES		-	250	-	(100.00%)
TOTAL FREEDOM FLAG MAINT FUND		-	250	-	(100.00%)

FUND 119
DEPT 71
DIVISION 01

CITIZEN DONATION FUND EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
119-7101-571.66-20 MAJOR COLLECTIONS BOOKS	NO AMOUNT BUDGETED	-	-

Fire Assessment



Fire Assessment

Fund 122



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Fire Assessment				
Operating Expenses	1,093	-	-	-%
Transfers & Others	1,844,259	1,892,750	1,940,407	2.52%
Grand Total Fire Assessment	\$1,845,352	\$1,892,750	\$1,940,407	2.52%

FUND 122
DEPT 00
DIVISION 00

FIRE ASSESSMENT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SUNSET VIEW PROJECT ASSESSMENTS					
122-0000-363.10-01	FIRE ASSESSMENTS	1,876,267	1,892,750	1,940,407	2.52%
**TOTAL SUNSET VIEW PROJECT ASSESSMENTS		1,876,267	1,892,750	1,940,407	2.52%
TOTAL FIRE ASSESSMENT FEE		1,876,267	1,892,750	1,940,407	2.52%

FUND 122
DEPT 00
DIVISION 00

FIRE ASSESSMENT FEE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
122-0000-363.10-01 FIRE ASSESSMENTS	ESTIMATED FIRE ASSESSMENTS REVENUE	1,940,407	1,940,407

FUND 122
DEPT 22
DIVISION 01

FIRE ASSESSMENT FEE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
122-2201-522.59-13	BAD DEBT	1,093	-	-	-%
* OPERATING EXPENDITURES		1,093	-	-	-%
APPROPRIATED RESERVES					
122-2201-522.91-01	TRANSFERS TO GENERAL FUND	1,844,259	1,892,750	1,940,407	2.52%
* APPROPRIATED RESERVES		1,844,259	1,892,750	1,940,407	2.52%
TOTAL FIRE ASSESSMENT FEE		1,845,352	1,892,750	1,940,407	2.52%

FUND 122
DEPT 22
DIVISION 01

FIRE ASSESSMENT FEE EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
122-2201-522.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-
122-2201-522.91-01 TRANSFERS TO GENERAL FUND	TRANSFER FIRE ASSESSMENT REVENUE TO GENERAL FUND	1,940,407	1,940,407

Infrastructure Sales Tax



Infrastructure Sales Tax

Fund 150

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Finance-1301				
Information Technology-1302				
Capital Expenses	22,766	25,000	-	(100.00%)
Total Information Technology	22,766	25,000	-	(100.00%)
Physical Environment-41				
Capital Expenses	50,233	143,513	-	(100.00%)
Total Physical Environment	50,233	143,513	-	(100.00%)
Parks & Recreation-72				
Capital Expenses	-	25,000	-	(100.00%)
Total Parks & Recreation	-	25,000	-	(100.00%)
Grand Total Infrastructure	\$72,999	\$193,513	\$-	(100.00%)
Category Summary				
Capital Expenses	72,999	193,513	-	(100.00%)
Grand Total Infrastructure	\$72,999	\$193,513	\$-	(100.00%)

FUND 150
DEPT 00
DIVISION 00

INFRASTRUCTURE SALES TAX REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
150-0000-361.10-02	SBA INTEREST	1,233	-	-	-%
**TOTAL INTEREST & OTHER INCOME		1,233	-	-	-%
OTHER SOURCES					
150-0000-389.90-00	APPROPRIATED RESERVES	-	193,513	-	(100.00%)
*APPROPRIATED RESERVES		-	193,513	-	(100.00%)
**TOTAL OTHER SOURCES		-	193,513	-	(100.00%)
TOTAL INFRASTRUCTURE SALES TAX		1,233	193,513	-	(100.00%)

FUND 150
DEPT 00
DIVISION 00

INFRASTRUCTURE SALES TAX REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
150-0000-361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-

FUND 150
DEPT See Below
DIVISION See Below

INFRASTRUCTURE SALES TAX EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
1302-INFORMATION TECH SERVICES					
CAPITAL EXPENDITURES					
150-1302-513.64-10	EQUIP - REPLACEMENT	-	25,000	-	(100.00%)
150-1302-513.64-15	EQUIP - NEW	22,766	-	-	-%
* CAPITAL EXPENDITURES		22,766	25,000	-	(100.00%)
TOTAL 1302-INFORMATION TECH SERVICES		22,766	25,000	-	(100.00%)
4101-GENERAL SERVICES					
CAPITAL EXPENDITURES					
150-4101-541.64-10	EQUIP - REPLACEMENT	16,500	-	-	-%
* CAPITAL EXPENDITURES		16,500	-	-	-%
TOTAL 4101-GENERAL SERVICES		16,500	-	-	-%
4102-STREET MAINTENANCE					
CAPITAL EXPENDITURES					
150-4102-541.63-30	PAVING	33,733	63,513	-	(100.00%)
150-4102-541.64-15	EQUIP - NEW	-	80,000	-	(100.00%)
* CAPITAL EXPENDITURES		33,733	143,513	-	(100.00%)
TOTAL 4102-STREET MAINTENANCE		33,733	143,513	-	(100.00%)
7201-PARKS					
CAPITAL EXPENDITURES					
150-7201-572.64-11	EQUIP-VEHICLE REPLACEMENT	-	9,800	-	(100.00%)
* CAPITAL EXPENDITURES		-	9,800	-	(100.00%)
TOTAL 7201-PARKS		-	9,800	-	(100.00%)
7202-COMMUNITY SERVICES					
CAPITAL EXPENDITURES					
150-7202-572.64-10	EQUIP - REPLACEMENT	-	15,200	-	(100.00%)
* CAPITAL EXPENDITURES		-	15,200	-	(100.00%)
TOTAL 7202-COMMUNITY SERVICES		-	15,200	-	(100.00%)
TOTAL INFRASTRUCTURE SALES TAX		72,999	193,513	-	(100.00%)

FUND 150
DEPT See Below
DIVISION See Below

INFRASTRUCTURE SALES TAX EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
1302-INFORMATION TECHNOLOGY				
150-1302-513.64-10 NO AMOUNT BUDGETED	NO AMOUNT BUDGETED	-	-	-
150-1302-513.64-15 NO AMOUNT BUDGETED	NO AMOUNT BUDGETED	-	-	-
4102-STREETS AND ROADS				
150-4102-541.63-30 NO AMOUNT BUDGETED	NO AMOUNT BUDGETED	-	-	-
150-4102-541.64-15 NO AMOUNT BUDGETED	NO AMOUNT BUDGETED	-	-	-
7201-PARKS AND RECREATION				
150-7201-572.64-11 NO AMOUNT BUDGETED	NO AMOUNT BUDGETED	-	-	-
7202-COMMUNITY SERVICES				
150-7202-572.64-10 NO AMOUNT BUDGETED	NO AMOUNT BUDGETED	-	-	-

Grant Fund



Grant Fund

Fund 151

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Police-21				
Capital Expenses	3,398	31,941	-	(100.00%)
Total Police	3,398	31,941	-	(100.00%)
Fire-22				
Personal Services	-	-	141,544	-%
Capital Expenses	24,991	23,495	-	(100.00%)
Total Fire	24,991	23,495	141,544	502.44%
Solid Waste-34				
Capital Expenses	-	4,275,497	-	(100.00%)
Total Solid Waste	-	4,275,497	-	(100.00%)
Stormwater-38				
Capital Expenses	-	267,500	-	(100.00%)
Total Stormwater	-	267,500	-	(100.00%)
Physical Environment-41				
Operating Expenses	-	3,950	-	(100.00%)
Total Physical Environment	-	3,950	-	(100.00%)
Library-71				
Operating Expenses	902	-	-	-%
Capital Expenses	50	-	-	-%
Total Library	952	-	-	-%
Parks Management and Community Services-72				
Capital Expenses	128,720	931,855	-	(100.00%)
Total Parks Management and Community Services	128,720	931,855	-	(100.00%)
Pavilion on the Lake-75				
Operating Expenses	9,633	10,000	-	(100.00%)
Total Pavilion on the Lake	9,633	10,000	-	(100.00%)
Wooton Park Maintenance-				
Grand Total Grant Fund	\$167,694	\$5,544,238	\$141,544	(97.45%)
Category Summary				
Personal Services	-	-	141,544	-%
Operating Expenses	10,535	13,950	-	(100.00%)
Capital Expenses	157,159	5,530,288	-	(100.00%)
Grand Total Grant Fund	\$167,694	\$5,544,238	\$141,544	(97.45%)

FUND 151
DEPT 00
DIVISION 00

GRANT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
GRANTS - FEDERAL AND STATE					
151-0000-331.20-11	BYRNE FORMULA GRANTS	3,398	31,941	-	(100.00%)
151-0000-331.25-10	ASSISTANCE TO FIREFIGHTER	24,991	23,495	-	(100.00%)
151-0000-331.25-11	FEMA GRANTS	-	-	141,544	-%
151-0000-331.50-21	FDOTJPA US441 LANDSCAPING	-	223,731	-	(100.00%)
**TOTAL GRANTS - FEDERAL AND STATE		28,389	279,167	141,544	(49.30%)
INTERGOVERNMENTAL REVENUE					
151-0000-337.30-01	LCWA - AESOP POND	-	162,500	-	(100.00%)
151-0000-337.30-02	PW FACILITY RETENT POND	-	105,000	-	(100.00%)
151-0000-337.30-03	CDBG-CV	-	775,497	-	(100.00%)
151-0000-337.30-04	LK TECH LC WK FORCE DEV	-	3,500,000	-	(100.00%)
151-0000-337.50-10	TOURISM	9,633	10,000	-	(100.00%)
151-0000-337.70-30	CDBG GRANTS	128,720	371,279	-	(100.00%)
151-0000-337.70-60	LIBRARY	964	-	-	-%
151-0000-337.70-75	YMCA	-	300,000	-	(100.00%)
**TOTAL INTERGOVERNMENTAL REVENUE		139,317	5,224,276	-	(100.00%)
OTHER SOURCES					
151-0000-389.90-00	APPROPRIATED RESERVES	-	40,795	-	(100.00%)
*APPROPRIATED RESERVES		-	40,795	-	(100.00%)
**TOTAL OTHER SOURCES		-	40,795	-	(100.00%)
TOTAL GRANT FUND		167,706	5,544,238	141,544	(97.45%)

FUND **151**
DEPT **00**
DIVISION **00**

GRANT FUND REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
151-0000-331.20-11 BYRNE FORMULA GRANTS	NO AMOUNT BUDGETED	-	-	-
151-0000-331.25-10 ASSISTANCE TO FIREFIGHTER	NO AMOUNT BUDGETED	-	-	-
151-0000-331.25-11 FEMA GRANTS	FEMA STAFFING FOR ADEQUIRE FIRE AND EMERGENCY RESPONSE GRANT (SAFER) FOR THREE NEW FIREFIGHTERS	141,544	141,544	
151-0000-331.50-21 FDOTJPA US441 LANDSCAPING	NO AMOUNT BUDGETED	-	-	-
151-0000-337.30-01 LCWA - AESOP POND	NO AMOUNT BUDGETED	-	-	-
151-0000-337.30-02 PW FACILITY RETENT POND	NO AMOUNT BUDGETED	-	-	-
151-0000-337.30-03 CDBG-CV	NO AMOUNT BUDGETED	-	-	-
151-0000-337.30-04 LK TECH LC WK FORCE DEV	NO AMOUNT BUDGETED	-	-	-
151-0000-337.50-10 TOURISM	NO AMOUNT BUDGETED	-	-	-
151-0000-337.70-30 CDBG GRANTS	NO AMOUNT BUDGETED	-	-	-
151-0000-337.70-60 LIBRARY	NO AMOUNT BUDGETED	-	-	-
151-0000-337.70-75 YMCA	NO AMOUNT BUDGETED	-	-	-

FUND 151
DEPT See Below
DIVISION See Below

GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
2101-POLICE SERVICES					
CAPITAL EXPENDITURES					
151-2101-521.64-15	EQUIP - NEW	3,398	31,941	-	(100.00%)
* CAPITAL EXPENDITURES		3,398	31,941	-	(100.00%)
TOTAL 2101-POLICE SERVICES		3,398	31,941	-	(100.00%)
2201-FIRE SUPPRESSION					
SALARIES AND BENEFITS					
151-2201-522.12-10	REGULAR SALARIES	-	-	51,009	-%
151-2201-522.21-10	FICA / MED TAXES	-	-	3,902	-%
151-2201-522.22-20	FL STATE RETIREMENT	-	-	17,058	-%
151-2201-522.23-10	HEALTH INSURANCE	-	-	9,764	-%
151-2201-522.23-15	DENTAL INSURANCE	-	-	510	-%
151-2201-522.23-20	LIFE INSURANCE	-	-	295	-%
151-2201-522.23-21	SHORT-TERM DISABILITY	-	-	220	-%
151-2201-522.23-30	DEPENDENT HEALTH INSURANC	-	-	16,416	-%
151-2201-522.23-35	DEPENDENT DENTAL INSURANC	-	-	1,057	-%
151-2201-522.23-40	LONG TERM DISABILITY	-	-	135	-%
151-2201-522.24-10	WORKERS' COMPENSATION	-	-	2,535	-%
* SALARIES AND BENEFITS		-	-	102,901	-%
CAPITAL EXPENDITURES					
151-2201-522.64-15	EQUIP - NEW	24,991	23,495	-	(100.00%)
* CAPITAL EXPENDITURES		24,991	23,495	-	(100.00%)
TOTAL 2201-FIRE SERVICES		24,991	23,495	102,901	337.97%
2202-ALS					
SALARIES AND BENEFITS					
151-2202-522.12-10	REGULAR SALARIES	-	-	19,155	-%
151-2202-522.21-10	FICA / MED TAXES	-	-	1,465	-%
151-2202-522.22-20	FL STATE RETIREMENT	-	-	6,406	-%
151-2202-522.23-10	HEALTH INSURANCE	-	-	3,667	-%
151-2202-522.23-15	DENTAL INSURANCE	-	-	191	-%
151-2202-522.23-20	LIFE INSURANCE	-	-	111	-%
151-2202-522.23-21	SHORT-TERM DISABILITY	-	-	83	-%
151-2202-522.23-30	DEPENDENT HEALTH INSURANC	-	-	6,165	-%
151-2202-522.23-35	DEPENDENT DENTAL INSURANC	-	-	397	-%
151-2202-522.23-40	LONG TERM DISABILITY	-	-	51	-%
151-2202-522.24-10	WORKERS' COMPENSATION	-	-	952	-%
* SALARIES AND BENEFITS		-	-	38,643	-%
TOTAL 2202-ALS		-	-	38,643	-%
3401-SANITATION					
CAPITAL EXPENDITURES					
151-3401-534.64-25	FUTURE PROJECTS	-	775,497	-	(100.00%)

FUND 151
DEPT See Below
DIVISION See Below

GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
151-3401-534.64-28	LK TECH LC WK FORCE DEV M	-	3,500,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	4,275,497	-	(100.00%)
TOTAL 3401-SANITATION		-	4,275,497	-	(100.00%)
3801-STORMWATER					
CAPITAL EXPENDITURES					
151-3801-538.63-51	AESOP RETENT POND	-	162,500	-	(100.00%)
151-3801-538.63-52	PW FAC RETENT POND	-	105,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	267,500	-	(100.00%)
TOTAL 3801-PUBLIC WORKS ADMINISTRATION		-	267,500	-	(100.00%)
4101-GENERAL SERVICES					
OPERATING EXPENDITURES					
151-4101-541.59-92	COVID-19 SPEND PLAN	-	3,950	-	(100.00%)
* OPERATING EXPENDITURES		-	3,950	-	(100.00%)
TOTAL 4101-GENERAL SERVICES		-	3,950	-	(100.00%)
7101-LIBRARY					
OPERATING EXPENDITURES					
151-7101-571.48-40	ADULT PROGRAMS & EXHIBITS	902	-	-	-%
* OPERATING EXPENDITURES		902	-	-	-%
CAPITAL EXPENDITURES					
151-7101-571.66-20	MAJOR COLLECTIONS BOOKS	50	-	-	-%
* CAPITAL EXPENDITURES		50	-	-	-%
TOTAL 7101-LIBRARY		952	-	-	-%
7201-PARKS					
CAPITAL EXPENDITURES					
151-7201-572.63-80	PARK IMPROVEMENTS	128,720	371,279	-	(100.00%)
151-7201-572.64-25	FUTURE PROJECTS	-	260,576	-	(100.00%)
* CAPITAL EXPENDITURES		128,720	631,855	-	(100.00%)
TOTAL 7201-PARKS		128,720	631,855	-	(100.00%)
7202-COMMUNITY SERVICES					
CAPITAL EXPENDITURES					
151-7202-572.64-25	FUTURE PROJECTS	-	300,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	300,000	-	(100.00%)
TOTAL 7202-COMMUNITY SERVICES		-	300,000	-	(100.00%)
7501-PAVILION					
OPERATING EXPENDITURES					
151-7501-575.49-10	ADVERTISING	9,633	10,000	-	(100.00%)
* OPERATING EXPENDITURES		9,633	10,000	-	(100.00%)
TOTAL 7501-PAVILION		9,633	10,000	-	(100.00%)
TOTAL GRANT FUND EXPENDITURES		167,694	5,544,238	141,544	(97.45%)

FUND 151
 DEPT See Below
 DIVISION See Below

GRANT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION			DETAIL	ADOPTED BUDGET 2023-2024
2101-POLICE SERVICES				
151-2101-521.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
2201-FIRE SUPPRESSION				
151-2201-522.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	51,009	51,009
151-2201-522.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	3,902	3,902
151-2201-522.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	17,058	17,058
151-2201-522.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	9,764	9,764
151-2201-522.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	510	510
151-2201-522.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	295	295
151-2201-522.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	220	220
151-2201-522.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	16,416	16,416
151-2201-522.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	1,057	1,057
151-2201-522.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	135	135
151-2201-522.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	2,535	2,535
151-2201-522.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
2202-ALS				
151-2202-522.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	19,155	19,155
151-2202-522.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	1,465	1,465
151-2202-522.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	6,406	6,406

FUND 151
DEPT See Below
DIVISION See Below

GRANT FUND EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
151-2202-522.23-10 HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,667	3,667	
151-2202-522.23-15 DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	191	191	
151-2202-522.23-20 LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	111	111	
151-2202-522.23-21 SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	83	83	
151-2202-522.23-30 DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	6,165	6,165	
151-2202-522.23-35 DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	397	397	
151-2202-522.23-40 LONG TERM DISABILITY	LONG-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	51	51	
151-2202-522.24-10 WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	952	952	
3401-SANITATION				
151-3401-534.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-	
151-3401-534.64-28 LK TECH LC WK FORCE DEV M	NO AMOUNT BUDGETED	-	-	
3801-STORMWATER				
151-3801-538.63-51 AESOP RETENT POND	NO AMOUNT BUDGETED	-	-	
151-3801-538.63-52 PW FAC RETENT POND	NO AMOUNT BUDGETED	-	-	
4101-GENERAL SERVICES				
151-4101-541.59-92 COVID-19 SPEND PLAN	NO AMOUNT BUDGETED	-	-	
7101-LIBRARY				
151-7101-571.48-40 ADULT PROGRAMS & EXHIBITS	NO AMOUNT BUDGETED	-	-	
151-7101-571.66-20 MAJOR COLLECTIONS BOOKS	NO AMOUNT BUDGETED	-	-	

FUND 151
 DEPT See Below
 DIVISION See Below

GRANT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION			COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
7201-PARKS MANAGEMENT					
151-7201-572.63-80	PARK IMPROVEMENTS		NO AMOUNT BUDGETED	-	-
151-7201-572.64-25	FUTURE PROJECTS		NO AMOUNT BUDGETED	-	-
7202-COMMUNITY SERVICES					
151-7202-572.64-25	FUTURE PROJECTS		NO AMOUNT BUDGETED	-	-
7501-PAVILION					
151-7501-575.49-10	ADVERTISING		NO AMOUNT BUDGETED	-	-



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Infrastructure Sales Tax Fund 1/1/2018



Infrastructure Sales Tax 1/1/2018

Fund 152

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Admin-12				
Debt Service	225,905	393,592	504,170	28.09%
Total Admin	225,905	393,592	504,170	28.09%
Finance-1301				
Capital Expenses	-	24,000	-	(100.00%)
Total Finance	-	24,000	-	(100.00%)
Information Technology-1302				
Capital Expenses	-	-	100,000	-%
Total Information Technology	-	-	100,000	-%
Fleet Management-19				
Capital Expenses	-	-	82,408	-%
Total Fleet Management	-	-	82,408	-%
Police-21				
Capital Expenses	44,864	-	-	-%
Total Police	44,864	-	-	-%
Fire Services-22				
Capital Expenses	2,425	2,425	-	(100.00%)
Debt Service	1,222,993	1,223,279	1,223,817	0.04%
Total Fire Services	1,225,418	1,225,704	1,223,817	(0.15%)
Physical Environment-41				
Capital Expenses	239,639	145,052	747,797	415.54%
Total Physical Environment	239,639	145,052	747,797	415.54%
Seaplane Base & Marina-43				
Capital Expenses	13,390	-	-	-%
Total Seaplane Base & Marina	13,390	-	-	-%
Community Services-72				
Capital Expenses	-	30,000	10,120	(66.27%)
Total Community Services	-	30,000	10,120	(66.27%)
Grand Total Infrastructure	\$1,749,216	\$1,818,348	\$2,668,312	46.74%
Category Summary				
Capital Expenses	300,318	201,477	940,325	366.72%
Debt Service	1,448,898	1,616,871	1,727,987	6.87%
Grand Total Infrastructure	\$1,749,216	\$1,818,348	\$2,668,312	46.74%

FUND 152
DEPT 00
DIVISION 00

INFRASTRUCTURE SALES TAX - 1/1/2018 REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
TAXES					
152-0000-312.60-00	INFRASTRUCTURE SURTAX	2,152,213	1,807,358	2,516,137	39.22%
**TOTAL TAXES		2,152,213	1,807,358	2,516,137	39.22%
INTEREST & OTHER INCOME					
152-0000-361.10-01	INTEREST INCOME	5	-	-	-%
**TOTAL INTEREST & OTHER INCOME		5	-	-	-%
OTHER SOURCES					
152-0000-389.90-00	APPROPRIATED RESERVES	-	10,990	152,175	1284.67%
*APPROPRIATED RESERVES		-	10,990	152,175	1284.67%
**TOTAL OTHER SOURCES		-	10,990	152,175	1284.67%
TOTAL INFRASTRUCTURE SALES TAX		2,152,218	1,818,348	2,668,312	46.74%

FUND 152
DEPT 00
DIVISION 00

INFRASTRUCTURE SALES TAX - 1/1/2018 REVENUES

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
152-0000-312.60-00	INFRASTRUCTURE SURTAX	ESTIMATED INFRASTRUCTURE SALES TAX REVENUE	2,516,137	2,516,137
152-0000-361.10-01	INTEREST INCOME	NO AMOUNT BUDGETED	-	-
152-0000-389.90-00	APPROPRIATED RESERVES	APPROPRIATE FROM RESERVES	152,175	152,175

FUND 152
DEPT See Below
DIVISION See Below

INFRASTRUCTURE SALES TAX 1/1/2018 EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
1201-ADMIN					
DEBT SERVICE					
152-1201-512.71-05	OTHER	197,000	300,213	374,000	24.58%
152-1201-512.72-05	OTHER	28,905	93,379	130,170	39.40%
* DEBT SERVICE		225,905	393,592	504,170	28.09%
TOTAL 1201-ADMIN		225,905	393,592	504,170	28.09%
1301-FINANCE					
CAPITAL EXPENDITURES					
152-1301-513.64-10	EQUIP - REPLACEMENT	-	24,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	24,000	-	(100.00%)
TOTAL 1301-FINANCE		-	24,000	-	(100.00%)
1302-INFORMATION TECH SERVICES					
CAPITAL EXPENDITURES					
152-1302-513.64-15	EQUIP - NEW	-	-	100,000	-%
* CAPITAL EXPENDITURES		-	-	100,000	-%
TOTAL 1302-INFORMATION TECH SERVICES		-	-	100,000	-%
1901-FLEET MANAGEMENT					
CAPITAL EXPENDITURES					
152-1901-549.64-11	EQUIP-VEHICLE REPLACEMENT	-	-	82,408	-%
* CAPITAL EXPENDITURES		-	-	82,408	-%
TOTAL 1901-FLEET MANAGEMENT		-	-	82,408	-%
2101-POLICE SERVICES					
CAPITAL EXPENDITURES					
152-2101-521.64-11	EQUIP-VEHICLE REPLACEMENT	44,864	-	-	-%
* CAPITAL EXPENDITURES		44,864	-	-	-%
TOTAL 2101-POLICE SERVICES		44,864	-	-	-%
2201-FIRE SERVICES					
CAPITAL EXPENDITURES					
152-2201-522.64-15	EQUIP - NEW	2,425	2,425	-	(100.00%)
* CAPITAL EXPENDITURES		2,425	2,425	-	(100.00%)
DEBT SERVICE					
152-2201-522.71-05	OTHER	899,000	925,000	952,000	2.92%
152-2201-522.72-05	OTHER	323,993	298,279	271,817	(8.87%)
* DEBT SERVICE		1,222,993	1,223,279	1,223,817	0.04%
TOTAL 2201-FIRE SERVICES		1,225,418	1,225,704	1,223,817	(0.15%)

FUND 152
DEPT See Below
DIVISION See Below

INFRASTRUCTURE SALES TAX 1/1/2018 EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
4101-FACILITIES MANAGEMENT					
CAPITAL EXPENDITURES					
152-4101-541.64-25	FUTURE PROJECTS	-	7,000	75,000	971.43%
* CAPITAL EXPENDITURES		-	7,000	75,000	971.43%
TOTAL 4101-FACILITIES MANAGEMENT		-	7,000	75,000	971.43%
4102-STREET MANAGEMENT					
CAPITAL EXPENDITURES					
152-4102-541.63-30	PAVING	239,639	138,052	341,297	147.22%
152-4102-541.64-25	FUTURE PROJECTS	-	-	331,500	-%
* CAPITAL EXPENDITURES		239,639	138,052	672,797	387.35%
TOTAL 4102-STREET MANAGEMENT		239,639	138,052	672,797	387.35%
4304-SEAPLANE BASE & MARINA					
CAPITAL EXPENDITURES					
152-4304-543.64-25	FUTURE PROJECTS	13,390	-	-	-%
* CAPITAL EXPENDITURES		13,390	-	-	-%
TOTAL 4304-SEAPLANE BASE & MARINA		13,390	-	-	-%
7201-PARKS MANAGEMENT					
CAPITAL EXPENDITURES					
152-7201-572.64-10	EQUIP - REPLACEMENT	-	-	10,120	-%
* CAPITAL EXPENDITURES		-	-	10,120	-%
TOTAL 7201-PARKS MANAGEMENT		-	-	10,120	-%
7202-COMMUNITY SERVICES					
CAPITAL EXPENDITURES					
152-7202-572.64-11	EQUIP-VEHICLE REPLACEMENT	-	30,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	30,000	-	(100.00%)
TOTAL 7202-COMMUNITY SERVICES		-	30,000	-	(100.00%)
TOTAL INFRASTRUCTURE SALES TAX		1,749,216	1,818,348	2,668,312	46.74%

FUND 152
DEPT See Below
DIVISION See Below

INFRASTRUCTURE SALES TAX - 1/1/2018 EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
1201-ADMINISTRATION				
152-1201-512.71-05	OTHER	CIRNS 2020 A PRINCIPAL MARCH (PD VEHICLES)	17,000	374,000
		CIRNS 2022A PRINCIPAL JANUARY (FIRE LADDER TRUCK)	42,000	-
		CIRNS 2022A PRINCIPAL JULY (FIRE LADDER TRUCK)	43,000	-
		CIRNS 2022 PRINCIPAL JULY (PW COMPLEX - 50%)	84,000	-
		CIRNS 2020 B PRINCIPAL SEPTEMBER (SMALL PROJECTS)	86,000	-
		CIRNS 2020 B PRINCIPAL MARCH (SMALL PROJECTS)	85,000	-
		CIRNS 2020 A PRINCIPAL SEPTEMBER (PD VEHICLES)	17,000	-
152-1201-512.72-05	OTHER	CIRNS 2020 A INTEREST MARCH (PD VEHICLES)	903	130,170
		CIRNS 2022A INTEREST JULY (FIRE LADDER TRUCK)	15,780	-
		CIRNS 2022A INTEREST JANUARY (FIRE LADDER TRUCK)	16,521	-
		CIRNS 2022 INTEREST JULY (PW COMPLEX - 50%)	37,976	-
		CIRNS 2022 INTEREST JANUARY (PW COMPLEX - 50%)	37,976	-
		CIRNS 2020 B INTEREST SEPTEMBER (SMALL PROJECTS)	9,738	-
		CIRNS 2020 B INTEREST MARCH (SMALL PROJECTS)	10,499	-
		CIRNS 2020 A INTEREST SEPTEMBER (PD VEHICLES)	777	-
1301-FINANCE				
152-1301-513.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
1302-INFORMATION TECHNOLOGY				
152-1302-513.64-15	EQUIP - NEW	CCTV SECURITY IMPROVEMENTS	100,000	100,000
1901-FLEET MANAGEMENT				
152-1901-549.64-11	EQUIP-VEHICLE REPLACEMENT	REPLACE VEHICLE #112. VEHICLE IS 26 YEARS OLD & IN POOR CONDITION. MANY PARTS ARE NO LONGER AVAILABLE.	60,108	82,408
		CRANE REPLACEMENT FOR UNIT #112. CRANE IS 26 YEARS OLD & BEYOND IS LFIE EXPECTANCY.	22,300	-
2101-POLICE				
152-2101-521.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
2201-FIRE				
152-2201-522.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
152-2201-522.71-05	OTHER	PUBLIC SAFETY CIRNS 2016 PRINCIPAL OCTOBER	745,000	952,000
		REFUNDING REVENUE NOTE 2017 PRINCIPAL FEBRUARY	207,000	-

FUND 152

DEPT See Below

DIVISION See Below

INFRASTRUCTURE SALES TAX - 1/1/2018 EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
152-2201-522.72-05	OTHER	PUBLIC SAFETY CIRNS 2016 INTEREST APRIL	111,304	271,817
		REFUNDING REVENUE NOTE 2017 INTEREST FEBRUARY	25,903	-
		REFUNDING REVENUE NOTE 2017 INTEREST AUGUST	23,306	-
		PUBLIC SAFETY CIRNS 2016 INTEREST OCT	111,304	-
4101-FACILITIES MANAGEMENT				
152-4101-541.64-25	FUTURE PROJECTS	CONTINUE CITY HALL MITIGATION PROJECT - EVACUATION ROUTE FOR FINANCE, AND RESEAL EXPANSION JOINTS AGAINST WATER INTRUSION.	75,000	75,000
4102-STREETS MANAGEMENT				
152-4102-541.63-30	PAVING	PAVING AND MICRORESURFACING	250,000	250,000
		NO AMOUNT BUDGETED	91,297	91,297
152-4102-541.64-25	FUTURE PROJECTS	WEST MAIN STREET GATEWAY FEATURES	206,500	331,500
		DESIGN AND CONSTRUCT SIDEWALK AND STREET LIGHTS ALONG THE SOUTHERN PART OF SLIM HAYWOOD RD	125,000	-
4304-SEAPLANE BASE AND MARINA				
152-4304-543.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
7201-PARKS MANAGEMENT				
152-7201-572.64-10	EQUIP - REPLACEMENT	TRAILER TO REPLACE TRAILER 491 TRANSFERRED TO RECREATION FOR SPORTS COMPLEXES. THIS WILL ALLOW STAFF TO WORK IN SEVERAL AREAS AT ONCE, TRAILER USED TO SUPPLY TRASH CANS FOR EVENT SUPPORT	10,120	10,120

American Rescue Plan Act



American Rescue Plan Act

Fund 155



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Administration-12				
Operating Expenses	-	87,031	-	(100.00%)
Total Administration	-	87,031	-	(100.00%)
Community Development-13				
Personal Services	32,295	-	-	-%
Total Community Development	32,295	-	-	-%
City Clerk-15				
Personal Services	15,071	-	-	-%
Capital Expenses	-	51,855	-	(100.00%)
Total City Clerk	15,071	51,855	-	(100.00%)
Police-16				
Personal Services	6,476	-	-	-%
Total Police	6,476	-	-	-%
Fire Service-17				
Personal Services	4,476	-	-	-%
Total Fire Service	4,476	-	-	-%
Sanitation-18				
Personal Services	2,153	-	-	-%
Total Sanitation	2,153	-	-	-%
Stormwater-19				
Personal Services	8,612	-	-	-%
Total Stormwater	8,612	-	-	-%
Physical Environment-21				
Personal Services	90,479	-	-	-%
Capital Expenses	-	351,328	-	(100.00%)
Total Physical Environment	90,479	351,328	-	(100.00%)

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Seaplane Base & Marina-22				
Personal Services	66,358	-	-	-%
Capital Expenses	47,499	380,082	-	(100.00%)
Total Seaplane Base & Marina	113,857	380,082	-	(100.00%)
Parks-33				
Personal Services	25,836	-	-	-%
Total Parks	25,836	-	-	-%
Stormwater-34				
Personal Services	17,224	-	-	-%
Capital Expenses	329,743	-	-	-%
Total Stormwater	346,967	-	-	-%
Physical Environment-35				
Personal Services	38,754	-	-	-%
Total Physical Environment	38,754	-	-	-%
Parks-38				
Personal Services	19,377	-	-	-%
Capital Expenses	67,247	3,102,066	-	(100.00%)
Total Parks	86,624	3,102,066	-	(100.00%)
Stormwater-41				
Personal Services	19,377	-	-	-%
Capital Expenses	320,045	2,862,292	-	(100.00%)
Total Stormwater	339,422	2,862,292	-	(100.00%)
Parks-43				
Personal Services	8,459	-	-	-%
Capital Expenses	-	385,599	-	(100.00%)
Total Parks	8,459	385,599	-	(100.00%)
Stormwater-59				
Personal Services	4,306	-	-	-%
Total Stormwater	4,306	-	-	-%
Physical Environment-71				
Personal Services	17,344	-	-	-%
Total Physical Environment	17,344	-	-	-%
Seaplane Base & Marina-72				
Personal Services	8,612	-	-	-%
Capital Expenses	91,802	83,020	-	(100.00%)
Total Seaplane Base & Marina	100,414	83,020	-	(100.00%)
Parks-75				
Personal Services	10,765	-	-	-%
Total Parks	10,765	-	-	-%

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Community Services-72				
Personal Services	15,071	-	-	-%
Capital Expenses	15,500	306,918	-	(100.00%)
Total Community Services	30,571	306,918	-	(100.00%)
Grand Total ARPA	\$1,282,881	\$7,610,191	\$-	(100.00%)
Category Summary				
Personal Services	411,045	-	-	-%
Operating Expenses	-	87,031	-	(100.00%)
Capital Expenses	871,836	7,523,160	-	(100.00%)
Grand Total ARPA	\$1,282,881	\$7,610,191	\$-	(100.00%)

FUND 155
DEPT 00
DIVISION 00

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
GRANTS - FEDERAL AND STATE					
155-0000-331.10-10	ARPA GRANT - NEU \$1.9T	1,282,880	-	-	-%
**TOTAL GRANTS - FEDERAL AND STATE		1,282,880	-	-	-%
OTHER SOURCES					
155-0000-389.90-00	APPROPRIATED RESERVES	-	7,610,191	-	(100.00%)
*APPROPRIATED RESERVES		-	7,610,191	-	(100.00%)
**TOTAL OTHER SOURCES		-	7,610,191	-	(100.00%)
TOTAL ARPA		1,282,880	7,610,191	-	(100.00%)

FUND 155
DEPT 00
DIVISION 00

ARPA

ACCOUNT DESCRIPTION			COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
155-0000-331.10-10	ARPA GRANT - NEU \$1.9T		NO AMOUNT BUDGETED	-	-

FUND 155
DEPT See Below
DIVISION See Below

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
1202-GENERAL GOVERNMENT					
OPERATING EXPENDITURES					
155-1202-512.59-90	CONTINGENCY	-	87,031	-	(100.00%)
* OPERATING EXPENDITURES		-	87,031	-	(100.00%)
TOTAL 1202-GENERAL GOVERNMENT		-	87,031	-	(100.00%)
1301-FINANCE					
SALARIES AND BENEFITS					
155-1301-513.12-10	REGULAR SALARIES	26,000	-	-	-%
155-1301-513.21-10	FICA / MED TAXES	1,989	-	-	-%
* SALARIES AND BENEFITS		27,989	-	-	-%
TOTAL 1301-FINANCE		27,989	-	-	-%
1302-INFORMATION TECHNOLOGY					
SALARIES AND BENEFITS					
155-1302-513.12-10	REGULAR SALARIES	4,000	-	-	-%
155-1302-513.21-10	FICA / MED TAXES	306	-	-	-%
* SALARIES AND BENEFITS		4,306	-	-	-%
TOTAL 1302-INFORMATION TECHNOLOGY		4,306	-	-	-%
1501-COMMUNITY DEVELOPMENT					
SALARIES AND BENEFITS					
155-1501-515.12-10	REGULAR SALARIES	14,000	-	-	-%
155-1501-515.21-10	FICA / MED TAXES	1,071	-	-	-%
* SALARIES AND BENEFITS		15,071	-	-	-%
CAPITAL EXPENDITURES					
155-1501-515.64-25	FUTURE PROJECTS	-	51,855	-	(100.00%)
* CAPITAL EXPENDITURES		-	51,855	-	(100.00%)
TOTAL 1501-COMMUNITY DEVELOPMENT		15,071	51,855	-	(100.00%)
1601-CITY CLERK					
SALARIES AND BENEFITS					
155-1601-512.12-10	REGULAR SALARIES	4,000	-	-	-%
155-1601-512.13-10	OTHER SALARIES & WAGES	2,000	-	-	-%
155-1601-512.21-10	FICA / MED TAXES	476	-	-	-%
* SALARIES AND BENEFITS		6,476	-	-	-%
TOTAL 1601-CITY CLERK		6,476	-	-	-%
1701-HUMAN RESOURCES					
SALARIES AND BENEFITS					
155-1701-513.12-10	REGULAR SALARIES	4,000	-	-	-%
155-1701-513.21-10	FICA / MED TAXES	476	-	-	-%

FUND 155
DEPT See Below
DIVISION See Below

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
* SALARIES AND BENEFITS		4,476	-	-	-%
TOTAL 1701-HUMAN RESOURCES		4,476	-	-	-%
1801-PUBLIC COMMUNICATIONS					
SALARIES AND BENEFITS					
155-1801-519.12-10	REGULAR SALARIES	2,000	-	-	-%
155-1801-519.21-10	FICA / MED TAXES	153	-	-	-%
* SALARIES AND BENEFITS		2,153	-	-	-%
TOTAL 1801-PUBLIC COMMUNICATIONS		2,153	-	-	-%
1901-FLEET MANAGEMENT					
SALARIES AND BENEFITS					
155-1901-549.12-10	REGULAR SALARIES	8,000	-	-	-%
155-1901-549.21-10	FICA / MED TAXES	612	-	-	-%
* SALARIES AND BENEFITS		8,612	-	-	-%
TOTAL 1901-FLEET MANAGEMENT		8,612	-	-	-%
2101-POLICE SERVICES					
SALARIES AND BENEFITS					
155-2101-521.12-10	REGULAR SALARIES	62,000	-	-	-%
155-2101-521.21-10	FICA / MED TAXES	4,743	-	-	-%
155-2101-521.22-10	RETIREMENT	21,463	-	-	-%
* SALARIES AND BENEFITS		88,206	-	-	-%
CAPITAL EXPENDITURES					
155-2101-521.64-11	EQUIP-VEHICLE REPLACEMENT	-	351,328	-	(100.00%)
* CAPITAL EXPENDITURES		-	351,328	-	(100.00%)
TOTAL 2101-POLICE SERVICES		88,206	351,328	-	(100.00%)
2103-POLICE SERVICES					
SALARIES AND BENEFITS					
155-2103-521.12-10	REGULAR SALARIES	2,000	-	-	-%
155-2103-521.21-10	FICA / MED TAXES	153	-	-	-%
155-2103-521.22-10	RETIREMENT	120	-	-	-%
* SALARIES AND BENEFITS		2,273	-	-	-%
TOTAL 2101-POLICE SERVICES		2,273	-	-	-%
2201-FIRE SERVICES					
SALARIES AND BENEFITS					
155-2201-522.12-10	REGULAR SALARIES	54,000	-	-	-%
155-2201-522.21-10	FICA / MED TAXES	4,131	-	-	-%
155-2201-522.22-10	RETIREMENT	8,227	-	-	-%
* SALARIES AND BENEFITS		66,358	-	-	-%

FUND 155
DEPT See Below
DIVISION See Below

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
155-2201-522.64-11	EQUIP-VEHICLE REPLACEMENT	44,164	-	-	-%
155-2201-522.64-25	FUTURE PROJECTS	3,335	380,082	-	(100.00%)
* CAPITAL EXPENDITURES		47,499	380,082	-	(100.00%)
TOTAL 2201-FIRE SERVICES		113,857	380,082	-	(100.00%)
3301-WATER					
SALARIES AND BENEFITS					
155-3301-533.12-10	REGULAR SALARIES	8,000	-	-	-%
155-3301-533.21-10	FICA / MED TAXES	612	-	-	-%
* SALARIES AND BENEFITS		8,612	-	-	-%
TOTAL 3301-WATER		8,612	-	-	-%
3302-WATER					
SALARIES AND BENEFITS					
155-3302-533.12-10	REGULAR SALARIES	16,000	-	-	-%
155-3302-533.21-10	FICA / MED TAXES	1,224	-	-	-%
* SALARIES AND BENEFITS		17,224	-	-	-%
TOTAL 3302-WATER		17,224	-	-	-%
3401-SANITATION					
SALARIES AND BENEFITS					
155-3401-534.12-10	REGULAR SALARIES	16,000	-	-	-%
155-3401-534.21-10	FICA / MED TAXES	1,224	-	-	-%
* SALARIES AND BENEFITS		17,224	-	-	-%
CAPITAL EXPENDITURES					
155-3401-534.64-11	EQUIP-VEHICLE REPLACEMENT	329,743	-	-	-%
* CAPITAL EXPENDITURES		329,743	-	-	-%
TOTAL 3401-SANITATION		346,967	-	-	-%
3501-WASTEWATER TREATMENT					
SALARIES AND BENEFITS					
155-3501-535.12-10	REGULAR SALARIES	14,000	-	-	-%
155-3501-535.21-10	FICA / MED TAXES	1,071	-	-	-%
* SALARIES AND BENEFITS		15,071	-	-	-%
TOTAL 3501-SANITATION		15,071	-	-	-%
3503-WASTEWATER					
SALARIES AND BENEFITS					
155-3503-535.12-10	REGULAR SALARIES	6,000	-	-	-%
155-3503-535.21-10	FICA / MED TAXES	459	-	-	-%
* SALARIES AND BENEFITS		6,459	-	-	-%

FUND 155
DEPT See Below
DIVISION See Below

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
TOTAL 3503-WASTEWATER		6,459	-	-	-%
3504-WASTEWATER					
SALARIES AND BENEFITS					
155-3504-535.12-10	REGULAR SALARIES	16,000	-	-	-%
155-3504-535.21-10	FICA / MED TAXES	1,224	-	-	-%
* SALARIES AND BENEFITS		17,224	-	-	-%
TOTAL 3504-WASTEWATER		17,224	-	-	-%
3801-STORMWATER					
SALARIES AND BENEFITS					
155-3801-538.12-10	REGULAR SALARIES	8,000	-	-	-%
155-3801-538.21-10	FICA / MED TAXES	612	-	-	-%
* SALARIES AND BENEFITS		8,612	-	-	-%
CAPITAL EXPENDITURES					
155-3801-538.64-25	FUTURE PROJECTS	67,247	3,102,066	-	(100.00%)
* CAPITAL EXPENDITURES		67,247	3,102,066	-	(100.00%)
TOTAL 3801-STORMWATER		75,859	3,102,066	-	(100.00%)
3803-STORMWATER					
SALARIES AND BENEFITS					
155-3803-538.12-10	REGULAR SALARIES	10,000	-	-	-%
155-3803-538.21-10	FICA / MED TAXES	765	-	-	-%
* SALARIES AND BENEFITS		10,765	-	-	-%
TOTAL 3803-STORMWATER		10,765	-	-	-%
4101-FACILITIES MANAGEMENT					
SALARIES AND BENEFITS					
155-4101-541.12-10	REGULAR SALARIES	14,000	-	-	-%
155-4101-541.21-10	FICA / MED TAXES	1,071	-	-	-%
* SALARIES AND BENEFITS		15,071	-	-	-%
CAPITAL EXPENDITURES					
155-4101-541.64-25	FUTURE PROJECTS	-	1,799,465	-	(100.00%)
* CAPITAL EXPENDITURES		-	1,799,465	-	(100.00%)
TOTAL 4101-FACILITIES MANAGEMENT		15,071	1,799,465	-	(100.00%)

FUND 155
DEPT See Below
DIVISION See Below

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
4102-STREET MANAGEMENT					
SALARIES AND BENEFITS					
155-4102-541.12-10	REGULAR SALARIES	4,000	-	-	-%
155-4102-541.21-10	FICA / MED TAXES	306	-	-	-%
* SALARIES AND BENEFITS		4,306	-	-	-%
CAPITAL EXPENDITURES					
155-4102-541.64-25	FUTURE PROJECTS	320,045	1,062,827	-	(100.00%)
* CAPITAL EXPENDITURES		320,045	1,062,827	-	(100.00%)
TOTAL 4102-STREET MANAGEMENT		324,351	1,062,827	-	(100.00%)
4304-SEAPLANE BASE & MARINA					
SALARIES AND BENEFITS					
155-4304-543.12-10	REGULAR SALARIES	6,000	-	-	-%
155-4304-543.13-10	OTHER SALARIES & WAGES	2,000	-	-	-%
155-4304-543.21-10	FICA / MED TAXES	459	-	-	-%
* SALARIES AND BENEFITS		8,459	-	-	-%
CAPITAL EXPENDITURES					
155-4304-543.64-25	FUTURE PROJECTS	-	385,599	-	(100.00%)
* CAPITAL EXPENDITURES		-	385,599	-	(100.00%)
TOTAL 4304-SEAPLANE BASE & MARINA		8,459	385,599	-	(100.00%)
5901-ECONOMIC DEVELOPMENT					
SALARIES AND BENEFITS					
155-5901-559.12-10	REGULAR SALARIES	4,000	-	-	-%
155-5901-559.21-10	FICA / MED TAXES	306	-	-	-%
* SALARIES AND BENEFITS		4,306	-	-	-%
TOTAL 5901-ECONOMIC DEVELOPMENT		4,306	-	-	-%
7101-LIBRARY					
SALARIES AND BENEFITS					
155-7101-571.12-10	REGULAR SALARIES	16,000	-	-	-%
155-7101-571.21-10	FICA / MED TAXES	1,224	-	-	-%
155-7101-571.22-10	RETIREMENT	120	-	-	-%
* SALARIES AND BENEFITS		17,344	-	-	-%
TOTAL 7101-LIBRARY		17,344	-	-	-%
7201-PARKS MANAGEMENT					
SALARIES AND BENEFITS					
155-7201-572.12-10	REGULAR SALARIES	8,000	-	-	-%
155-7201-572.21-10	FICA / MED TAXES	612	-	-	-%
* SALARIES AND BENEFITS		8,612	-	-	-%

FUND 155
DEPT See Below
DIVISION See Below

ARPA

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
155-7201-572.64-25	FUTURE PROJECTS	91,802	83,020	-	(100.00%)
* CAPITAL EXPENDITURES		91,802	83,020	-	(100.00%)
TOTAL 7201-PARKS MANAGEMENT		100,414	83,020	-	(100.00%)
7202-COMMUNITY SERVICES					
SALARIES AND BENEFITS					
155-7202-572.12-10	REGULAR SALARIES	14,000	-	-	-%
155-7202-572.21-10	FICA / MED TAXES	1,071	-	-	-%
* SALARIES AND BENEFITS		15,071	-	-	-%
CAPITAL EXPENDITURES					
155-7202-572.64-25	FUTURE PROJECTS	15,500	306,918	-	(100.00%)
* CAPITAL EXPENDITURES		15,500	306,918	-	(100.00%)
TOTAL 7202-COMMUNITY SERVICES		30,571	306,918	-	(100.00%)
7501-PAVILION					
SALARIES AND BENEFITS					
155-7501-575.12-10	REGULAR SALARIES	10,000	-	-	-%
155-7501-575.21-10	FICA / MED TAXES	765	-	-	-%
* SALARIES AND BENEFITS		10,765	-	-	-%
TOTAL 7501-PAVILION		10,765	-	-	-%
TOTAL ARPA		1,282,881	7,610,191	-	(100.00%)

DEO Grant Fund



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Sanitation-34				
Capital Expenses	-	6,000,000	-	(100.00%)
Grand Total DEO Grant	\$-	\$6,000,000	\$-	(100.00%)

FUND 156
DEPT 00
DIVISION 00

DEO GRANT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
GRANTS - FEDERAL AND STATE					
156-0000-334.51-01	JOB GRWTH & INFRASTRUCTUR	-	6,000,000	-	(100.00%)
**TOTAL GRANTS - FEDERAL AND STATE		-	6,000,000	-	(100.00%)
TOTAL DEO GRANT FUND		-	6,000,000	-	(100.00%)

FUND 156
DEPT 34
DIVISION 01

DEO GRANT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
156-3401-534.64-25	FUTURE PROJECTS	-	6,000,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	6,000,000	-	(100.00%)
TOTAL DEO GRANT		-	6,000,000	-	(100.00%)

Debt Service



Debt Service Fund

Fund 201

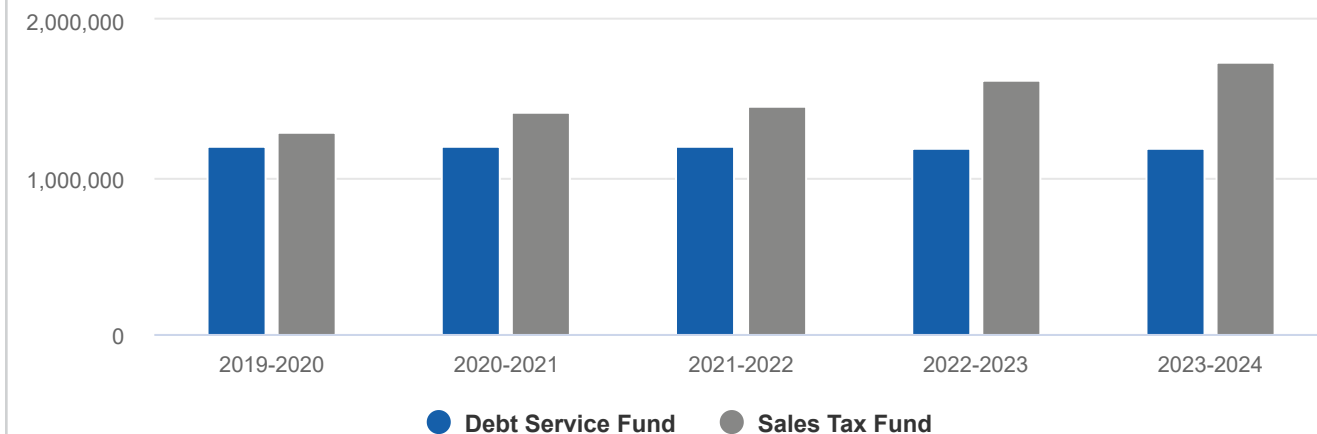
Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Administration-1201				
Debt Service	1,196,057	1,186,700	1,188,836	0.18%
Grand Total Debt Service	\$1,196,057	\$1,186,700	\$1,188,836	0.18%

Historical Trend



Annual General Government Debt Service



* Includes only General Government Funds with debt service totaling more than \$50,000, and does not include Pavilion on the Lake Fund Debt Service

FUND 201
DEPT 00
DIVISION 00

DEBT SERVICE FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
TAXES					
201-0000-311.03-00	DEDICATED DEBT SVC - G.O.	258,421	271,709	272,267	0.21%
201-0000-311.04-00	DELINQUENT VOTED DEBT	3,892	-	-	-%
**TOTAL TAXES		262,313	271,709	272,267	0.21%
INTEREST & OTHER INCOME					
201-0000-361.10-02	SBA INTEREST	232	30	-	(100.00%)
**TOTAL INTEREST & OTHER INCOME		232	30	-	(100.00%)
OTHER SOURCES					
201-0000-381.01-01	TRANSFERS FROM GENERAL	922,575	914,934	916,636	0.19%
201-0000-389.90-00	APPROPRIATED RESERVES	-	27	(67)	(348.15%)
*APPROPRIATED RESERVES		922,575	914,961	916,569	0.18%
**TOTAL OTHER SOURCES		922,575	914,961	916,569	0.18%
TOTAL DEBT SERVICE FUND		1,185,120	1,186,700	1,188,836	0.18%

FUND **201**
DEPT **00**
DIVISION **00**

DEBT SERVICE FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
201-0000-311.03-00	DEDICATED DEBT SVC - G.O.	AD VALOREM - ESTIMATED VALUE \$1,498,440,782 PROPOSED VOTED DEBT SERVICE MILLAGE RATE IS .1817	272,267	272,267
201-0000-311.04-00	DELINQUENT VOTED DEBT	NO AMOUNT BUDGETED	-	-
201-0000-361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
201-0000-381.01-01	TRANSFERS FROM GENERAL	TRANSFER FROM GENERAL FUND	916,636	916,636
201-0000-389.90-00	APPROPRIATED RESERVES	APPROPRIATE FOR RESERVES	(67)	(67)

FUND 201
DEPT 12
DIVISION 01

DEBT SERVICE FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
DEBT SERVICE					
201-1201-512.71-05	OTHER	640,000	652,000	672,000	3.07%
201-1201-512.71-06	CAP IMP REV NOTE 2016	140,000	140,000	145,000	3.57%
201-1201-512.71-55	FIRE STATION & GEN OBLIG	231,000	237,000	244,000	2.95%
201-1201-512.72-05	OTHER	126,587	108,637	88,401	(18.63%)
201-1201-512.72-06	CAP IMP REV NOTE 2016	17,308	14,299	11,235	(21.43%)
201-1201-512.72-55	FIRE STATION & GEN OBLIG	41,162	34,764	28,200	(18.88%)
* DEBT SERVICE		1,196,057	1,186,700	1,188,836	0.18%
TOTAL DEBT SERVICE		1,196,057	1,186,700	1,188,836	0.18%

FUND **201**
DEPT **12**
DIVISION **01**

DEBT SERVICE FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
201-1201-512.71-05	OTHER	CIRNS 2008 PRINCIPAL OCTOBER (SEAPLANE BASE)	94,000	672,000
		CIRNS 2018 PRINCIPAL NOVEMBER (PD VEHICLES)	62,000	-
		CIRNS 2018 PRINCIPAL MAY (PD VEHICLES)	63,000	-
		CIRNS 2012 PRINCIPAL FEBRUARY (SEAPLANE BASE)	453,000	-
201-1201-512.71-06	CAP IMP REV NOTE 2016	CIRNS 2016 PRINCIPAL NOVEMBER (CITY HALL UPDATES)	145,000	145,000
201-1201-512.71-55	FIRE STATION & GEN OBLIG	GONS 2012 PRINCIPAL JULY (VOTED DEBT)	244,000	244,000
201-1201-512.72-05	OTHER	CIRNS 2008 INTEREST (UNPAVED ROADS)	8,300	88,401
		CIRNS 2018 INTEREST NOVEMBER (PD VEHICLES)	5,217	-
		CIRNS 2018 INTEREST MAY (PD VEHICLES)	4,209	-
		CIRNS 2012 INTEREST FEBRUARY (SEAPLANE BASE)	33,445	-
		CIRNS 2012 INTEREST AUGUST (SEAPLANE BASE)	27,055	-
		CIRNS 2008 INTEREST OCTOBER (UNPAVED ROADS)	10,175	-
201-1201-512.72-06	CAP IMP REV NOTE 2016	CIRNS 2016 INTEREST NOVEMBER (CITY HALL UPDATES)	6,397	11,235
		CIRNS 2016 INTEREST MAY (CITY HALL UPDATES)	4,838	-
201-1201-512.72-55	FIRE STATION & GEN OBLIG	GONS 2012 INTEREST JANUARY (VOTED DEBT)	14,100	28,200
		GONS 2012 INTEREST JULY (VOTED DEBT)	14,100	-

Capital Projects



Capital Projects

Fund 302



***Wooton Park Seaplane Basin**

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Seaplane Base & Marina-43				
Capital Expenses	5,003	4,880	-	(100.00%)
Transfers & Others	795,674	-	-	-%
Grand Total Capital Projects	\$800,677	\$4,880	\$-	(100.00%)

FUND 302
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
OTHER SOURCES					
302-0000-389.90-00	APPROPRIATED RESERVES	-	4,880	-	(100.00%)
	*APPROPRIATED RESERVES	-	4,880	-	(100.00%)
	**TOTAL OTHER SOURCES	-	4,880	-	(100.00%)
TOTAL CAPITAL PROJECTS FUND		-	4,880	-	(100.00%)

FUND 302
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
NO REVENUE BUDGETED			

FUND 302
DEPT 43
DIVISION 04

CAPITAL PROJECT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
4304-SEAPLANE BASE & MARINA					
CAPITAL EXPENDITURES					
302-4304-543.64-25	FUTURE PROJECTS	5,003	4,880	-	(100.00%)
*	CAPITAL EXPENDITURES	5,003	4,880	-	(100.00%)
TRANSFERS AND OTHERS					
302-4304-543.91-01	TRANSFERS TO GENERAL FUND	795,674	-	-	-%
*	TRANSFERS AND OTHERS	795,674	-	-	-%
TOTAL 4304-SEAPLANE BASE & MARINA		800,677	4,880	-	(100.00%)
TOTAL CAPITAL PROJECTS FUND		800,677	4,880	-	(100.00%)

FUND 302
DEPT 43
DIVISION 04

CAPITAL PROJECT FUND EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
4304-SEAPLANE BASE & MARINA				
302-4304-543.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-	-
302-4304-543.91-01 TRANSFERS TO GENERAL FUND	NO AMOUNT BUDGETED	-	-	-

Capital Projects

Fund 303



Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Administration-12				
Operating Expenses	-	3,750	-	(100.00%)
Total Administration	-	3,750	-	(100.00%)
Community Development-15				
Capital Expenses	41,090	1,910	-	(100.00%)
Total Community Development	41,090	1,910	-	(100.00%)
Seaplane Base & Marina-43				
Capital Expenses	-	44,019	-	(100.00%)
Total Seaplane Base & Marina	-	44,019	-	(100.00%)
Parks & Recreation-72				
Capital Expenses	333,831	493,308	-	(100.00%)
Total Parks & Recreation	333,831	493,308	-	(100.00%)
Splash Park-73				
Capital Expenses	-	287,971	-	(100.00%)
Total Splash Park	-	287,971	-	(100.00%)
Grand Total Capital Projects	\$374,921	\$830,958	\$-	(100.00%)
Category Summary				
Operating Expenses	-	3,750	-	(100.00%)
Capital Expenses	374,921	827,208	-	(100.00%)
Grand Total Capital Projects	\$374,921	\$830,958	\$-	(100.00%)

FUND 303
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
OTHER SOURCES					
303-0000-381.01-01	TRANSFERS FROM GENERAL	-	4,949	-	(100.00%)
303-0000-389.90-00	APPROPRIATED RESERVES	-	826,009	-	(100.00%)
*APPROPRIATED RESERVES		-	830,958	-	(100.00%)
**TOTAL OTHER SOURCES		-	830,958	-	(100.00%)
TOTAL CAPITAL PROJECTS FUND		-	830,958	-	(100.00%)

FUND 303
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
303-0000-381.01-01 TRANSFERS FROM GENERAL	NO AMOUNT BUDGETED	-	-

FUND 303
DEPT See Below
DIVISION See Below

CAPITAL PROJECT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
1202-GENERAL GOVERNMENT					
OPERATING EXPENDITURES					
303-1202-512.59-90	CONTINGENCY	-	3,750	-	(100.00%)
* OPERATING EXPENDITURES		-	3,750	-	(100.00%)
TOTAL 1202-GENERAL GOVERNMENT		-	3,750	-	(100.00%)
1501-COMMUNITY DEVELOPMENT					
CAPITAL EXPENDITURES					
303-1501-515.64-25	FUTURE PROJECTS	41,090	1,910	-	(100.00%)
* CAPITAL EXPENDITURES		41,090	1,910	-	(100.00%)
TOTAL 1501-COMMUNITY DEVELOPMENT		41,090	1,910	-	(100.00%)
4304-SEAPLANE BASE & MARINA					
CAPITAL EXPENDITURES					
303-4304-543.64-25	FUTURE PROJECTS	-	44,019	-	(100.00%)
* CAPITAL EXPENDITURES		-	44,019	-	(100.00%)
TOTAL 4304-SEAPLANE BASE & MARINA		-	44,019	-	(100.00%)
7201-PARKS					
CAPITAL EXPENDITURES					
303-7201-572.63-80	PARK IMPROVEMENTS	269,943	462,998	-	(100.00%)
303-7201-572.64-25	FUTURE PROJECTS	42,260	30,310	-	(100.00%)
* CAPITAL EXPENDITURES		312,203	493,308	-	(100.00%)
TOTAL 7201-PARKS		312,203	493,308	-	(100.00%)
7205-COMMUNITY SERVICES					
CAPITAL EXPENDITURES					
303-7205-572.64-25	FUTURE PROJECTS	21,628	-	-	-%
* CAPITAL EXPENDITURES		21,628	-	-	-%
TOTAL 7205-COMMUNITY SERVICES		21,628	-	-	-%
7301-SPLASH PARK					
CAPITAL EXPENDITURES					
303-7301-572.63-80	PARK IMPROVEMENTS	-	287,971	-	(100.00%)
* CAPITAL EXPENDITURES		-	287,971	-	(100.00%)
TOTAL 7301-SPLASH PARK		-	287,971	-	(100.00%)
TOTAL CAPITAL PROJECTS FUND		374,921	830,958	-	(100.00%)

FUND 303
 DEPT See Below
 DIVISION See Below

CAPITAL PROJECT FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION			COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
1202-COMMUNITY DEVELOPMENT					
303-1202-512.59-90	CONTINGENCY		NO AMOUNT BUDGETED	-	-
1501-POLICE					
303-1501-515.64-25	FUTURE PROJECTS		NO AMOUNT BUDGETED	-	-
4304-SEAPLANE BASE & MARINA					
303-4304-543.64-25	FUTURE PROJECTS		NO AMOUNT BUDGETED	-	-
7201-PARKS					
303-7201-572.63-80	PARK IMPROVEMENTS		NO AMOUNT BUDGETED	-	-
303-7201-572.64-25	FUTURE PROJECTS		NO AMOUNT BUDGETED	-	-
7205-COMMUNITY SERVICES					
303-7205-572.64-25	FUTURE PROJECTS		NO AMOUNT BUDGETED	-	-
7301-SPLASH PARK					
303-7301-572.63-80	PARK IMPROVEMENTS		NO AMOUNT BUDGETED	-	-

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Sanitation-34				
Capital Expenses	-	4,500,000	-	(100.00%)
Grand Total Capital Projects	\$-	\$4,500,000	\$-	(100.00%)

FUND 304
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
OTHER SOURCES					
304-0000-381.01-01	TRANSFERS FROM GENERAL	4,497,885	-	-	-%
304-0000-389.90-00	APPROPRIATED RESERVES	-	4,500,000	-	(100.00%)
*APPROPRIATED RESERVES		4,497,885	4,500,000	-	(100.00%)
**TOTAL OTHER SOURCES		4,497,885	4,500,000	-	(100.00%)
TOTAL CAPITAL PROJECTS FUND		4,497,885	4,500,000	-	(100.00%)

FUND 304
DEPT 00
DIVISION 00

CAPITAL PROJECT FUND REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
304-0000-381.01-01 TRANSFERS FROM GENERAL	NO AMOUNT BUDGETED	-	-

FUND 304
DEPT 34
DIVISION 01

CAPITAL PROJECT FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
304-3401-534.64-25	FUTURE PROJECTS	-	4,500,000	-	(100.00%)
* CAPITAL EXPENDITURES		-	4,500,000	-	(100.00%)
TOTAL CAPITAL PROJECT FUND		-	4,500,000	-	(100.00%)

FUND 304
DEPT 34
DIVISION 01

CAPITAL PROJECT FUND EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
304-3401-534.64-25 FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

Utility Fund



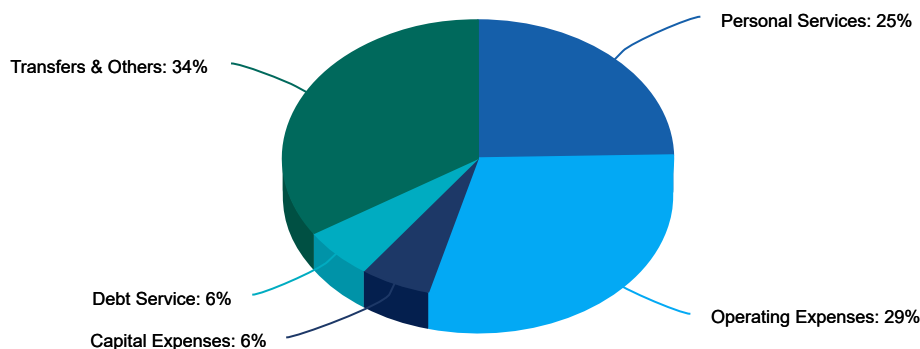
Utility Fund

Fund 401

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Water-33				
Personal Services	1,195,034	1,185,418	1,250,107	5.46%
Operating Expenses	1,719,484	1,394,859	1,533,036	9.91%
Capital Expenses	-	2,035,839	162,500	(92.02%)
Debt Service	85,638	335,186	334,962	(0.07%)
Transfers & Others	1,970,915	2,152,949	2,104,616	(2.24%)
Total Water	4,971,071	7,104,251	5,385,221	(24.20%)
Wastewater-35				
Personal Services	1,583,154	1,635,362	1,791,940	9.57%
Operating Expenses	1,985,836	1,965,587	2,101,225	6.90%
Capital Expenses	-	2,435,163	557,000	(77.13%)
Debt Service	100,155	401,964	401,286	(0.17%)
Transfers & Others	2,011,593	2,108,992	2,104,618	(0.21%)
Total Wastewater	5,680,738	8,547,068	6,956,069	(18.61%)
Grand Total Utilities	\$10,651,809	\$15,651,319	\$12,341,290	(21.15%)
Category Summary				
Personal Services	2,778,188	2,820,780	3,042,047	7.84%
Operating Expenses	3,705,320	3,360,446	3,634,261	8.15%
Capital Expenses	-	4,471,002	719,500	(83.91%)
Debt Service	185,793	737,150	736,248	(0.12%)
Transfers & Others	3,982,508	4,261,941	4,209,234	(1.24%)
Grand Total Utilities	\$10,651,809	\$15,651,319	\$12,341,290	(21.15%)

2024 APPROPRIATIONS



FUND 401
DEPT 00
DIVISION 00

WATER & WASTEWATER FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
CHARGES FOR SERVICES					
401-0000-343.30-01	WATER FEES	5,647,279	5,636,909	5,985,741	6.19%
401-0000-343.30-02	WATER RECONNECT FEES	32,675	33,635	32,754	(2.62%)
401-0000-343.30-03	WATER METER FEES	238,225	158,872	198,603	25.01%
401-0000-343.30-04	CROSS CONNECTION FEES	22,900	14,757	18,952	28.43%
401-0000-343.30-05	WATER SERVICE CHARGE	68,575	70,380	73,104	3.87%
401-0000-343.30-06	WATER SPRINKLER/ HOSE	14,547	14,838	14,933	0.64%
401-0000-343.30-07	WATER REUSE	79,791	69,325	85,004	22.62%
401-0000-343.30-08	INSPECTION REVENUE	760	367	2,760	652.04%
401-0000-343.50-01	SEWER FEES	5,550,083	5,495,837	5,857,020	6.57%
401-0000-343.60-01	LATE CHARGES/PENALTY	58,881	145,536	73,317	(49.62%)
** TOTAL CHARGES FOR SERVICES		11,713,716	11,640,456	12,342,188	6.03%
INTEREST & OTHER INCOME					
401-0000-361.10-02	SBA INTEREST	14,695	1,250	31,421	2413.68%
401-0000-361.10-12	CD FLORIDA COMM. BANK	2,245	-	-	-%
* INTEREST INCOME		16,940	1,250	31,421	2413.68%
401-0000-369.10-01	MISCELLANEOUS	12,723	-	-	-%
401-0000-369.10-02	INSUR REIMBURSEMENTS	35,271	12,887	-	(100.00%)
* OTHER INCOME		47,994	12,887	-	(100.00%)
** TOTAL INTEREST & OTHER INCOME		64,934	14,137	31,421	122.26%
*** TOTAL GENERAL FUND REVENUES		11,778,650	11,654,593	12,373,609	6.17%
OTHER SOURCES					
401-0000-381.04-06	TRANSFER FR PAVILION	22,000	-	-	-%
* TRANSFERS IN		22,000	-	-	-%
401-0000-389.90-01	RETAINED EARNINGS	-	3,996,726	(32,319)	(100.81%)
* RETAINED EARNINGS		-	3,996,726	(32,319)	(100.81%)
*** TOTAL OTHER SOURCES		22,000	3,996,726	(32,319)	(100.81%)
TOTAL WATER & WASTEWATER FUND		\$11,800,650	\$15,651,319	\$12,341,290	(21.15%)

FUND **401**
DEPT **00**
DIVISION **00**

WATER & WASTEWATER FUND REVENUES JUSTIFICATION

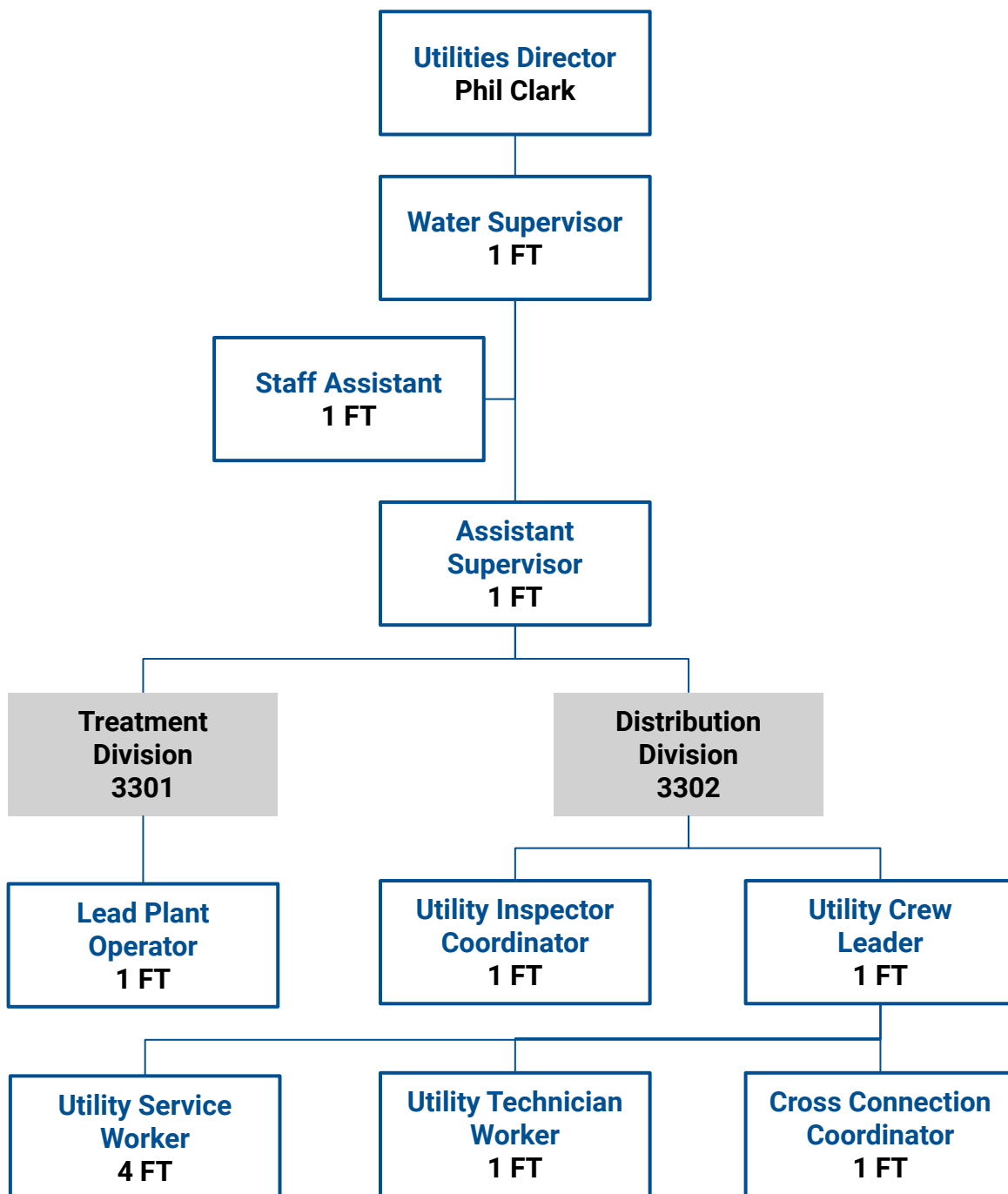
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-0000-343.30-01	WATER FEES	ESTIMATED WATER FEES REVENUES	5,985,741	5,985,741
401-0000-343.30-02	WATER RECONNECT FEES	ESTIMATED WATER RECONNECT FEES REVENUES	32,754	32,754
401-0000-343.30-03	WATER METER FEES	ESTIMATED WATER METER FEES REVENUES	198,603	198,603
401-0000-343.30-04	CROSS CONNECTION FEES	ESTIMATED CROSS CONNECTION FEES REVENUES	18,952	18,952
401-0000-343.30-05	WATER SERVICE CHARGE	ESTIMATED WATER SERVICE CHARGE REVENUES	73,104	73,104
401-0000-343.30-06	WATER SPRINKLER/ HOSE	ESTIMATED WATER SPRINKLER/HOSE RACK REVENUES	14,933	14,933
401-0000-343.30-07	WATER REUSE	ESTIMATED WATER REUSE REVENUES	85,004	85,004
401-0000-343.30-08	INSPECTION REVENUE	ESTIMATED INSPECTION REVENUES	2,760	2,760
401-0000-343.50-01	SEWER FEES	ESTIMATED SEWER SERVICE FEES REVENUES	5,857,020	5,857,020
401-0000-343.60-01	LATE CHARGES/PENALTY	ESTIMATED PENALTIES REVENUES	73,317	73,317
401-0000-361.10-02	SBA INTEREST	ESTIMATED SBA INTEREST REVENUES	31,421	31,421
401-0000-361.10-12	CD FLORIDA COMM. BANK	NO AMOUNT BUDGETED	-	-
401-0000-369.10-01	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
401-0000-369.10-02	INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
401-0000-381.04-06	TRANSFER FR PAVILION	NO AMOUNT BUDGETED	-	-
401-0000-389.90-01	RETAINED EARNINGS	APPROPRIATE FOR RETAINED EARNINGS	(32,319)	(32,319)

Water Division



Water

Division 33*



*Water is a Division of the Utilities Department.

Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Assistant Supervisor	23002	1	1	1
Cross Connection Coordinator	33002	1	1	1
Lead Plant Operator	23006	1	1	1
Staff Assistant	21005	1	1	1
Supervisor	23001	1	1	1
Utility Crew Leader	23003	1	1	1
Utility Inspector Coordinator	23004	1	1	1
Utility Service Worker	23005	4	4	4
Utility Technician Worker	33001	1	1	1
No. of Full Time		12	12	12
Total No. of Positions:		12	12	12
Total FTEs:		12	12	12

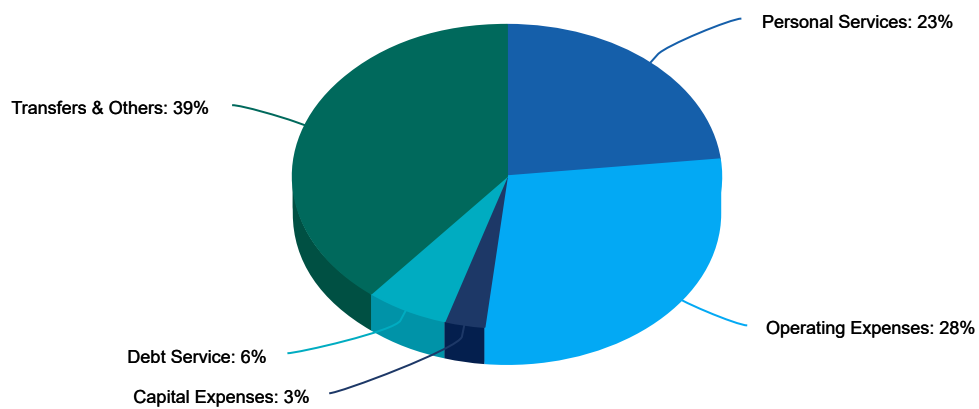
Notes:

1. Utility Director & Administrative Assistant positions are allocated 50% to Water, 50% to Wastewater
2. In FY2014 the Treatment Operator was budgeted as a shared position 50% Water & 50% Wastewater - Position moved 100% to Sewer for FY2014

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Water Treatment-3301				
Personal Services	555,709	514,333	539,672	4.93%
Operating Expenses	992,728	979,716	1,105,606	12.85%
Capital Expenses	-	41,617	16,000	(61.55%)
Debt Service	85,638	335,186	334,962	(0.07%)
Transfers & Others	1,970,915	2,152,949	2,104,616	(2.24%)
Total Water Treatment	3,604,990	4,023,801	4,100,856	1.91%
Water Distribution-3302				
Personal Services	639,325	671,085	710,435	5.86%
Operating Expenses	726,756	415,143	427,430	2.96%
Capital Expenses	-	1,994,222	146,500	(92.65%)
Total Water Distribution	1,366,081	3,080,450	1,284,365	(58.31%)
Grand Total Water	\$4,971,071	\$7,104,251	\$5,385,221	(24.20%)
Category Summary				
Personal Services	1,195,034	1,185,418	1,250,107	5.46%
Operating Expenses	1,719,484	1,394,859	1,533,036	9.91%
Capital Expenses	-	2,035,839	162,500	(92.02%)
Debt Service	85,638	335,186	334,962	(0.07%)
Transfers & Others	1,970,915	2,152,949	2,104,616	(2.24%)
Grand Total Water	\$4,971,071	\$7,104,251	\$5,385,221	(24.20%)

2024 APPROPRIATIONS



WATER - 3301 & 3302

DEPARTMENT MISSION

It is the mission of the Water Department to be committed to all the customers of the City (hospitals, governmental agencies, businesses, and residents) to ensure the quality of water by providing a safe and dependable supply of potable water. Our staff is committed to ensuring that all FDEP and Health Department safe drinking water parameters are met.

DEPARTMENT DESCRIPTION (Services, Functions, and Activities)

The Water Department consists of two divisions and is responsible for the production and distribution of potable water and to maintain exceptional quality in both these areas and meet or exceed all regulatory requirements. The Department consists of 11 employees, 4 water plants, and approximately 135 miles of water distribution lines.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
<u>Distribution</u>					
1.	New Meter Installation	446	446	65	650
2.	Meter Replacement (Greater than 2")	3	4	3	3
3.	Emergency Repairs	223	137	165	160
4.	Line Locations	2,873	3,683	3,800	3,800
5.	Cross Connection Letters	2,585	3,452	3,700	4,000
6.	Standard Work Orders	1,870	1,957	2,300	2,600
7.	Hydrant Replacement Program	3	1	1	1
8.	New Hydrant Program	1	1	1	1
9.	Insertion Valve Program	1	1	1	1
10.	Valve Replacement Program	1	1	1	1
11.	New Water Line Installation	4	2	3	2
12.	Customer Sprinkler Timer Setting	43	187	150	175
<u>Production</u>					
1.	Finished Water Pumped (mg)	1,167,021,000	1,239,220,000	1,313,573,000	1,379,000,000
2.	Raw Water Pumped (mg)	1,074,782,000	1,148,480,000	1,323,600,000	1,385,000,000
3.	Maximum Annual Withdrawal Allowed by SJRWMD (mg)	1,359,990,000	1,376,500,000	1,391,750,000	1,408,170,000
4.	Chlorine (lbs.)	30,097	31,248	32,250	33,540
5.	Fluoride (gals.) converted to gallons 2015	2,339	2,455	2,550	2,680
6.	Emergencies (after hours)	42	32	20	15

2024 GOALS

Organizational Development

Improve knowledge, cross train employees in various areas through training classes and on the job training.

Growth and Development

Pursue more water certifications and look at new technology to better produce, treat and deliver water.

City Lifestyle

Maintain a world class product and service.

Citizen and Customer Service Focus

To educate the public, strive for exceptional customer service and reduce complaints by 10%.

Innovation and Technology

To encourage every employee to pursue new innovation and technology by continuing education and keeping current with industry technology and advances.

Organizational Performance

To develop performance measures and develop and practice methods for higher achievement and to nurture a rewarding and worthwhile workplace.

2024 OBJECTIVES

Distribution

1. Continue to improve the operation and maintenance of the distribution system.
2. Further reduce water loss throughout the system.
3. Meet all regulatory requirements.
4. Maintain the quality of service for both the residents and businesses serviced by the Water Department.
5. Install Phase 7 of the Base Read Project.
6. Continue large meter replacements with more accurate ultrasonic meters.
7. Respond to all work orders and emergencies in timely manner.
8. Increase the knowledge of the staff through cross training and continuing education classes.
9. Move forward with design and construction of Lake Hermossa booster pump station.

Production

1. Replace and update SCADA.
2. Further reduce any water quality complaints.
3. Increase the knowledge of the staff through cross training and continuing education classes.
4. Meet or exceed all regulatory requirements.
5. Respond to all work orders and emergencies in timely manner.

Water Department Administration

1. Continue educating the Public about water conservation and other related water awareness issues.
2. Establish a comprehensive asset management program.
3. Retain high quality and knowledgeable staff .
4. Increase the functionality of the Cityworks workorder system.

2023 ACCOMPLISHMENTS

Distribution

1. Maintain reduced water loss.
2. Look at continuous improvement in the operation and maintenance of distribution and production sections.
3. Maintain quality of service in both production and distribution. Meet all regulatory requirements.

Production

1. Install phase 6 of base read system.
2. Continue to replace larger meters with more accurate ultrasonic meters.
3. Increase education and knowledge of staff through cross training and classes.
4. Replace and update equipment as needed for the integrity of system.
5. Respond to all work orders and emergencies.

Water Department Administration

1. Educate the Public about water and conservation.
2. Maintain high quality employees.

FUND 401
DEPT 33
DIVISION 01

WATER TREATMENT DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
401-3301-533.12-10	REGULAR SALARIES	300,323	313,066	331,461	5.88%
401-3301-533.13-10	OTHER SALARIES & WAGES	-	2,080	2,080	-%
401-3301-533.14-10	OVERTIME	15,448	15,000	15,000	-%
401-3301-533.15-60	ELECTR TABLET ALLOWANCE	225	450	-	(100.00%)
401-3301-533.21-10	FICA / MED TAXES	22,348	23,269	24,364	4.71%
401-3301-533.22-20	FL STATE RETIREMENT	43,788	49,966	59,086	18.25%
401-3301-533.22-90	FRS PENS ADJUST	84,358	-	-	-%
401-3301-533.23-10	HEALTH INSURANCE	37,442	42,187	43,664	3.50%
401-3301-533.23-15	DENTAL INSURANCE	1,752	2,081	2,143	2.98%
401-3301-533.23-20	LIFE INSURANCE	1,589	1,825	1,925	5.48%
401-3301-533.23-21	SHORT-TERM DISABILITY	1,153	1,325	1,386	4.60%
401-3301-533.23-30	DEPENDENT HEALTH INSURANC	35,848	50,372	44,645	(11.37%)
401-3301-533.23-35	DEPENDENT DENTAL INSURANC	1,602	1,907	2,233	17.09%
401-3301-533.23-40	LONG TERM DISABILITY	727	835	880	5.39%
401-3301-533.24-10	WORKERS' COMPENSATION	9,106	9,970	10,805	8.38%
* SALARIES AND BENEFITS		555,709	514,333	539,672	4.93%
OPERATING EXPENDITURES					
401-3301-533.31-15	ENGINEERING	-	10,000	20,000	100.00%
401-3301-533.31-45	CUP RENEWAL/WELL ANALYSIS	7,000	99,401	65,000	(34.61%)
401-3301-533.31-60	PERMIT & COMPLIANCE FEES	10,150	4,000	7,000	75.00%
401-3301-533.32-10	AUDIT SERVICES	14,211	48,002	93,005	93.75%
401-3301-533.34-10	CONTRACTUAL SERVICES	56,648	76,756	113,907	48.40%
401-3301-533.40-10	TRAVEL & PER DIEM	740	9,000	9,850	9.44%
401-3301-533.41-10	TELEPHONE	3,908	4,548	4,548	-%
401-3301-533.41-20	OTHER COMMUNICATION	8,756	10,703	10,703	-%
401-3301-533.41-30	POSTAGE	1,138	3,000	3,500	16.67%
401-3301-533.43-10	ELECTRIC, WATER, GAS	189,169	206,763	227,492	10.03%
401-3301-533.44-10	RENTALS & LEASES	810	1,500	1,000	(33.33%)
401-3301-533.45-10	LIABILITY	101,208	106,005	134,626	27.00%
401-3301-533.46-10	BUILDING	2,773	3,000	5,000	66.67%
401-3301-533.46-15	EQUIPMENT	15,220	10,566	11,466	8.52%
401-3301-533.46-17	INSURANCE RECOVERY	-	30,127	-	(100.00%)
401-3301-533.46-25	MISCELLANEOUS	3,098	3,500	4,000	14.29%
401-3301-533.46-30	VEHICLE	3,969	7,000	8,000	14.29%
401-3301-533.46-81	PUMP REPAIR	933	15,000	15,000	-%
401-3301-533.46-85	SCADA MAINTENANCE	10,640	38,240	21,200	(44.56%)
401-3301-533.47-10	PRINTING & BINDING	-	200	500	150.00%

FUND 401
DEPT 33
DIVISION 01

WATER TREATMENT DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
401-3301-533.49-02	OVER/SHORT	86	-	-	-%
401-3301-533.49-32	CREDIT CARD PROCESSING	187,248	167,841	195,135	16.26%
401-3301-533.49-95	INVENTORY OVER/SHORT	142,427	-	-	-%
401-3301-533.51-10	OFFICE SUPPLIES	1,483	1,500	1,500	-%
401-3301-533.52-10	OPERATING SUPPLIES	5,468	16,000	17,680	10.50%
401-3301-533.52-11	DURABLE GOODS	-	9,650	9,500	(1.55%)
401-3301-533.52-15	FUEL COSTS	24,583	15,679	20,044	27.84%
401-3301-533.52-25	UNIFORMS	3,150	5,200	5,200	-%
401-3301-533.52-65	OPERATING CHEMICALS	52,825	60,000	67,000	11.67%
401-3301-533.52-75	LAB SUPPLIES	5,575	7,500	7,700	2.67%
401-3301-533.52-80	LAB-OPERATING SUPPLIES	2,194	7,415	15,430	108.09%
401-3301-533.52-95	SCADA SUPPLIES	-	-	9,000	-%
401-3301-533.54-10	BKS, PUB, SUB, MEM, LIB	184	1,620	1,620	-%
401-3301-533.59-10	DEPRECIATION EXPENSE	299,485	-	-	-%
401-3301-533.59-13	BAD DEBT	(162,351)	-	-	-%
* OPERATING EXPENDITURES		992,728	979,716	1,105,606	12.85%
CAPITAL EXPENDITURES					
401-3301-533.64-10	EQUIP - REPLACEMENT	36,762	32,500	16,000	(50.77%)
401-3301-533.64-25	FUTURE PROJECTS	15,570	9,117	-	(100.00%)
401-3301-533.69-98	ASSET RECLASS-CIP	(15,570)	-	-	-%
401-3301-533.69-99	ASSET RECLASSIFICATION	(36,762)	-	-	-%
* CAPITAL EXPENDITURES		-	41,617	16,000	(61.55%)
DEBT SERVICE					
401-3301-533.71-30	REV BOND 2000 SPLIT 40-60	-	183,000	187,500	2.46%
401-3301-533.71-31	COT UT SYS CIRN SER 2021	-	72,500	75,000	3.45%
401-3301-533.72-30	REV BOND 2000 SPLIT 40-60	48,274	43,176	38,254	(11.40%)
401-3301-533.72-31	COT UT SYST CIRN SER 2021	37,364	36,510	34,208	(6.31%)
* DEBT SERVICE		85,638	335,186	334,962	(0.07%)
TRANSFERS AND OTHERS					
401-3301-533.59-15	TRANSFER TO G/F	427,733	456,619	465,668	1.98%
401-3301-533.59-20	REIMBURSEMENT TO G/F	579,849	575,450	605,859	5.28%
401-3301-533.59-70	TRANSFER TO SRF LOAN DEBT	813,333	970,880	883,089	(9.04%)
401-3301-533.59-78	TRANSFER TO W/WW RRI FUND	150,000	150,000	150,000	-%
* TRANSFERS AND OTHERS		1,970,915	2,152,949	2,104,616	(2.24%)
TOTAL WATER TREATMENT		3,604,990	4,023,801	4,100,856	1.91%

FUND **401**
DEPT **33**
DIVISION **01**

WATER TREATMENT DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3301-533.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	331,461	331,461
401-3301-533.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	2,080	2,080
401-3301-533.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	15,000	15,000
401-3301-533.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
401-3301-533.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	24,364	24,364
401-3301-533.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	59,086	59,086
401-3301-533.22-90	FRS PENS ADJUST	NO AMOUNT BUDGETED	-	-
401-3301-533.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	43,664	43,664
401-3301-533.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,143	2,143
401-3301-533.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,925	1,925
401-3301-533.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,386	1,386
401-3301-533.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	44,645	44,645
401-3301-533.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,233	2,233
401-3301-533.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	880	880
401-3301-533.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	10,805	10,805
401-3301-533.31-15	ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS SURVERYING AND TITLE SEARCHES	20,000	20,000
401-3301-533.31-45	CUP RENEWAL/WELL ANALYSIS	FUTURE WELLS	65,000	65,000
401-3301-533.31-60	PERMIT & COMPLIANCE FEES	FDEEP PLANT PERMIT RENEWAL - ANNUAL RENEWAL	7,000	7,000

FUND **401**
DEPT **33**
DIVISION **01**

WATER TREATMENT DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3301-533.32-10	AUDIT SERVICES	AUDIT SERVICES	26,185	93,005
		SINGLE AUDIT	60,320	-
		ACFR PREPARATION	6,500	-
401-3301-533.34-10	CONTRACTUAL SERVICES	LOAD BLANK TEST: PLANT 1 - 509 LAKE DORA DR	250	113,907
		WELLS & FINISHED WATER METER ANNUAL CALIBRATION PLANTS #1-4	3,400	-
		WATER TOWER MAINTENANCE - PLANT 2	10,000	-
		UTILITY DEPT SEE.CLICK.FIX.	2,625	-
		TANK INSPECTION & CLEANING FOR PLANTS #1 & 4	2,000	-
		RAFTELIS FINANCIAL CONSULTANTS	2,500	-
		PREVENTATIVE MAINT ON GENERATORS: PLANT 1 - 100 DISSTON AVE WELLS 3 & 4	175	-
		PLANT 4 - 2401 SLIM HAYWOOD RD WELL #7 & 8	175	-
		PLANT 3 - 2101 DEAD RIVER RD WELL # 6	175	-
		PLANT 2 - 316 N INGRAHAM AVE WELL #5	175	-
		PLANT 1 - 509 LAKE DORA DR	175	-
		LOAD BLANK TEST: PLANT 4 - 2401 SLIM HAYWOOD RD	250	-
		LOAD BLANK TEST: PLANT 3 - 2101 DEAD RIVER RD	250	-
		LOAD BLANK TEST: PLANT 2 - 316 N INGRAHAM AVE	250	-
		LOAD BLANK TEST: PLANT 1 - 100 DISSTON AVE	250	-
		LAWN MAINTENANCE: WATER PLANT #1	27,000	-
		LAWN MAINTENANCE: EMPTY LOT, WATER PLANT #4	5,940	-
		LAWN MAINTENANCE: CAROLINE PLANT	24,000	-
		GROUND STORAGE TANKS YEARLY PRESSURE WASH: PLANTS #1 & 4 (2 @ \$1,200; 1 @ \$1,000)	4,000	-
		GIS SOFTWARE - ESRI	5,150	-
		GIS PROGRAM	15,000	-
		CITYWORKS	4,667	-
		CCR REPORT (COPIES INCREASED)	5,500	-
401-3301-533.40-10	TRAVEL & PER DIEM	PLANT OPERATORS TRAINING & TRAVEL CEU'S	3,250	9,850
		UTILITY DIRECTOR - SEMINAR TRAINING & CEUS	2,000	-
		SUPERVISOR SEMINARS & CEU'S	2,000	-
		PLANT RELATED SEMINARS & CEU'S	1,500	-
		ADMIN ASSISTANTS - SEMINAR TRAINING	1,100	-
401-3301-533.41-10	TELEPHONE	DOMS FAX	2,340	4,548
		CELLPHONE SERVICE	2,208	-

FUND 401
DEPT 33
DIVISION 01

WATER TREATMENT DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3301-533.41-20	OTHER COMMUNICATION	CENTURY LINK PHONE SERVICE	5,406	10,703
		VERIZON WI-FI SERVICES	5,297	-
401-3301-533.41-30	POSTAGE	POSTAGE	3,500	3,500
401-3301-533.43-10	ELECTRIC, WATER, GAS	WATER	38,564	227,492
		SECO ENERGY	87,243	-
		ELECTRIC	101,685	-
401-3301-533.44-10	RENTALS & LEASES	RENTAL FOR EQUIPMENT	1,000	1,000
401-3301-533.45-10	LIABILITY	LIABILITY INSURANCE	118,723	134,626
		POLLUTION INSURANCE	15,903	-
401-3301-533.46-10	BUILDING	REPAIR AND MAINT. TO BUILDINGS, ETC.	5,000	5,000
401-3301-533.46-15	EQUIPMENT	MAINT TO ELECTRICAL WELL PUMPS	4,000	11,466
		PROJECTS FOR RESIDENT REVIEW	1,966	-
		DAILY UPKEEP FOR SMALL EQUIPMENT FOR NORMAL OPS	3,000	-
		ANNUAL PREVENTATIVE MAINT FOR SERVICE PUMPS	2,500	-
401-3301-533.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
401-3301-533.46-25	MISCELLANEOUS	MISC REPAIRS & MAINT OF PLANT EQUIP	4,000	4,000
401-3301-533.46-30	VEHICLE	ROUTINE MAINT & REPAIR TO VEHICLES	8,000	8,000
401-3301-533.46-81	PUMP REPAIR	WELL #5 REMOVAL & REPAIR ANALYSIS & RECOMMENDATION FOR REPAIR ONLY	5,000	15,000
		WELL #5 REMOVAL, REPAIR & REINSTALL PUMP ONLY	10,000	-
401-3301-533.46-85	SCADA MAINTENANCE	SCADA MAINT OF PLANTS 1-4	21,200	21,200
401-3301-533.47-10	PRINTING & BINDING	WATER CONSERVATION & PUBLIC EDUCATION NOTICES, REGULATORY NOTIFICATIONS, ETC.	500	500
401-3301-533.49-02	OVER/SHORT	NO AMOUNT BUDGETED	-	-
401-3301-533.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	195,135	195,135
401-3301-533.49-95	INVENTORY OVER/SHORT	NO AMOUNT BUDGETED	-	-

FUND **401**
DEPT **33**
DIVISION **01**

WATER TREATMENT DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3301-533.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,500	1,500
401-3301-533.52-10	OPERATING SUPPLIES	STOCK REPLACEMENT FOR NEW SERVICE INSTALLATIONS, EMERGENCY SUPPLIES, JANITORIAL SUPPLIES, ETC	6,000	17,680
		TAVARES BOTTLED WATER	11,000	-
		DOCKING STATIONS FOR TREAT STAFF (4 @ \$170)	680	-
401-3301-533.52-11	DURABLE GOODS	SMALL EMERGENCY EQUIP FOR REPAIRS	2,000	9,500
		TWO CHLORINE ANALYZERS FOR PLANTS 1 & 4	7,500	-
401-3301-533.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	20,044	20,044
401-3301-533.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS	3,700	5,200
		WORK BOOTS - 4 EMPLOYEES	800	-
		POLO SHIRTS - MANAGER, STAFF ASSISTANT	500	-
		HOODIES/HATS/TEES	200	-
401-3301-533.52-65	OPERATING CHEMICALS	CHLORINE, FLUORIDE & OTHER CHEMICALS	67,000	67,000
401-3301-533.52-75	LAB SUPPLIES	MEDIA AND SUPPLIES FOR MONTHLY DRINKING WATER SAMPLES, BOIL WATER NOTICES AND QC ANALYSIS TO SUPPORT THE DW TNI CERTIFICATION	7,700	7,700
401-3301-533.52-80	LAB-OPERATING SUPPLIES	TNI CERTIFICATION FEES FOR NON-POTABLE WATER MICROBIOLOGY	500	15,430
		UCMR - REQ'D SAMPLING FOR WATER (REQ'D 2024/5)	12,000	-
		NITRATE & NITRITE (REQ'D 2023)	270	-
		LEAD & COPPER SAMPLING (REQ'D 2023)	1,000	-
		FLUORIDE	360	-
		DISINFECT BIPRODUCT SAMPLING (REQ'D 2023)	500	-
		CONTRACT ANALYSIS FOR DRINKING WATER PERMIT COMPLIANCE	800	-
401-3301-533.52-95	SCADA SUPPLIES	SCADA SUPPLIES FOR PLANTS #1-4	9,000	9,000
401-3301-533.54-10	BKS, PUB, SUB, MEM, LIB	SUBSCRIPTIONS FOR PLANT EMPLOYEES	1,500	1,620
		FWPCOA ANNUAL MEMBERSHIP	120	-
401-3301-533.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
401-3301-533.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-

FUND 401
DEPT 33
DIVISION 01

WATER TREATMENT DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3301-533.59-15	TRANSFER TO G/F	TRANSFER TO GENERAL FUND	465,668	465,668
401-3301-533.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	605,859	605,859
401-3301-533.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT FUND (50%)	883,089	883,089
401-3301-533.59-78	TRANSFER TO W/WW RRI FUND	TRANSFER TO RR&I FUND	150,000	150,000
401-3301-533.64-10	EQUIP - REPLACEMENT	4 FLORIDE PUMPS: PLANTS 1 & 4	16,000	16,000
401-3301-533.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
401-3301-533.69-98	ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
401-3301-533.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
401-3301-533.71-30	REV BOND 2000 SPLIT 40-60	WATER AND SEWER REV BOND 2012 A PRINCIPAL AUGUST	110,000	187,500
		WATER AND SEWER REV BOND 2012 B PRINCIPAL AUGUST	77,500	-
401-3301-533.71-31	COT UT SYS CIRN SER 2021	WATER AND SEWER REV NOTE 2021 PRINCIPAL OCT	75,000	75,000
401-3301-533.72-30	REV BOND 2000 SPLIT 40-60	WATER AND SEWER REV BOND 2012 A INTEREST AUG (40%)	11,326	38,254
		WATER AND SEWER REV BOND 2012 B INTEREST AUG (50%)	7,801	-
		WATER AND SEWER REV BOND 2012 A INTEREST FEB (40%)	11,326	-
		WATER AND SEWER REV BOND 2012 B INTEREST FEB (50%)	7,801	-
401-3301-533.72-31	COT UT SYST CIRN SER 2021	WATER AND SEWER REV NOTE 2021 INTEREST APRIL	17,104	34,208
		WATER AND SEWER REV NOTE 2021 INTEREST OCTOBER	17,104	-

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
401-3302-533.12-10	REGULAR SALARIES	388,347	395,166	422,357	6.88%
401-3302-533.14-10	OVERTIME	38,430	30,000	30,000	-%
401-3302-533.21-10	FICA / MED TAXES	28,889	29,591	31,929	7.90%
401-3302-533.22-20	FL STATE RETIREMENT	46,235	51,730	62,697	21.20%
401-3302-533.23-10	HEALTH INSURANCE	61,166	68,876	71,288	3.50%
401-3302-533.23-15	DENTAL INSURANCE	2,883	3,397	3,499	3.00%
401-3302-533.23-20	LIFE INSURANCE	2,012	2,372	2,527	6.53%
401-3302-533.23-21	SHORT-TERM DISABILITY	1,505	1,782	1,891	6.12%
401-3302-533.23-30	DEPENDENT HEALTH INSURANC	49,977	65,834	60,648	(7.88%)
401-3302-533.23-35	DEPENDENT DENTAL INSURANC	2,746	3,254	3,621	11.28%
401-3302-533.23-40	LONG TERM DISABILITY	924	1,089	1,155	6.06%
401-3302-533.24-10	WORKERS' COMPENSATION	16,211	17,994	18,823	4.61%
* SALARIES AND BENEFITS		639,325	671,085	710,435	5.86%
OPERATING EXPENDITURES					
401-3302-533.31-15	ENGINEERING	-	3,000	10,000	233.33%
401-3302-533.34-10	CONTRACTUAL SERVICES	45,142	70,572	64,073	(9.21%)
401-3302-533.40-10	TRAVEL & PER DIEM	4,878	10,576	10,000	(5.45%)
401-3302-533.41-10	TELEPHONE	2,361	4,968	4,968	-%
401-3302-533.41-30	POSTAGE	1,025	1,500	1,500	-%
401-3302-533.44-10	RENTALS & LEASES	-	2,000	2,000	-%
401-3302-533.45-10	LIABILITY	26,384	27,636	35,098	27.00%
401-3302-533.46-10	BUILDING	-	2,000	5,000	150.00%
401-3302-533.46-15	EQUIPMENT	2,382	5,000	5,000	-%
401-3302-533.46-17	INSURANCE RECOVERY	1,277	-	-	-%
401-3302-533.46-25	MISCELLANEOUS	6,554	6,500	6,500	-%
401-3302-533.46-30	VEHICLE	9,431	11,000	11,000	-%
401-3302-533.46-50	DISTRIBUTION	4,524	11,330	11,000	(2.91%)
401-3302-533.47-10	PRINTING & BINDING	1,923	650	650	-%
401-3302-533.49-10	ADVERTISING	-	200	1,000	400.00%
401-3302-533.51-10	OFFICE SUPPLIES	22	1,100	1,100	-%
401-3302-533.52-09	ISSUED INVENTORY	342,610	-	-	-%
401-3302-533.52-10	OPERATING SUPPLIES	18,840	18,000	18,680	3.78%
401-3302-533.52-11	DURABLE GOODS	2,211	16,500	17,250	4.55%
401-3302-533.52-15	FUEL COSTS	42,841	36,996	36,996	-%

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
401-3302-533.52-16	INVENTORY PURCHASES	314,216	175,000	175,000	-%
401-3302-533.52-25	UNIFORMS	5,989	8,500	8,500	-%
401-3302-533.52-89	DISASTER RECOVERY	113	-	-	-%
401-3302-533.54-10	BKS, PUB, SUB, MEM, LIB	814	2,115	2,115	-%
401-3302-533.59-10	DEPRECIATION EXPENSE	207,435	-	-	-%
401-3302-533.59-66	INVENTORY PURCHASE RECLAS	(314,216)	-	-	-%
* OPERATING EXPENDITURES		726,756	415,143	427,430	2.96%
CAPITAL EXPENDITURES					
401-3302-533.64-15	EQUIP - NEW	16,472	6,242	21,500	244.44%
401-3302-533.64-25	FUTURE PROJECTS	47,573	212,980	125,000	(41.31%)
401-3302-533.65-87	UT SYS CIRN '21-PENINSULA	-	1,775,000	-	(100.00%)
401-3302-533.69-99	ASSET RECLASSIFICATION	(64,045)	-	-	-%
* CAPITAL EXPENDITURES		-	1,994,222	146,500	(92.65%)
TOTAL WATER DISTRIBUTION		1,366,081	3,080,450	1,284,365	(58.31%)

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3302-533.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	422,357	422,357
401-3302-533.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	30,000	30,000
401-3302-533.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	31,929	31,929
401-3302-533.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	62,697	62,697
401-3302-533.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	71,288	71,288
401-3302-533.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,499	3,499
401-3302-533.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,527	2,527
401-3302-533.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,891	1,891
401-3302-533.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	60,648	60,648
401-3302-533.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	3,621	3,621
401-3302-533.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,155	1,155
401-3302-533.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	18,823	18,823
401-3302-533.31-15	ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS	10,000	10,000
401-3302-533.34-10	CONTRACTUAL SERVICES	RAILROAD CROSSING COST TAVA 52-041 (DISSTON AVE)	1,442	64,073
		TAVA 62-130 (ETOWAH)	1,442	-
		TAVA 61-160 (441/SR500)	1,545	-
		TAVA 61-147 (DISSTON AVE)	1,442	-
		TAVA 61-146 (LAKE DORA CIR)	1,442	-
		TAVA 61-137 (RUBY ST)	1,442	-
		TAVA 52-124 (CAROLINE ST)	4,120	-
		TAVA (12" WATER LINE - DORA AVE/DORA DR)	1,442	-
		TAVA (FS#1/ALFRED ST)	1,442	-
		TAVA (12" WATER LINE - PAVILLION)	1,442	-
		NEPTUNE 360 CONNECTED ENDPOINTS SERVICES SUPPORT	15,340	-
		NAVIGATOR TECHNICAL SUPPORT - CROSS CONNECTION	1,000	-
		MONTHLY SUPPORT R900 GATEWAY V4 COLLECTORS - 4	5,715	-

FUND 401
DEPT 33
DIVISION 02

WATER DISTRIBUTION DIVISION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		GIS SOFTWARE (ESRI) - LICENSE, MAINT, ETC FOR UTIL	5,150	-
		GIS PROGRAM - SPLIT W/ WASTEWATER	15,000	-
		CITYWORKS - WORK ORDER SYSTEM	4,667	-
401-3302-533.40-10	TRAVEL & PER DIEM	DISTRIBUTION STAFF LICENSES & CEU'S	5,000	10,000
		UTILITY DIRECTOR TRAINING	1,500	-
		SUPERVISOR TRAINING	2,000	-
		CROSS CONNECTION TRAINING	1,500	-
401-3302-533.41-10	TELEPHONE	CELLPHONE SERVICE	4,968	4,968
401-3302-533.41-30	POSTAGE	POSTAGE	1,500	1,500
401-3302-533.44-10	RENTALS & LEASES	RENTAL FOR EQUIPMENT	2,000	2,000
401-3302-533.45-10	LIABILITY	LIABILITY INSURANCE	35,098	35,098
401-3302-533.46-10	BUILDING	REPAIR AND MAINT. TO BUILDINGS ETC.	5,000	5,000
401-3302-533.46-15	EQUIPMENT	MAINT OF SMALL EQUIPMENT	5,000	5,000
401-3302-533.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
401-3302-533.46-25	MISCELLANEOUS	REPAIRS TO DISTRIBUTION SYSTEM FOR NORMAL & EMERGENCY OPERATIONS	1,500	6,500
		EMERGENCY ROAD REPAIR	5,000	-
401-3302-533.46-30	VEHICLE	ROUTINE MAINT & REPAIR TO VEHICLES	11,000	11,000
401-3302-533.46-50	DISTRIBUTION	MISC PARTS FOR POTABLE SERVICES, IRRIGATION SERVICES, PARTS FOR METER EXCHANGE PROGRAM, EMERGENCIES, & UNEXPECTED BREAKS & ROAD PAVING	11,000	11,000
401-3302-533.47-10	PRINTING & BINDING	WATER CONSERVATION & PUBLIC EDUCATION	650	650
401-3302-533.49-10	ADVERTISING	BIDS, CROSS CONNECTIONS, ECT	1,000	1,000
401-3302-533.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,100	1,100
401-3302-533.52-09	ISSUED INVENTORY	NO AMOUNT BUDGETED	-	-
401-3302-533.52-10	OPERATING SUPPLIES	STOCK REPLACEMENT FOR NEW SERVICE INSTALLATIONS, EMERGENCY SUPPLIES, JANITORIAL SUPPLIES, ETC	16,000	18,680

FUND **401**
DEPT **33**
DIVISION **02**

WATER DISTRIBUTION DIVISION EXPENDITURE JUSTIFICATION

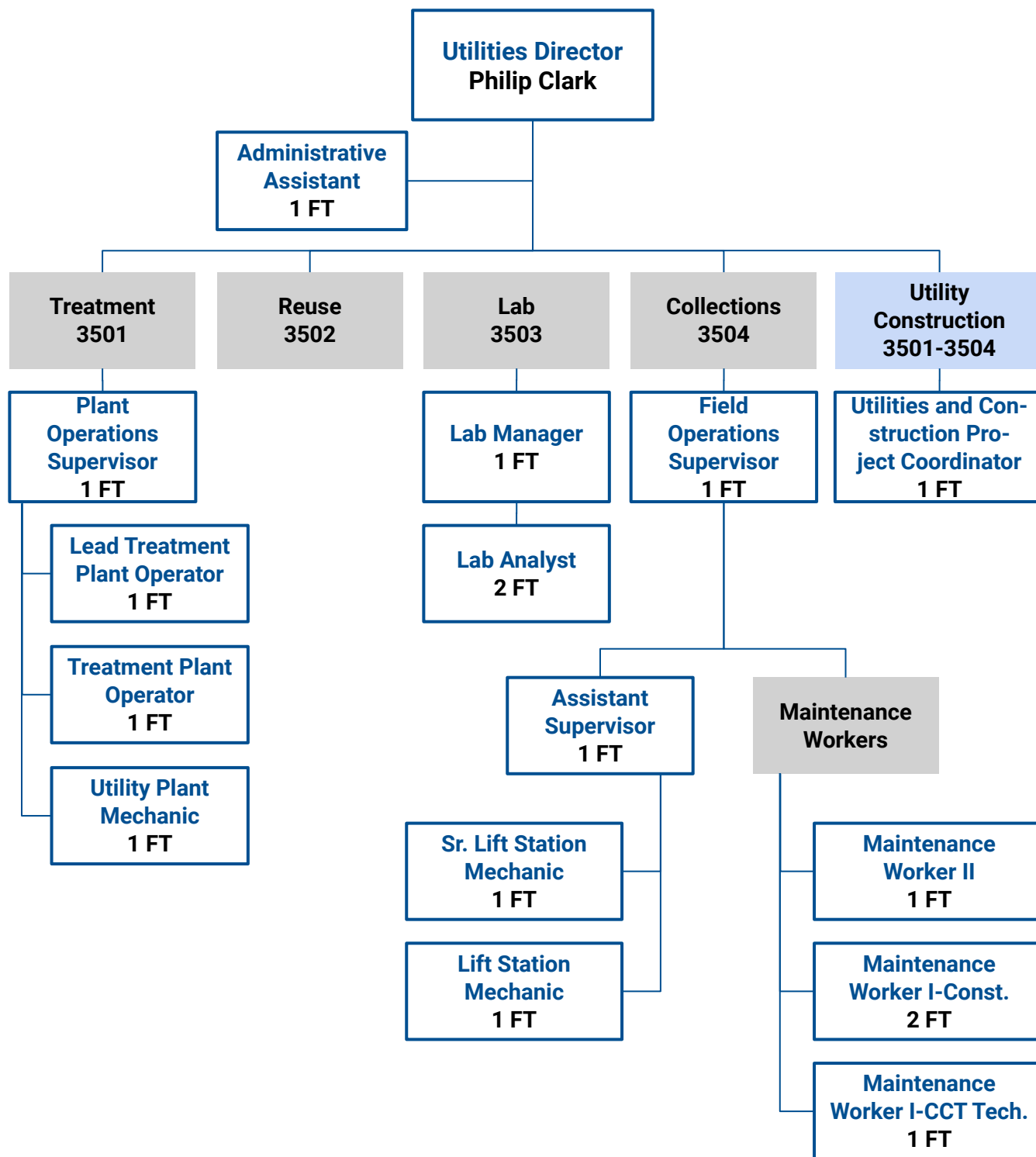
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		MISC TOOLS FOR OPERATIONS	2,000	-
		DOCKING STATIONS FOR DIST STAFF (4 @ \$170)	680	-
401-3302-533.52-11	DURABLE GOODS	2 GRUNDOMAT BORING TOOLS - ANNUAL MAINT	2,000	17,250
		TABLETS FOR DIST STAFF (5 @ \$750)	3,750	-
		FIRE HYDRANT REPLACEMENT	4,000	-
		3 FIRE HYDRANTS (CIP IMPLEMENTED)	7,500	-
401-3302-533.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	36,996	36,996
401-3302-533.52-16	INVENTORY PURCHASES	METERS AND INVENTORY ACCESSORIES	175,000	175,000
401-3302-533.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS	6,500	8,500
		WORK BOOTS - 8 EMPLOYEES	1,600	-
		HOODIES/HATS/TEES	400	-
401-3302-533.52-89	DISASTER RECOVERY	NO AMOUNT BUDGETED	-	-
401-3302-533.54-10	BKS, PUB, SUB, MEM, LIB	SUBSCRIPTIONS FOR PLANT EMPLOYEES	1,500	2,115
		WATER REUSE ANNUAL MEMBERSHIP (SPLIT W/ WW)	375	-
		FWPCOA ANNUAL MEMBERSHIP	240	-
401-3302-533.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
401-3302-533.59-66	INVENTORY PURCHASE RECLAS	NO AMOUNT BUDGETED	-	-
401-3302-533.64-15	EQUIP - NEW	INSERTION VALVE PROGRAM	15,000	21,500
		STUMP GRINDER - SPLIT W/ROW	6,500	-
401-3302-533.64-25	FUTURE PROJECTS	BASE READ, PHASE 7	125,000	125,000
401-3302-533.65-87	UT SYS CIRN '21-PENINSULA	NO AMOUNT BUDGETED	-	-
401-3302-533.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

Wastewater



Wastewater

Division 35*



*Wastewater is a Division of the Utilities Department.

Position Summary

Authorized Positions		Pos. #	2021-2022	2022-2023	2023-2024
Full Time:					
¹	Administrative Assistant	25004	1	1	1
	Assistant Supervisor	35005	1	1	1
	Field Operations Supervisor	24002	1	1	1
	Lab Analyst	24012	2	2	2
	Lab Manager	24006	1	1	1
	Lead Treatment Plant Operator	35007	1	1	1
	Lift Station Mechanic	24007	1	1	1
	Maint. Wrkr I/CCT Tech	35003	1	1	1
	Maint. Wrkr I/Const. Insp.	35002	2	2	2
	Maint. Wrkr II/Heavy Equip.	24010	1	1	1
	Plant Operations Supervisor	24004	1	1	1
	Sr. Lift Station Mechanic	35001	1	1	1
	Treatment Plant Operator	24005	1	1	1
	Utilities and Construction Project Coordinator	35008	1	1	1
¹	Utility Director	24014	1	1	1
	Utility Plant Mechanic	35006	1	1	1
No. of Full Time			18	18	18
Total No. of Positions:			18	18	18
Total FTEs:			18	18	18

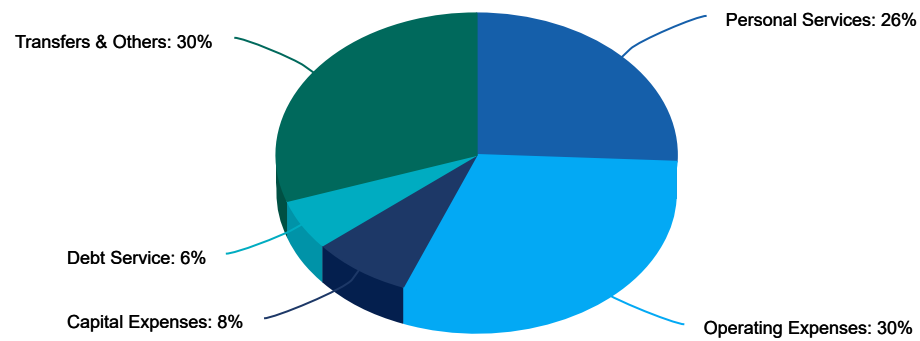
Notes:

1. Utility Director & Administrative Assistant positions are allocated 50% to Water, 50% to Wastewater

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Treatment-3501				
Personal Services	461,147	462,130	505,299	9.34%
Operating Expenses	1,249,243	1,092,240	1,252,815	14.70%
Capital Expenses	-	165,744	-	(100.00%)
Debt Service	100,155	401,964	401,286	(0.17%)
Transfers & Others	2,011,593	2,108,992	2,104,618	(0.21%)
Total Treatment	3,822,138	4,231,070	4,264,018	0.78%
Reuse-3502				
Personal Services	10,899	-	-	-%
Operating Expenses	56,496	88,497	106,342	20.16%
Capital Expenses	-	15,500	-	(100.00%)
Total Reuse	67,395	103,997	106,342	2.25%
Lab-3503				
Personal Services	317,337	335,924	383,417	14.14%
Operating Expenses	110,230	143,054	147,445	3.07%
Capital Expenses	-	15,000	15,000	-%
Total Lab	427,567	493,978	545,862	10.50%
Collection-3504				
Personal Services	793,771	837,308	903,224	
Operating Expenses	569,867	641,796	594,623	
Capital Expenses	-	2,238,919	542,000	
Total Collection	1,363,638	3,718,023	2,039,847	
Grand Total Wastewater	\$5,680,738	\$8,547,068	\$6,956,069	
Category Summary				
Personal Services	1,583,154	1,635,362	1,791,940	9.57%
Operating Expenses	1,985,836	1,965,587	2,101,225	6.90%
Capital Expenses	-	2,435,163	557,000	(77.13%)
Debt Service	100,155	401,964	401,286	(0.17%)
Transfers & Others	2,011,593	2,108,992	2,104,618	(0.21%)
Grand Total Wastewater	\$5,680,738	\$8,547,068	\$6,956,069	(18.61%)

2024 APPROPRIATIONS



WASTEWATER - 3501, 3503, & 3504

DEPARTMENT MISSION

It is the mission of the Wastewater Department to commit to the customers of the City (hospitals, governmental agencies, businesses and residents) safe, reliable sewage disposal to protect the health of the Public and the City's natural environment while maintaining financially efficient and loss prevention measures within established guidelines and safeguards from the Department of Environmental Protection. Department staff is focused on ensuring criteria and parameters of all regulatory agencies are met.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Wastewater Division operates one Water Reclamation Facility permitted at 3.0 MGD. In August 2012 the Wastewater plant was given a FDEP permit modification to operate a reclaimed water system. This consists of a 5 mg storage tank and 8 miles of distribution lines. The reclaimed water is furnished to 4 residential subdivisions, a cemetery, City ball fields and an orange grove. In addition to operating City plants, the department is tasked with providing treatment and monitoring through laboratory testing of all waste generated in order to meet State and Federal Regulations. The Laboratory is responsible for testing schedules to comply with the DEP permit, which includes: daily and weekly testing of the WWTP discharges, groundwater monitoring, well sampling, Lake Dora background monitoring, residuals management monitoring, and future reuse monitoring. Operations are responsible for grounds maintenance of the plants' percolation pond site, sludge hauling and daily facility monitoring for overall plant compliance measures. The Division also operates and maintains 85 lift stations, 39.24 miles of force main, and 69.6 miles of gravity sewer lines throughout the City.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Lift Stations Maintained	84	86	90	92
2.	Wastewater Plant Capacity (MGD)	3	3	3	3
3.	Daily Average Flow (MGD): Treatment	2	2	2	2
4.	Daily Average Flow (MGD): Reuse	1	1	1	1
5.	After Hours Lift Station Emergencies	10	10	10	10
6.	Regulatory Wastewater Analysis	2,490	2,250	2,250	2,250
7.	Regulatory Drinking Water Analysis	1,265	470	1,000	450
8.	Process Control Analysis	1,325	1,308	1,300	1,300
9.	Misc. Analysis: Quality Control, Proficiency Testing, Etc.	750	248	800	800
10.	Miles of Wastewater Lines Maintained	127	130	134	137
11.	Miles of Reclaimed Lines Maintained	15	16	16	17
12.	Miles of New Wastewater lines to be installed	3	2	2	3
13.	Miles of New Reclaimed Lines to be installed	0	1	1	1

2024 GOALS

Organizational Development

Provide additional training in safety and operation of the Treatment Plant, Reclaim system, and Collection System to meet FDEP and FDOH Requirements.

Growth and Development

Provide employee related funding sources to improve work performance and department growth.

City Lifestyle

To maintain systems that protect public health and to enhance the natural resources of the environment.

Innovation and Technology

To utilize technology as a driver to foster efficiency in service delivery and to maintain maintenance schedules of wastewater infrastructure and the wastewater facilities.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

2024 OBJECTIVES**Wastewater Treatment**

1. Continue to Implement a world class preventative maintenance program.
2. Continue to meet or exceed all water quality parameters set forth in our regulatory permit.
3. Foster employee growth through continued educational opportunities and departmental cross-training.
4. Assist engineers with the design and implementation of plant upgrades to keep up with growth.
5. Pursue WWTP Excellence Awards that highlight our successful operations.
6. Implement an improved SCADA system to streamline the operation of all utilities departments.
7. Develop a Facilities Plan that will assist in planning for future growth and preventative maintenance needs.
8. Install new dissolved oxygen (D.O.) probes in both oxidation ditches to improve treatment efficiency.
9. Replace worn out decant valves in our digesters to improve operator safety.

Wastewater Lab

1. Generation of in-house method for process control microbiological counts to gain uniformity between analysts
2. Set up the LIMS so that all consumables are logged in electronically.
3. Continue to convert lab documentation to digital format for review, revision and approval digitally.
4. Set up the work space at the splash park
5. Train lab staff on the T. Phos and TKN methods to achieve acceptable IDOC's
6. Host FSEA workshops as Regional Directors for ongoing training

Wastewater Collections

1. Continuing air relief valve program by inspecting, repairing, & replacing any defective valves.
2. Continued CCTV inspection of collection system to update mapping system and incorporating City Works Work order system.
3. Continue to Install liners in main lines to reduce infiltration and completely rehab pipe line segments LS 2, 5, & 7.
4. Complete the Woodlea Capacity Expansion Project west of WWTP.
5. Continued to minimize and reduce the after hours emergency calls due to line blockages, pump failures, etc.
6. Continue CIPP process to repair gravity sewers internally at the fraction of cost to use contractor.
7. Rebuild lift station 41, 19, 22, & 40.
8. Replace the electrical panel at lift stations 46.
9. Began to replace SCADA system in lift stations w/use of frequency radios and VT SCADA Program.
10. Continued our beautification plan for providing a more appealing look to lift stations.
11. Continued the use of our CityWorks work order system to add and update assets.
12. Install liners in manholes that are severely damaged by H₂S.
13. Continue our 20 year lift station rehabilitation plan.
14. Continue FOG, (fats oils, and grease) inspection and enforcement program along with emergency contacts for private lift stations.
15. Study feasibility of replacing antiquated generators.
16. Continue program of inspecting sewer lateral cleanouts; repair caps as needed in effort to reduce inflow.
17. Continue repairs and service at splash park as needed.
18. Replace the pumps at LS 65 with chopper pumps to reduce ragging problem and reduce pulled pump maintenance.

2023 ACCOMPLISHMENTS**Wastewater Treatment**

1. Received a new 10 year permit for our WWTP, an accomplishment that less than 50% of treatment plants achieve. Our newest employee Angel Acosta went from trainee to licensed operator after passing his state exam and getting 1 year's worth of experience in.
- 2.

3. Our operators replaced a critical pump just hours before Hurricane Ian landed, ensuring our wastewater plant didn't overflow.
4. Continued to implement a world class preventative maintenance (P/M) program (CMMS).
5. Met all regulatory permit requirements for public reuse.
6. Pursued WWTP awards to highlight our treatment and operator excellence.
7. Tying in our reject pond to a force main so that water can be retreated.

Wastewater Lab

1. Created new work space for T. Phosphorus and TKN by installing new cabinetry and countertops.
2. Purchased and installed new splash park wokshed to allow for a safer working environment.
3. Had a new 230V outlet installed for T. Phosphorus digestion. Larger hotplate on back order.
4. Converted ~40% of lab documentation to digital format, to allow for review, revision and approval by all staff electronically.

Wastewater Collections

1. Continuing air relief valve program by inspecting, repairing, and replacing any defective valves.
2. Continued CCTV inspection of collection system to update mapping system and incorporating City Works work order system.
3. Continue to install liners in main lines to reduce infiltration and completely rehab pipe line segments when needed.
4. Continued the development of flow isolation plan northwest of treatment plant for inflow and infiltration studies.
5. Continued to minimize and reduce the after hours emergency calls due to line blockages, pump failures, etc.
6. Continue CIPP process to repair gravity sewers internally at the fraction of cost to use contractor.
7. Rebuild lift stations 26, 34, 35, & 44.
8. Installed new controll panel w/VFDS Lift Station 38.
9. Replaced the electrical panel at lift stations 16.
10. Began to replace SCADA system in lift stations, perhaps a 3 year plan.
11. Continued beautification plan for providing a more appealing look to lift stations.
12. Continued the use of CMMS work order system to add and update assets.
13. Installed liner in manholes that are severely damaged by H2S.
14. Continue to work on 20 year lift station rehab plan.
15. Continue FOG (fats oils, and grease) inspection and enforcement program along with emergency contacts for private lift stations.
16. Using hydraulic model, look for ways to provide more efficient flow to WTF.
17. Continue program of inspecting sewer lateral cleanouts; repair caps as needed in effort to reduce inflow.
18. Continue repairs and service at splash park as needed.
19. Perform study into bypass force main for LS 38 into 16" force main from Caroline.
20. Established a bypass connection for LS 11 to connect directly to Caroline Bypass Facility 16" Fm for better efficiency an increased capacity for LS 19 & LS 38.

FUND 401
DEPT 35
DIVISION 01

WASTEWATER TREATMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
401-3501-535.12-10	REGULAR SALARIES	304,229	296,526	318,584	7.44%
401-3501-535.14-10	OVERTIME	18,232	13,000	13,000	-%
401-3501-535.15-60	ELECTR TABLET ALLOWANCE	225	450	-	(100.00%)
401-3501-535.21-10	FICA / MED TAXES	20,666	21,801	23,265	6.72%
401-3501-535.22-20	FL STATE RETIREMENT	41,758	47,457	57,024	20.16%
401-3501-535.23-10	HEALTH INSURANCE	37,145	42,187	43,664	3.50%
401-3501-535.23-15	DENTAL INSURANCE	1,737	2,081	2,143	2.98%
401-3501-535.23-20	LIFE INSURANCE	1,486	1,718	1,845	7.39%
401-3501-535.23-21	SHORT-TERM DISABILITY	1,080	1,247	1,330	6.66%
401-3501-535.23-30	DEPENDENT HEALTH INSURANC	24,767	25,056	32,282	28.84%
401-3501-535.23-35	DEPENDENT DENTAL INSURANC	1,733	1,800	2,387	32.61%
401-3501-535.23-40	LONG TERM DISABILITY	684	787	845	7.37%
401-3501-535.24-10	WORKERS' COMPENSATION	7,405	8,020	8,930	11.35%
* SALARIES AND BENEFITS		461,147	462,130	505,299	9.34%
OPERATING EXPENDITURES					
401-3501-535.31-15	ENGINEERING	18,415	12,812	18,652	45.58%
401-3501-535.32-10	AUDIT SERVICES	13,313	37,909	90,585	138.95%
401-3501-535.34-10	CONTRACTUAL SERVICES	119,947	176,521	134,984	(23.53%)
401-3501-535.40-10	TRAVEL & PER DIEM	10,175	7,270	10,970	50.89%
401-3501-535.41-10	TELEPHONE	5,403	4,536	4,536	-%
401-3501-535.41-20	OTHER COMMUNICATION	-	-	500	-%
401-3501-535.41-30	POSTAGE	3	400	400	-%
401-3501-535.43-10	ELECTRIC, WATER, GAS	458,650	514,747	572,558	11.23%
401-3501-535.44-10	RENTALS & LEASES	3,275	3,400	3,400	-%
401-3501-535.45-10	LIABILITY	86,015	90,091	114,415	27.00%
401-3501-535.46-10	BUILDING	1,680	1,100	8,000	627.27%
401-3501-535.46-15	EQUIPMENT	11,558	16,499	24,500	48.49%
401-3501-535.46-17	INSURANCE RECOVERY	19,166	-	-	-%
401-3501-535.46-25	MISCELLANEOUS	4,713	1,600	6,000	275.00%
401-3501-535.46-30	VEHICLE	6,755	4,000	4,000	-%
401-3501-535.46-85	SCADA MAINTENANCE	13,300	47,900	28,500	(40.50%)
401-3501-535.47-10	PRINTING & BINDING	38	400	400	-%
401-3501-535.49-10	ADVERTISING	-	-	1,000	-%
401-3501-535.51-10	OFFICE SUPPLIES	932	1,200	1,200	-%
401-3501-535.52-10	OPERATING SUPPLIES	14,901	21,080	20,500	(2.75%)
401-3501-535.52-11	DURABLE GOODS	3,000	8,200	30,292	269.41%
401-3501-535.52-15	FUEL COSTS	41,906	29,731	34,398	15.70%

FUND 401
DEPT 35
DIVISION 01

WASTEWATER TREATMENT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
401-3501-535.52-25	UNIFORMS	3,427	4,480	4,690	4.69%
401-3501-535.52-65	OPERATING CHEMICALS	87,337	103,029	133,000	29.09%
401-3501-535.52-95	SCADA SUPPLIES	720	3,325	3,325	-%
401-3501-535.54-10	BKS, PUB, SUB, MEM, LIB	1,740	2,010	2,010	-%
401-3501-535.59-10	DEPRECIATION EXPENSE	322,874	-	-	-%
* OPERATING EXPENDITURES		1,249,243	1,092,240	1,252,815	14.70%
CAPITAL EXPENDITURES					
401-3501-535.64-10	EQUIP - REPLACEMENT	31,507	-	-	-%
401-3501-535.64-11	EQUIP-VEHICLE REPLACEMENT	33,214	-	-	-%
401-3501-535.64-14	EQUIP - NEW COMPUTERS	2,382	-	-	-%
401-3501-535.64-15	EQUIP - NEW	-	4,500	-	(100.00%)
401-3501-535.64-23	SOFTWARE	-	3,700	-	(100.00%)
401-3501-535.64-25	FUTURE PROJECTS	24,390	157,544	-	(100.00%)
401-3501-535.69-99	ASSET RECLASSIFICATION	(91,493)	-	-	-%
* CAPITAL EXPENDITURES		-	165,744	-	(100.00%)
DEBT SERVICE					
401-3501-535.71-30	REV BOND 2000 SPLIT 40-60	-	237,000	242,500	2.32%
401-3501-535.71-31	COT UT SYS CIRN SER 2021	-	72,500	75,000	3.45%
401-3501-535.72-30	REV BOND 2000 SPLIT 40-60	62,791	55,954	49,578	(11.40%)
401-3501-535.72-31	COT UT SYST CIRN SER 2021	37,364	36,510	34,208	(6.31%)
* DEBT SERVICE		100,155	401,964	401,286	(0.17%)
TRANSFERS AND OTHERS					
401-3501-535.59-15	TRANSFER TO G/F	427,733	456,619	465,668	1.98%
401-3501-535.59-20	REIMBURSEMENT TO G/F	579,849	575,450	605,859	5.28%
401-3501-535.59-70	TRANSFER TO SRF LOAN DEBT	854,011	926,923	883,091	(4.73%)
401-3501-535.59-78	TRANSFER TO W/WW RRI FUND	150,000	150,000	150,000	-%
* TRANSFERS AND OTHERS		2,011,593	2,108,992	2,104,618	(0.21%)
TOTAL WASTEWATER TREATMENT		3,822,138	4,231,070	4,264,018	0.78%

FUND 401
DEPT 35
DIVISION 01

WASTEWATER TREATMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3501-535.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	318,584	318,584
401-3501-535.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	13,000	13,000
401-3501-535.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
401-3501-535.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	23,265	23,265
401-3501-535.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	57,024	57,024
401-3501-535.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	43,664	43,664
401-3501-535.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,143	2,143
401-3501-535.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,845	1,845
401-3501-535.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,330	1,330
401-3501-535.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	32,282	32,282
401-3501-535.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,387	2,387
401-3501-535.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	845	845
401-3501-535.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	8,930	8,930
401-3501-535.31-15	ENGINEERING	ENGINEERING SERVICES RELATED TO ON-GOING ACTIVE PROJECTS PERTAINING TO WASTEWATER	18,652	18,652
401-3501-535.32-10	AUDIT SERVICES	AUDIT SERVICES	24,285	90,585
		SINGLE AUDIT	60,320	-
		ACFR PREPARATION	5,980	-
401-3501-535.34-10	CONTRACTUAL SERVICES	RESIDUAL DISPOSAL AS REQUIRED BY DEP	66,000	134,984
		WOODLEA ROLLOFF DUMPSTER - WASTE MANAGEMENT	591	-
		WEEKLY CLEANING OF WWTP OPERATIONS BLDG	4,000	-
		UTILITIES DEPT - SEECLICKFIX	2,625	-

FUND **401**
DEPT **35**
DIVISION **01**

WASTEWATER TREATMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		RAFTELIS FINANCIAL CONSULTANTS	2,500	-
		PRESSURE WASH 5MG GROUND STORAGE TANK	1,500	-
		PAINT FILTER & CHLORINE CONTACT TANKS	10,000	-
		LANDSCAPE MAINT OF WOODLEA PLANT GROUNDS	12,540	-
		GSA MASS NOTIFICATION SYSTEM	2,436	-
		GIS MAPPING OF UTILITIES	5,000	-
		ESRI - GIS USER LICENSE, MAINT, ETC	5,150	-
		DISPOSAL OF SAND, GRIT, RAGS & DEBRIS FROM TANKS	10,000	-
		CONTRACT TO REPAIR MISC EQUIPMENT AROUND PLANT SUCH AS PUMP, FILTERS, ETC	5,000	-
		CITYWORKS - WORK ORDER SYSTEM	4,667	-
		AUTOCAD ANNUAL FEE	1,775	-
		ANNUAL FLOW METER CALIBRATION FOR RAS, INFLUENT, EFFLUENT & MISC, FLOW METERS AS REQ'D BY DEP	1,200	-
401-3501-535.40-10	TRAVEL & PER DIEM	TRAINING & TRAVEL EXPENSES FOR DIRECTOR, ADMIN ASSISTANT & OPERATORS FOR CEU'S	10,970	10,970
401-3501-535.41-10	TELEPHONE	DOMS FAX	672	4,536
		CELLPHONE SERVICE	3,864	-
401-3501-535.41-20	OTHER COMMUNICATION	VERIZON WI-FI SERVICES	500	500
401-3501-535.41-30	POSTAGE	POSTAGE	400	400
401-3501-535.43-10	ELECTRIC, WATER, GAS	WATER	169,592	572,558
		SECO ENERGY	322,812	-
		ELECTRIC	80,154	-
401-3501-535.44-10	RENTALS & LEASES	LEASE OF COPY MACHINE	2,400	3,400
		RENTAL OF EQUIPMENT	1,000	-
401-3501-535.45-10	LIABILITY	LIABILITY INSURANCE	98,512	114,415
		POLLUTION INSURANCE	15,903	-
401-3501-535.46-10	BUILDING	REPAIRS & MAINT TO BUILDINGS/STRUCTURES	8,000	8,000
401-3501-535.46-15	EQUIPMENT	REPAIRS TO SUCH ITEMS AS CHART RECORDERS, PROBES, CHLORINE & TURBIDITY ANALYZERS, PUMPS, MOTORS, & OTHER ITEMS.	20,000	24,500
		REPAIR TO UAB FOUNTAIN, REPLACE LIGHTING	2,500	-

FUND 401
DEPT 35
DIVISION 01

WASTEWATER TREATMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		PREVENTATIVE MAINT OF CHLORINE SYSTEMS	2,000	-
401-3501-535.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
401-3501-535.46-25	MISCELLANEOUS	REPAIRS TO SUCH ITEMS AS FLOW METERS, VALVES, ETC	1,000	6,000
		MAINT PLAN FOR TRASH BUILD UP IN WWTP TANKS	5,000	-
401-3501-535.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINT & REPAIR TO VEHICLES	4,000	4,000
401-3501-535.46-85	SCADA MAINTENANCE	CONTRACT FOR TROUBLESHOOTING & MAINT OF SCADA	28,500	28,500
401-3501-535.47-10	PRINTING & BINDING	BUSINESS CARDS, MAPS, ETC	400	400
401-3501-535.49-10	ADVERTISING	ADVERTISING FOR GRANTS, STAFF, ETC	1,000	1,000
401-3501-535.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,200	1,200
401-3501-535.52-10	OPERATING SUPPLIES	SAFETY EQUIPMENT FOR OPERATORS	750	20,500
		OTHER RELATED PRODUCTS, MATERIALS FOR DAILY TASKS	8,000	-
		OILS & DEGREASERS FOR PLANT & TANKS	4,500	-
		MONTHLY USE OF DUMPSTER	1,000	-
		HAND TOOLS, AS NEEDED	1,750	-
		COPY PAPER, PAPER TOWELS, ETC	1,000	-
		CLEANING SUPPLIES	1,000	-
		CELL PHONE REPLACEMENTS	500	-
		CDL LICENSE RENEWALS, CERTIFICATIONS	500	-
		ADD'L COPIES PER LEASE	1,500	-
401-3501-535.52-11	DURABLE GOODS	BATTERIES FOR GENERATORS AT WOODLEA & CAROLINE	1,000	30,292
		WASH DOWN HOSE REPLACEMENT AROUND PLANT	5,000	-
		TABLET FOR WORK ORDER SYSTEM - \$500/1 EMPLOYEE	500	-
		SC200 ORP CONTROLLER CONTINGENCY	2,000	-
		SC200 DO CONTROLLER CONTINGENCY	2,000	-
		SC200 CHLORINE CONTROLLER CONTINGENCY	2,000	-
		REPLACE SC200 DO PROBES (4 @ \$3,048)	12,192	-
		REPLACE DIGESTER VALVES - 4 @ \$1,100	4,400	-
		IN-LINE CHLORINE PUMP CONTINGENCY	600	-
		BATTERIES FOR DEWALT TOOLS	600	-
401-3501-535.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	34,398	34,398

FUND **401**
DEPT **35**
DIVISION **01**

WASTEWATER TREATMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3501-535.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 5 EMPLOYEES	2,000	4,690
		TSHIRTS/HATS - WWTP STAFF	1,250	-
		HOODIES FOR STAFF - 6 EMPLOYEES/\$40	240	-
		BOOT ALLOWANCE - 6 EMPLOYEES	1,200	-
401-3501-535.52-65	OPERATING CHEMICALS	SODIUM HYPOCHLORITE FOR DISINFECTION OF EFFLUENT (PRICE HAS TRIPLED THIS YEAR)	80,000	133,000
		POLYMER FOR BELT PRESS	25,000	-
		HTH (GRANULAR CHLORINE) FOR CLEANING FILTERS	3,000	-
		CHEMICALS TO SUPPLEMENT IF NECESSARY	25,000	-
401-3501-535.52-95	SCADA SUPPLIES	REPLACEMENT PARTS FOR SCADA SYSTEM	3,325	3,325
401-3501-535.54-10	BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS & MANAGEMENT LITERATURE	1,800	2,010
		FWPCOA ANNUAL MEMBERSHIP	210	-
401-3501-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
401-3501-535.59-15	TRANSFER TO G/F	TRANSFER TO GENERAL FUND	465,668	465,668
401-3501-535.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	605,859	605,859
401-3501-535.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT FUND (50%)	883,091	883,091
401-3501-535.59-78	TRANSFER TO W/WW RRI FUND	TRANSFER TO RR&I FUND	150,000	150,000
401-3501-535.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
401-3501-535.64-11	EQUIP-VEHICLE REPLACEMENT	NO AMOUNT BUDGETED	-	-
401-3501-535.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
401-3501-535.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
401-3501-535.64-23	SOFTWARE	NO AMOUNT BUDGETED	-	-
401-3501-535.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
401-3501-535.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

FUND 401
DEPT 35
DIVISION 01

WASTEWATER TREATMENT EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3501-535.71-30	REV BOND 2000 SPLIT 40-60	WATER AND SEWER REV BOND 2012A PRINCIPAL AUG (60%)	165,000	242,500
		WATER AND SEWER REV BOND 2012B PRINCIPAL AUG (50%)	77,500	-
401-3501-535.71-31	COT UT SYS CIRN SER 2021	WATER AND SEWER REV NOTE 2021 PRINCIPAL OCT	75,000	75,000
401-3501-535.72-30	REV BOND 2000 SPLIT 40-60	WATER AND SEWER REV BOND 2012 A INTEREST AUG (60%)	16,988	49,578
		WATER AND SEWER REV BOND 2012 B INTEREST AUG (50%)	7,801	-
		WATER AND SEWER REV BOND 2012 A INTEREST FEB (60%)	16,988	-
		WATER AMD SEWER REV BOND 2012 B INTEREST FEB (50%)	7,801	-
401-3501-535.72-31	COT UT SYST CIRN SER 2021	WATER AND SEWER REV NOTE 2021 INTEREST APRIL	17,104	34,208
		WATER AND SEWER REV NOTE 2021 INTEREST OCTOBER	17,104	-

FUND 401
DEPT 35
DIVISION 02

WASTEWATER REUSE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
401-3502-535.23-90	OPEB	10,899	-	-	-%
* SALARIES AND BENEFITS		10,899	-	-	-%
OPERATING EXPENDITURES					
401-3502-535.31-15	ENGINEERING	-	1	5,000	499900.00%
401-3502-535.34-10	CONTRACTUAL SERVICES	21,306	33,975	44,647	31.41%
401-3502-535.44-10	RENTALS & LEASES	2,078	1,870	1,900	1.60%
401-3502-535.46-10	BUILDING	-	26,000	19,000	(26.92%)
401-3502-535.47-10	PRINTING & BINDING	-	300	300	-%
401-3502-535.51-10	OFFICE SUPPLIES	548	1,200	1,200	-%
401-3502-535.52-10	OPERATING SUPPLIES	5,067	4,445	8,445	89.99%
401-3502-535.52-11	DURABLE GOODS	8,987	7,856	10,000	27.29%
401-3502-535.52-22	REUSE METERS	-	12,850	12,850	-%
401-3502-535.52-95	SCADA SUPPLIES	-	-	3,000	-%
401-3502-535.59-10	DEPRECIATION EXPENSE	18,510	-	-	-%
* OPERATING EXPENDITURES		56,496	88,497	106,342	20.16%
CAPITAL EXPENDITURES					
401-3502-535.64-10	EQUIP - REPLACEMENT	-	15,500	-	(100.00%)
* CAPITAL EXPENDITURES		-	15,500	-	(100.00%)
TOTAL WASTEWATER-REUSE		67,395	103,997	106,342	2.25%

FUND 401
DEPT 35
DIVISION 02

WASTEWATER REUSE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3502-535.23-90	OPEB	NO AMOUNT BUDGETED	-	-
401-3502-535.31-15	ENGINEERING	ENGINEERING SERVICES RELATED TO REUSE	5,000	5,000
401-3502-535.34-10	CONTRACTUAL SERVICES	REPAIRS TO BROKEN LINES	2,000	44,647
		WEEKLY CLEANING OF ADMIN BLDG	3,140	-
		MAINT OF AUDIO/VISUAL SYSTEM OF UAB TRAINING ROOM	4,800	-
		LOAD BANK TESTING - UAB GENERATOR	1,500	-
		LANDSCAPING MAINT OF ADMIN BLDG	15,180	-
		HVAC MAINT CONTRACT	7,842	-
		ELECTRICAL MAINT CONTRACT	10,185	-
401-3502-535.44-10	RENTALS & LEASES	LEASE OF COPY MACHINE	1,900	1,900
401-3502-535.46-10	BUILDING	REPAIRS TO UAB BLDG - ROOF, PAINT, ETC	1,000	19,000
		PRESSURE WASH OUTSIDE UAB, CLEAN OUTSIDE WINDOWS	8,000	-
		CLEAN/PAINT REUSE STRUCTURES	10,000	-
401-3502-535.47-10	PRINTING & BINDING	BUSINESS CARDS, PAMPHLETS, ETC	300	300
401-3502-535.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES FOR UAB	1,200	1,200
401-3502-535.52-10	OPERATING SUPPLIES	PIPING & FITTINGS	2,000	8,445
		TRAINING ROOM SUPPLIES - ADMIN BLDG	1,000	-
		JANITORIAL SUPPLIES - UAB	1,500	-
		FUEL TANK REGISTRATION	50	-
		COMCAST - WIFI, NETWORK SERVICE	3,100	-
		ADD'L COPIES OUTSIDE OF COPIER LEASE	795	-
401-3502-535.52-11	DURABLE GOODS	REPLACE BROKEN, WORN OUT FURNITURE IN LIBRARY, TRAINING ROOM, AND OFFICES (9 YRS OLD)	10,000	10,000
401-3502-535.52-22	REUSE METERS	REUSE METERS	12,850	12,850
401-3502-535.52-95	SCADA SUPPLIES	REPLACE PLC FOR REUSE SYSTEM CONTINGENCY	3,000	3,000
401-3502-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
401-3502-535.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-

FUND 401
DEPT 35
DIVISION 03

WASTEWATER LAB EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
401-3503-535.12-10	REGULAR SALARIES	206,352	207,699	223,216	7.47%
401-3503-535.13-10	OTHER SALARIES & WAGES	2,438	4,500	10,000	122.22%
401-3503-535.14-10	OVERTIME	10,128	13,000	13,000	-%
401-3503-535.21-10	FICA / MED TAXES	14,713	15,434	17,273	11.92%
401-3503-535.22-20	FL STATE RETIREMENT	23,191	26,853	32,739	21.92%
401-3503-535.23-10	HEALTH INSURANCE	23,024	25,829	26,733	3.50%
401-3503-535.23-15	DENTAL INSURANCE	1,082	1,274	1,312	2.98%
401-3503-535.23-20	LIFE INSURANCE	1,056	1,234	1,298	5.19%
401-3503-535.23-21	SHORT-TERM DISABILITY	792	922	954	3.47%
401-3503-535.23-30	DEPENDENT HEALTH INSURANC	25,805	28,949	44,943	55.25%
401-3503-535.23-35	DEPENDENT DENTAL INSURANC	1,483	1,756	2,716	54.67%
401-3503-535.23-40	LONG TERM DISABILITY	485	563	594	5.51%
401-3503-535.24-10	WORKERS' COMPENSATION	6,788	7,911	8,639	9.20%
* SALARIES AND BENEFITS		317,337	335,924	383,417	14.14%
OPERATING EXPENDITURES					
401-3503-535.34-10	CONTRACTUAL SERVICES	15,772	23,140	22,210	(4.02%)
401-3503-535.40-10	TRAVEL & PER DIEM	3,054	6,400	6,400	-%
401-3503-535.41-10	TELEPHONE	2,709	1,992	1,992	-%
401-3503-535.41-20	OTHER COMMUNICATION	-	1,544	1,544	-%
401-3503-535.41-30	POSTAGE	386	900	900	-%
401-3503-535.45-10	LIABILITY	10,175	10,658	13,535	26.99%
401-3503-535.46-10	BUILDING	-	-	22,000	-%
401-3503-535.46-15	EQUIPMENT	3,337	4,700	4,700	-%
401-3503-535.46-25	MISCELLANEOUS	381	1,500	2,000	33.33%
401-3503-535.51-10	OFFICE SUPPLIES	1,397	2,000	2,000	-%
401-3503-535.52-10	OPERATING SUPPLIES	3,227	2,000	2,100	5.00%
401-3503-535.52-11	DURABLE GOODS	6,647	4,700	3,500	(25.53%)
401-3503-535.52-24	SPLASH PARK SUPPLIES	9,533	29,782	14,011	(52.95%)
401-3503-535.52-25	UNIFORMS	2,947	1,600	2,350	46.88%
401-3503-535.52-75	LAB SUPPLIES	29,186	41,728	40,793	(2.24%)
401-3503-535.52-80	LAB-OPERATING SUPPLIES	7,272	9,980	6,980	(30.06%)
401-3503-535.54-10	BKS, PUB, SUB, MEM, LIB	478	430	430	-%
401-3503-535.59-10	DEPRECIATION EXPENSE	13,729	-	-	-%
* OPERATING EXPENDITURES		110,230	143,054	147,445	3.07%

FUND 401
DEPT 35
DIVISION 03

WASTEWATER LAB EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
401-3503-535.64-10	EQUIP - REPLACEMENT	-	15,000	15,000	-%
* CAPITAL EXPENDITURES		-	15,000	15,000	-%
TOTAL WASTEWATER-LAB		427,567	493,978	545,862	10.50%

FUND **401**
DEPT **35**
DIVISION **03**

WASTEWATER LAB EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3503-535.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	223,216	223,216
401-3503-535.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	10,000	10,000
401-3503-535.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	13,000	13,000
401-3503-535.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	17,273	17,273
401-3503-535.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	32,739	32,739
401-3503-535.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	26,733	26,733
401-3503-535.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,312	1,312
401-3503-535.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,298	1,298
401-3503-535.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	954	954
401-3503-535.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	44,943	44,943
401-3503-535.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,716	2,716
401-3503-535.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	594	594
401-3503-535.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	8,639	8,639
401-3503-535.34-10	CONTRACTUAL SERVICES	MICROSCOPE CALIBRATION AND MAINTENANCE	250	22,210
		SUBCONTRACTED LAB SERVICES: DIGESTER SLUDGE S03 METALS, MONTHLY DI TKN, QA PROGRAM & MISC SUB-CONTRACTED LAB SERVICES FOR INSTRUMENT FAILURE CONTINGENCY PLAN, CRYPTO & GIARDIA TESTING	3,000	-
		SEMI-ANNUAL FUME HOOD CALIBRATION	300	-
		PROPANE TANK REFILL: MICRO LAB	400	-
		MSDS ONLINE CONTRACT	3,000	-
		LIMS MAINT CONTRACT-UPGRADES & NEW REPORTING FORMATS	7,500	-
		LAB NELAC INSPECTION FEES: NEW PRIVATIZED TNI AUDIT SYSTEM	3,500	-

FUND 401
DEPT 35
DIVISION 03

WASTEWATER LAB EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		DEIONIZED WATER SYSTEM SERVICES	3,000	-
		ANNUAL METALS & SILICA ON DEIONIZED WATER	200	-
		ANNUAL CERTIFIED THERMOMETER CALIBRATION	800	-
		ANNUAL BALANCE & WEIGHTS CALIBRATION	260	-
401-3503-535.40-10	TRAVEL & PER DIEM	TRAINING FOR CERTIFICATION PER TNI REGS: FSEA, ETH ETHICS & DATA INTEGRITY, QA/QC, FIELD SAMPLING	5,000	6,400
		AWWA UTILITY MANAGEMENT CONF - MANAGER	1,400	-
401-3503-535.41-10	TELEPHONE	DOMS FAX	336	1,992
		CELLPHONE SERVICE	1,656	-
401-3503-535.41-20	OTHER COMMUNICATION	VERIZON WI-FI SERVICES	1,544	1,544
401-3503-535.41-30	POSTAGE	SHIPPING OF SAMPLES TO CONTRACT LABS	700	900
		HAZARDOUS MATERIALS SHIPPING	200	-
401-3503-535.45-10	LIABILITY	LIABILITY INSURANCE	13,535	13,535
401-3503-535.46-10	BUILDING	REPLACEMENT OF LAB FLOORS	22,000	22,000
401-3503-535.46-15	EQUIPMENT	REPAIRS TO LAB EQUIP, INSTRUMENTATION & IN-LINE MONITORING INSTRUMENTS, CERLIC & EFF PUMPS	4,000	4,700
		REPLACEMENT IN-LINE CHLORINE PUMP CONTINGENCY	700	-
401-3503-535.46-25	MISCELLANEOUS	REPAIRS TO LAB INSTRUMENTATION, OVENS ETC	2,000	2,000
401-3503-535.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	2,000	2,000
401-3503-535.52-10	OPERATING SUPPLIES	LAB SAFETY ITEMS	1,200	2,100
		JANITORIAL CLEANING & DECONTAMINATION SUPPLIES	900	-
401-3503-535.52-11	DURABLE GOODS	MULTI PARAMETER FIELD METER - MONITORING WELLS	3,500	3,500
401-3503-535.52-24	SPLASH PARK SUPPLIES	EQUIPMENT: SC200 CONTROLLER (CONTINGENCY)	2,850	14,011
		REAGENTS FOR CHEMICAL TESTING: FC & TC DPD, ALKALINITY & CALCIUM HARDNESS	1,400	-
		EQUIPMENT: PH SENSOR, CL17 COMPONENTS, SALT BRIDGE BRUSHES, CL17 MAINTENANCE KIT, SC200	2,200	-
		EQUIPMENT: AMPEROMETRIC FREE CHLORINE REAGENTLESS PROBE (CONTINGENCY)	2,361	-

FUND 401
DEPT 35
DIVISION 03

WASTEWATER LAB EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		CHEMICALS FOR WATER BALANCE & DISINFECTION: SODIUM HYPOCHLORITE, MURIATIC ACID, ALKALINITY, CALCIUM HARDNESS, THIOSULFATE, PH PLUS	5,200	-
401-3503-535.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - LAB ANALYST & TECH	1,000	2,350
		CITY SHIRTS: LAB MANAGER	750	-
		BOOT ALLOWANCE: 3 EMPLOYEES	600	-
401-3503-535.52-75	LAB SUPPLIES	CHEMICALS	5,000	40,793
		STANDARDS	4,774	-
		REAGENTS	7,791	-
		MISC LAB SUPPLIES	5,234	-
		MICRO	7,300	-
		LABORATORY EQUIPMENT	6,647	-
		GLASSWARE	4,047	-
401-3503-535.52-80	LAB-OPERATING SUPPLIES	MISC DEP/FDOH (NELAC) REQUIREMENTS	300	6,980
		SEMI-ANNUAL PROFICIENCY TESTING	5,080	-
		MISC PROJECTS (NEW INITIATIVES, RESEARCH, ETC)	300	-
		HAZARDOUS CHEMICAL DISPOSAL	300	-
		FDOH CERTIFICATION FEES: BASIC ENVIROMENTAL, MICROBIOLOGICAL FOR NON POTABLE WATER, SOLIDS & CHEMICAL MATRICES	1,000	-
401-3503-535.54-10	BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS & MANAGEMENT LITERATURE	150	430
		WEF ANNUAL MEMBERSHIP	130	-
		FSEA MEMBERSHIP FOR LAB MANAGER, ANALYST & TECH	150	-
401-3503-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
401-3503-535.64-10	EQUIP - REPLACEMENT	LAB AUTOCLAVE - CONTINGENCY	15,000	15,000

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
401-3504-535.12-10	REGULAR SALARIES	523,306	523,215	554,218	5.93%
401-3504-535.14-10	OVERTIME	24,731	30,000	30,000	-%
401-3504-535.21-10	FICA / MED TAXES	35,254	38,222	40,492	5.94%
401-3504-535.22-20	FL STATE RETIREMENT	56,819	67,310	85,490	27.01%
401-3504-535.23-10	HEALTH INSURANCE	66,900	77,486	80,199	3.50%
401-3504-535.23-15	DENTAL INSURANCE	3,155	3,822	3,937	3.01%
401-3504-535.23-20	LIFE INSURANCE	2,604	3,095	3,267	5.56%
401-3504-535.23-21	SHORT-TERM DISABILITY	1,946	2,319	2,449	5.61%
401-3504-535.23-30	DEPENDENT HEALTH INSURANC	55,532	64,032	74,905	16.98%
401-3504-535.23-35	DEPENDENT DENTAL INSURANC	5,003	6,145	6,337	3.12%
401-3504-535.23-40	LONG TERM DISABILITY	1,189	1,416	1,496	5.65%
401-3504-535.24-10	WORKERS' COMPENSATION	17,332	20,246	20,434	0.93%
* SALARIES AND BENEFITS		793,771	837,308	903,224	7.87%
OPERATING EXPENDITURES					
401-3504-535.31-15	ENGINEERING	-	21,865	25,000	14.34%
401-3504-535.34-10	CONTRACTUAL SERVICES	39,328	81,017	94,087	16.13%
401-3504-535.40-10	TRAVEL & PER DIEM	9,235	11,000	12,500	13.64%
401-3504-535.41-10	TELEPHONE	6,245	6,984	6,984	-%
401-3504-535.41-30	POSTAGE	216	210	350	66.67%
401-3504-535.43-10	ELECTRIC, WATER, GAS	2,417	2,618	2,723	4.01%
401-3504-535.44-10	RENTALS & LEASES	886	3,000	3,000	-%
401-3504-535.45-10	LIABILITY	31,281	32,765	41,612	27.00%
401-3504-535.46-10	BUILDING	100	5,000	2,500	(50.00%)
401-3504-535.46-15	EQUIPMENT	13,497	15,900	15,900	-%
401-3504-535.46-17	INSURANCE RECOVERY	2,490	51,646	-	(100.00%)
401-3504-535.46-25	MISCELLANEOUS	-	2,000	2,000	-%
401-3504-535.46-30	VEHICLE	27,163	20,000	20,000	-%
401-3504-535.46-80	LIFT STATION REPAIR	52,948	74,934	85,000	13.43%
401-3504-535.46-81	PUMP REPAIR	5,889	76,200	71,500	(6.17%)
401-3504-535.46-82	COLLECTION LINE REPAIRS	41,557	15,000	22,000	46.67%
401-3504-535.46-85	SCADA MAINTENANCE	26,208	109,720	48,500	(55.80%)
401-3504-535.47-10	PRINTING & BINDING	-	300	300	-%
401-3504-535.49-10	ADVERTISING	-	600	3,600	500.00%
401-3504-535.51-10	OFFICE SUPPLIES	742	1,000	1,000	-%
401-3504-535.52-10	OPERATING SUPPLIES	40,689	39,980	41,950	4.93%
401-3504-535.52-11	DURABLE GOODS	7,282	13,400	7,500	(44.03%)
401-3504-535.52-15	FUEL COSTS	34,062	32,522	32,522	-%

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
401-3504-535.52-24	SPLASH PARK SUPPLIES	2,398	11,500	18,000	56.52%
401-3504-535.52-25	UNIFORMS	4,205	4,420	4,480	1.36%
401-3504-535.52-89	DISASTER RECOVERY	301	-	-	-%
401-3504-535.52-95	SCADA SUPPLIES	2,932	6,600	30,000	354.55%
401-3504-535.54-10	BKS, PUB, SUB, MEM, LIB	776	1,615	1,615	-%
401-3504-535.59-10	DEPRECIATION EXPENSE	217,020	-	-	-%
* OPERATING EXPENDITURES		569,867	641,796	594,623	(7.35%)
CAPITAL EXPENDITURES					
401-3504-535.64-10	EQUIP - REPLACEMENT	119,751	12,000	-	(100.00%)
401-3504-535.64-11	EQUIP-VEHICLE REPLACEMENT	422,305	-	127,000	-%
401-3504-535.64-15	EQUIP - NEW	76,836	145,000	185,000	27.59%
401-3504-535.64-23	SOFTWARE	-	-	50,000	-%
401-3504-535.64-25	FUTURE PROJECTS	166,448	306,919	180,000	(41.35%)
401-3504-535.65-87	UT SYS CIRN '21-PENINSULA	-	1,775,000	-	(100.00%)
401-3504-535.69-98	ASSET RECLASS-CIP	(15,570)	-	-	-%
401-3504-535.69-99	ASSET RECLASSIFICATION	(769,770)	-	-	-%
* CAPITAL EXPENDITURES		-	2,238,919	542,000	(75.79%)
TOTAL WASTEWATER-COLLECTIONS		1,363,638	3,718,023	2,039,847	(45.14%)

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3504-535.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	554,218	554,218
401-3504-535.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	30,000	30,000
401-3504-535.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	40,492	40,492
401-3504-535.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	85,490	85,490
401-3504-535.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	80,199	80,199
401-3504-535.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,937	3,937
401-3504-535.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	3,267	3,267
401-3504-535.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	2,449	2,449
401-3504-535.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	74,905	74,905
401-3504-535.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	6,337	6,337
401-3504-535.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,496	1,496
401-3504-535.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	20,434	20,434
401-3504-535.31-15	ENGINEERING	GENERAL ENGINEERING SERVICES TO INCLUDE EASEMENTS SURVEYING & TITLE SEARCHES	25,000	25,000
401-3504-535.34-10	CONTRACTUAL SERVICES	CONTRACT FOR EMERGENCY REPAIRS FOR LIFTSTATION GENERATORS	30,000	94,087
		RR AGREE: TAVA 62-130	1,120	-
		RR AGREE: TAVA 62-124	2,630	-
		RR AGREE: TAVA 62-119	1,020	-
		RAFTELIS FINANCIAL CONSULTANTS	2,500	-
		LOAD BANK TESTING ON GENERATORS - FDEP REQ'D	15,000	-
		GIS MAPPING SYSTEM FOR COLLECTIONS	10,000	-
		ESRI - GIS USER LICENSES, MAINT, ETC	5,150	-
		EMERGENCY DISPOSAL OF SEWAGE FOR LIFTSTATION FAILURES	5,000	-
		CONTRACT TO SEAL, COAT, OR GROUT MANHOLES, WET WELLS	15,000	-

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		CITYWORKS - WORK ORDER SYSTEM	4,667	-
		CAMERA TRUCK SOFTWARE - ANNUAL FEE	2,000	-
401-3504-535.40-10	TRAVEL & PER DIEM	TRAINING, TRAVEL EXPENSES FOR CERTIFIED COLLECTION OPERATORS, TO MAINTAIN CEUS & REGULATORY COMPLIANCE	5,000	12,500
		SAFETY TRAINING FOR UTILITIES	7,500	-
401-3504-535.41-10	TELEPHONE	DOMS FAX	2,016	6,984
		CELLPHONE SERVICE	4,968	-
401-3504-535.41-30	POSTAGE	POSTAGE	350	350
401-3504-535.43-10	ELECTRIC, WATER, GAS	SECO ENERGY	2,723	2,723
401-3504-535.44-10	RENTALS & LEASES	RENTAL OF EQUIPMENT, AS NEEDED	3,000	3,000
401-3504-535.45-10	LIABILITY	LIABILITY INSURANCE	41,612	41,612
401-3504-535.46-10	BUILDING	REPAIRS & MAINT TO FIELD OPERATIONS BLDG	2,500	2,500
401-3504-535.46-15	EQUIPMENT	USED FOR REPAIRS OF SMALL EQUIPMENT	5,500	15,900
		REPAIR TO FLOW METERS AND PANELS	10,400	-
401-3504-535.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
401-3504-535.46-25	MISCELLANEOUS	CONTINGENCY FOR REPAIRS/MAINT TO HAND TOOLS, ETC	2,000	2,000
401-3504-535.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINT & REPAIRS TO VEHICLES	20,000	20,000
401-3504-535.46-80	LIFT STATION REPAIR	MISC COSTS FOR INSTALLATION/REPAIR PARTS FOR DAILY UPKEEP OF LIFTSTATIONS.	50,000	85,000
		REPAIRS OF LIFTSTATION GENERATORS	20,000	-
		APPURTENANCES (CHECK VALVES, GATE VALVES, ETC)	15,000	-
401-3504-535.46-81	PUMP REPAIR	REPAIRS TO LIFTSTATION PUMPS: LABOR	7,500	71,500
		WEAR RINGS	15,000	-
		SEAL KITS	17,000	-
		IMPELLORS	18,000	-
		BEARINGS	14,000	-

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
401-3504-535.46-82	COLLECTION LINE REPAIRS	UNANTICIPATED REPAIR NEEDS	22,000	22,000
401-3504-535.46-85	SCADA MAINTENANCE	SCADA YEARLY MAINT CONTRACT	30,000	48,500
		SPLASH PARK SCADA SERVICE CALLS	8,500	-
		SCADA MAINT SERVICE CALLS	10,000	-
401-3504-535.47-10	PRINTING & BINDING	BUSINESS CARDS, SEWER ATLAS, ETC	300	300
401-3504-535.49-10	ADVERTISING	ADVERTISING, GRANTS, ETC	3,600	3,600
401-3504-535.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,000	1,000
401-3504-535.52-10	OPERATING SUPPLIES	PIPES, FITTINGS, SAW BLADES, CLAMPS, ETC	4,600	41,950
		WRENCHES, PIPE CUTTERS, HAMMERS, ETC	2,400	-
		SEWER LOCATES	3,200	-
		SAFETY EQUIPMENT, DISPOSABLE PROTECTIVE SUITS, GLOVES, EYE PROTECTION	5,000	-
		PNEUMATIC TOOLS, HOSES, ETC	2,000	-
		PAPER TOWELS, RAGS	1,500	-
		OTHER RELATED PRODUCTS, MATERIALS FOR DAILY TASKS	12,000	-
		MANHOLE COVERS & RISERS	1,500	-
		GROUT FOR LEAKS	2,500	-
		DRILLS, DRILL BITS, ETC FOR SEWER REPAIRS	1,400	-
		DEODORANT BLOCKS, DEGREASERS FOR LIFTSTATIONS	1,500	-
		CIPP REPAIR KITS	3,000	-
		CELL PHONE REPLACEMENTS, BATTERIES	600	-
		CDL LICENSE RENEWALS, CERTIFICATIONS	750	-
401-3504-535.52-11	DURABLE GOODS	SMALL TOOLS FOR REPAIRS: SOCKETS, WRENCHES, PRESSURE GAUGES, ETC	1,200	7,500
		TABLETS, CASES FOR STAFF FOR WORK ORDER SYSTEM	4,000	-
		HYDRAULIC KNOCK-OUT PUNCH KIT	2,300	-
401-3504-535.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	32,522	32,522
401-3504-535.52-24	SPLASH PARK SUPPLIES	DAILY UPKEEP & MAINT OF PARK & FEATURES	12,000	18,000
		PAINTING OF FEATURES	6,000	-
401-3504-535.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 8 EMPLOYEES	2,000	4,480
		SHIRTS - MANAGER	280	-
		HOODIES/HATS/TSHIRTS	600	-

FUND 401
DEPT 35
DIVISION 04

WASTEWATER COLLECTION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		BOOK ALLOWANCE - 8 EMPLOYEES	1,600	-
401-3504-535.52-89	DISASTER RECOVERY	NO AMOUNT BUDGETED	-	-
401-3504-535.52-95	SCADA SUPPLIES	REPLACEMENT PARTS FOR SCADA SYSTEM	30,000	30,000
401-3504-535.54-10	BKS, PUB, SUB, MEM, LIB	REFERENCE MATERIALS & MANAGEMENT LITERATURE	1,000	1,615
		WATER REUSE MEMBERSHIP	375	-
		FWPCOA ANNUAL MEMBERSHIP	240	-
401-3504-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
401-3504-535.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
401-3504-535.64-11	EQUIP-VEHICLE REPLACEMENT	REPLACE 829 W/NEW F450 CHASSIS	63,000	127,000
		REPLACE 823 W/NEW F250 INCLUDE UPGRADED UTILITY BED	64,000	-
401-3504-535.64-15	EQUIP - NEW	ISOLATION VALVES INLINE FOR LS 38	60,000	185,000
		PUMPS FOR LIFTSTATION UPGRADES	30,000	-
		FREQUENCY SCADA RADIOS, CABLES, ANTENNAS	50,000	-
		20KW GENERATOR - LS 31	45,000	-
401-3504-535.64-23	SOFTWARE	SCADA SOFTWARE UPGRADE	50,000	50,000
401-3504-535.64-25	FUTURE PROJECTS	ARV REPLACEMENT ON SEWER FORCE MAINS-CIP	6,000	180,000
		PIPE LINING FOR DAMAGED LINES AROUND LIFTSTATIONS	32,000	-
		LS 31 REHAB	61,000	-
		LS 22 REHAB	81,000	-
401-3504-535.65-87	UT SYS CIRN '21-PENINSULA	NO AMOUNT BUDGETED	-	-
401-3504-535.69-98	ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
401-3504-535.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

Solid Waste



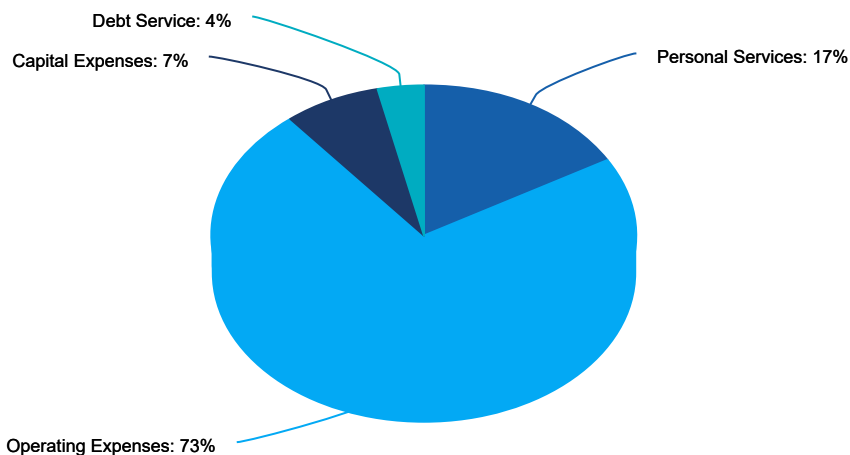
Solid Waste

Fund 402

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Solid Waste-3401				
Personal Services	614,010	746,017	756,928	1.46%
Operating Expenses	3,010,169	3,101,292	3,305,210	6.58%
Capital Expenses	-	476,976	334,086	(29.96%)
Debt Service	-	165,137	159,955	(3.14%)
Grand Total Solid Waste	\$3,624,179	\$4,489,422	\$4,556,179	1.49%

2024 APPROPRIATIONS



FUND 402
DEPT 00
DIVISION 00

SOLID WASTE REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
CHARGES FOR SERVICES					
402-0000-343.40-01	SANITATION COLLECTION FEE	3,681,569	4,007,050	4,200,000	4.82%
** TOTAL CHARGES FOR SERVICES		3,681,569	4,007,050	4,200,000	4.82%
INTEREST & OTHER INCOME					
402-0000-361.10-02	SBA INTEREST	6	-	-	-%
* INTEREST INCOME		6	-	-	-%
402-0000-369.10-01	MISCELLANEOUS	220	-	-	-%
402-0000-369.10-02	INSUR REIMBURSEMENTS	14,419	-	-	-%
402-0000-369.10-04	REFUND-PRIOR YR EXPENSE	15,414	-	-	-%
* OTHER INCOME		30,053	-	-	-%
** TOTAL INTEREST & OTHER INCOME		30,059	-	-	-%
*** TOTAL GENERAL FUND REVENUES		3,711,628	4,007,050	4,200,000	4.82%
OTHER SOURCES					
402-0000-389.90-01	RETAINED EARNINGS	-	482,372	356,179	(26.16%)
* RETAINED EARNINGS		-	482,372	356,179	(26.16%)
*** TOTAL OTHER SOURCES		-	482,372	356,179	(26.16%)
TOTAL SOLID WASTE FUND		\$3,711,628	\$4,489,422	\$4,556,179	1.49%

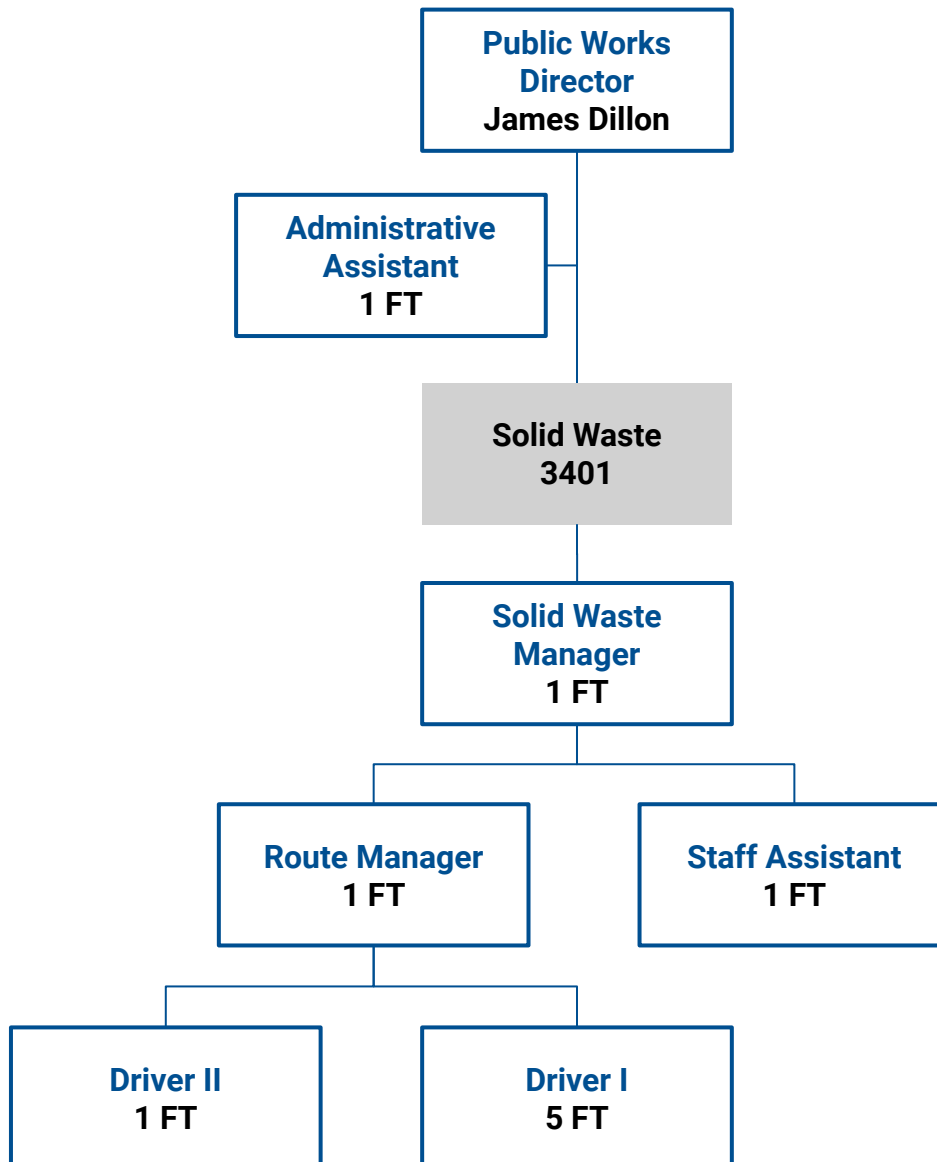
FUND **402**
DEPT **00**
DIVISION **00**

SOLID WASTE REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
402-0000-343.40-01	SANITATION COLLECTION FEE	ESTIMATED SOLID WASTE COLLECTION FEES	4,200,000	4,200,000
402-0000-361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
402-0000-369.10-01	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
402-0000-369.10-02	INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
402-0000-369.10-04	REFUND-PRIOR YR EXPENSE	NO AMOUNT BUDGETED	-	-
402-0000-389.90-01	RETAINED EARNINGS	APPROPRIATE FROM RETAINED EARNINGS FOR REPLACEMENT TRUCK	356,179	356,179

Solid Waste

Division 34*



*Solid Waste is a Division of the Public Works Department

Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Driver I	26004	5	5	5
Driver II	26003	1	1	1
Manager/Supervisor	26001	1	1	1
Solid Waste Route Mgr.	26002	1	1	1
Staff Assistant	34001	1	1	1
No. of Full Time		9	9	9
Total No. of Positions:		9	9	9
Total FTEs:		9	9	9

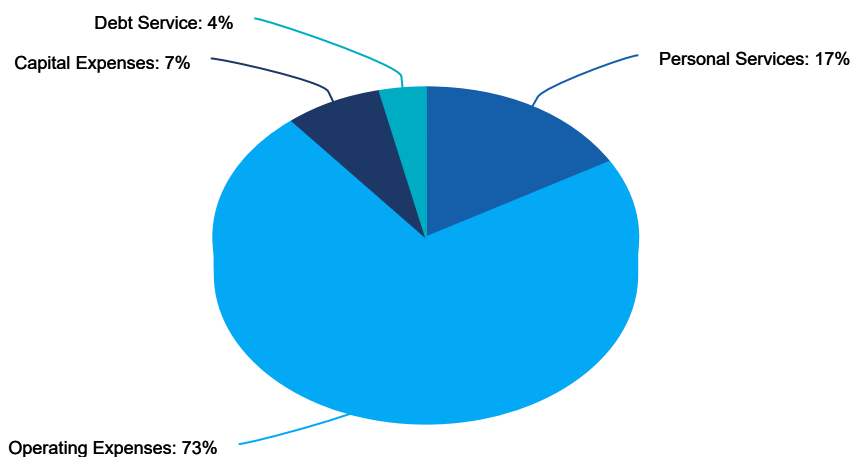
Notes:

1. The PW Director and Administrative Assistant are 29% allocated to Solid Waste.

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Solid Waste-34				
Personal Services	614,010	746,017	756,928	1.46%
Operating Expenses	3,010,169	3,101,292	3,305,210	6.58%
Capital Expenses	-	476,976	334,086	(29.96%)
Debt Service	-	165,137	159,955	(3.14%)
Grand Total Solid Waste	\$3,624,179	\$4,489,422	\$4,556,179	1.49%

2024 APPROPRIATIONS



SOLID WASTE - 3401

DEPARTMENT MISSION

To provide clean, efficient, and reliable service for collection and disposal of municipal, commercial, and residential solid waste from within the city of Tavares while maintaining volunteer recycling programs through educational initiatives.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Solid Waste Management Division is a premier solid waste collection operation consisting of one (1) Manager and seven (7) Drivers who are responsible for the collection of residential municipal solid waste (MSW) to all homes twice per week including once per week collection of bulk, yard waste and contracted residential and commercial recycling. Collection of all commercial accounts are contracted with City oversight with each account being collected at least once per week. A FREE Bagged Leaf program is provided annually at no additional cost to the residents of the City of Tavares. Solid Waste provides support, equipment and services to all city events including special events as needed.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Residential Waste Collected (Tons)	7,592	7,600	7,665	8,196
2.	Work Orders	720	780	780	800
3.	Staff Members (including Supervisor)	8	8	9	9
4.	Number of Residential Routes	6	6	7	7
5.	Number of Commercial Accounts Outsourced	234	240	240	245
6.	Annual Bagged Leaf Collection (Tons)	18	17	17	18
7.	Number of Residential Homes Serviced Bi-Weekly	7,473	7,653	7,920	8,000
8.	Yard Waste Collected (Tons)	793	850	865	950
18.	Bulk Waste Collected (Tons)	629	700	420	600

2024 GOALS

Organizational Development

Continue emphasis on safety and efforts to streamline collection system.

Growth and Development

Continue Route and Cart audits until complete.

City Lifestyle

Minimize customer call backs through emphasis on customer service.

Innovation and Technology

Implement a Computerized Route Optimization Program.

Organizational Performance

Productivity spreadsheet tracks driver performance through measuring MSW collected per house, MSW collected per hour, total MSW per route, and MSW collected first day of pick up vs. second.

2024 OBJECTIVES

1. Remain in compliance with all applicable Solid Waste Department of Environmental Protection (DEP) and Department of Health (DOH) rules and regulations.
2. Remain the premier Solid Waste provider for the City of Tavares.
3. Operate within the budgetary guidelines.
4. Ensure all productivity standards are maintained by division personnel.
5. Continue to obtain Certified Public Manager Certification (CPM).
6. Assist Route Supervisor in obtaining Certified Route Supervisor Certification (CPS).
7. Continue to Increase promotion of annual Free Bagged Leaf program for residents.
8. Evaluate and make necessary route changes based off of GPS statistical data.

2023 ACCOMPLISHMENTS

1. Remained in compliance with all applicable Department of Environmental Protection (DEP) and Department of Health (DOH) rules and regulations.
2. Maintained a daily safety check of all Solid Waste vehicles and equipment to ensure efficient operations and limit any avoidable interruption of service.
3. Budgetary guidelines were met.
4. Have started Certified Public Manager Certification courses.
5. Installed scales in the ASL's for the drivers and management to monitor the weight in their trucks while on route and better utilize/maximize our fleet.
6. Issued tablets to all solid waste personnel to be utilized for training, route optimization and taking the department paperless.

FUND 402
DEPT 34
DIVISION 01

SOLID WASTE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
402-3401-534.12-10	REGULAR SALARIES	371,119	437,984	451,720	3.14%
402-3401-534.13-10	OTHER SALARIES & WAGES	9,473	-	-	-%
402-3401-534.14-10	OVERTIME	10,442	15,000	15,000	-%
402-3401-534.15-60	ELECTR TABLET ALLOWANCE	125	250	-	(100.00%)
402-3401-534.21-10	FICA / MED TAXES	26,573	33,023	33,701	2.05%
402-3401-534.22-20	FL STATE RETIREMENT	46,396	60,332	70,581	16.99%
402-3401-534.22-90	FRS PENS ADJUST	6,722	-	-	-%
402-3401-534.23-10	HEALTH INSURANCE	62,999	81,790	84,654	3.50%
402-3401-534.23-15	DENTAL INSURANCE	2,964	4,034	4,155	3.00%
402-3401-534.23-20	LIFE INSURANCE	1,994	2,574	2,650	2.95%
402-3401-534.23-21	SHORT-TERM DISABILITY	1,494	1,915	1,964	2.56%
402-3401-534.23-30	DEPENDENT HEALTH INSURANC	37,987	70,556	54,299	(23.04%)
402-3401-534.23-35	DEPENDENT DENTAL INSURANC	2,005	4,094	3,092	(24.47%)
402-3401-534.23-40	LONG TERM DISABILITY	917	1,181	1,215	2.88%
402-3401-534.23-90	OPEB	3,446	-	-	-%
402-3401-534.24-10	WORKERS' COMPENSATION	29,354	33,284	33,897	1.84%
* SALARIES AND BENEFITS		614,010	746,017	756,928	1.46%
OPERATING EXPENDITURES					
402-3401-534.32-10	AUDIT SERVICES	2,134	6,376	5,750	(9.82%)
402-3401-534.34-10	CONTRACTUAL SERVICES	6,610	31,804	26,079	(18.00%)
402-3401-534.40-10	TRAVEL & PER DIEM	1,471	15,804	12,090	(23.50%)
402-3401-534.41-10	TELEPHONE	2,676	6,968	5,898	(15.36%)
402-3401-534.41-20	OTHER COMMUNICATION	8,097	14,877	15,009	0.89%
402-3401-534.41-30	POSTAGE	86	1,000	1,000	-%
402-3401-534.43-10	ELECTRIC, WATER, GAS	-	410	426	3.90%
402-3401-534.43-20	LANDFILL COSTS	251,822	279,753	294,661	5.33%
402-3401-534.43-30	WASTE MANAGEMENT	1,167,845	1,200,000	1,370,441	14.20%
402-3401-534.44-10	RENTALS & LEASES	-	5,100	20,000	292.16%
402-3401-534.45-10	LIABILITY	71,338	74,722	94,897	27.00%
402-3401-534.46-10	BUILDING	485	-	-	-%
402-3401-534.46-15	EQUIPMENT	1,197	3,000	3,000	-%
402-3401-534.46-17	INSURANCE RECOVERY	2,647	-	-	-%
402-3401-534.46-30	VEHICLE	62,264	70,000	85,000	21.43%
402-3401-534.47-10	PRINTING & BINDING	23	2,000	2,000	-%
402-3401-534.48-10	CITY APPRECIATION	-	2,000	2,000	-%
402-3401-534.49-10	ADVERTISING	-	1,000	1,000	-%
402-3401-534.51-10	OFFICE SUPPLIES	107	600	600	-%

FUND 402
DEPT 34
DIVISION 01

SOLID WASTE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
402-3401-534.52-10	OPERATING SUPPLIES	3,877	11,055	12,460	12.71%
402-3401-534.52-11	DURABLE GOODS	-	6,651	-	(100.00%)
402-3401-534.52-15	FUEL COSTS	121,097	94,773	94,773	-%
402-3401-534.52-25	UNIFORMS	5,956	11,999	12,771	6.43%
402-3401-534.52-29	CARTS	19,880	36,000	36,000	-%
402-3401-534.52-38	TIRES	23,719	45,100	45,000	(0.22%)
402-3401-534.52-89	DISASTER RECOVERY	-	50,000	-	(100.00%)
402-3401-534.54-10	BKS, PUB, SUB, MEM, LIB	1,104	1,739	1,739	-%
402-3401-534.59-10	DEPRECIATION EXPENSE	102,403	-	-	-%
402-3401-534.59-13	BAD DEBT	(517)	-	-	-%
402-3401-534.59-15	TRANSFER TO G/F	271,500	283,989	270,940	(4.59%)
402-3401-534.59-20	REIMBURSEMENT TO G/F	882,348	844,572	891,676	5.58%
* OPERATING EXPENDITURES		3,010,169	3,101,292	3,305,210	6.58%
CAPITAL EXPENDITURES					
402-3401-534.64-11	EQUIP-VEHICLE REPLACEMENT	-	25,774	334,086	1196.21%
402-3401-534.64-13	EQUIP - COMP REPLACEMENT	-	1,235	-	(100.00%)
402-3401-534.64-14	EQUIP - NEW COMPUTERS	-	2,250	-	(100.00%)
402-3401-534.64-25	FUTURE PROJECTS	324,524	447,717	-	(100.00%)
402-3401-534.69-98	ASSET RECLASS-CIP	(324,524)	-	-	-%
* CAPITAL EXPENDITURES		-	476,976	334,086	(29.96%)
DEBT SERVICE					
402-3401-534.71-05	OTHER	-	97,213	84,000	(13.59%)
402-3401-534.72-05	OTHER	-	67,924	75,955	11.82%
* DEBT SERVICE		-	165,137	159,955	(3.14%)
TOTAL SOLID WASTE		3,624,179	4,489,422	4,556,179	1.49%

FUND 402
DEPT 34
DIVISION 01

SOLID WASTE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
402-3401-534.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	451,720	451,720
402-3401-534.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	-	-
402-3401-534.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	15,000	15,000
402-3401-534.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
402-3401-534.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	33,701	33,701
402-3401-534.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	70,581	70,581
402-3401-534.22-90	FRS PENS ADJUST	NO AMOUNT BUDGETED	-	-
402-3401-534.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	84,654	84,654
402-3401-534.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	4,155	4,155
402-3401-534.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,650	2,650
402-3401-534.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,964	1,964
402-3401-534.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	54,299	54,299
402-3401-534.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	3,092	3,092
402-3401-534.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	1,215	1,215
402-3401-534.23-90	OPEB	NO AMOUNT BUDGETED	-	-
402-3401-534.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	33,897	33,897
402-3401-534.32-10	AUDIT SERVICES	AUDIT SERVICES	4,500	5,750
		ACFR PREPARATION	1,250	-
402-3401-534.34-10	CONTRACTUAL SERVICES	SERVICE CONTRACT FOR PROVIDER TO RESPOND AND MITIGATE HAZARDOUS SPILL CLEAN-UPS (IE: HYDRAULIC FLUID SPILL ONTO ROADWAY)	5,000	26,079

FUND **402**
DEPT **34**
DIVISION **01**

SOLID WASTE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		SERVICE CONTRACT FOR WEX	1,000	-
		SERVICE CONTRACT FOR TREE TRIMMING	5,000	-
		SERVICE CONTRACT FOR NOVO SHARENET	7,804	-
		SERVICE CONTRACT FOR AC REF. EVAC.	3,000	-
		CITY CAR WASH MONTHLY MAINTENANCE CONTRACT	4,275	-
402-3401-534.40-10	TRAVEL & PER DIEM	TRAVEL AND PER DIEM WHICH MAY INCLUDE:	12,090	12,090
402-3401-534.41-10	TELEPHONE	CELL PHONE SERVICES	5,898	5,898
402-3401-534.41-20	OTHER COMMUNICATION	COMCAST	4,578	15,009
		VERIZON WI-FI SERVICES	397	-
		VERIZON REVEAL...GPS VEHICLE TRACKING AND VIDEO FOR SOLID WASTE FLEET PER CONTRACT	7,010	-
		CELLULAR SERVICE FOR TABLETS	3,024	-
402-3401-534.41-30	POSTAGE	POSTAGE FOR CITY INFORMATION MAIL-OUTS	1,000	1,000
402-3401-534.43-10	ELECTRIC, WATER, GAS	GAS	426	426
402-3401-534.43-20	LANDFILL COSTS	COVANTA AND LANDFILL COSTS WILL INCUR A 10% INCREASE WHICH INCLUDES A 2.5% CPI FOR BOTH COVANTA AND OTHER LANDFILL FEE'S IN ADDITION TO A 5% INCREASE FOR PLANNED GROWTH	294,661	294,661
402-3401-534.43-30	WASTE MANAGEMENT	WASTE MANAGEMENT CONTRACT EST. 7% INCREASE	1,370,441	1,370,441
402-3401-534.44-10	RENTALS & LEASES	OUTLAY BEING DEFERRED.	20,000	20,000
402-3401-534.45-10	LIABILITY	LIABILITY INSURANCE	94,897	94,897
402-3401-534.46-10	BUILDING	NO AMOUNT BUDGETED	-	-
402-3401-534.46-15	EQUIPMENT	MINOR REPAIRS TO CITY CAR WASH NOT INCLUDED IN MONTHLY MAINTENANCE CONTRACT	3,000	3,000
402-3401-534.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
402-3401-534.46-30	VEHICLE	REPAIR AND MAINTENANCE ON ALL SOLID WASTE TRUCKS	70,000	85,000
		TRUCK #633-REPLACEMENT OF PINS AND BUSHINGS	5,000	-
		TRUCK #632-REPLACEMENT OF PINS AND BUSHINGS	5,000	-
		TRUCK #630-REPLACEMENT OF PINS AND BUSHINGS	5,000	-

FUND 402
DEPT 34
DIVISION 01

SOLID WASTE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
402-3401-534.47-10	PRINTING & BINDING	PRINTING BUSINESS CARDS, FLYERS TO NOTIFY RESIDENTS AND BUSINESSES AS NEEDED, EXCESS CHARGE TICKETS, RED TAG NOTIFICATIONS, SOLID WASTE PAMPHLETS	2,000	2,000
402-3401-534.48-10	CITY APPRECIATION	ARBOR DAY CELEBRATION	1,000	2,000
		AMERICA IN BLOOM	1,000	-
402-3401-534.49-10	ADVERTISING	PROMOTIONAL ITEMS FOR RESIDENTS/OUTREACH PROGRAM	1,000	1,000
402-3401-534.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES (INK PENS, PAPERCLIPS, FILE FOLDERS, ECT.) SOLID WASTE MAG., PW ADMIN., SOLID WASTE DRIVERS	600	600
402-3401-534.52-10	OPERATING SUPPLIES	CHARGES NOT PART OF UNIFORM RENTAL SVC.	2,000	12,460
		TRUCK BATTERIES, FLASHLIGHTS, NUTS, BOLTS, ETC.	2,000	-
		SOAP FOR CITY CAR WASH	2,000	-
		SAFETY SUPPLIES, PPE, (INCLUDES EYEWARE, HEARING PROTECTION)	1,000	-
		PAPER - COPIER AND PRINTER	500	-
		MURIATIC ACID FOR CITY CAR WASH	10	-
		HAND TOOLS - SHOVELS, RAKES, BROOMS	500	-
		GLOVES FOR SOLID WASTE STAFF	1,800	-
		FIRST AID SUPPLIES	1,500	-
		FIRE EXTINGUISHER ANNUAL INSPECTION	1,000	-
		CHLORINE FOR CITY CAR WASH	150	-
402-3401-534.52-11	DURABLE GOODS	NO AMOUNT BUDGETED	-	-
402-3401-534.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	94,773	94,773
402-3401-534.52-25	UNIFORMS	WEEKLY UNIFORM RENTAL FOR SOLID WASTE STAFF	7,442	12,771
		WORK BOOTS - 1 PAIR EA. MANAGER AND 7 EMPLOYEE'S @ \$250.00 EA.	1,750	-
		HATS FOR SOLID WASTE STAFF WITH CITY LOGO 48 @ \$18 EA.	864	-
		CLASS III RAIN SUITS FOR ALL SOLID WASTE STAFF (8) @ \$100.00 EA.	800	-
		CLASS III HIGH VISIBILITY REFLECTIVE SAFETY VESTS AND APPAREL AS NEEDED	500	-
		CITY SWEATSHIRTS FOR SOLID WASTE STAFF @ \$35 EA.	315	-

FUND **402**
DEPT **34**
DIVISION **01**

SOLID WASTE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		CITY SHIRTS WITH NAME AND CITY LOGO FOR MANAGER RT. SUPERVISOR AND STAFF ASSISTANT @ \$50.00 EA.	750	-
		CITY SHIRT WITH NAME AND LOGO FOR 7 DRIVERS 1 EA. @ \$50	350	-
402-3401-534.52-29	CARTS	NEW GARBAGE CARTS @ \$80.00 EA., REPLACEMENT LIDS, WHEELS, HINGE PINS, AXLES AND FREIGHT	36,000	36,000
402-3401-534.52-38	TIRES	TIRES FOR SOLID WASTE FLEET 11R22.5 TIRES @ \$220 EA. AND 315 80R TIRES @ \$320 EA.	45,000	45,000
402-3401-534.52-89	DISASTER RECOVERY	NO AMOUNT BUDGETED	-	-
402-3401-534.54-10	BKS, PUB, SUB, MEM, LIB	ANNUAL SOLID WASTE ORGANIZATION MEMBERSHIPS SWANA (SOLID WASTE ASSOCIATION OF NORTH AMERICA)	450	1,739
		RECYCLE FLORIDA TODAY	250	-
		PW DIRECTOR & ADMIN. ASSISTANT 25% COST SHARE W/ FACILITIES MANAGEMENT FLORIDA GENERAL CONTRACTOR FWPCOA-FL WATER & POLLUTION CONTROLOPS ASSOC. AWWA-AMERICAN WATER WORKS ASSOCIATION ICC-INTERNATIONAL CODE COUNCIL	239	-
		NSWMA(NATIONAL SOLID WASTE MANAGEMENT ASSOC.)	600	-
		APWA (AMERICAN PUBLIC WORKS ASSOCIATION)	200	-
402-3401-534.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
402-3401-534.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
402-3401-534.59-15	TRANSFER TO G/F	TRANSFER TO GENERAL FUND	270,940	270,940
402-3401-534.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	891,676	891,676
402-3401-534.64-11	EQUIP-VEHICLE REPLACEMENT	TRUCK THAT IS USED AS A BACKUP TRUCK TO SERVICE OUR SMALL TRAILER PARKS AND ONLY IN A DIRE EMERGENCY IN THE EVENT OUR FRONTLINE TRUCK IS DOWN FOR REPAIRS. OUR FRONTLINE TRUCK, 626 NEEDS TO BE REFURBISHED BUT WE CAN'T TAKE IT OUT OF SERVICE WITHOUT A RELI	334,086	334,086
402-3401-534.64-13	EQUIP - COMP REPLACEMENT	NO AMOUNT BUDGETED	-	-
402-3401-534.64-14	EQUIP - NEW COMPUTERS	NO AMOUNT BUDGETED	-	-
402-3401-534.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-

FUND 402
DEPT 34
DIVISION 01

SOLID WASTE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
402-3401-534.69-98	ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
402-3401-534.71-05	OTHER	CIRNS 2022 PRINCIPAL JULY	84,000	84,000
402-3401-534.72-05	OTHER	CIRNS 2022 INTEREST JULY	37,980	75,955
		CIRNS 2022 INTEREST JANUARY	37,975	-



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Stormwater



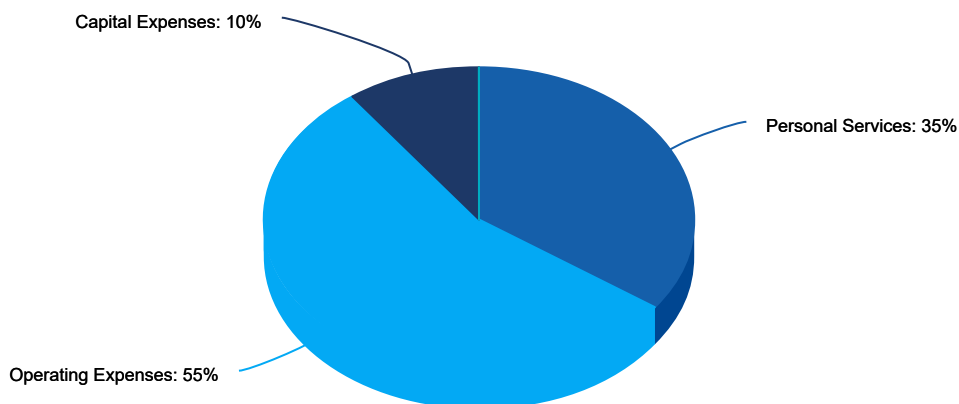
Stormwater

Fund 403

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Stormwater-3801				
Personal Services	322,381	338,329	361,545	6.86%
Operating Expenses	930,769	916,856	976,080	6.46%
Capital Expenses	-	557,153	147,782	(73.48%)
Transfers & Others	247,128	-	-	-%
Total Stormwater	1,500,278	1,812,338	1,485,407	(18.04%)
Stormwater-3803				
Personal Services	333,766	379,993	417,239	9.80%
Operating Expenses	223,848	252,047	260,343	3.29%
Capital Expenses	-	-	76,500	-%
Total Stormwater	557,614	632,040	754,082	19.31%
Grand Total Stormwater	\$2,057,892	\$2,444,378	\$2,239,489	(8.38%)
Category Summary				
Personal Services	656,147	718,322	778,784	8.42%
Operating Expenses	1,154,617	1,168,903	1,236,423	5.78%
Capital Expenses	-	557,153	224,282	(59.74%)
Transfers & Others	247,128	-	-	-%
Grand Total Stormwater	\$2,057,892	\$2,444,378	\$2,239,489	(8.38%)

2024 APPROPRIATIONS



FUND 403
DEPT 00
DIVISION 00

STORMWATER REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
CHARGES FOR SERVICES					
403-0000-343.90-01	STORMWATER CHARGES	1,678,263	1,671,512	1,781,418	6.58%
**TOTAL CHARGES FOR SERVICES		1,678,263	1,671,512	1,781,418	6.58%
INTEREST & OTHER INCOME					
403-0000-361.10-02	SBA INTEREST	82	-	-	-%
403-0000-369.10-02	INSUR REIMBURSEMENTS	-	1,484	-	(100.00%)
**TOTAL INTEREST & OTHER INCOME		82	1,484	-	(100.00%)
OTHER SOURCES					
403-0000-382.01-01	FROM GENERAL	387,951	455,588	481,565	5.70%
403-0000-389.90-00	APPROPRIATED RESERVES	-	315,794	(23,494)	(107.44%)
*APPROPRIATED RESERVES		387,951	771,382	458,071	(40.62%)
**TOTAL OTHER SOURCES		387,951	771,382	458,071	(40.62%)
TOTAL STORMWATER MANAGEMENT		2,066,296	2,444,378	2,239,489	(8.38%)

FUND **403**
DEPT **00**
DIVISION **00**

STORMWATER REVENUE JUSTIFICATION

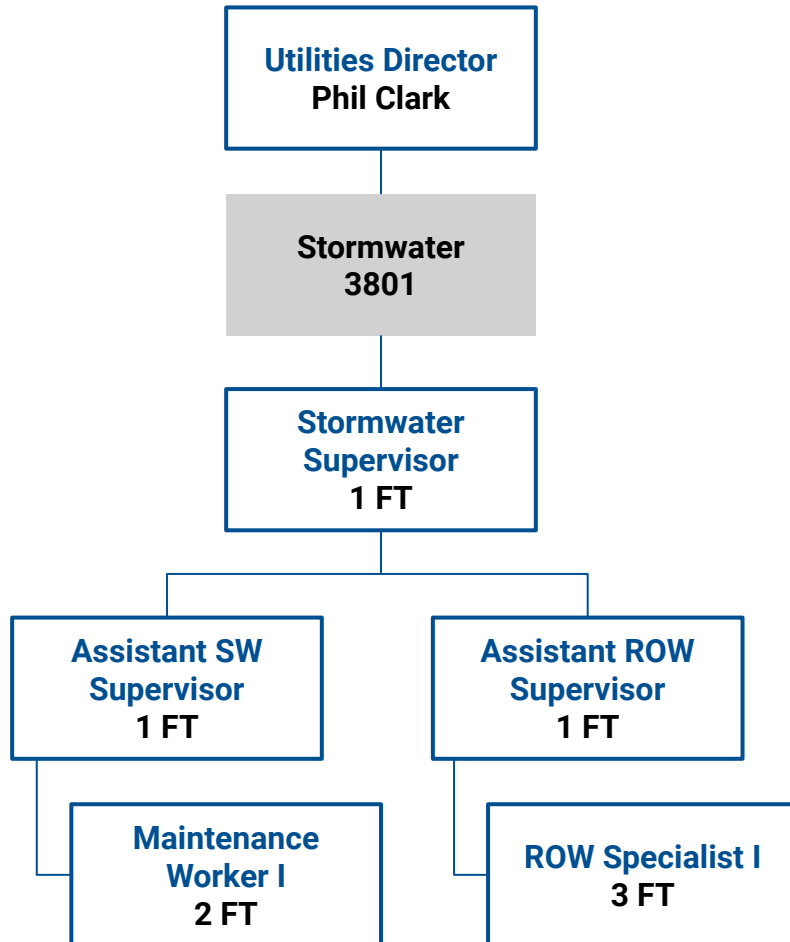
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
403-0000-343.90-01	STORMWATER CHARGES	ESTIMATED STORMWATER REVENUES	1,781,418	1,781,418
403-0000-361.10-02	SBA INTEREST	NO AMOUNT BUDGETED	-	-
403-0000-369.10-02	INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
403-0000-382.01-01	FROM GENERAL	REIMBURSEMENT FROM GENERAL FUND FOR RIGHT-OF-WAY SERVICES	481,565	481,565
403-0000-389.90-00	APPROPRIATED RESERVES	APPROPRIATE FOR RESERVES	(23,494)	(23,494)

Stormwater



Stormwater

Department 38



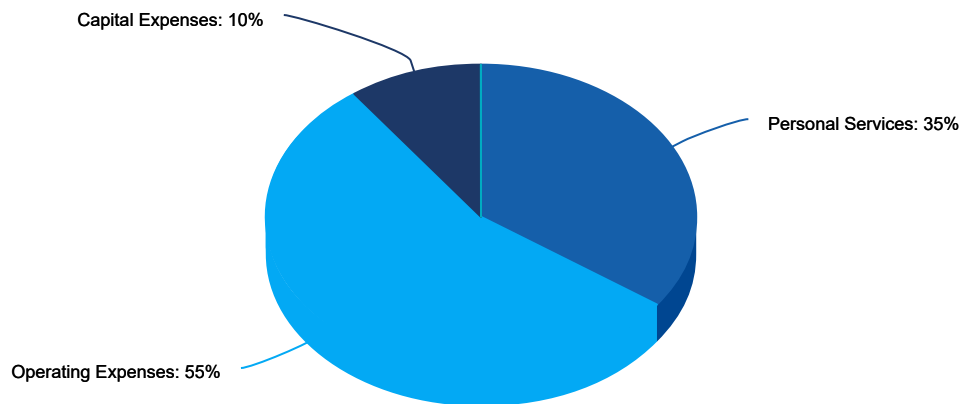
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Assistant ROW Supervisor	72009	1	1	1
Assistant SW Supervisor	27002	1	1	1
Maintenance Worker I	27003	2	2	2
Right-of-Way Specialist I	72010	4	4	4
Stormwater Supervisor	27001	1	1	1
No. of Full Time		9	9	9
Total No. of Positions:		9	9	9
Total FTEs:		9	9	9

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Stormwater-38				
Personal Services	656,147	718,322	778,784	8.42%
Operating Expenses	1,154,617	1,168,903	1,236,423	5.78%
Capital Expenses	-	557,153	224,282	(59.74%)
Transfers & Others	247,128	-	-	-%
Grand Total Stormwater	\$2,057,892	\$2,444,378	\$2,239,489	(8.38%)

2024 APPROPRIATIONS



STORMWATER - 3801

DEPARTMENT MISSION

It is the mission of the Stormwater Department to be committed to the customers of the City (hospitals, governmental agencies, businesses and residents) to provide the quality management of stormwater initiatives through "best" practices of preventative maintenance by providing a safe, dependable, and financially efficient quality customer service standards; to minimize the amount of localized flooding and to provide safe passage through our City roadways. Staff is totally focused on ensuring the criteria and parameters of all regulatory agencies are met.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Stormwater Department provides maintenance of all City streets and alleys for water quality initiatives, as well as maintaining and complying with the NPDES Permit, maintenance and construction of drainage facilities throughout the City. Drainage facilities, which are man-made structures designed to collect, divert, or discharge stormwater (ditches, culverts, and retention ponds), are also maintained on a daily basis through mowing and/or cleaning.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Work Orders Performed	93	188	150	150
2.	Miles of City Streets Cleaned	74	74	74	74
3.	Miles of Stormwater Lines Maintained	20	15	25	25
4.	Miles of New Stormwater Lines Installed	0	1	1	5
5.	No. of Stormwater Ponds/Ditches Maintained	24	24	24	24

2024 GOALS

Organizational Development

Improve knowledge, skills and abilities of personnel to enhance the service provided to residents.

Growth and Development

Identify funding opportunities for improved facilities and increased technical equipment to better serve the public.

City Lifestyle

Maintain a water system that promotes the health, safety and welfare of our residents and environment.

Innovation and Technology

Utilize technology as a driver to foster efficiency in service delivery and to maintain maintenance schedules of

Organizational Performance

Foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted as instruments of successful operations.

2024 OBJECTIVES

1. Continue the Street Sweeper Program.
2. Continue repairs on Dykes Dr area.
3. Continue lining of stormwater lines throughout the city.
4. Continue public notification of NPDES permit.

2023 ACCOMPLISHMENTS

1. Finish repairs on Lakeview Dr area.
2. Finished repairs on Ridge Rd area.
3. Continue lining of stormwater lines throughout the city.
4. Continue public notification of NPDES permit.

FUND 403
DEPT 38
DIVISION 01

STORMWATER EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
403-3801-538.12-10	REGULAR SALARIES	207,816	223,271	236,278	5.83%
403-3801-538.14-10	OVERTIME	1,276	2,000	2,000	-%
403-3801-538.15-60	ELECTR TABLET ALLOWANCE	50	100	-	(100.00%)
403-3801-538.21-10	FICA / MED TAXES	15,235	16,030	16,934	5.64%
403-3801-538.22-20	FL STATE RETIREMENT	25,764	29,586	35,485	19.94%
403-3801-538.22-90	FRS PENS ADJUST	9,427	-	-	-%
403-3801-538.23-10	HEALTH INSURANCE	32,233	36,160	37,426	3.50%
403-3801-538.23-15	DENTAL INSURANCE	1,515	1,784	1,837	2.97%
403-3801-538.23-20	LIFE INSURANCE	1,123	1,238	1,315	6.22%
403-3801-538.23-21	SHORT-TERM DISABILITY	828	918	975	6.21%
403-3801-538.23-30	DEPENDENT HEALTH INSURANC	14,999	16,826	17,415	3.50%
403-3801-538.23-35	DEPENDENT DENTAL INSURANC	1,261	1,366	2,314	69.40%
403-3801-538.23-40	LONG TERM DISABILITY	511	566	603	6.54%
403-3801-538.23-90	OPEB	2,209	-	-	-%
403-3801-538.24-10	WORKERS' COMPENSATION	8,134	8,484	8,963	5.65%
* SALARIES AND BENEFITS		322,381	338,329	361,545	6.86%
OPERATING EXPENDITURES					
403-3801-538.31-15	ENGINEERING	11,821	6,033	23,225	284.97%
403-3801-538.31-60	PERMIT & COMPLIANCE FEES	-	-	3,160	-%
403-3801-538.32-10	AUDIT SERVICES	2,052	5,525	5,550	0.45%
403-3801-538.34-10	CONTRACTUAL SERVICES	178,422	122,828	136,046	10.76%
403-3801-538.40-10	TRAVEL & PER DIEM	7,661	4,500	4,500	-%
403-3801-538.41-10	TELEPHONE	2,023	1,656	1,656	-%
403-3801-538.41-30	POSTAGE	-	160	400	150.00%
403-3801-538.43-20	LANDFILL COSTS	4,608	11,000	12,000	9.09%
403-3801-538.44-10	RENTALS & LEASES	626	500	2,500	400.00%
403-3801-538.45-10	LIABILITY	11,145	11,674	14,826	27.00%
403-3801-538.46-15	EQUIPMENT	1,960	4,500	4,500	-%
403-3801-538.46-25	MISCELLANEOUS	6,908	-	-	-%
403-3801-538.46-30	VEHICLE	24,150	28,500	25,000	(12.28%)
403-3801-538.46-41	STORM DRAIN REPAIR	1,511	4,500	4,500	-%
403-3801-538.47-10	PRINTING & BINDING	-	400	400	-%
403-3801-538.49-10	ADVERTISING	-	-	1,000	-%
403-3801-538.51-10	OFFICE SUPPLIES	655	1,200	1,200	-%
403-3801-538.52-10	OPERATING SUPPLIES	4,357	9,000	10,000	11.11%
403-3801-538.52-11	DURABLE GOODS	-	2,000	2,000	-%
403-3801-538.52-15	FUEL COSTS	35,051	27,279	28,656	5.05%

FUND 403
DEPT 38
DIVISION 01

STORMWATER EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
403-3801-538.52-25	UNIFORMS	3,155	3,480	3,340	(4.02%)
403-3801-538.53-20	ROAD MATERIALS & SUPPLIES	875	500	2,500	400.00%
403-3801-538.54-10	BKS, PUB, SUB, MEM, LIB	1,362	2,000	2,000	-%
403-3801-538.59-10	DEPRECIATION EXPENSE	202,947	-	-	-%
403-3801-538.59-13	BAD DEBT	2,636	-	-	-%
403-3801-538.59-15	TRANSFER TO G/F	129,506	132,111	133,721	1.22%
403-3801-538.59-20	REIMBURSEMENT TO G/F	297,338	290,382	306,269	5.47%
403-3801-538.59-70	TRANSFER TO SRF LOAN DEBT	-	247,128	247,131	0.00%
* OPERATING EXPENDITURES		930,769	916,856	976,080	6.46%
CAPITAL EXPENDITURES					
403-3801-538.64-10	EQUIP - REPLACEMENT	30,464	-	5,000	-%
403-3801-538.64-11	EQUIP-VEHICLE REPLACEMENT	-	-	65,000	-%
403-3801-538.64-25	FUTURE PROJECTS	211,537	394,653	77,782	(80.29%)
403-3801-538.64-50	CAPITAL GRANT MATCH	-	162,500	-	(100.00%)
403-3801-538.69-98	ASSET RECLASS-CIP	(19,015)	-	-	-%
403-3801-538.69-99	ASSET RECLASSIFICATION	(222,986)	-	-	-%
* CAPITAL EXPENDITURES		-	557,153	147,782	(73.48%)
TRANSFERS AND OTHERS					
403-3801-538.91-05	TRANSFERS TO DEBT SVC	247,128	-	-	-%
* TRANSFERS AND OTHERS		247,128	-	-	-%
TOTAL STORMWATER		1,500,278	1,812,338	1,485,407	(18.04%)

FUND 403
DEPT 38
DIVISION 01

STORMWATER EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
403-3801-538.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	236,278	236,278
403-3801-538.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	2,000	2,000
403-3801-538.15-60	ELECTR TABLET ALLOWANCE	NO AMOUNT BUDGETED	-	-
403-3801-538.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	16,934	16,934
403-3801-538.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	35,485	35,485
403-3801-538.22-90	FRS PENS ADJUST	NO AMOUNT BUDGETED	-	-
403-3801-538.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	37,426	37,426
403-3801-538.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,837	1,837
403-3801-538.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,315	1,315
403-3801-538.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	975	975
403-3801-538.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	17,415	17,415
403-3801-538.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,314	2,314
403-3801-538.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	603	603
403-3801-538.23-90	OPEB	NO AMOUNT BUDGETED	-	-
403-3801-538.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	8,963	8,963
403-3801-538.31-15	ENGINEERING	GENERAL ENGINEERING RELATED TO STORMWATER PROJECTS	23,225	23,225
403-3801-538.31-60	PERMIT & COMPLIANCE FEES	NPDES PERMIT COMPLIANCE FEES	3,160	3,160

FUND **403**
DEPT **38**
DIVISION **01**

STORMWATER EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
403-3801-538.32-10	AUDIT SERVICES	AUDIT SERVICES	4,350	5,550
		ACFR PREPARATION	1,200	-
403-3801-538.34-10	CONTRACTUAL SERVICES	CITY WORKS - WORK ORDER SYSTEM	4,667	136,046
		QUARTERLY MAINT OF CHRIS DANIELS FOUNTAIN	3,128	-
		LAWN MAINT: WOOTON PARK (EAST & WEST) - INCLUDES PALM PRUNING, IRRIGATION REPAIRS, MULCH, SPRAYING OF WEEDS	69,366	-
		LAWN MAINT: FIRE DEPT ROW	6,534	-
		LAWN MAINT: ECO PARK	9,900	-
		GSA MASS NOTIFICATION SYSTEM	2,320	-
		ESRI - USER LICENSE, MAINT ETC	5,150	-
		AQUATIC SYSTEMS - SPRAYING OF ECO PARK	3,600	-
		AQUATIC SYSTEMS - LAKE DORA SHORELINE	2,460	-
		AQUATIC SYSTEMS - CHRIS DANIELS POND	3,301	-
		AQUATIC SYSTEMS - BUZZARD BEACH SHORELINE	2,100	-
		ANNUAL MAINT OF BEE MATS AT ECO PARK (YR 5 OF 5)	23,520	-
403-3801-538.40-10	TRAVEL & PER DIEM	TRAINING, TRAVEL EXPENSES FOR CERTIFIED STORMWATER OPERATORS, TO MAINTAIN CEUS & REGULATORY COMPLIANCE	4,500	4,500
403-3801-538.41-10	TELEPHONE	CELLPHONE SERVICE	1,656	1,656
403-3801-538.41-30	POSTAGE	POSTAGE	400	400
403-3801-538.43-20	LANDFILL COSTS	DEP REQUIRED DISPOSAL AT LANDFILL	12,000	12,000
403-3801-538.44-10	RENTALS & LEASES	RENTAL OF EQUIPMENT AS NEEDED	2,500	2,500
403-3801-538.45-10	LIABILITY	LIABILITY INSURANCE	14,826	14,826
403-3801-538.46-15	EQUIPMENT	REPAIR & MAINTENANCE OF EQUIPMENT	4,500	4,500
403-3801-538.46-25	MISCELLANEOUS	NO AMOUNT BUDGETED	-	-
403-3801-538.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINT & REPAIRS TO VEHICLES	25,000	25,000
403-3801-538.46-41	STORM DRAIN REPAIR	MATERIALS TO REPAIR STORM DRAINS & LINES	4,500	4,500
403-3801-538.47-10	PRINTING & BINDING	BUSINESS CARDS, PUBLIC OUTREACH MATERIAL, ETC	400	400

FUND 403
DEPT 38
DIVISION 01

STORMWATER EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
403-3801-538.49-10	ADVERTISING	NPDES REQUIREMENTS FOR PUBLIC RELATIONS	1,000	1,000
403-3801-538.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	1,200	1,200
403-3801-538.52-10	OPERATING SUPPLIES	MISC OPERATING SUPPLIES WHICH INCLUDE: REPLACE CELL PHONES & ACCESS, CARTRIDGES, COPY PAPER, HAND SOAP, HAND TOOLS, LUMBER FOR FORMING CONCRETE NAILS, SCREWS, CONCRETE DRAIN TO LAKE MARKERS, ETC	7,000	10,000
		BROOMS FOR STREET SWEEPER	2,000	-
		ABSORBANT PILLOWS FOR BAFFLE BOXES	1,000	-
403-3801-538.52-11	DURABLE GOODS	TABLETS FOR WORK ORDER SYSTEMS	2,000	2,000
403-3801-538.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	28,656	28,656
403-3801-538.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 4 EMPLOYEES	2,060	3,340
		POLO SHIRTS - MANAGER	280	-
		HOODIES/TSHIRTS/HATS	200	-
		BOOT ALLOWANCE - 4 EMPLOYEES	800	-
403-3801-538.53-20	ROAD MATERIALS & SUPPLIES	TOOLS, MILLINGS, CONCRETE & ASPHALT FOR REPAIRS	2,500	2,500
403-3801-538.54-10	BKS, PUB, SUB, MEM, LIB	TRAINING MANUALS, BOOKS, SUBSCRIPTIONS, ETC	2,000	2,000
403-3801-538.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
403-3801-538.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
403-3801-538.59-15	TRANSFER TO G/F	TRANSFER TO GENERAL FUND	133,721	133,721
403-3801-538.59-20	REIMBURSEMENT TO G/F	REIMBURSEMENT TO GENERAL FUND	306,269	306,269
403-3801-538.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT FUND (PLACEHOLDER)	247,131	247,131
403-3801-538.64-10	EQUIP - REPLACEMENT	ECO PARK FOUNTAIN REPLACEMENT	5,000	5,000
403-3801-538.64-11	EQUIP-VEHICLE REPLACEMENT	REPLACE 359 W/NEW F150 CREW CAB	65,000	65,000
403-3801-538.64-25	FUTURE PROJECTS	STORMLINE REPAIRS, LINING, ETC THROUGHOUT CITY	77,782	77,782
403-3801-538.64-50	CAPITAL GRANT MATCH	NO AMOUNT BUDGETED	-	-

RIGHT-OF-WAY - 3803

DEPARTMENT MISSION

It is the department mission to provide the citizens and visitors of Tavares with attractive and well-maintained rights-of-way, medians, and sidewalks while promoting safe routes in these areas through the utilization of best management practices in erosion prevention, vegetation management, and arbor care with a focus on protecting native plants and trees while embracing Tavares' "Tree City USA" designation.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Right-of-Way Management Department consists of one Supervisor and four staff members. Through best management practices the Division concentrates on preventing vegetation encroachment by mowing, edging, and weed trimming to ensure vision triangles, as well as safe routes are maintained per DOT and DEP guidelines. This Division also sustains over 20 acres of vegetative maintenance for the City's stormwater infrastructure as well as 16 acres of vegetative care for Tavares Wastewater Rapid Infiltration Basins. The Department overall maintains 20,957,317 square feet of extensive vegetative maintenance of America's Seaplane City Rights-of-Way and Stormwater Infrastructure. The Division is committed to providing attractive and safe passage for all residents and visitors who utilize and enjoy these spaces while incorporating sustainable best management practices that advance the maintenance program of the City's safe routes and urban forestry program.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Special Events Supported	22	32	35	40
2.	Acres of Ponds & Swales Mowed	20	20	20	20
3.	Acres of Perc Ponds Areas Mowed and Disked	16	16	16	16
4.	Acres of Water/ Wastewater Plants Mowed	19	19	19	19
5.	Miles of Rights of Way Mowed	15	15	15	15
6.	Number of Medians Maintained	19	19	19	19
7.	Number of Dead or Invasive Trees Removed	81	90	90	90
8.	Number of Trees replaced or Installed	3	150	100	100
9.	Number of Abatement Properties Mowed	3	15	10	10
10.	Canal Space Maintained (feet)	>3,000	>3,000	>3,000	>3,000
11.	Street/Traffic Signs Maintained Clear of Vegetation	2,857	2,900	2,950	2,950

2024 GOALS

Organizational Development

Provide developmental training opportunities for staff increasing their ability to provide key services to the City of Tavares.

Growth and Development

Continue the responsibility of arbor care throughout the city. This will facilitate the management of the tree canopy in a more consistent and healthy manner. Only contract as needed for safety reasons.

City Lifestyle

Foster a progressive quality of life that contributes to the livability of the City and to ensure its health and viability while maintaining City traditions and values.

Citizen and Customer Service Focus

Create an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency.

Innovation and Technology

Utilize technology initiatives and collaborative efforts to develop improved efficiencies and creativity.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

2024 OBJECTIVES

1. Continue safety practices of the city staff and residents
2. Continue to provide support for special events.
3. Obtain training opportunities for staff.
4. Focus on improving right-of-way maintenance.
5. Continue to provide excellent customer service to our internal and external customers.
6. Continue the eradication of invasive plant materials.
7. Develop tree inventory program.

2023 ACCOMPLISHMENTS

1. Continue to provide excellent customer service to our internal and external customers.
2. Focus on improving right-of-way maintenance.
3. Obtain training opportunities for staff.
4. Develop tree inventory program.
5. Continue to provide support for special events.
6. Continue the eradication of invasive plant materials.
7. Continue safety practices of the city staff and residents

FUND 403
DEPT 38
DIVISION 03

RIGHT-OF-WAY EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
403-3803-538.12-10	REGULAR SALARIES	230,434	240,122	261,544	8.92%
403-3803-538.14-10	OVERTIME	11,783	12,000	12,000	-%
403-3803-538.21-10	FICA / MED TAXES	15,878	17,072	19,797	15.96%
403-3803-538.22-20	FL STATE RETIREMENT	24,656	28,953	37,913	30.95%
403-3803-538.23-10	HEALTH INSURANCE	23,024	34,438	35,644	3.50%
403-3803-538.23-15	DENTAL INSURANCE	1,689	2,123	2,187	3.01%
403-3803-538.23-20	LIFE INSURANCE	1,095	1,309	1,512	15.51%
403-3803-538.23-21	SHORT-TERM DISABILITY	817	981	1,136	15.80%
403-3803-538.23-30	DEPENDENT HEALTH INSURANC	12,917	28,949	29,962	3.50%
403-3803-538.23-35	DEPENDENT DENTAL INSURANC	1,458	2,633	2,716	3.15%
403-3803-538.23-40	LONG TERM DISABILITY	502	599	694	15.86%
403-3803-538.24-10	WORKERS' COMPENSATION	9,513	10,814	12,134	12.21%
* SALARIES AND BENEFITS		333,766	379,993	417,239	9.80%
OPERATING EXPENDITURES					
403-3803-538.34-10	CONTRACTUAL SERVICES	155,704	173,937	176,437	1.44%
403-3803-538.40-10	TRAVEL & PER DIEM	1,958	3,000	3,000	-%
403-3803-538.41-10	TELEPHONE	3,131	3,360	3,360	-%
403-3803-538.41-30	POSTAGE	-	100	100	-%
403-3803-538.44-10	RENTALS & LEASES	185	2,500	2,500	-%
403-3803-538.45-10	LIABILITY	15,750	21,996	27,935	27.00%
403-3803-538.46-15	EQUIPMENT	5,080	7,000	7,000	-%
403-3803-538.46-17	INSURANCE RECOVERY	-	1,484	-	(100.00%)
403-3803-538.46-25	MISCELLANEOUS	4,245	4,800	4,800	-%
403-3803-538.46-30	VEHICLE	3,863	7,500	7,500	-%
403-3803-538.46-35	MOWER	4,459	-	-	-%
403-3803-538.47-10	PRINTING & BINDING	-	275	275	-%
403-3803-538.51-10	OFFICE SUPPLIES	71	400	400	-%
403-3803-538.52-10	OPERATING SUPPLIES	8,098	8,550	8,550	-%
403-3803-538.52-11	DURABLE GOODS	4,664	4,500	4,400	(2.22%)
403-3803-538.52-15	FUEL COSTS	9,181	7,045	7,486	6.26%
403-3803-538.52-25	UNIFORMS	4,211	4,850	4,850	-%
403-3803-538.52-65	OPERATING CHEMICALS	-	-	1,000	-%
403-3803-538.54-10	BKS, PUB, SUB, MEM, LIB	842	750	750	-%
403-3803-538.59-10	DEPRECIATION EXPENSE	2,406	-	-	-%
* OPERATING EXPENDITURES		223,848	252,047	260,343	3.29%

FUND 403
DEPT 38
DIVISION 03

RIGHT-OF-WAY EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
403-3803-538.64-10	EQUIP - REPLACEMENT	47,827	-	-	-%
403-3803-538.64-11	EQUIP-VEHICLE REPLACEMENT	-	-	70,000	-%
403-3803-538.64-15	EQUIP - NEW	-	-	6,500	-%
403-3803-538.64-25	FUTURE PROJECTS	(2,950)	-	-	-%
403-3803-538.69-99	ASSET RECLASSIFICATION	(44,877)	-	-	-%
* CAPITAL EXPENDITURES		-	-	76,500	-%
TOTAL STORMWATER		557,614	632,040	754,082	19.31%

FUND **403**
DEPT **38**
DIVISION **03**

RIGHT-OF-WAY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
403-3803-538.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	261,544	261,544
403-3803-538.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	12,000	12,000
403-3803-538.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	19,797	19,797
403-3803-538.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	37,913	37,913
403-3803-538.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	35,644	35,644
403-3803-538.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,187	2,187
403-3803-538.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,512	1,512
403-3803-538.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,136	1,136
403-3803-538.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	29,962	29,962
403-3803-538.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	2,716	2,716
403-3803-538.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	694	694
403-3803-538.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	12,134	12,134
403-3803-538.34-10	CONTRACTUAL SERVICES	SERVICES TO COVER THE POTENTIAL FOR TREE REMOVAL IN IMPERIAL TERRACE CANAL	5,000	176,437
		RUBY ST LANDSCAPE MAINT	15,580	-
		MAIN ST LANDSCAPE MAINT	29,440	-
		LARGE TREE REMOVAL; INADEQUATE EQUIPMENT, TOO RISKY FOR STAFF TO PERFORM TASKS	10,000	-
		HWY 441/SR19 RETENTION POND FDOT REQ'D MAINT AQUATIC SPRAY TREATMENT	2,800	-
		HWY 19 MEDIAN MAINT	22,600	-
		CONTRACTS TO MAINTAIN THE FOLLOWING: HWY 441 MEDIAN MAINT	33,350	-

FUND 403
DEPT 38
DIVISION 03

RIGHT-OF-WAY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		CITYWORKS - WORK ORDER SYSTEM	4,667	-
		ALFRED & CAROLINE ST LANDSCAPE MAINT	53,000	-
403-3803-538.40-10	TRAVEL & PER DIEM	TRAINING FOR ROW STAFF, INCLUDING CEU'S REQUIRED CLASSES, ETC	3,000	3,000
403-3803-538.41-10	TELEPHONE	CELLPHONE SERVICE	3,360	3,360
403-3803-538.41-30	POSTAGE	POSTAGE`	100	100
403-3803-538.44-10	RENTALS & LEASES	RENTAL OF EQUIPMENT	2,500	2,500
403-3803-538.45-10	LIABILITY	LIABILITY INSURANCE	27,935	27,935
403-3803-538.46-15	EQUIPMENT	REPAIR & MAINT OF EQUIPMENT	2,000	7,000
		REPLACEMENT OF 2 MOWER DECKS	5,000	-
403-3803-538.46-17	INSURANCE RECOVERY	NO AMOUNT BUDGETED	-	-
403-3803-538.46-25	MISCELLANEOUS	COST TO REPAIR ROW DUE TO DAMAGE: SOD REPLACEMENT	1,500	4,800
		SOIL REPLACEMENT	300	-
		IRRIGATION REPAIRS IN MEDIANS ON SR19 & HWY 441 SPRINKLERS, PVC, PVC FITTINGS	1,200	-
		BACKFLOW DEVICE REPAIR/REPLACEMENT FOR DEVICES IN MEDIANS ON SR19, NOT MAINTAINED BY UTILITIES	1,500	-
		* TREE REPLACEMENT TO MAINTAIN TREE CITY USA DESIGNATION, ROUTINELY REMOVING DISEASED TREES	300	-
403-3803-538.46-30	VEHICLE	ROUTINE PREVENTATIVE MAINT & REPAIRS TO VEHICLES	7,500	7,500
403-3803-538.46-35	MOWER	NO AMOUNT BUDGETED	-	-
403-3803-538.47-10	PRINTING & BINDING	BUSINESS CARDS, PRINTING MAPS, ETC	275	275
403-3803-538.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES	400	400
403-3803-538.52-10	OPERATING SUPPLIES	SUPPLIES FOR DAILY OPERATIONS INCLUDING SMALL TOOLS, MISC ITEMS, EROSION CONTROL MATERIAL	1,700	8,550

FUND 403
DEPT 38
DIVISION 03

RIGHT-OF-WAY EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		WEED TRIMMER STRING, CHAIN SAW BAR/CHAIN, EDGER BLADES, BAR CHAIN OIL, REPLACEMENT TRIMMER HEAD	850	-
		MOWER BLADES FOR ALL MOWERS	4,500	-
		FIRST AID SUPPLIES FOR VEHICLES/OFFICE	400	-
		BLADES FOR BUSH HOG	1,100	-
403-3803-538.52-11	DURABLE GOODS	SMALL EQUIPMENT PURCHASES, CHAIN SAWS, POLE SAWS, LINE TRIMMERS, BLOWERS, CHAIN SAWS AND POLE SAWS ARE PAST LIFE EXPECTANCY	3,500	4,400
		TABLETS FOR FIELD STAFF FOR WORK ORDER SYSTEM	900	-
403-3803-538.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	7,486	7,486
403-3803-538.52-25	UNIFORMS	WEEKLY RENTAL OF UNIFORMS - 5 EMPLOYEES	1,200	4,850
		RAIN GEAR - CLASS 3 HI-VISIBILITY SAFETY GEAR REQ'D BY LAW	900	-
		PPE FOR ROW STAFF SAFETY - REQ'D BY LAW	500	-
		POLO SHIRTS - ASST MANAGER	250	-
		OSHA CERTIFIED SAFETY HARNESS & LAYNARD REQ'D FOR SAFETY	500	-
		HOODIES/SHIRTS/HATS	500	-
		BOOT ALLOWANCE - 5 EMPLOYEES	1,000	-
403-3803-538.52-65	OPERATING CHEMICALS	HERBICIDE FOR ROW CONTROL INVASIVE SPECIES MGT, NOXIOUS/INVASIVE WEED CONTROL AROUND LIFTSTATIONS & STORMWATER PONDS PER MS4 PERMITTING MAINT	1,000	1,000
403-3803-538.54-10	BKS, PUB, SUB, MEM, LIB	ISA (INTERNATIONAL SOCIETY ARBORICULTURE)	750	750
403-3803-538.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
403-3803-538.64-10	EQUIP - REPLACEMENT	NO AMOUNT BUDGETED	-	-
403-3803-538.64-11	EQUIP-VEHICLE REPLACEMENT	REPLACE 1995 F350 DUMP TRUCK (353) W/NEW F350 DUMP TRUCK	70,000	70,000

Marina/Seaplane Base

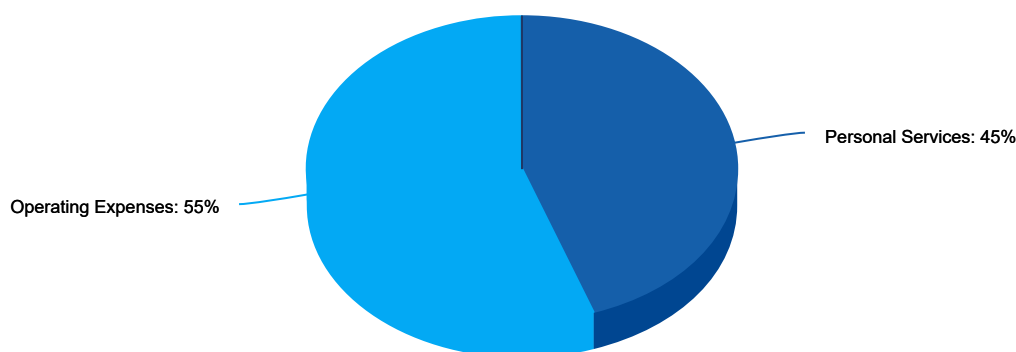


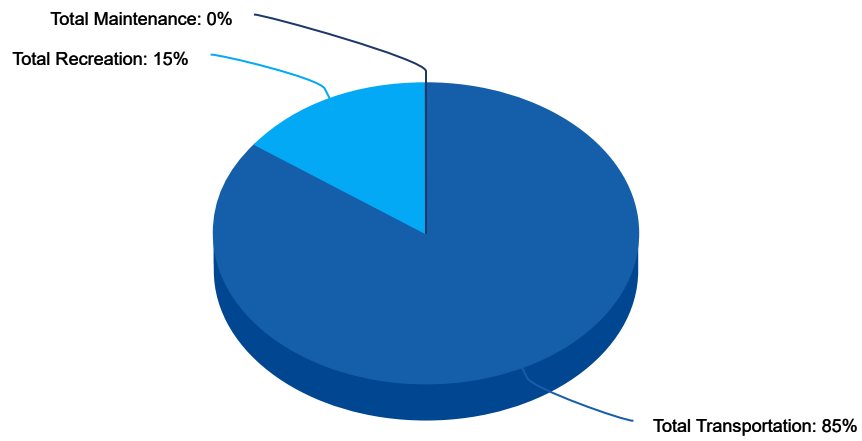
Marina/Seaplane Base

Fund 405

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Transportation-43				
Personal Services	292,503	336,838	348,228	3.38%
Operating Expenses	571,523	400,560	432,350	7.94%
Capital Expenses	-	54,395	-	(100.00%)
Total Transportation	864,026	791,793	780,578	(1.42%)
Splash Park-73				
Personal Services	39,107	51,296	63,918	24.61%
Operating Expenses	35,890	29,621	37,359	26.12%
Total Splash Park	74,997	80,917	101,277	25.16%
Maintenance-74				
Personal Services	37,710	52,597	60,149	14.36%
Operating Expenses	48,027	61,987	76,629	23.62%
Total Maintenance	85,737	114,584	136,778	19.37%
Grand Total Marina/Seaplane Base	\$1,024,760	\$987,294	\$1,018,633	3.17%
Category Summary				
Personal Services	369,320	440,731	472,295	7.16%
Operating Expenses	655,440	492,168	546,338	11.01%
Capital Expenses	-	54,395	-	(100.00%)
Grand Total Marina/Seaplane Base	\$1,024,760	\$987,294	\$1,018,633	3.17%

2024 APPROPRIATIONS



2024 TOTAL APPROPRIATIONS BY FUNCTION

FUND **405**
DEPT **00**
DIVISION **00**

SEAPLANE BASE & MARINA REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
CHARGES FOR SERVICES					
405-0000-343.60-01	LATE CHARGES/PENALTY	303	-	-	-%
405-0000-344.20-01	SLIP RENTAL/DOCKAGE	82,702	88,044	119,295	35.49%
405-0000-344.20-02	BOAT LAUNCH/TRANSIENT DCK	37	-	-	-%
405-0000-344.20-20	OTHER PROPERTY RENTAL	85,457	87,960	95,340	8.39%
405-0000-344.20-50	SALE OF GAS & OIL	410,894	214,120	232,300	8.49%
405-0000-344.20-51	PROP SHOP SALES	22,339	20,000	24,200	21.00%
405-0000-344.20-52	COT BOTTLED WATER SALES	738	-	-	-%
405-0000-344.20-53	WHSL TAV BOTTLE WATER	8	-	-	-%
405-0000-344.90-04	OTHER FEES	341	-	-	-%
405-0000-347.20-05	SPLASH PARK FEES	24,170	25,000	31,502	26.01%
405-0000-347.50-02	OTHER RENTALS/PAVILN	10,677	11,315	11,224	(0.80%)
**TOTAL CHARGES FOR SERVICES		637,666	446,439	513,861	15.10%
INTEREST & OTHER INCOME					
405-0000-369.10-02	INSUR REIMBURSEMENTS	-	33,975	-	(100.00%)
**TOTAL INTEREST & OTHER INCOME		-	33,975	-	(100.00%)
OTHER SOURCES					
405-0000-389.01-01	CONTRIBUTIONS FROM GEN FD	283,399	242,462	258,531	6.63%
405-0000-389.01-05	FROM TIF FUND	202,572	274,933	258,864	(5.84%)
405-0000-389.90-01	RETAINED EARNINGS	-	(10,515)	(12,623)	20.05%
*APPROPRIATED RESERVES		485,971	506,880	504,772	(0.42%)
**TOTAL OTHER SOURCES		485,971	506,880	504,772	(0.42%)
TOTAL SEAPLANE BASE & MARINA		1,123,637	987,294	1,018,633	3.17%

FUND 405
DEPT 00
DIVISION 00

MARINA FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
405-0000-343.60-01	LATE CHARGES/PENALTY	NO AMOUNT BUDGETED	-	-
405-0000-344.20-01	SLIP RENTAL/DOCKAGE	ESTIMATED SLIP RENTAL REVENUE	119,295	119,295
405-0000-344.20-02	BOAT LAUNCH/TRANSIENT DCK	NO AMOUNT BUDGETED	-	-
405-0000-344.20-20	OTHER PROPERTY RENTAL	ESTIMATED OTHER PROPERTY RENTALS	95,340	95,340
405-0000-344.20-50	SALE OF GAS & OIL	ESTIMATED REVENUE FROM THE SALE OF GAS AND OIL	232,300	232,300
405-0000-344.20-51	PROP SHOP SALES	ESTIMATED PROP SHOP SALES REVENUE	24,200	24,200
405-0000-344.20-52	COT BOTTLED WATER SALES	NO AMOUNT BUDGETED	-	-
405-0000-344.20-53	WHSL TAV BOTTLE WATER	NO AMOUNT BUDGETED	-	-
405-0000-344.90-04	OTHER FEES	NO AMOUNT BUDGETED	-	-
405-0000-347.20-05	SPLASH PARK FEES	ESTIMATED SPLASH PARK FEES REVENUE	31,502	31,502
405-0000-347.50-02	OTHER RENTALS/PAVILN	ESTIMATED GAZEBO AND PAVILION RENTAL REVENUE	11,224	11,224
405-0000-369.10-02	INSUR REIMBURSEMENTS	NO AMOUNT BUDGETED	-	-
405-0000-389.01-01	CONTRIBUTIONS FROM GEN FD	CONTRIBUTIONS FROM GENERAL FUND (PLACEHOLDER)	258,531	258,531
405-0000-389.01-05	FROM TIF FUND	CONTRIBUTIONS FROM TIF FUND	258,864	258,864
405-0000-389.90-01	RETAINED EARNINGS	APPROPRIATE FOR RETAINED EARNINGS	(12,623)	(12,623)



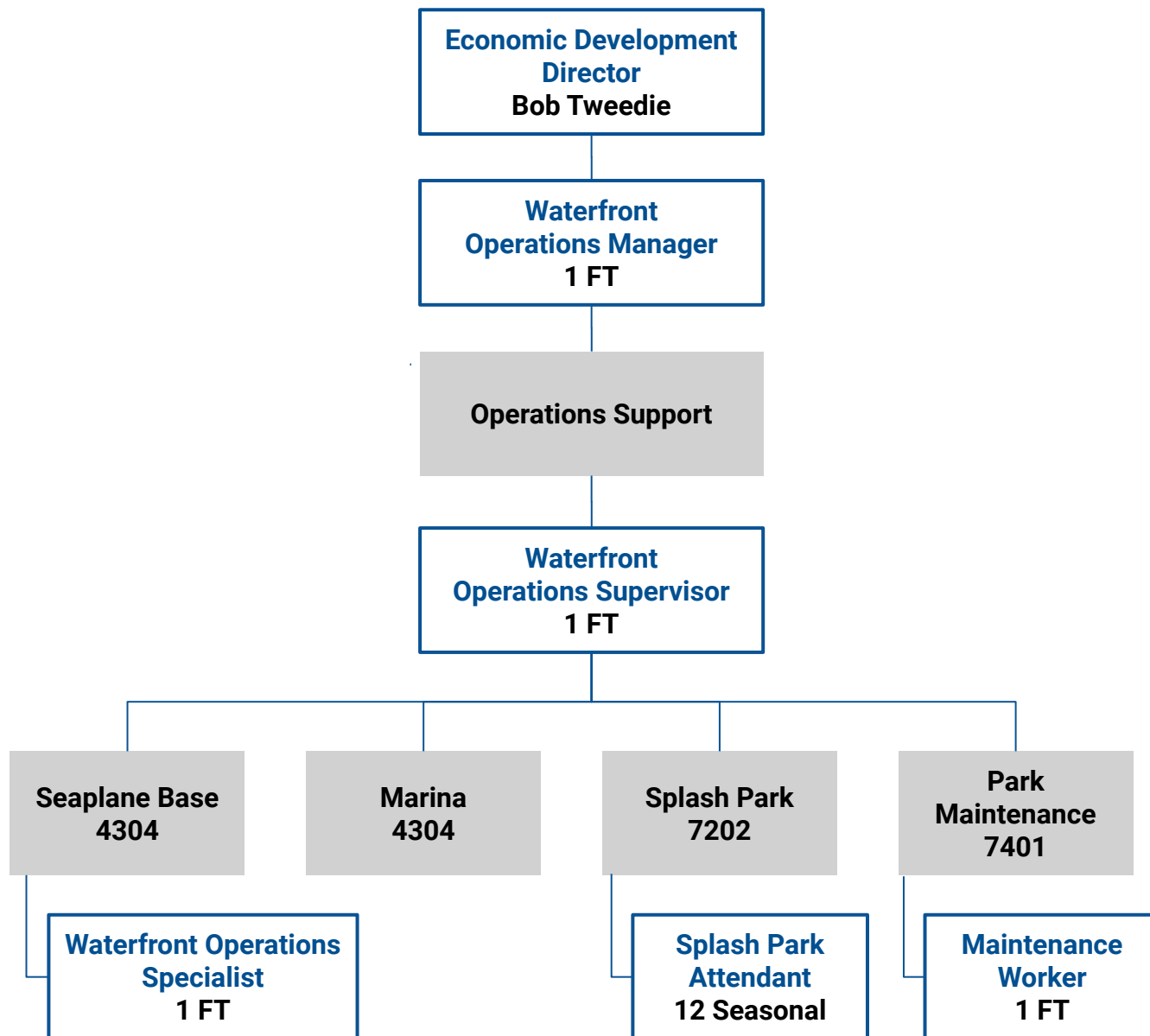
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Airport/Marina Operations



Airport/Marina Operations

Department 43



*Salary is allocated to General Fund Economic Development budget.

Position Summary

Authorized Positions		Pos. #	2021-2022	2022-2023	2023-2024
Full Time:					
²	Seaplane Base Maintenance Worker	43003	1	1	1
	Waterfront Operation Supervisor	43006	1	1	1
	Waterfront Operations Manager	43005	1	1	1
	Waterfront Operations Specialist	43004	3	3	3
No. of Full Time			6	6	6
Seasonal:					
³	Splash Park Attendant	72004	12	12	12
No. of Seasonal:			12	12	12
Total No. of Positions:			18	18	18
Total FTEs:			6	6	6

Notes:

For FY2012, all departments/divisions within Fund 405 have been realigned.

1. Salary and benefits are allocated 90% to Seaplane Base & Marina and 10% to Splash Park

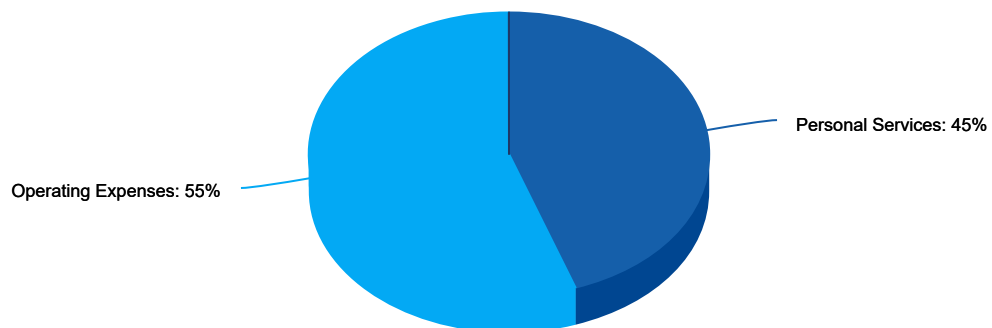
2. Position is budgeted 90% from Division 7401 (Park Maint.) & 10% from Division 7301 (Splash Park). Position and chart also shown under Department 74.

3. Position and chart also shown under Department 72.

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Seaplane Base & Marina-4301				
Personal Services	12,588	-	-	-%
Total Seaplane Base & Marina	12,588	-	-	-%
Seaplane Base & Marina-4304				
Personal Services	279,915	336,838	348,228	3.38%
Operating Expenses	571,523	400,560	432,350	7.94%
Capital Expenses	-	54,395	-	(100.00%)
Total Seaplane Base & Marina	851,438	791,793	780,578	(1.42%)
Grand Total Seaplane Base & Marina	\$864,026	\$791,793	\$780,578	(1.42%)
Category Summary				
Personal Services	292,503	336,838	348,228	3.38%
Operating Expenses	571,523	400,560	432,350	7.94%
Capital Expenses	-	54,395	-	(100.00%)
Grand Total Seaplane Base & Marina	\$864,026	\$791,793	\$780,578	(1.42%)
Percentage of Fund Budget	84.31%	84.87%	76.63%	

2024 APPROPRIATIONS



SEAPLANE BASE & MARINA - 4304

DEPARTMENT MISSION

It is the mission of the Seaplane Base and Marina department to operate a Seaplane Base and Marina while providing excellent customer service in a safe and fiscally prudent manner with a goal of becoming an efficient economic driver. The Seaplane Base & Marina serves as the cornerstone of the City's brand and the economic engine at the heart of "America's Seaplane City" attracting seaplane visitors from all over the United States.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Tavares Seaplane Base & Marina offers a variety of services. The waterfront operations fall under the City of Tavares Economic Development Department for purposes of stimulating the local economy and providing enhanced recreational opportunities to the City's residents and visitors. The Seaplane Base & Marina also operates and maintains the Splash Park, land and over-water fuel sales, Prop Shop, event space, aircraft apron, marina, championship volleyball courts and Wooton Park. The Seaplane Base & Marina coordinates with private vendors to provide services such as seaplane rides, flight training, kayak and paddle board rentals, and boat eco-tours. The Seaplane Base & Marina staff are responsible for the operation of Wooton Park and the Pontoon Promenade, and also facilitate and coordinate support services for special events for community residents and visitors.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Splash Park Attendance	5,890	3,250	3,500	6,500
2.	Gallons of Fuel Sold	38,536	71,000	85,000	95,000
3.	Picnic Pavilion Rentals	65	125	223	350
4.	Percentage of Boat Slip Rentals Filled	N/A	1	1	1
5.	Number of Special Events Facilitated	14	23	26	27
6.	Number of Aviation Operations	4,322	6,589	7,124	7,700

2024 GOALS

Organizational Development

Continue increasing the foot traffic through the propshop by capitalizing on the trail-reroute at Wooton Park which will increase sales of products and services.

Growth and Development

Increase aviation community involvement through encouraging increased traffic for seaplane conventions and other seaplane ownership related meet-and-greet activities.

City Lifestyle

To provide a pristine park environment that promotes safety, business creation, community events, recreational and sporting activities for citizens while maintaining City traditions and values.

Citizen and Customer Service Focus

To provide superior customer service to each and every patron and successfully incorporate the completed Wooton Park West into normal operations, providing an idyllic setting for visitors.

Innovation and Technology

To implement a software based system that can more efficiently, accurately and practically assist our marina and park customers in the reservation of marina slips, marina maintenance and enhance fuel sales.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness and ethical standards are promoted.

2024 OBJECTIVES

1. Provide a world class Seaplane Base & Marina with excellent customer service and knowledgeable staff.

2. Effectively integrate the recently completed Seaplane Base & Marina rebuild while enhancing services and customer experience through improved management software with online connectivity.
3. Effectively and efficiently operate all phases of the waterfront operations at Wooton Park.
4. Increase awareness of the Seaplane Base & Marina on a national level.
5. Implement safety awareness and increase safety for residents through the trail-reroute project.
6. Increase volleyball tournament availability with the new addition to the volleyball court.
7. Develop advanced training for staff related to aviation and nautical operations.
8. Enhance the brand through increased, diversified marketing efforts.
9. Continue to emphasize the growth of seaplane activity by evolving current events and promotional efforts.
10. Update and implement a new marina management system and retail POS to enhance efficiency and customer experience.
11. Explore the viability of the addition of a "drop off" dock located by Kalua for enhanced ADA access.
12. Continue to redirect boat activity to the new boating facility at Wooton Park West.
13. Continue to improve on usage of sand volleyball courts.
14. Continue re-investment into park services in effort to increase the economic-driving capability of the area.
15. Promote the renovated splash pad at Wooton Park.
16. Install timed locks at Wooton Park restrooms for increased customer safety and enhanced access during park hours.

2023 ACCOMPLISHMENTS

1. Developed and implemented the Airport Emergency Plan
2. Installed security gate at the marina increasing customer safety and marina security for all tenants.
3. Entered into preliminary planning with Scribble Software for the implementation of a marina management system
4. Substantially increased revenue through excellent customer service and response for tenants.
5. Successfully recovered from two hurricanes with little to no interruption of services at the Marina and Seaplane Base
6. Hosted the 2022 Monstersplash and Rocktober fest resulting in a successful event and customer experience
7. Continued growth of seaplane transient traffic by over 11% through advertising in SPA and other aviation publications
8. Installed an operations booth enhancing safety and security on the Seaplane Apron.
9. Successfully cleared the Wooton Park shoreline located east of the Seaplane base enhancing boat traffic access
10. Successfully managed invasive aquatic plant life (hydrilla) with the cooperation of Lake County resources.
11. Executed multiple fuel system repairs and deferred upkeep.
12. Upgraded the marina security cameras for enhanced monitoring and safety
13. Updated aircraft apron equipment to industry standard safety and marshalling equipment.
14. Reinstated full service fueling capability at the Seaplane base for enhanced customer experience and safety
15. Upgraded park restrooms with warm-air hand dryers in effort to reduce the environmental impact of paper products

FUND 405
DEPT 43
DIVISION See Below

SEAPLANE BASE & MARINA EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
405-4301-543.12-10	REGULAR SALARIES	12,588	-	-	-%
405-4304-543.12-10	REGULAR SALARIES	189,213	214,793	221,520	3.13%
405-4304-543.13-10	OTHER SALARIES & WAGES	9,355	-	-	-%
405-4304-543.14-10	OVERTIME	8,601	5,085	5,085	-%
405-4304-543.21-10	FICA / MED TAXES	14,448	16,706	16,988	1.69%
405-4304-543.22-20	FL STATE RETIREMENT	19,903	26,753	31,408	17.40%
405-4304-543.23-10	HEALTH INSURANCE	25,737	42,187	42,773	1.39%
405-4304-543.23-15	DENTAL INSURANCE	1,313	2,081	2,100	0.91%
405-4304-543.23-20	LIFE INSURANCE	823	1,248	1,093	(12.42%)
405-4304-543.23-21	SHORT-TERM DISABILITY	607	939	964	2.66%
405-4304-543.23-30	DEPENDENT HEALTH INSURANC	-	14,470	13,483	(6.82%)
405-4304-543.23-35	DEPENDENT DENTAL INSURANC	497	790	815	3.16%
405-4304-543.23-40	LONG TERM DISABILITY	376	573	588	2.62%
405-4304-543.24-10	WORKERS' COMPENSATION	9,042	11,213	11,411	1.77%
* SALARIES AND BENEFITS		292,503	336,838	348,228	3.38%
OPERATING EXPENDITURES					
405-4304-543.32-10	AUDIT SERVICES	1,852	4,680	6,100	30.34%
405-4304-543.34-10	CONTRACTUAL SERVICES	5,851	11,890	4,500	(62.15%)
405-4304-543.40-10	TRAVEL & PER DIEM	496	4,610	5,000	8.46%
405-4304-543.41-10	TELEPHONE	4,404	3,036	3,100	2.11%
405-4304-543.41-30	POSTAGE	2	600	300	(50.00%)
405-4304-543.43-10	ELECTRIC, WATER, GAS	45,234	43,738	45,488	4.00%
405-4304-543.45-10	LIABILITY	35,950	37,745	47,935	27.00%
405-4304-543.46-10	BUILDING	3,859	900	-	(100.00%)
405-4304-543.46-11	DOCKS	2,587	3,200	3,600	12.50%
405-4304-543.46-16	FUELING SYSTEM	10,086	17,062	14,500	(15.02%)
405-4304-543.46-25	MISCELLANEOUS	-	700	2,400	242.86%
405-4304-543.46-45	EXTERMINATING	-	500	500	-%
405-4304-543.49-01	OVER/SHORT REC FUEL	143	-	-	-%
405-4304-543.49-02	OVER/SHORT AV FUEL	53	-	-	-%
405-4304-543.49-03	CASH OVER/SHORT	(137)	-	-	-%
405-4304-543.49-10	ADVERTISING	3,451	7,470	7,500	0.40%
405-4304-543.49-30	BANK/WIRE/ADMN EXPENSE	69	-	-	-%
405-4304-543.49-32	CREDIT CARD PROCESSING	14,689	12,532	16,065	28.19%
405-4304-543.49-97	INVENTORY OVER/SHORT-PROP	4,218	-	-	-%
405-4304-543.51-10	OFFICE SUPPLIES	1,249	2,000	2,000	-%
405-4304-543.52-10	OPERATING SUPPLIES	5,253	11,200	15,000	33.93%

FUND 405
DEPT 43
DIVISION See Below

SEAPLANE BASE & MARINA EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
405-4304-543.52-11	DURABLE GOODS	3,113	4,275	3,500	(18.13%)
405-4304-543.52-15	FUEL COSTS	660	912	662	(27.41%)
405-4304-543.52-16	INVENTORY PURCHASES	-	16,007	17,000	6.20%
405-4304-543.52-22	COST OF GOODS SOLD	9,730	-	-	-%
405-4304-543.52-25	UNIFORMS	2,548	3,000	3,000	-%
405-4304-543.52-26	COST OF AVIATION SALES	85,394	-	-	-%
405-4304-543.52-27	COST OF RECR FUEL SALES	257,615	-	-	-%
405-4304-543.52-31	RECREATNL FUEL INVENTORY	12,242	150,000	160,000	6.67%
405-4304-543.52-32	AVIATION FUEL INVENTORY	40,917	62,000	70,000	12.90%
405-4304-543.52-50	TRAINING	866	2,000	2,000	-%
405-4304-543.54-10	BKS, PUB, SUB, MEM, LIB	412	503	2,200	337.38%
405-4304-543.59-10	DEPRECIATION EXPENSE	14,472	-	-	-%
405-4304-543.59-13	BAD DEBT	4,245	-	-	-%
* OPERATING EXPENDITURES		571,523	400,560	432,350	7.94%
CAPITAL EXPENDITURES					
405-4304-543.64-15	EQUIP - NEW	-	12,260	-	(100.00%)
405-4304-543.64-25	FUTURE PROJECTS	7,104	42,135	-	(100.00%)
405-4304-543.69-99	ASSET RECLASSIFICATION	(7,104)	-	-	-%
* CAPITAL EXPENDITURES		-	54,395	-	(100.00%)
TOTAL SEAPLANE BASE & MARINA		864,026	791,793	780,578	(1.42%)

FUND 405
DEPT 43
DIVISION 04

SEAPLANE BASE & MARINA EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
405-4304-543.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	221,520	221,520
405-4304-543.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	-	-
405-4304-543.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	5,085	5,085
405-4304-543.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	16,988	16,988
405-4304-543.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	31,408	31,408
405-4304-543.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	42,773	42,773
405-4304-543.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,100	2,100
405-4304-543.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,093	1,093
405-4304-543.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	964	964
405-4304-543.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	13,483	13,483
405-4304-543.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	815	815
405-4304-543.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	588	588
405-4304-543.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	11,411	11,411
405-4304-543.32-10	AUDIT SERVICES	AUDIT SERVICES	4,800	6,100
		ACFR PREPARATION	1,300	-
405-4304-543.34-10	CONTRACTUAL SERVICES	ONE FULL CLEANING OF 34,151 SQFT OF MARINA DOCKS	3,500	4,500
		ONE SPOT CLEANING OF MARINA DOCK PROBLEM AREAS	1,000	-
405-4304-543.40-10	TRAVEL & PER DIEM	CONFERENCES AND SEMINARS WHICH CAN INCLUDE FAB A CONFERENCE AND FAC CONFERENCE AS WELL AS FUEL SYSTEM TRAINING FOR OPERATIONS PERSONNEL	5,000	5,000
405-4304-543.41-10	TELEPHONE	DOMS FAX	1,400	3,100
		CELLPHONE SERVICE INCLUDING HOTSPOTS AND MOBILE	1,700	-
405-4304-543.41-30	POSTAGE	POSTAGE	300	300

FUND **405**
DEPT **43**
DIVISION **04**

SEAPLANE BASE & MARINA EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION			DETAIL	ADOPTED BUDGET 2023-2024
405-4304-543.43-10	ELECTRIC, WATER, GAS	WATER	45,488	45,488
405-4304-543.45-10	LIABILITY	LIABILITY INSURANCE	38,606	47,935
		POLLUTION INSURANCE	743	-
		AVIATION INSURANCE	8,586	-
405-4304-543.46-10	BUILDING	NO AMOUNT BUDGETED	-	-
405-4304-543.46-11	DOCKS	CONTINUED SUPPORT OF PREVIOUS GENERATION DOCK ANTICIPATING ADDITIONAL SERVICES TO MAINTAIN LEVEL OF SERVICE	1,800	3,600
		REPLACEMENT OF COMPOSITE DECK BOARDS	1,800	-
405-4304-543.46-16	FUELING SYSTEM	ANNUAL INSPECTIONS INCLUDING FILTER REPLACEMENTS UPKEEP, WASTE FUEL RECYCLING, SYSTEM MONITORING UPKEEP AND STRUCTURAL INTEGRITY TESTING	14,500	14,500
405-4304-543.46-25	MISCELLANEOUS	REFRIGERATION UNIT UPKEEP IN SHOP AND AC SYSTEM REPAIRS	2,400	2,400
405-4304-543.46-45	EXTERMINATING	EXTERMINATION SERVICES	500	500
405-4304-543.49-01	OVER/SHORT REC FUEL	NO AMOUNT BUDGETED	-	-
405-4304-543.49-02	OVER/SHORT AV FUEL	NO AMOUNT BUDGETED	-	-
405-4304-543.49-03	CASH OVER/SHORT	NO AMOUNT BUDGETED	-	-
405-4304-543.49-10	ADVERTISING	ADVERTISING MATERIALS INCLUDING MARKETING WATERFLYING MAGAZINE, SPA FLIGHT DIRECTORY EVENT PROMOTION AND OTHER RELATED LISTINGS	7,500	7,500
405-4304-543.49-30	BANK/WIRE/ADMN EXPENSE	NO AMOUNT BUDGETED	-	-
405-4304-543.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	16,065	16,065
405-4304-543.49-97	INVENTORY OVER/SHORT- PROP	NO AMOUNT BUDGETED	-	-
405-4304-543.51-10	OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES INCLUDING PRINTER INK / TONER	2,000	2,000

FUND 405
DEPT 43
DIVISION 04

SEAPLANE BASE & MARINA EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
405-4304-543.52-10	OPERATING SUPPLIES	HAND TOOLS AND BITS, SAFETY EQ, FIRST AID MATERIAL SAFETY CONES AND SUPPLIES, HOSES, BATTERIES AND OTHER MARINA SUPPORT EQUIPMENT AND CONSUMABLES	15,000	15,000
405-4304-543.52-11	DURABLE GOODS	PROP SHOP NEEDS ADDITIONAL SEATING ON THE DECK	1,000	3,500
		SECURITY CAMERA SYSTEM MAINTENANCE	500	-
		REPLACEMENT FURNITURE IN MANAGER OFFICE TO SUPPORT MANAGER AND SUPERVISOR	2,000	-
405-4304-543.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	662	662
405-4304-543.52-16	INVENTORY PURCHASES	TSHIRTS, SNACK FOODS, BEVERAGES, ICE CREAM, AND OTHER ITEMS FOR SALE WITHIN AVIATION THEMED MERCHA	17,000	17,000
405-4304-543.52-22	COST OF GOODS SOLD	NO AMOUNT BUDGETED	-	-
405-4304-543.52-25	UNIFORMS	REPLACEMENT UNIFORMS INCLUDING SHIRTS SLACKS, SHORTS, HATS, SAFETY SHOES, JACKETS AND VESTS	3,000	3,000
405-4304-543.52-26	COST OF AVIATION SALES	NO AMOUNT BUDGETED	-	-
405-4304-543.52-27	COST OF RECR FUEL SALES	NO AMOUNT BUDGETED	-	-
405-4304-543.52-31	RECREATNL FUEL INVENTORY	RECREATIONAL FUEL FOR SALE (WATER AND AIRCRAFT)	160,000	160,000
405-4304-543.52-32	AVIATION FUEL INVENTORY	AVGAS FOR ON WATER AND RAMP FUEL SALES	70,000	70,000
405-4304-543.52-50	TRAINING	CPR AND AVIATION RELATED SAFETY TRAINING	2,000	2,000
405-4304-543.54-10	BKS, PUB, SUB, MEM, LIB	SPA AND AOPA MEMBERSHIPS INCLUDING FUEL AND AIR SAFETY RELATED ORGANIZATIONS	2,200	2,200
405-4304-543.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
405-4304-543.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
405-4304-543.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-
405-4304-543.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
405-4304-543.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-



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Splash Park



Splash Park

Department 73



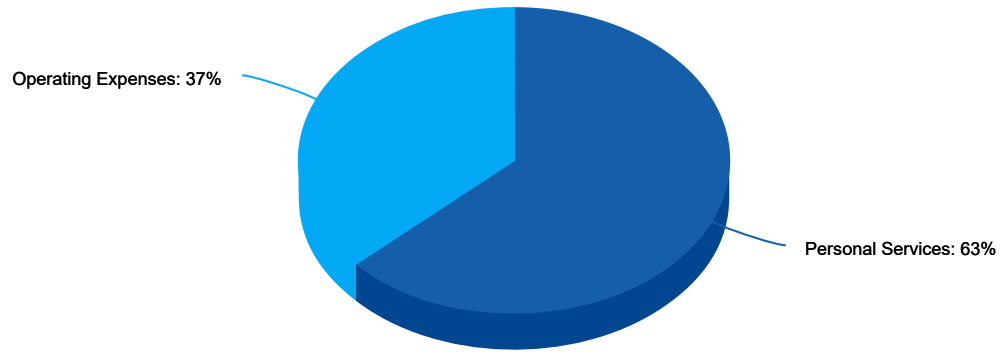
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Seasonal:				
Splash Park Attendant	72004	12	12	12
No. of Seasonal:		12	12	12
Total No. of Positions:		12	12	12
Total FTEs:		0	0	0

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Splash Park-7301				
Personal Services	39,107	51,296	63,918	24.61%
Operating Expenses	35,890	29,621	37,359	26.12%
Grand Total Splash Park	\$74,997	\$80,917	\$101,277	25.16%
Percentage of Fund Budget	7.32%	8.20%	9.94%	

2024 APPROPRIATIONS



FUND 405
DEPT 73
DIVISION 01

SPLASH PARK EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
405-7301-572.12-10	REGULAR SALARIES	32,110	44,629	54,172	21.38%
405-7301-572.14-10	OVERTIME	761	-	-	-%
405-7301-572.21-10	FICA / MED TAXES	2,486	3,402	4,118	21.05%
405-7301-572.22-20	FL STATE RETIREMENT	822	367	1,260	243.32%
405-7301-572.23-10	HEALTH INSURANCE	1,219	861	1,782	106.97%
405-7301-572.23-15	DENTAL INSURANCE	69	42	87	107.14%
405-7301-572.23-20	LIFE INSURANCE	37	17	52	205.88%
405-7301-572.23-21	SHORT-TERM DISABILITY	29	13	39	200.00%
405-7301-572.23-30	DEPENDENT HEALTH INSURANC	69	-	-	-%
405-7301-572.23-35	DEPENDENT DENTAL INSURANC	22	-	-	-%
405-7301-572.23-40	LONG TERM DISABILITY	17	8	24	200.00%
405-7301-572.24-10	WORKERS' COMPENSATION	1,466	1,957	2,384	21.82%
* SALARIES AND BENEFITS		39,107	51,296	63,918	24.61%
OPERATING EXPENDITURES					
405-7301-572.43-10	ELECTRIC, WATER, GAS	25,379	21,567	27,980	29.74%
405-7301-572.45-10	LIABILITY	2,916	3,054	3,879	27.01%
405-7301-572.46-25	MISCELLANEOUS	2,360	1,000	1,500	50.00%
405-7301-572.52-10	OPERATING SUPPLIES	358	2,500	2,500	-%
405-7301-572.52-25	UNIFORMS	-	1,500	1,500	-%
405-7301-572.59-10	DEPRECIATION EXPENSE	4,877	-	-	-%
* OPERATING EXPENDITURES		35,890	29,621	37,359	26.12%
TOTAL SPLASH PARK		74,997	80,917	101,277	25.16%

FUND 405
DEPT 73
DIVISION 01

SPLASH PARK EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
405-7301-572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	54,172	54,172
405-7301-572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	-	-
405-7301-572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	4,118	4,118
405-7301-572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	1,260	1,260
405-7301-572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,782	1,782
405-7301-572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	87	87
405-7301-572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	52	52
405-7301-572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	39	39
405-7301-572.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	-	-
405-7301-572.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	-	-
405-7301-572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	24	24
405-7301-572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	2,384	2,384
405-7301-572.43-10	ELECTRIC, WATER, GAS	ELECTRIC	27,980	27,980
405-7301-572.45-10	LIABILITY	LIABILITY INSURANCE	3,879	3,879
405-7301-572.46-25	MISCELLANEOUS	NECESSARY REPAIRS INCLUDING SAFETY GATES AND SEATING FOR VISITORS	1,500	1,500
405-7301-572.52-10	OPERATING SUPPLIES	WRISTBANDS, FIRST AID EQUIPMENT, WORKER SUPPLIES	2,500	2,500
405-7301-572.52-25	UNIFORMS	TSHIRTS FOR STAFF UNIFORMS	1,500	1,500
405-7301-572.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-



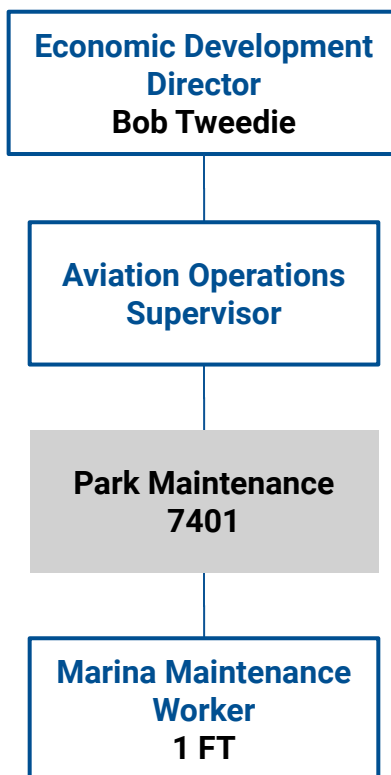
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Park Maintenance



Park Maintenance

Department 74



Notes:

1. 10 % Marina Operations Supervisor's and Marina Maintenance Worker's salaries and benefits allocated to Splash Park

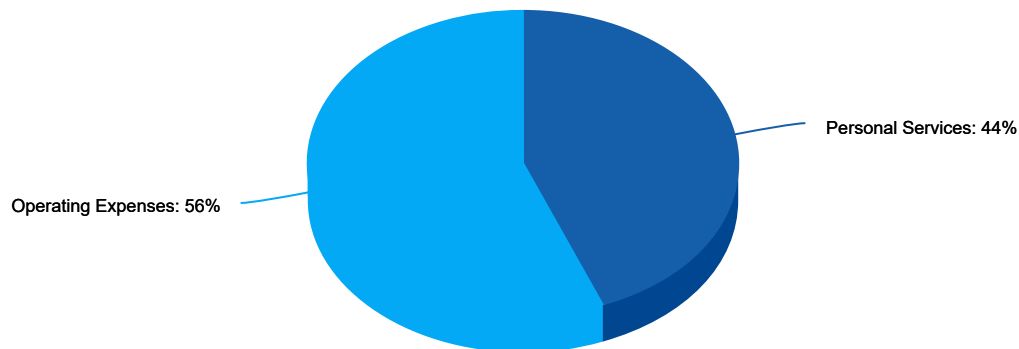
Position Summary				
Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
¹ Marina Maintenance Worker	43003	1	1	1
No. of Full Time		1	1	1
Total No. of Positions:		1	1	1
Total FTEs:		1	1	1

1. Position is budgeted 90% from Division 7401 (Park Maint.) & 10% from Division 7301 (Spash Park)

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Park Maintenance-7401				
Personal Services	37,710	52,597	60,149	14.36%
Operating Expenses	48,027	61,987	76,629	23.62%
Total Park Maintenance	85,737	114,584	136,778	19.37%
Grand Total Park Maintenance	\$85,737	\$114,584	\$136,778	19.37%
Category Summary				
Personal Services	37,710	52,597	60,149	14.36%
Operating Expenses	48,027	61,987	76,629	23.62%
Grand Total Park Maintenance	\$85,737	\$114,584	\$136,778	19.37%
Percentage of Fund Budget	8.37%	11.61%	13.43%	

2024 APPROPRIATIONS



FUND 405
DEPT 74
DIVISION 01

WOOTON PARK GENERAL MAINTENANCE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
405-7202-572.12-10	REGULAR SALARIES	(28,656)	-	-	-%
405-7202-572.22-90	FRS PENS ADJUST	1,449	-	-	-%
405-7202-572.23-90	OPEB	1,038	-	-	-%
405-7401-572.12-10	REGULAR SALARIES	41,660	33,974	38,036	11.96%
405-7401-572.14-10	OVERTIME	2,796	557	557	-%
405-7401-572.21-10	FICA / MED TAXES	3,240	2,550	2,849	11.73%
405-7401-572.22-20	FL STATE RETIREMENT	4,455	4,201	5,349	27.33%
405-7401-572.23-10	HEALTH INSURANCE	8,168	8,610	8,911	3.50%
405-7401-572.23-15	DENTAL INSURANCE	382	425	437	2.82%
405-7401-572.23-20	LIFE INSURANCE	188	198	220	11.11%
405-7401-572.23-21	SHORT-TERM DISABILITY	140	151	167	10.60%
405-7401-572.23-30	DEPENDENT HEALTH INSURANC	622	-	1,498	-%
405-7401-572.23-35	DEPENDENT DENTAL INSURANC	60	88	91	3.41%
405-7401-572.23-40	LONG TERM DISABILITY	87	92	102	10.87%
405-7401-572.24-10	WORKERS' COMPENSATION	2,081	1,751	1,932	10.34%
* SALARIES AND BENEFITS		37,710	52,597	60,149	14.36%
OPERATING EXPENDITURES					
405-7401-572.34-10	CONTRACTUAL SERVICES	11,401	6,954	5,000	(28.10%)
405-7401-572.41-10	TELEPHONE	2,694	1,265	500	(60.47%)
405-7401-572.45-10	LIABILITY	2,916	3,054	3,879	27.01%
405-7401-572.46-10	BUILDING	1,821	5,000	9,000	80.00%
405-7401-572.46-25	MISCELLANEOUS	24	3,000	3,000	-%
405-7401-572.46-30	VEHICLE	69	1,000	1,600	60.00%
405-7401-572.46-71	FACILITIES	3,320	5,400	6,500	20.37%
405-7401-572.52-10	OPERATING SUPPLIES	14,794	17,900	18,900	5.59%
405-7401-572.52-11	DURABLE GOODS	10,411	16,914	26,750	58.15%
405-7401-572.52-25	UNIFORMS	577	1,500	1,500	-%
* OPERATING EXPENDITURES		48,027	61,987	76,629	23.62%
TOTAL WOOTON PARK GENERAL MAINTENANCE		85,737	114,584	136,778	19.37%

FUND 405
DEPT 74
DIVISION 01

WOOTON PARK GENERAL MAINTENANCE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
405-7401-572.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	38,036	38,036
405-7401-572.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	557	557
405-7401-572.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	2,849	2,849
405-7401-572.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	5,349	5,349
405-7401-572.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	8,911	8,911
405-7401-572.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	437	437
405-7401-572.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	220	220
405-7401-572.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	167	167
405-7401-572.23-30	DEPENDENT HEALTH INSURANC	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	1,498	1,498
405-7401-572.23-35	DEPENDENT DENTAL INSURANC	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	91	91
405-7401-572.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	102	102
405-7401-572.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	1,932	1,932
405-7401-572.34-10	CONTRACTUAL SERVICES	SHORELINE MAINTENANCE INCLUDING WEED ABATEMENT AND UPKEEP. IRRIGATION SYSTEM UPKEEP & MAINTENANCE	5,000	5,000
405-7401-572.41-10	TELEPHONE	PHONE AND TABLET SERVICES	500	500
405-7401-572.45-10	LIABILITY	LIABILITY INSURANCE	3,879	3,879
405-7401-572.46-10	BUILDING	SPLASHPARK RESTROOM TOILET FIXTURE REPLACEMENT	5,000	9,000
		GAZEBO AND PAVILION RESTAINING SUPPLIES	4,000	-

FUND 405
DEPT 74
DIVISION 01

WOOTON PARK GENERAL MAINTENANCE EXPENDITURE JUSTIFICATION

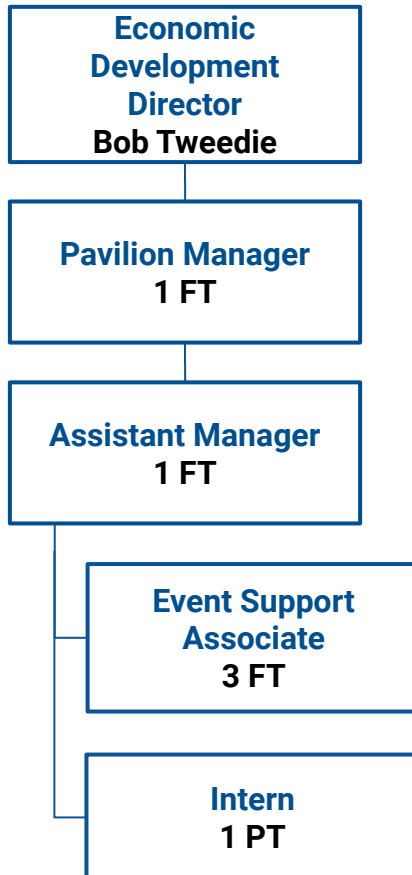
ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
405-7401-572.46-25	MISCELLANEOUS	BOLLARD UPKEEP AND REPLACEMENT INCLUDING NEW POWER OUTLETS THROUGHOUT THE PARK	2,000	3,000
		IRRIGATION SYSTEM SUPPORT	1,000	-
405-7401-572.46-30	VEHICLE	FORD RANGER UPKEEP	800	1,600
		KUBOTA UPKEEP	800	-
405-7401-572.46-71	FACILITIES	REPLACEMENT VOLLEYBALL NETS, PADS, ANTENNAS FOR COURT UPKEEP	6,500	6,500
405-7401-572.52-10	OPERATING SUPPLIES	JANITORIAL EQUIPMENT AND SUPPLIES TO MAINTAIN HIGHLY UTILIZED PUBLIC RESTROOMS,	12,000	18,900
		SAFETY EQUIPMENT	900	-
		MARINE AND SHORELINE SUPPLIES	4,000	-
		CABLE PROTECTOR REPLACEMENT	2,000	-
405-7401-572.52-11	DURABLE GOODS	GARBAGE CANS TO REPLACE EXTREMELY WORN UNITS THROUGHOUT THE PARK AND HAVE UNIFORM APPEARANCE WITHIN THE CITY WITH OTHER RECEPTACLES	20,000	26,750
		WOOD TO METAL PAINTING AND REPLACEMENT	350	-
		UTILITY GENERATOR AND WELDER	3,000	-
		REPLACEMENT CLEANING CART FOR HIGHLY UTILIZED PUBLIC RESTROOM	3,000	-
		DOGIPOT MAINTENANCE	400	-
405-7401-572.52-25	UNIFORMS	UNIFORM AND SAFETY EQUIPMENT SUPPLIES	1,500	1,500

Pavilion Fund



Pavilion Fund

Fund 406



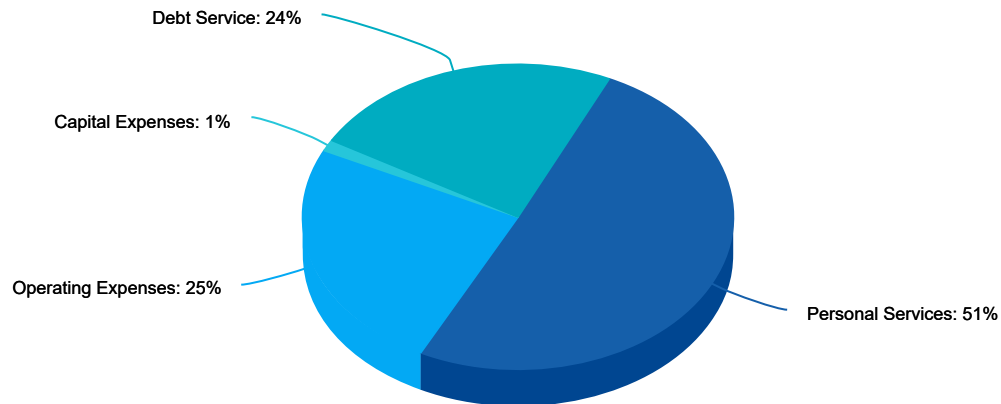
Position Summary

Authorized Positions	Pos. #	2021-2022	2022-2023	2023-2024
Full Time:				
Assistant Manager	75005	1	1	1
Event Support Associate	75002	2	3	3
Pavilion Manager	75001	1	1	1
No. of Full Time		4	5	5
Part Time:				
Event Support Associate	75002	2	0	0
Intern		1	1	1
No. of Part Time:		3	1	1
Total No. of Positions:		7	6	6
Total FTEs:		5.5	5.5	5.5

Budget Summary

Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Pavilion Fund				
Personal Services	335,799	403,130	419,437	4.05%
Operating Expenses	194,492	191,832	205,163	6.95%
Capital Expenses	8,800	45,847	9,997	(78.19%)
Debt Service	196,343	196,504	195,575	(0.47%)
Grand Total Pavilion	\$735,434	\$837,313	\$830,172	(0.85%)
Category Summary				
Personal Services	335,799	403,130	419,437	4.05%
Operating Expenses	194,492	191,832	205,163	6.95%
Capital Expenses	8,800	45,847	9,997	(78.19%)
Debt Service	196,343	196,504	195,575	(0.47%)
	-	-	-	-%
Grand Total Pavilion	\$735,434	\$837,313	\$830,172	(0.85%)

2024 APPROPRIATIONS



PAVILION - 7501

DEPARTMENT MISSION

It is the mission of the Pavilion on the Lake to be an economic engine that positively impacts the local community and businesses by hosting special events, community events, weddings, and other celebrations that attract guests to the downtown, thus creating an employment multiplier. Pavilion staff is committed to provide excellence in customer service to all rental parties and their guests, while maximizing revenue opportunities with a responsible entrepreneurial spirit to create self-sufficiency.

DEPARTMENT DESCRIPTION (*Services, Functions, and Activities*)

The Pavilion on the Lake is a unique venue that enhances the "niche and wow" experience that has been successfully created with the Tavares Seaplane Base & Marina in Pontoon Promenade. The main focus of The Pavilion on the Lake is to provide a positive economic impact on the community by marketing the facility to businesses, conferences, seminars, small to medium-size community events, weddings and corporate events. Staff at The Pavilion on the Lake are responsible for maintaining, coordinating, facilitating, and booking the facility to generate income for the city. Key personnel attend workshops, trade conventions, wedding planning seminars and other industry association meetings in order to market, promote and attract business for the facility.

Staff at the Pavilion on the Lake are also responsible for the fiscal operation of the facility. The basis for financial planning has been to look forward with conservative estimates for revenue and expenses. Staff has committed to the steady growth of revenues through system efficiencies and by growing the reservations base. The financial plan focus is to obtain self-sufficiency.

SERVICE INDICATORS					
Indicator Description		Actual 2021	Actual 2022	Est 2023	Projected 2024
1.	Pavilion Events	80	153	160	175
2.	Promotional events hosted	25	25	26	27
3.	Simply Married Ceremonies performed	42	10	8	12
4.	Bridal Shows	4	4	4	5
5.	Storefront Visits (Knot, Wedding Wire)	16,243	16,243	20,000	22,500

2024 GOALS

Organizational Development

Continue providing training opportunities for staff that will further increase their ability to provide services to City citizens and guests from all over the world. By engaging staff in further education and creating a team building environment, has also proven employee retention.

Growth and Development

Increase the number of events to provide economic growth in our downtown. Continue to exceed customer expectations to provide word of mouth marketing. Complete beautification plan for the pavilion grounds. Work with Facilities Management to develop an actionable plan to address pavilion facility concerns.

City Lifestyle

Provide a welcoming and safe space for future generations to celebrate life's moments, while aligning with the City traditions and values.

Citizen and Customer Service Focus

Provide an environment that promotes citizen satisfaction, which enhances the provision of essential services and promotes the City's target of self-sufficiency.

Innovation and Technology

Utilize technology to provide an enhanced level of service by automation and convenience. It is essential to stay relevant with new technology and the ever changing client needs and wants.

Organizational Performance

To foster a professional organizational culture where economies of scale, efficiency, effectiveness, and ethical standards are promoted as instruments of successful operations.

2024 OBJECTIVES

1. Focus on self-sufficiency.
2. Collaborate with vendors to host unique events that will generate organic marketing.
3. Further advertising exposure and knowledge by management enrolling in digital marketing education.
4. Realign our marketing approach by targeting specific audiences with unique marketing campaigns.
5. Continue to participate in bridal shows and networking opportunities to create brand awareness.
6. Create videos that will emphasis the value of our space and location to draw destination seekers.
7. Improve the safety and security around the venue.
8. Continue to work with outside vendors and internal departments to maintain pristine facilities and grounds.
9. Optimize the use of technology to maximize efficiencies and productivity.

2023 ACCOMPLISHMENTS

1. Utilized our event management software to develop personalized communication with potential and current clients.
2. Implimented liability insurance and accounts receivable.
3. Redeveloped tour takeaway USB that has consistent feedback that this feature has left an impression.
4. Redesigned pavilion signage and storefront veribage to be inclusive to all couples.
5. Hosted the Xpos Shows bridal showcase.
6. Designed and worked to secure vendor sponsors to host the I Said Yes luncheon.
7. Furthered staff education to enhance knowledge of facilities management.
8. Developed consistent correspondence to ensure all staff is responding alike.
9. Interior design of Ready Room and Bridal Suite.
10. Picked among 472 event venues to participate on a venue education expert panel.
11. Awarded "2022 Pick" for The Knot - Best of Weddings (voted by real couples).
12. Awarded "2022 Pick" for Wedding Wire Couples' Choice Awards (voted by real couples).
13. Applied and received grant funding from Lake TDC Partner Co-Op Marketing Program, \$10,000.
14. Designed and assisted with advertising of our new edition of the Hawthorn Creative Advertising brochure.
15. Re-elevated supplies to minimize product and reduce cost.
16. Improved website to provide further insight and planning assistance.

FUND 406
DEPT 00
DIVISION 00

PAVILION FUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
CHARGES FOR SERVICES					
406-0000-347.50-02	OTHER RENTALS/PAVILN	339,687	380,000	390,888	2.87%
406-0000-347.50-06	CATERING CONTRACTS	40,073	39,264	40,721	3.71%
406-0000-347.50-10	CANCELTION FEE	10,500	12,220	12,500	2.29%
**TOTAL CHARGES FOR SERVICES		390,260	431,484	444,109	2.93%
INTEREST & OTHER INCOME					
406-0000-369.10-01	MISCELLANEOUS	15,993	17,444	17,444	-%
**TOTAL INTEREST & OTHER INCOME		15,993	17,444	17,444	-%
OTHER SOURCES					
406-0000-389.01-01	CONTRIBUTIONS FROM GEN FD	346,120	396,504	396,504	-%
406-0000-389.90-01	RETAINED EARNINGS	-	(8,119)	(27,885)	243.45%
*APPROPRIATED RESERVES		346,120	388,385	368,619	(5.09%)
**TOTAL OTHER SOURCES		346,120	388,385	368,619	(5.09%)
TOTAL PAVILION FUND REVENUES		752,373	837,313	830,172	(0.85%)

FUND 406
DEPT 00
DIVISION 00

PAVILION FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
406-0000-347.50-02	OTHER RENTALS/PAVILN	ESTIMATED RENTAL REVENUE	390,888	390,888
406-0000-347.50-06	CATERING CONTRACTS	ESTIMATED CATERING CONTRACT REVENUE	40,721	40,721
406-0000-347.50-10	CANCELATION FEE	ESTIMATED CANCELLATION FEES REVENUE	12,500	12,500
406-0000-369.10-01	MISCELLANEOUS	ESTIMATED MISCELLANEOUS REVENUE	17,444	17,444
406-0000-389.01-01	CONTRIBUTIONS FROM GEN FD	CONTRIBUTION FROM GENERAL FUND (PLACEHOLDER)	396,504	396,504
406-0000-389.90-01	RETAINED EARNINGS	APPROPRIATE FOR RETAINED EARNINGS	(27,885)	(27,885)

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
SALARIES AND BENEFITS					
406-7501-575.12-10	REGULAR SALARIES	231,641	253,545	263,948	4.10%
406-7501-575.13-10	OTHER SALARIES & WAGES	-	3,600	3,600	-%
406-7501-575.14-10	OVERTIME	5,200	8,400	8,400	-%
406-7501-575.21-10	FICA / MED TAXES	17,310	19,427	19,803	1.94%
406-7501-575.22-20	FL STATE RETIREMENT	29,461	34,701	37,747	8.78%
406-7501-575.23-10	HEALTH INSURANCE	30,878	43,048	44,555	3.50%
406-7501-575.23-15	DENTAL INSURANCE	1,461	2,123	2,187	3.01%
406-7501-575.23-20	LIFE INSURANCE	1,129	1,482	1,546	4.32%
406-7501-575.23-21	SHORT-TERM DISABILITY	851	1,120	1,162	3.75%
406-7501-575.23-30	DEPENDENT HEALTH INSURANC	5,657	20,609	22,055	7.02%
406-7501-575.23-35	DEPENDENT DENTAL INSURANC	1,499	2,633	1,657	(37.07%)
406-7501-575.23-40	LONG TERM DISABILITY	519	684	709	3.65%
406-7501-575.24-10	WORKERS' COMPENSATION	10,840	11,758	12,068	2.64%
406-7501-575.25-10	UNEMPLOYMENT COMPENSATION	(647)	-	-	-%
* SALARIES AND BENEFITS		335,799	403,130	419,437	4.05%
OPERATING EXPENDITURES					
406-7501-575.32-10	AUDITING SERVICES	1,218	4,299	4,400	2.35%
406-7501-575.34-10	CONTRACTUAL SERVICES	44,367	47,594	48,417	1.73%
406-7501-575.40-10	TRAVEL & PER DIEM	4,670	4,503	5,052	12.19%
406-7501-575.41-10	TELEPHONE	2,519	2,328	840	(63.92%)
406-7501-575.41-20	OTHER COMMUNICATION	-	-	888	-%
406-7501-575.41-30	POSTAGE	-	2	50	2400.00%
406-7501-575.43-10	ELECTRIC, WATER, GAS	60,751	58,215	66,041	13.44%
406-7501-575.44-10	RENTALS & LEASES	1,420	1,648	1,648	-%
406-7501-575.45-10	LIABILITY	2,948	3,088	3,922	27.01%
406-7501-575.46-10	BUILDING	4,476	-	-	-%
406-7501-575.46-12	PAVILION	441	5,019	1,050	(79.08%)
406-7501-575.46-15	EQUIPMENT	3,987	1,000	1,050	5.00%
406-7501-575.46-25	MISCELLANEOUS	46	100	1,050	950.00%
406-7501-575.47-10	PRINTING & BINDING	2,075	2,075	2,182	5.16%
406-7501-575.49-10	ADVERTISING	19,832	33,970	40,111	18.08%
406-7501-575.49-32	CREDIT CARD PROCESSING	8,377	10,548	9,600	(8.99%)
406-7501-575.51-10	OFFICE SUPPLIES	355	400	400	-%
406-7501-575.52-10	OPERATING SUPPLIES	9,393	10,385	12,000	15.55%
406-7501-575.52-11	DURABLE GOODS	5,184	4,943	4,709	(4.73%)

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
406-7501-575.52-15	FUEL COSTS	-	703	703	-%
406-7501-575.52-25	UNIFORMS	407	1,000	1,000	-%
406-7501-575.54-10	BKS, PUB, SUB, MEM, LIB	26	12	50	316.67%
406-7501-575.59-20	REIMBURSEMENT TO G/F	22,000	-	-	-%
* OPERATING EXPENDITURES		194,492	191,832	205,163	6.95%
CAPITAL EXPENDITURES					
406-7501-575.62-20	BUILDINGS	8,800	45,847	9,997	(78.19%)
* CAPITAL EXPENDITURES		8,800	45,847	9,997	(78.19%)
DEBT SERVICE					
406-7501-575.71-05	OTHER	151,000	155,000	158,000	1.94%
406-7501-575.72-05	OTHER	45,343	41,504	37,575	(9.47%)
* DEBT SERVICE		196,343	196,504	195,575	(0.47%)
TOTAL PAVILION		735,434	837,313	830,172	(0.85%)

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
406-7501-575.12-10	REGULAR SALARIES	SALARIES FOR REGULAR EMPLOYEES	263,948	263,948
406-7501-575.13-10	OTHER SALARIES & WAGES	WAGES FOR TEMPORARY EMPLOYEES	3,600	3,600
406-7501-575.14-10	OVERTIME	WAGES FOR HOURS WORKED IN EXCESS OF REGULAR TIME	8,400	8,400
406-7501-575.21-10	FICA / MED TAXES	SOCIAL SECURITY AND MEDICARE TAX BENEFIT	19,803	19,803
406-7501-575.22-20	FL STATE RETIREMENT	FRS RETIREMENT CONTRIBUTIONS FOR REGULAR EMPLOYEES	37,747	37,747
406-7501-575.23-10	HEALTH INSURANCE	HEALTH INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	44,555	44,555
406-7501-575.23-15	DENTAL INSURANCE	DENTAL INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	2,187	2,187
406-7501-575.23-20	LIFE INSURANCE	LIFE INSURANCE PREMIUMS FOR REGULAR EMPLOYEES	1,546	1,546
406-7501-575.23-21	SHORT-TERM DISABILITY	SHORT-TERM DISABILITY INS PREMIUMS FOR EMPLOYEES	1,162	1,162
406-7501-575.23-30	DEPENDENT HEALTH INSURANCE	SUBSIDIZED HEALTH INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	22,055	22,055
406-7501-575.23-35	DEPENDENT DENTAL INSURANCE	SUBSIDIZED DENTAL INSURANCE PREMIUMS FOR EMPLOYEE'S DEPENDENTS	1,657	1,657
406-7501-575.23-40	LONG TERM DISABILITY	LONG-TERM DISABILITY IN PREMIUMS FOR EMPLOYEES	709	709
406-7501-575.24-10	WORKERS' COMPENSATION	WORKERS' COMPENSATION INSURANCE PREMIUMS	12,068	12,068
406-7501-575.25-10	UNEMPLOYMENT COMPENSATION	NO AMOUNT BUDGETED	-	-
406-7501-575.32-10	AUDITING SERVICES	AUDIT SERVICES	3,400	4,400
		ACFR PREPARATION	1,000	-
406-7501-575.34-10	CONTRACTUAL SERVICES	LANDSCAPING INCLUDES SEASONAL ANNUALS	32,000	48,417
		WORKFLOW SOFTWARE	600	-
		VIDEO HOSTING WEBSITE	240	-
		SURVEY SOFTWARE	468	-
		PROPERTY MANAGEMENT SOFTWARE (SOFTWARE + 6 USERS)	4,080	-
		PIANO TUNING & CLEANING	225	-
		PAVILION WEBSITE ANNUAL FEE AND AUDIOEYE	7,274	-

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		MUSIC SUBSCRIPTION	120	-
		FLOOR PLAN DIAGRAMMING SOFTWARE	3,090	-
		CREATIVE MARKETING SOFTWARE	320	-
406-7501-575.40-10	TRAVEL & PER DIEM	WEDDING MERCHANTS BUSINESS ACADEMY REGISTRATION FEE	778	5,052
		WEDDING VENUE MAP.COM EVENTS (4 EVENTS)	280	-
		MONORAIL (MANAGER & ASSISTANT MANAGER)	74	-
		MEALS (MANAGER & ASSISTANT MANAGER)	360	-
		I SAID YES! LUNCHEONS (4 - ONCE PER QUARTER)	360	-
		HOTEL (MANAGER & ASSISTANT MANAGER)	1,500	-
		AIRFARE (MANAGER & ASSISTANT MANAGER)	1,700	-
406-7501-575.41-10	TELEPHONE	TWO CELL PHONES	840	840
406-7501-575.41-20	OTHER COMMUNICATION	HOT SPOTS (2)	888	888
406-7501-575.41-30	POSTAGE	POSTAGE	50	50
406-7501-575.43-10	ELECTRIC, WATER, GAS	WATER	13,062	66,041
		GAS	5,803	-
		ELECTRIC	47,176	-
406-7501-575.44-10	RENTALS & LEASES	PRINTERS - \$68.67 PER MONTH (2 PRINTERS)	1,648	1,648
406-7501-575.45-10	LIABILITY	LIABILITY INSURANCE	3,922	3,922
406-7501-575.46-10	BUILDING	NO AMOUNT BUDGETED	-	-
406-7501-575.46-12	PAVILION	MISC. BUILDING REPAIRS	1,050	1,050
406-7501-575.46-15	EQUIPMENT	MISC. EQUIPMENT REPAIRS	1,050	1,050
406-7501-575.46-25	MISCELLANEOUS	EMERGENCY/MISC. REPAIRS	1,050	1,050
406-7501-575.47-10	PRINTING & BINDING	WOODEN USB TOUR TAKEAWAY WITH PAVILION INFORMATION	2,182	2,182
406-7501-575.49-10	ADVERTISING	LEAD GENERATING SOFTWARE - THE KNOT & WEDDING WIRE	27,745	40,111
		WEDDING VENUE MAP.COM	2,000	-
		WEDDING SHOWS - GIVEAWAYS / PROMO ITEMS	500	-
		SOCIAL MEDIA ADS	1,000	-

FUND 406
DEPT 75
DIVISION 01

PAVILION FUND EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
		LEAD GENERATING STOREFRONT - ZOLA	600	-
		LEAD GENERATING SOFTWARE - PARTY SLATE	3,186	-
		I SAID YES! SHOWS (2)	1,390	-
		FLORIDA WEDDING EXPO (BRIDAL SHOWS-3)	2,475	-
		DRAPE LAUNDERING FEE	180	-
		CHAMBER SPREAD W/ECONOMIC DEVELOPMENT	500	-
		BRIDAL SHOW PARKING	150	-
		BRIDAL SHOW FUEL	250	-
		BEST OF WEDDINGS PLAQUES	135	-
406-7501-575.49-32	CREDIT CARD PROCESSING	CREDIT CARD PROCESSING FEES	9,600	9,600
406-7501-575.51-10	OFFICE SUPPLIES	OFFICE SUPPLIES	400	400
406-7501-575.52-10	OPERATING SUPPLIES	OPERATING SUPPLIES	12,000	12,000
406-7501-575.52-11	DURABLE GOODS	LANDSCAPING LIGHT REPAIR	4,709	4,709
406-7501-575.52-15	FUEL COSTS	ESTIMATED FUEL EXPENSE	703	703
406-7501-575.52-25	UNIFORMS	UNIFORMS	1,000	1,000
406-7501-575.54-10	BKS, PUB, SUB, MEM, LIB	WEDDING MAGAZINE SUBSCRIPTIONS	50	50
406-7501-575.59-20	REIMBURSEMENT TO G/F	NO AMOUNT BUDGETED	-	-
406-7501-575.62-20	BUILDINGS	EXTERIOR LED LIGHT REPLACEMENT	9,997	9,997
406-7501-575.71-05	OTHER	REFUNDING REVENUE NOTE 2017 PRINCIPAL FEBRUARY	158,000	158,000
406-7501-575.72-05	OTHER	REFUNDING REVENUE NOTE 2017 INTEREST FEBRUARY	19,779	37,575
		REFUNDING REVENUE NOTE 2017 INTEREST AUGUST	17,796	-

Water/Wastewater Impacts



Water/Wastewater Impacts

Fund 441

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Water-33				
Operating Expenses	251,526	150,000	200,000	33.33%
Capital Expenses	-	137,845	100,000	(27.45%)
Total Water	251,526	287,845	300,000	4.22%
Wastewater-35				
Operating Expenses	363,671	150,000	200,000	33.33%
Capital Expenses	1	739,088	225,000	(69.56%)
Total Wastewater	363,672	889,088	425,000	(52.20%)
Grand Total W/WW Impacts	\$615,198	\$1,176,933	\$725,000	(38.40%)
Category Summary				
Operating Expenses	615,197	300,000	400,000	33.33%
Capital Expenses	1	876,933	325,000	(62.94%)
Grand Total W/WW Impacts	\$615,198	\$1,176,933	\$725,000	(38.40%)

FUND 441
DEPT 00
DIVISION 00

WATER/WASTEWATER IMPACT FEE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
441-0000-361.10-02	SBA INTEREST	17,818	-	-	-%
**TOTAL INTEREST & OTHER INCOME		17,818	-	-	-%
IMPACT FEES					
441-0000-363.29-01	WATER IMPACT FEES	656,107	315,000	315,000	-%
441-0000-363.29-02	SEWER IMPACT FEES	1,363,272	342,000	342,000	-%
**TOTAL IMPACT FEES		2,019,379	657,000	657,000	-%
OTHER SOURCES					
441-0000-389.90-00	APPROPRIATED RESERVES	-	519,933	68,000	(86.92%)
*APPROPRIATED RESERVES		-	519,933	68,000	(86.92%)
**TOTAL OTHER SOURCES		-	519,933	68,000	(86.92%)
TOTAL WATER/WASTEWATER IMPACTS		2,037,197	1,176,933	725,000	(38.40%)

FUND **441**
DEPT **00**
DIVISION **00**

WATER/WASTEWATER IMPACT FEE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
441-0000-361.10-02 SBA INTEREST	NO AMOUNT BUDGETED	-	-	-
441-0000-363.29-01 WATER IMPACT FEES	ESTIMATED WATER IMPACT FEE COLLECTIONS	315,000	315,000	315,000
441-0000-363.29-02 SEWER IMPACT FEES	ESTIMATED SEWER IMPACT FEE COLLECTIONS	342,000	342,000	342,000
441-0000-389.90-00 APPROPRIATED RESERVES	APPROPRIATE FROM RESERVES	68,000	68,000	68,000

FUND 441
DEPT See Below
DIVISION See Below

WATER/WASTEWATER IMPACT FEE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
3301-WATER TREATMENT					
OPERATING EXPENDITURES					
441-3301-533.59-10	DEPRECIATION EXPENSE	114,779	-	-	-%
441-3301-533.59-13	BAD DEBT	(19,481)	-	-	-%
441-3301-533.59-70	TRANSFER TO SRF LOAN DEBT	150,000	150,000	200,000	33.33%
* OPERATING EXPENDITURES		245,298	150,000	200,000	33.33%
CAPITAL EXPENDITURES					
441-3301-533.64-25	FUTURE PROJECTS	62,134	102,557	100,000	(2.49%)
441-3301-533.69-98	ASSET RECLASS-CIP	(62,134)	-	-	-%
* CAPITAL EXPENDITURES		-	102,557	100,000	(2.49%)
TOTAL 3301-WATER TREATMENT		245,298	252,557	300,000	18.79%
3302-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
441-3302-533.59-10	DEPRECIATION EXPENSE	6,228	-	-	-%
* OPERATING EXPENDITURES		6,228	-	-	-%
CAPITAL EXPENDITURES					
441-3302-533.65-87	UT SYS CIRN '21-PENINSULA	-	35,288	-	(100.00%)
* CAPITAL EXPENDITURES		-	35,288	-	(100.00%)
TOTAL 3302-WATER DISTRIBUTION		6,228	35,288	-	(100.00%)
3501-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
441-3501-535.59-10	DEPRECIATION EXPENSE	192,093	-	-	-%
441-3501-535.59-13	BAD DEBT	(28,034)	-	-	-%
441-3501-535.59-70	TRANSFER TO SRF LOAN DEBT	150,000	150,000	200,000	33.33%
* OPERATING EXPENDITURES		314,059	150,000	200,000	33.33%
CAPITAL EXPENDITURES					
441-3501-535.64-25	FUTURE PROJECTS	47,342	9,976	100,000	902.41%
441-3501-535.69-98	ASSET RECLASS-CIP	(6,235)	-	-	-%
441-3501-535.69-99	ASSET RECLASSIFICATION	(41,107)	-	-	-%
* CAPITAL EXPENDITURES		-	9,976	100,000	902.41%
TOTAL 3501-WATER DISTRIBUTION		314,059	159,976	300,000	87.53%
3502-REUSE WATER					
OPERATING EXPENDITURES					
441-3502-535.59-10	DEPRECIATION EXPENSE	14,835	-	-	-%
* OPERATING EXPENDITURES		14,835	-	-	-%
TOTAL 3502-REUSE WATER		14,835	-	-	-%

FUND 441
DEPT See Below
DIVISION See Below

WATER/WASTEWATER IMPACT FEE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
3504-WASTEWATER COLLECTION					
OPERATING EXPENDITURES					
441-3504-535.59-10	DEPRECIATION EXPENSE	34,777	-	-	-%
* OPERATING EXPENDITURES		34,777	-	-	-%
CAPITAL EXPENDITURES					
441-3504-535.64-25	FUTURE PROJECTS	74,070	160,332	125,000	(22.04%)
441-3504-535.65-87	UT SYS CIRN '21-PENINSULA	-	568,780	-	(100.00%)
441-3504-535.69-98	ASSET RECLASS-CIP	(64,070)	-	-	-%
441-3504-535.69-99	ASSET RECLASSIFICATION	(9,999)	-	-	-%
* CAPITAL EXPENDITURES		1	729,112	125,000	(82.86%)
TOTAL 3504-WASTEWATER COLLECTION		34,778	729,112	125,000	(82.86%)
TOTAL WATER/WASTEWATER IMPACTS		615,198	1,176,933	725,000	(38.40%)

FUND 441
DEPT See Below
DIVISION See Below

WATER/WASTEWATER IMPACT FEE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION			DETAIL	ADOPTED BUDGET 2023-2024
3301-WATER TREATMENT				
441-3301-533.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
441-3301-533.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
441-3301-533.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT	200,000	200,000
441-3301-533.64-25	FUTURE PROJECTS	ISBA UTILITY MASTER PLAN	100,000	100,000
441-3301-533.69-98	ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
3302-WATER DISTRIBUTION				
441-3302-533.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
441-3302-533.65-87	UT SYS CIRN '21-PENINSULA	NO AMOUNT BUDGETED	-	-
3501-WASTEWATER TREATMENT				
441-3501-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
441-3501-535.59-13	BAD DEBT	NO AMOUNT BUDGETED	-	-
441-3501-535.59-70	TRANSFER TO SRF LOAN DEBT	TRANSFER TO SRF LOAN DEBT FUND	200,000	200,000
441-3501-535.64-25	FUTURE PROJECTS	WWTP FACILITIES MASTER PLAN	100,000	100,000
441-3501-535.69-98	ASSET RECLASS-CIP	NO AMOUNT BUDGETED	-	-
441-3501-535.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
3502-REUSE WATER				
3504-WASTEWATER COLLECTION				
441-3504-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
441-3504-535.64-25	FUTURE PROJECTS	LOW PRESSURE SEWER SYSTEM IN ISBA AREA	75,000	125,000
		ISBA STUDY: EXTENSION OF SEWER LINES	50,000	-



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Water/Wastewater Replacement/ Renewal/ Investment



Water/Wastewater Replacement/Renewal/Investment Fund

Fund 443

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Water-33				
Operating Expenses	23,809	-	-	-%
Capital Expenses	-	125,000	145,000	16.00%
Total Water	23,809	125,000	145,000	16.00%
Wastewater-35				
Operating Expenses	115,568	-	-	-%
Capital Expenses	-	606,450	580,900	(4.21%)
Total Wastewater	115,568	606,450	580,900	(4.21%)
Grand Total W/WW RR&I	\$139,377	\$731,450	\$725,900	(0.76%)
Category Summary				
Operating Expenses	139,377	-	-	-%
Capital Expenses	-	731,450	725,900	(0.76%)
Grand Total W/WW Impacts	\$139,377	\$731,450	\$725,900	(0.76%)

FUND 443
DEPT 00
DIVISION 00

WATER/WASTEWATER RRI REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
OTHER SOURCES					
443-0000-381.04-01	TRANSFERS FROM WATER/SEWR	300,000	300,000	300,000	-%
443-0000-389.90-00	APPROPRIATED RESERVES	-	431,450	425,900	(1.29%)
*APPROPRIATED RESERVES		300,000	731,450	725,900	(0.76%)
**TOTAL OTHER SOURCES		300,000	731,450	725,900	(0.76%)
TOTAL WATER/WW RRI FUND		300,000	731,450	725,900	(0.76%)

FUND **443**
DEPT **00**
DIVISION **00**

WATER/WASTEWATER RRI REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
443-0000-381.04-01	TRANSFERS FROM WATER/SEWR	TRANSFER FROM WATER AND WASTEWATER FUND	300,000	300,000
443-0000-389.90-00	APPROPRIATED RESERVES	APPROPRIATE FROM RESERVES	425,900	425,900

FUND 443
DEPT See Below
DIVISION See Below

WATER/WASTEWATER RRI EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
3301-WATER TREATMENT					
OPERATING EXPENDITURES					
443-3301-533.59-10	DEPRECIATION EXPENSE	21,726	-	-	-%
* OPERATING EXPENDITURES		21,726	-	-	-%
CAPITAL EXPENDITURES					
443-3301-533.64-10	EQUIP - REPLACEMENT	22,774	75,000	95,000	26.67%
443-3301-533.64-25	FUTURE PROJECTS	80,125	-	-	-%
443-3301-533.69-99	ASSET RECLASSIFICATION	(102,899)	-	-	-%
* CAPITAL EXPENDITURES		-	75,000	95,000	26.67%
TOTAL 3301-WATER TREATMENT		21,726	75,000	95,000	26.67%
3302-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
443-3302-533.59-10	DEPRECIATION EXPENSE	2,083	-	-	-%
* OPERATING EXPENDITURES		2,083	-	-	-%
CAPITAL EXPENDITURES					
443-3302-533.64-25	FUTURE PROJECTS	-	50,000	50,000	-%
* CAPITAL EXPENDITURES		-	50,000	50,000	-%
TOTAL 3302-WATER DISTRIBUTION		2,083	50,000	50,000	-%
3501-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
443-3501-535.59-10	DEPRECIATION EXPENSE	61,144	-	-	-%
* OPERATING EXPENDITURES		61,144	-	-	-%
CAPITAL EXPENDITURES					
443-3501-535.64-10	EQUIP - REPLACEMENT	15,712	74,000	80,000	8.11%
443-3501-535.64-25	FUTURE PROJECTS	-	60,000	-	(100.00%)
443-3501-535.69-99	ASSET RECLASSIFICATION	(15,712)	-	-	-%
* CAPITAL EXPENDITURES		-	134,000	80,000	(40.30%)
TOTAL 3501-WATER DISTRIBUTION		61,144	134,000	80,000	(40.30%)
3504-WASTEWATER COLLECTION					
OPERATING EXPENDITURES					
443-3504-535.59-10	DEPRECIATION EXPENSE	54,424	-	-	-%
* OPERATING EXPENDITURES		54,424	-	-	-%

FUND 443
DEPT See Below
DIVISION See Below

WATER/WASTEWATER RRI EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
CAPITAL EXPENDITURES					
443-3504-535.64-10	EQUIP - REPLACEMENT	18,626	96,950	175,000	80.51%
443-3504-535.64-15	EQUIP - NEW	8,362	30,000	-	(100.00%)
443-3504-535.64-25	FUTURE PROJECTS	229,347	345,500	325,900	(5.67%)
443-3504-535.69-99	ASSET RECLASSIFICATION	(256,335)	-	-	-%
* CAPITAL EXPENDITURES		-	472,450	500,900	6.02%
TOTAL 3504-WASTEWATER COLLECTION		54,424	472,450	500,900	6.02%
TOTAL W/WW RRI FUND EXPENSES		139,377	731,450	725,900	(0.76%)

FUND 443
DEPT See Below
DIVISION See Below

WATER/WASTEWATER RRI EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
3301-WATER TREATMENT				
443-3301-533.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
443-3301-533.64-10	EQUIP - REPLACEMENT	PLANTS EMERGENCY REPLACEMENT PUMPS - CONTINGENCY FOR REPLACEMENT OF PLANT PUMPS FOR PLANTS #1-4	25,000	95,000
		PLANT EMERGENCY REPLACEMENT MOTORS - CONTINGENCY FOR REPLACEMENT OF PLANT MOTORS FOR PLANTS #1-4	25,000	-
		EXTEND FENCE AT PLANT 4 (ROLLOVER)	45,000	-
443-3301-533.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
443-3301-533.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
3302-WATER DISTRIBUTION				
443-3302-533.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
443-3302-533.64-25	FUTURE PROJECTS	DISTRIBUTION MAIN UPGRADES/RELOCATION (CIP)	50,000	50,000
3501-WASTEWATER TREATMENT				
443-3501-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
443-3501-535.64-10	EQUIP - REPLACEMENT	CONTINGENCY FOR REPLACEMENT OF MOTORS, PUMPS, ETC AT WWTP & CAROLINE PLANT	50,000	80,000
		CONTINGENCY FOR BREAKERS & DRIVERS	30,000	-
443-3501-535.64-25	FUTURE PROJECTS	NO AMOUNT BUDGETED	-	-
443-3501-535.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-
3504-WASTEWATER COLLECTION				
443-3504-535.59-10	DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-
443-3504-535.64-10	EQUIP - REPLACEMENT	REPLACEMENT PUMPS FOR LIFTSTATIONS	45,000	175,000
		REPLACE GENERATOR AT LS 47	65,000	-
		REPLACE 3RD PUMP AT LS 65	65,000	-
443-3504-535.64-15	EQUIP - NEW	NO AMOUNT BUDGETED	-	-

FUND **443**
DEPT **See Below**
DIVISION **See Below**

WATER/WASTEWATER RRI EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
443-3504-535.64-25	FUTURE PROJECTS	LIFTSTATION FENCING REHAB - REPAIR, REPLACE EXISTING FENCE FOR AESTHETICS (CIP PROGRAM)	10,000	325,900
		SLIP LIINING FOR LIFTSTATIONS	50,000	-
		REPLACE CONTROL PANEL - LS 49	49,000	-
		LS 41 REHAB	85,900	-
		LS 19 REHAB	71,000	-
		LATERAL LINING	60,000	-
443-3504-535.69-99	ASSET RECLASSIFICATION	NO AMOUNT BUDGETED	-	-

SRF Loan Construction



SRF Loan Construction

Fund 444

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Water-33				
Operating Expenses	289,225	-	-	-%
Capital Expenses	-	226,756	-	(100.00%)
Total Water	289,225	226,756	-	(100.00%)
Wastewater-35				
Operating Expenses	971,305	-	-	-%
Capital Expenses	-	312,523	-	(100.00%)
Total Wastewater	971,305	312,523	-	(100.00%)
Stormwater-38				
Operating Expenses	231,702	-	-	-%
Total Stormwater	231,702	-	-	-%
Category Summary				
Operating Expenses	1,492,232	-	-	-%
Capital Expenses	-	539,279	-	(100.00%)
Grand Total SRF Loan	\$1,492,232	\$539,279	\$-	(100.00%)

FUND 444
DEPT 00
DIVISION 00

SRF LOAN CONSTRUCTION REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
OTHER SOURCES					
444-0000-389.90-00	APPROPRIATED RESERVES	-	539,279	-	(100.00%)
	*APPROPRIATED RESERVES	-	539,279	-	(100.00%)
	**TOTAL OTHER SOURCES	-	539,279	-	(100.00%)
	TOTAL SRF LOAN CONSTRUCTION	-	539,279	-	(100.00%)

FUND 444
DEPT 00
DIVISION 00

SRF LOAN CONSTRUCTION REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
NO REVENUES BUDGETED			

FUND 444
DEPT See Below
DIVISION See Below

SRF LOAN CONSTRUCTION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
3301-WATER TREATMENT					
OPERATING EXPENDITURES					
444-3301-533.59-10	DEPRECIATION EXPENSE	85,786	-	-	-%
* OPERATING EXPENDITURES		85,786	-	-	-%
TOTAL 3301-WATER TREATMENT		85,786	-	-	-%
3302-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
444-3302-533.59-10	DEPRECIATION EXPENSE	203,439	-	-	-%
* OPERATING EXPENDITURES		203,439	-	-	-%
CAPITAL EXPENDITURES					
444-3302-533.65-85	SRF LK FRANCES LN 350961	186,449	108,924	-	(100.00%)
444-3302-533.65-89	SRF350980 - LK HERMOSA	131,919	117,832	-	(100.00%)
444-3302-533.69-98	ASSET RECLASS-CIP	(318,368)	-	-	-%
* CAPITAL EXPENDITURES		-	226,756	-	(100.00%)
TOTAL 3302-WATER DISTRIBUTION		203,439	226,756	-	(100.00%)
3501-WATER DISTRIBUTION					
OPERATING EXPENDITURES					
444-3501-535.59-10	DEPRECIATION EXPENSE	753,333	-	-	-%
* OPERATING EXPENDITURES		753,333	-	-	-%
TOTAL 3501-WATER DISTRIBUTION		753,333	-	-	-%
3502-REUSE					
OPERATING EXPENDITURES					
444-3502-535.59-10	DEPRECIATION EXPENSE	2,824	-	-	-%
* OPERATING EXPENDITURES		2,824	-	-	-%
TOTAL 3502-REUSE		2,824	-	-	-%
3504-WASTEWATER COLLECTION					
OPERATING EXPENDITURES					
444-3504-535.59-10	DEPRECIATION EXPENSE	215,148	-	-	-%
* OPERATING EXPENDITURES		215,148	-	-	-%
CAPITAL EXPENDITURES					
444-3504-535.65-84	LAKE FRANCES LS49 350951	1,936,509	312,523	-	(100.00%)
444-3504-535.69-98	ASSET RECLASS-CIP	(1,936,509)	-	-	-%
* CAPITAL EXPENDITURES		-	312,523	-	(100.00%)
TOTAL 3504-WASTEWATER COLLECTION		215,148	312,523	-	(100.00%)
3801-STORMWATER					
OPERATING EXPENDITURES					
444-3801-538.59-10	DEPRECIATION EXPENSE	231,702	-	-	-%
* OPERATING EXPENDITURES		231,702	-	-	-%
TOTAL 3801-STORMWATER		231,702	-	-	-%
TOTAL SRF LOAN		1,492,232	539,279	-	(100.00%)

FUND **444**
DEPT **See Below**
DIVISION **See Below**

SRF LOAN CONSTRUCTION EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
NO EXPENDITURE BUDGETED			

SRF Loan Debt Fund



SRF Loan Debt Fund

Fund 445

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Public Works Admin-36				
Debt Service	557,767	2,444,931	2,413,344	(1.29%)
Grand Total SRF Debt	\$557,767	\$2,444,931	\$2,413,344	(1.29%)

FUND 445
DEPT 00
DIVISION 00

SRF LOAN DEBT SERVICE REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
445-0000-361.10-01	INTEREST INCOME	-	-	33	-%
**TOTAL INTEREST & OTHER INCOME		-	-	33	-%
OTHER SOURCES					
445-0000-381.04-01	TRANSFERS FROM WATER/SEWR	1,667,344	1,897,803	1,766,180	(6.94%)
445-0000-381.04-03	TRANSFERS FROM STORMWATER	247,128	247,128	247,131	0.00%
445-0000-381.04-04	TRANSFERS FROM IMPACT FEE	300,000	300,000	400,000	33.33%
*APPROPRIATED RESERVES		2,214,472	2,444,931	2,413,311	(1.29%)
**TOTAL OTHER SOURCES		2,214,472	2,444,931	2,413,311	(1.29%)
TOTAL SRF LOAN DEBT SERVICE		2,214,472	2,444,931	2,413,344	(1.29%)

FUND **445**
DEPT **00**
DIVISION **00**

SRF LOAN DEBT SERVICE REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
445-0000-361.10-01 INTEREST INCOME	INTEREST INCOME	33	33
445-0000-381.04-01 TRANSFERS FROM WATER/SEWR	TRANSFER FROM W/WW UTILITY FUND (50%)	1,766,180	1,766,180
445-0000-381.04-03 TRANSFERS FROM STORMWATER	TRANSFER FROM STORMWATER FUND	247,131	247,131
445-0000-381.04-04 TRANSFERS FROM IMPACT FEE	TRANSFER FROM WATER AND WASTEWATER IMPACT FEE FUND	400,000	400,000

FUND 445
DEPT 36
DIVISION 01

SRF LOAN DEBT SERVICE EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
DEBT SERVICE					
445-3601-536.71-75	D/S PRIN SRF LOAN	-	1,936,401	1,529,886	(20.99%)
445-3601-536.72-75	D/S INT SRF LOAN	557,767	508,530	883,458	73.73%
* DEBT SERVICE		557,767	2,444,931	2,413,344	(1.29%)
TOTAL SRF LOAN DEBT SERVICE		557,767	2,444,931	2,413,344	(1.29%)

FUND 445
DEPT 36
DIVISION 01

SRF LOAN DEBT SERVICE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
445-3601-536.71-75	D/S PRIN SRF LOAN	SRF 350301 PRINCIPAL MAY	10,073	1,529,886
		SRF CW350900 PRINCIPAL OCTOBER	96,346	-
		SRF CW350900 PRINCIPAL APRIL	97,152	-
		SRF 789060 PRINCIPAL OCTOBER	20,885	-
		SRF 789060 PRINCIPAL APRIL	21,190	-
		SRF 789050P PRINCIPAL JUNE	263,208	-
		SRF 789050P PRINCIPAL DECEMBER	260,318	-
		SRF 350960 PRINCIPAL NOVEMBER	3,615	-
		SRF 350960 PRINCIPAL MAY	3,651	-
		SRF 350950 PRINCIPAL NOVEMBER	481	-
		SRF 350950 PRINCIPAL MAY	484	-
		SRF 350940 PRINCIPAL JUNE	115,291	-
		SRF 350940 PRINCIPAL DECEMBER	115,146	-
		SRF 350930 PRINCIPAL OCTOBER	116,813	-
		SRF 350930 PRINCIPAL APRIL	118,003	-
		SRF 350920 PRINCIPAL OCTOBER	71,879	-
		SRF 350920 PRINCIPAL APRIL	72,772	-
		SRF 350910 PRINCIPAL OCTOBER	65,932	-
		SRF 350910 PRINCIPAL APRIL	66,714	-
		SRF 350301 PRINCIPAL NOVEMBER	9,933	-
445-3601-536.72-75	D/S INT SRF LOAN	SRF 350301 INTEREST MAY	2,011	883,458
		SRF CW350900 INTEREST OCTOBER	41,112	-
		SRF CW350900 INTEREST APRIL	41,926	-
		SRF 789060 INTEREST OCTOBER	7,844	-
		SRF 789060 INTEREST APRIL	7,540	-
		SRF 789050P INTEREST JUNE	76,220	-
		SRF 789050P INTEREST DECEMBER	79,110	-
		SRF 350980 INTEREST FEBRUARY (1ST PYMT 2-15-25) SRF 350980 INTEREST AUGUST (1ST PYMT 2-15-25) SRF 350951 INTEREST JANUARY	179,743	-
		SRF 350961 INTEREST FEBRUARY	24,770	-
		SRF 350961 INTEREST AUGUST	24,770	-
		SRF 350960 INTEREST NOVEMBER	388	-
		SRF 350960 INTEREST MAY	425	-
		SRF 350951 INTEREST JULY	179,743	-
		SRF 350950 INTEREST NOVEMBER	106	-
		SRF 350950 INTEREST MAY	103	-
		SRF 350940 INTEREST JUNE	8,274	-

FUND 445
DEPT 36
DIVISION 01

SRF LOAN DEBT SERVICE EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION	COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
	SRF 350940 INTEREST DECEMBER	8,420	-
	SRF 350930 INTEREST OCTOBER	61,445	-
	SRF 350930 INTEREST APRIL	62,647	-
	SRF 350920 INTEREST OCTOBER	22,438	-
	SRF 350920 INTEREST APRIL	21,546	-
	SRF 350910 INTEREST OCTOBER	14,968	-
	SRF 350910 INTEREST APRIL	15,758	-
	SRF 350301 INTEREST NOVEMBER	2,151	-



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Sunset View Project Fund



Sunset View Project Fund

Fund 447

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Water Treatment				
Operating Expenses	27,308	-	-	-%
Debt Service	9,609	127,062	128,498	1.13%
Total Water Treatment	36,917	127,062	128,498	1.13%
Wastewater Treatment				
Operating Expenses	29,218	-	-	-%
Total Wastewater Treatment	29,218	-	-	-%
Grand Total Sunset View	\$66,135	\$127,062	\$128,498	1.13%

FUND 447
DEPT 00
DIVISION 00

SUNSET VIEW PROJECT REVENUE

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
SUNSET VIEW PROJECT ASSESSMENTS					
447-0000-325.10-01	SUNSET VIEW PROJECT	405	81,582	81,582	-%
**TOTAL SUNSET VIEW PROJECT ASSESSMENTS		405	81,582	81,582	-%
INTEREST & OTHER INCOME					
447-0000-361.10-11	ASSESSMENT INTEREST	14,790	30,815	30,816	0.00%
**TOTAL INTEREST & OTHER INCOME		14,790	30,815	30,816	0.00%
OTHER SOURCES					
447-0000-389.90-01	RETAINED EARNINGS	-	14,665	16,100	9.79%
*APPROPRIATED RESERVES		-	14,665	16,100	9.79%
**TOTAL OTHER SOURCES		-	14,665	16,100	9.79%
TOTAL SUNSET VIEW REVENUE		15,195	127,062	128,498	1.13%

FUND **447**
DEPT **00**
DIVISION **00**

SUNSET VIEW PROJECT FUND REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
447-0000-325.10-01	SUNSET VIEW PROJECT	SUNSET VIEW COLLECTIONS	81,582	81,582
447-0000-361.10-11	ASSESSMENT INTEREST	SUNSET VIEW / THREE LAKES PARK UTILITY ASSESSMENTS	30,816	30,816
447-0000-389.90-01	RETAINED EARNINGS	SUNSET VIEW SPECIAL ASSESSMENT NOTE 2014	16,100	16,100

FUND 447
DEPT 33
DIVISION 01

SUNSET VIEW PROJECT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
447-3301-533.59-10	DEPRECIATION EXPENSE	10,157	-	-	-%
447-3301-533.59-13	BAD DEBT	17,151	-	-	-%
* OPERATING EXPENDITURES		27,308	-	-	-%
DEBT SERVICE					
447-3301-533.71-41	SUNSET VIEW SPEC ASSESSME	-	119,000	122,000	2.52%
447-3301-533.72-41	SUNSET VIEW SPEC ASSESS	9,609	8,062	6,498	(19.40%)
* DEBT SERVICE		9,609	127,062	128,498	1.13%
TOTAL SUNSET VIEW EXPENDITURES		36,917	127,062	128,498	1.13%

FUND **447**
DEPT **33**
DIVISION **01**

SUNSET VIEW PROJECT EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
447-3301-533.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-	-
447-3301-533.59-13 BAD DEBT	NO AMOUNT BUDGETED	-	-	-
447-3301-533.71-41 SUNSET VIEW SPEC ASSESSME	SPECIAL ASSESSMENT NOTE 2014 PRINCIPAL OCTOBER	122,000	122,000	
447-3301-533.72-41 SUNSET VIEW SPEC ASSESS	SPECIAL ASSESSMENT NOTE 2014 PRINCIPAL OCTOBER	3,249	6,498	
	SPECIAL ASSESSMENT NOTE 2014 INTEREST APRIL	3,249	-	

FUND 447
DEPT 35
DIVISION 01

SUNSET VIEW PROJECT EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
447-3501-535.59-10	DEPRECIATION EXPENSE	29,218	-	-	-%
* OPERATING EXPENDITURES		29,218	-	-	-%
TOTAL SUNSET VIEW EXPENDITURES		29,218	-	-	-%

FUND 447
DEPT 35
DIVISION 01

SUNSET VIEW PROJECT EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
447-3501-535.59-10 DEPRECIATION EXPENSE	NO AMOUNT BUDGETED	-	-

Trust and Agency Funds



Trust and Agency Funds

Funds 601, 602, 605, 606

Budget Summary				
Department Summary	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024	% Change Over FY 22-23
Administration-12				
Transfers & Others	-	65,572	50,544	(22.92%)
Total Fund 501	-	65,572	50,544	(22.92%)
Police Services-21				
Operating Expenses	73,820	80,639	84,378	4.64%
Transfers & Others	6,528,862	1,328,381	2,842,054	113.95%
Total Fund 602	6,602,682	1,409,020	2,926,432	107.69%
Fire Services-22				
Operating Expenses	66,716	76,863	76,559	(0.40%)
Transfers & Others	3,756,215	721,352	1,670,292	131.55%
Total Fund 601	3,822,931	798,215	1,746,851	118.84%
Grand Total Trust and Agency Funds	\$10,425,613	\$2,272,807	\$4,723,827	107.84%

FUND 601
DEPT 00
DIVISION 00

MUNICIPAL FIREFIGHTERS PENSION REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
601-0000-351.40-00	CLASS ACTION REV	213	-	-	-%
601-0000-361.10-08	INVESTMENT	258,268	185,000	190,000	2.70%
601-0000-367.01-00	SALE OF INVESTMENTS	-	15,000	15,000	-%
601-0000-367.02-00	UNREALIZED GAIN ON INVEST	1,426,669	306,000	1,490,000	386.93%
**TOTAL INTEREST & OTHER INCOME		1,685,150	506,000	1,695,000	234.98%
OTHER SOURCES					
601-0000-368.10-00	EMPLOYEE CONTRIBUTIONS	37,836	40,619	37,404	(7.92%)
601-0000-368.30-00	EMPLOYER CONTRIBUTIONS	298,585	448,894	414,187	(7.73%)
601-0000-368.40-00	STATE INSUR PREM CONTRIB	120,916	90,047	101,470	12.69%
601-0000-389.90-00	APPROPRIATED RESERVES	-	(287,345)	(501,210)	74.43%
*APPROPRIATED RESERVES		457,337	292,215	51,851	(82.26%)
**TOTAL OTHER SOURCES		457,337	292,215	51,851	(82.26%)
TOTAL MUN. FIREFIGHTERS PENSION		2,142,487	798,215	1,746,851	118.84%

FUND **601**
DEPT **00**
DIVISION **00**

MUNICIPAL FIREFIGHTERS PENSION REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024	
ACCOUNT DESCRIPTION	COMMENTS	DETAIL		
601-0000-351.40-00 CLASS ACTION REV	NO AMOUNT BUDGETED	-	-	-
601-0000-361.10-08 INVESTMENT	ESTIMATED INVESTMENT INTEREST	190,000	190,000	190,000
601-0000-367.01-00 SALE OF INVESTMENTS	ESTIMATED REVENUE	15,000	15,000	15,000
601-0000-367.02-00 UNREALIZED GAIN ON INVEST	ESTIMATED REVENUE	1,490,000	1,490,000	1,490,000
601-0000-368.10-00 EMPLOYEE CONTRIBUTIONS	ESTIMATED EMPLOYEE CONTRIBUTIONS	37,404	37,404	37,404
601-0000-368.30-00 EMPLOYER CONTRIBUTIONS	ESTIMATED EMPLOYER CONTRIBUTIONS	414,187	414,187	414,187
601-0000-368.40-00 STATE INSUR PREM CONTRIB	ESTIMATED STATE CONTRIBUTIONS	101,470	101,470	101,470
601-0000-389.90-00 APPROPRIATED RESERVES	ESTIMATED UNAPPROPRIATED REVENUE	(501,210)	(501,210)	(501,210)

FUND 601
DEPT 22
DIVISION 01

MUNICIPAL FIREFIGHTERS PENSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
601-2201-522.31-11	LEGAL FEES	3,417	7,059	7,059	-%
601-2201-522.34-10	CONTRACTUAL SERVICES	63,299	69,404	69,000	(0.58%)
601-2201-522.40-10	TRAVEL & PER DIEM	-	400	500	25.00%
* OPERATING EXPENDITURES		66,716	76,863	76,559	(0.40%)
TRANSFERS AND OTHERS					
601-2201-522.91-15	UNREALIZED LOSS ON INVEST	3,543,243	496,230	1,339,548	169.94%
601-2201-522.91-20	LOSS ON INVESTMENTS	11,294	8,990	24,694	174.68%
601-2201-522.91-25	RETIREMENT PAYMENTS	201,678	201,672	294,270	45.92%
601-2201-522.91-35	TERMINATION PAYMENTS	-	14,460	11,780	(18.53%)
* TRANSFERS AND OTHERS		3,756,215	721,352	1,670,292	131.55%
TOTAL MUN. FIREFIGHTERS PENSION		3,822,931	798,215	1,746,851	118.84%

FUND **601**
DEPT **22**
DIVISION **01**

MUNICIPAL FIREFIGHTERS PENSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
601-2201-522.31-11	LEGAL FEES	ESTIMATED LEGAL FEES	7,059	7,059
601-2201-522.34-10	CONTRACTUAL SERVICES	ESTIMATED CONTRACTUAL SERVICE FEES	69,000	69,000
601-2201-522.40-10	TRAVEL & PER DIEM	ESTIMATED TRAVEL & PER DIEM EXPENSE	500	500
601-2201-522.91-15	UNREALIZED LOSS ON INVEST	ESTIMATED UNREALIZED LOSS ON INVESTMENTS	1,339,548	1,339,548
601-2201-522.91-20	LOSS ON INVESTMENTS	ESTIMATED LOSS ON INVESTMENTS	24,694	24,694
601-2201-522.91-25	RETIREMENT PAYMENTS	ESTIMATED BENEFIT PAYMENTS	294,270	294,270
601-2201-522.91-35	TERMINATION PAYMENTS	ESTIMATED TERMINATION PAYMENTS	11,780	11,780

FUND 602
DEPT 00
DIVISION 00

MUNICIPAL POLICE PENSION REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
602-0000-361.10-08	INVESTMENT	404,953	333,306	367,075	10.13%
602-0000-367.01-00	SALE OF INVESTMENTS	364	7,916	5,846	(26.15%)
602-0000-367.02-00	UNREALIZED GAIN ON INVEST	1,979,542	1,937,215	2,479,268	27.98%
**TOTAL INTEREST & OTHER INCOME		2,384,859	2,278,437	2,852,189	25.18%
OTHER SOURCES					
602-0000-368.10-00	EMPLOYEE CONTRIBUTIONS	157,207	165,010	181,917	10.25%
602-0000-368.30-00	EMPLOYER CONTRIBUTIONS	496,704	505,512	659,816	30.52%
602-0000-368.40-00	STATE INSUR PREM CONTRIB	150,505	103,388	113,856	10.12%
602-0000-389.90-00	APPROPRIATED RESERVES	-	(1,643,327)	(881,346)	(46.37%)
*APPROPRIATED RESERVES		804,416	(869,417)	74,243	(108.54%)
**TOTAL OTHER SOURCES		804,416	(869,417)	74,243	(108.54%)
TOTAL MUN. FIREFIGHTERS PENSION		3,189,275	1,409,020	2,926,432	107.69%

FUND **602**
DEPT **00**
DIVISION **00**

MUNICIPAL POLICE PENSION REVENUE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
602-0000-361.10-08	INVESTMENT	ESTIMATED INTEREST INVESTMENT INCOME	367,075	367,075
602-0000-367.01-00	SALE OF INVESTMENTS	ESTIMATED GANS AND/OR LOSSES ON SALE OF INVESTMENT	5,846	5,846
602-0000-367.02-00	UNREALIZED GAIN ON INVEST	ESTIMATED	2,479,268	2,479,268
602-0000-368.10-00	EMPLOYEE CONTRIBUTIONS	ESTIMATED EMPLOYEE CONTRIBUTIONS	181,917	181,917
602-0000-368.30-00	EMPLOYER CONTRIBUTIONS	ESTIMATED EMPLOYER CONTRIBUTIONS	659,816	659,816
602-0000-368.40-00	STATE INSUR PREM CONTRIB	ESTIMATED STATE CONTRIBUTIONS	113,856	113,856
602-0000-389.90-00	APPROPRIATED RESERVES	ESTIMATED UNAPPROPRIATED REVENUE	(881,346)	(881,346)

FUND 602
DEPT 21
DIVISION 01

MUNICIPAL POLICE PENSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
OPERATING EXPENDITURES					
602-2101-521.31-11	LEGAL FEES	3,273	5,988	5,988	-%
602-2101-521.34-10	CONTRACTUAL SERVICES	70,401	73,800	77,490	5.00%
602-2101-521.40-10	TRAVEL & PER DIEM	146	851	900	5.76%
* OPERATING EXPENDITURES		73,820	80,639	84,378	4.64%
TRANSFERS AND OTHERS					
602-2101-521.91-15	UNREALIZED LOSS ON INVEST	5,243,971	695,000	2,165,664	211.61%
602-2101-521.91-20	LOSS ON INVESTMENTS	60,560	-	-	-%
602-2101-521.91-25	RETIREMENT PAYMENTS	676,592	633,381	668,340	5.52%
602-2101-521.91-26	SHARE PLAN BENEFIT PYMTS	547,739	-	8,050	-%
* TRANSFERS AND OTHERS		6,528,862	1,328,381	2,842,054	113.95%
TOTAL MUNICIPAL POLICE PENSION		6,602,682	1,409,020	2,926,432	107.69%

FUND **602**
DEPT **21**
DIVISION **01**

MUNICIPAL POLICE PENSION EXPENDITURE JUSTIFICATION

ACCOUNT DESCRIPTION		COMMENTS	DETAIL	ADOPTED BUDGET 2023-2024
602-2101-521.31-11	LEGAL FEES	ESTIMATED LEGAL FEES	5,988	5,988
602-2101-521.34-10	CONTRACTUAL SERVICES	ESTIMATED CONTRACTUAL SERVICE FEES	77,490	77,490
602-2101-521.40-10	TRAVEL & PER DIEM	ESTIMATED TRAVEL AND PER DIEM EXPENSE	900	900
602-2101-521.91-15	UNREALIZED LOSS ON INVEST	ESTIMATED UNREALIZED LOSS ON INVESTMENTS	2,165,664	2,165,664
602-2101-521.91-20	LOSS ON INVESTMENTS	NO AMOUNT BUDGETED	-	-
602-2101-521.91-25	RETIREMENT PAYMENTS	ESTIMATED RETIREMENT PAYMENTS	668,340	668,340
602-2101-521.91-26	SHARE PLAN BENEFIT PYMTS	ESTIMATED SHARE PLAN PAYMENTS	8,050	8,050

FUND 603
DEPT 00
DIVISION 00

GENERAL EMPLOYEE PENSION REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
603-0000-361.10-08	INVESTMENT	-	58,000	27,508	(52.57%)
603-0000-367.01-00	SALE OF INVESTMENTS	-	96,923	5,694	(94.13%)
**TOTAL INTEREST & OTHER INCOME		-	154,923	33,202	(78.57%)
OTHER SOURCES					
603-0000-368.30-00	EMPLOYER CONTRIBUTIONS	33,328	39,517	41,888	6.00%
603-0000-389.90-00	APPROPRIATED RESERVES	-	(128,868)	(24,546)	(80.95%)
*APPROPRIATED RESERVES		33,328	(89,351)	17,342	(119.41%)
**TOTAL OTHER SOURCES		33,328	(89,351)	17,342	(119.41%)
TOTAL GENERAL EMPLOYEE PENSION		33,328	65,572	50,544	(22.92%)

FUND **603**
DEPT **00**
DIVISION **00**

GENERAL EMPLOYEE PENSION REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
603-0000-361.10-08 INVESTMENT	ESTIMATED EARNINGS	27,508	27,508
603-0000-367.01-00 SALE OF INVESTMENTS	ESTIMATED GAINS/LOSSES ON SALES	5,694	5,694
603-0000-368.30-00 EMPLOYER CONTRIBUTIONS	ESIMTATED EMPLOYER CONTRIBUTIONS	41,888	41,888
603-0000-389.90-00 APPROPRIATED RESERVES	ESTIMATED UNAPPROPRIATED REVENUE	(24,546)	(24,546)

FUND 603
DEPT 12
DIVISION 01

MUNICIPAL POLICE PENSION EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
TRANSFERS AND OTHERS					
603-1201-512.91-25	RETIREMENT PAYMENTS	-	65,572	50,544	(22.92%)
* TRANSFERS AND OTHERS		-	65,572	50,544	(22.92%)
TOTAL MUNICIPAL POLICE PENSION		-	65,572	50,544	(22.92%)

FUND 603
DEPT 12
DIVISION 01

MUNICIPAL POLICE PENSION EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
603-1201-512.91-25 RETIREMENT PAYMENTS	ESTIMATED RETIREMENT PAYMENTS	50,544	50,544

FUND 605
DEPT 00
DIVISION 00

MILDRED HUNTER TRUST REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
605-0000-361.10-02	SBA INTEREST	97	20	20	-%
**TOTAL INTEREST & OTHER INCOME		97	20	20	-%
OTHER SOURCES					
605-0000-389.90-00	APPROPRIATED RESERVES	-	(20)	(20)	-%
*APPROPRIATED RESERVES		-	(20)	(20)	-%
**TOTAL OTHER SOURCES		-	(20)	(20)	-%
TOTAL MILDRED HUNTER TRUST		97	-	-	-%

FUND 605
DEPT 00
DIVISION 00

MILDRED HUNTER TRUST REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
605-0000-361.10-02 SBA INTEREST	ESTIMATED REVENUE	20	20
605-0000-389.90-00 APPROPRIATED RESERVES	ESTIMATED UNAPPROPRIATED REVENUE	(20)	(20)

FUND 605
DEPT 71
DIVISION

MILDRED HUNTER TRUST EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
	NO EXPENDITURES BUDGETED				

FUND 605
DEPT 71
DIVISION

MILDRED HUNTER TRUST EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
NO EXPENDITURES BUDGETED			

FUND 606
DEPT 00
DIVISION 00

WOODLEA PARK PLAYGROUND REVENUES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ESTIMATED REVENUE 2023-2024	% CHANGE OVER FY 22-23
INTEREST & OTHER INCOME					
606-0000-361.10-01	INTEREST INCOME	-	10	10	-%
606-0000-361.10-02	SBA INTEREST	136	-	-	-%
**TOTAL INTEREST & OTHER INCOME		136	10	10	-%
OTHER SOURCES					
606-0000-389.90-00	APPROPRIATED RESERVES	-	(10)	(10)	-%
*APPROPRIATED RESERVES		-	(10)	(10)	-%
**TOTAL OTHER SOURCES		-	(10)	(10)	-%
TOTAL WOODLEA PARK PLAYGROUND		136	-	-	-%

FUND **606**
DEPT **00**
DIVISION **00**

WOODLEA PARK PLAYGROUND REVENUE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
606-0000-361.10-01 INTEREST INCOME	ESTIMATED INTEREST INCOME	10	10
606-0000-361.10-02 SBA INTEREST	APPROPRIATED RESERVES	-	-
606-0000-389.90-00 APPROPRIATED RESERVES	APPROPRIATED RESERVES	(10)	(10)

FUND 606
DEPT 72
DIVISION

WOODLEA PARK PLAYGROUND FUND EXPENDITURES

ACCT #	ACCOUNT DESCRIPTION	AUDITED ACTUALS 2021-2022	REVISED BUDGET 2022-2023	ADOPTED BUDGET 2023-2024	% CHANGE OVER FY 22-23
	NO EXPENDITURES BUDGETED				

FUND 606
DEPT 72
DIVISION

WOODLEA PARK PLAYGROUND EXPENDITURE JUSTIFICATION

			ADOPTED BUDGET 2023-2024
ACCOUNT DESCRIPTION	COMMENTS	DETAIL	
NO EXPENDITURE BUDGETED			

Appendices



CAPITAL LISTING

ALL FUNDS

Budget Summary		
ACCOUNT	ACCOUNT NO.	BUDGET
Total Land	XXX-XXXX-XXX.61-10	-
Total Building Additions/Replacements/Construction	XXX-XXXX-XXX.62-20	9,997
Total Street Sign Replacement	XXX-XXXX-XXX.63-10	-
Total Sidewalk Repair/Construction	XXX-XXXX-XXX.63-20	20,000
Total Paving	XXX-XXXX-XXX.63-30	341,297
Total Storm Drainage Repair	XXX-XXXX-XXX.63-40	-
Total Landscaping	XXX-XXXX-XXX.63-60	-
Total Traffic Signals	XXX-XXXX-XXX.63-70	-
Total Park Improvements	XXX-XXXX-XXX.63-80	-
Total Railroad Improvements	XXX-XXXX-XXX.63-91	-
Total Equipment Replacement	XXX-XXXX-XXX.64-10	456,120
Total Equipment Replacement - Vehicles	XXX-XXXX-XXX.64-11	678,494
Total Equipment Replacement - Computers	XXX-XXXX-XXX.64-13	138,600
Total New Equipment - Computers	XXX-XXXX-XXX.64-14	-
Total New Equipment	XXX-XXXX-XXX.64-15	327,000
Total Police Department Firearms	XXX-XXXX-XXX.64-16	1,700
Total New Equipment - Vehicles	XXX-XXXX-XXX.64-17	52,967
Total Durable Goods	XXX-XXXX-XXX.64-20	-
Total Software	XXX-XXXX-XXX.64-23	50,000
Total Future Projects	XXX-XXXX-XXX.64-25	2,721,667
Total Capital Grant Match	XXX-XXXX-XXX.64-50	7,867
Total Srf Reclaim - Phase 1	XXX-XXXX-XXX.65-71	-
Total Road Construction	XXX-XXXX-XXX.65-80	-
Total Standing Order - National Library	XXX-XXXX-XXX.66-10	6,325
Total Major Collection Books	XXX-XXXX-XXX.66-20	45,500
TOTAL CAPITAL EXPENDITURES - ALL FUNDS		4,857,534
Total Funding from Operations - Pay as you go		2,531,509
Total Funding from Infrastructure Sales Tax		940,325
Total Funding from Grants		-
Total Funding from Water/Wastewater Impacts		325,000
Total Funding from Police Impacts		-
Total Funding from Fire Impacts		-
Total Funding from P&R Impacts		334,800
Total Funding from Other		725,900
Total Funding from Debt Service		-
Total Funding from Capital Lease		-
TOTAL FUNDING		4,857,534

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	GL ACCOUNT	FUNDING	FY 2024
ALL CAPITAL ACCOUNTS			
LAND			
NO AMOUNT BUDGETED			
TOTAL LAND	XXX-XXXX-XXX.61-10		-
BUILDINGS			
EXTERIOR LED LIGHT REPLACEMENT	406-7501-575.62-20	Pay as you go	9,997
TOTAL BUILDING ADDITIONS/REPLACEMENTS/CONSTRUCTION	XXX-XXXX-XXX.62-20		9,997
STREET SIGN REPLACEMENT			
NO AMOUNT BUDGETED			
TOTAL STREET SIGN REPLACEMENT	XXX-XXXX-XXX.63-10		-
SIDEWALK REPAIR/CONSTRUCTION			
SIDEWALK/RAMP ADA COMPLIANCE - LARGE PROJECTS	001-4102-541.63-20	Pay as you go	10,000
SIDEWALK REPAIRS THROUGHOUT WOOTON PARK	001-4102-541.63-20	Pay as you go	10,000
TOTAL SIDEWALK REPAIR/CONSTRUCTION	XXX-XXXX-XXX.63-20		20,000
PAVING			
PAVING AND MICRORESURFACING	152-4102-541.63-30	Infrastructure Tax	341,297
TOTAL PAVING	XXX-XXXX-XXX.63-30		341,297
STORM DRAINAGE REPAIR			
NO AMOUNT BUDGETED			
TOTAL STORM DRAINAGE REPAIR	XXX-XXXX-XXX.63-40		-
LANDSCAPING			
NO AMOUNT BUDGETED			
TOTAL LANDSCAPING	XXX-XXXX-XXX.63-60		-
TRAFFIC SIGNALS			
NO AMOUNT BUDGETED			
TOTAL TRAFFIC SIGNALS	XXX-XXXX-XXX.63-70		-
PARK IMPROVEMENTS			
NO AMOUNT BUDGETED			
TOTAL PARK IMPROVEMENTS	XXX-XXXX-XXX.63-80		-
RAILROAD IMPROVEMENTS			
NO AMOUNT BUDGETED			
TOTAL RAILROAD IMPROVEMENTS	XXX-XXXX-XXX.63-91		-
EQUIPMENT REPLACEMENT			
NETWORK FILE SERVER	001-1302-513.64-10	Pay as you go	20,000
NETWORK SERVER PRIMARY AND SECONDARY	001-1302-513.64-10	Pay as you go	40,000
REPLACEMENT TRAILER	152-7201-572.64-10	Infrastructure Tax	10,120
4 FLORIDE PUMPS: PLANTS 1 & 4	401-3301-533.64-10	Pay as you go	16,000
LAB AUTOCLAVE - CONTINGENCY	401-3503-535.64-10	Pay as you go	15,000
ECO PARK FOUNTAIN REPLACEMENT	403-3801-538.64-10	Pay as you go	5,000
PLANTS EMERGENCY REPLACEMENT PUMPS - CONTINGENCY	443-3301-533.64-10	OTHER	25,000
PLANT EMERGENCY REPLACEMENT MOTORS - CONTINGENCY	443-3301-533.64-10	OTHER	25,000
EXTEND FENCE AT PLANT 4	443-3301-533.64-10	OTHER	45,000
CONTINGENCY FOR REPLACEMENT OF MOTORS, ETC AT WWTP & CAROLINE PLANT	443-3501-535.64-10	OTHER	50,000
CONTINGENCY FOR BREAKERS & DRIVERS	443-3501-535.64-10	OTHER	30,000
REPLACEMENT PUMPS FOR LIFTSTATIONS	443-3504-535.64-10	OTHER	45,000
REPLACE 3RD PUMP AT LS 65	443-3504-535.64-10	OTHER	65,000
REPLACE GENERATOR AT LS 47	443-3504-535.64-10	OTHER	65,000
TOTAL EQUIPMENT REPLACEMENT	XXX-XXXX-XXX.64-10		456,120
EQUIPMENT REPLACEMENT - VEHICLES			
REPLACE VEHICLE #112.	152-1901-549.64-11	Infrastructure Tax	82,408
REPLACE 829 W/NEW F450 CHASSIS	401-3504-535.64-11	Pay as you go	63,000
REPLACE 823 W/NEW F250 INCLUDE UPGRADED UTILITY BED	401-3504-535.64-11	Pay as you go	64,000
REPLACE TRUCK 617	402-3401-534.64-11	Pay as you go	334,086
REPLACE 359 W/NEW F150 CREW CAB	403-3801-538.64-11	Pay as you go	65,000
REPLACE 1995 F350 DUMP TRUCK	403-3803-538.64-11	Pay as you go	70,000
TOTAL EQUIPMENT REPLACEMENT - VEHICLES	XXX-XXXX-XXX.64-11		678,494
EQUIPMENT REPLACEMENT - COMPUTERS			
CITY-WIDE LAPTOP REPLACEMENT Q4 YRS \$2,000 PER 40	001-1302-513.64-13	Pay as you go	80,000
CITY-WIDE SCREEN REPLACEMENT Q4 YRS \$200 PER 40	001-1302-513.64-13	Pay as you go	8,000
REPLACEMENT COMPUTERS AND SCREENS FOR UTILITIES DEPARTMENTS AT \$2,200 EA	001-1302-513.64-13	Pay as you go	50,600
TOTAL EQUIPMENT REPLACEMENT - COMPUTERS	XXX-XXXX-XXX.64-13		138,600
NEW EQUIPMENT - COMPUTERS			

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	GL ACCOUNT	FUNDING	FY 2024
NO AMOUNT BUDGETED			
TOTAL NEW EQUIPMENT - COMPUTERS	XXX-XXXX-XXX.64-14		-
NEW EQUIPMENT			
CCTV Security Improvements	152-1302-513.64-15	Infrastructure Tax	100,000
A/C REGRIGERANT RECOVERY MACHINE FOR R1234YF	001-1901-549.64-15	Pay as you go	8,000
A/C REGRIGERANT RECOVERY MACHINE FOR R1234A	001-1901-549.64-15	Pay as you go	6,000
INSERTION VALVE PROGRAM	401-3302-533.64-15	Pay as you go	15,000
STUMP GRINDER - SPLIT W/ROW	401-3302-533.64-15	Pay as you go	6,500
ISOLATION VALVES INLINE FOR LS 38	401-3504-535.64-15	Pay as you go	60,000
20KW GENERATOR - LS 31	401-3504-535.64-15	Pay as you go	45,000
FREQUENCY SCADA RADIOS, CABLES, ANTENNAS	401-3504-535.64-15	Pay as you go	50,000
PUMPS FOR LIFTSTATION UPGRADES	401-3504-535.64-15	Pay as you go	30,000
STUMP GRINDER - SPLIT W/WATER DEPT	403-3803-538.64-15	Pay as you go	6,500
TOTAL NEW EQUIPMENT	XXX-XXXX-XXX.64-15		327,000
POLICE DEPARTMENT FIREARMS			
FOUR PISTOLS FOR NEW HIRES	001-2101-521.64-16	Pay as you go	1,700
TOTAL POLICE DEPARTMENT FIREARMS	XXX-XXXX-XXX.64-16		1,700
NEW EQUIPMENT - VEHICLES			
NEW TRANSIT VAN FOR TWO NEW CUSTODIANS	001-4101-541.64-17	Pay as you go	52,967
TOTAL NEW EQUIPMENT - VEHICLES	XXX-XXXX-XXX.64-17		52,967
DURABLE GOODS			
NO AMOUNT BUDGETED			
TOTAL DURABLE GOODS	XXX-XXXX-XXX.64-20		
SOFTWARE			
SCADA SOFTWARE UPGRADE	401-3504-535.64-23	Pay as you go	50,000
TOTAL SOFTWARE	XXX-XXXX-XXX.64-23		50,000
FUTURE PROJECTS			
REPAIRS AND RESURFACING TO AESOP'S PARK TENNIS COURTS.	001-7201-572.64-25	Pay as you go	15,660
REPAIRS TO SQUIBB PARK BOARDWALK	001-7201-572.64-25	Pay as you go	6,025
WOODLEA SPORTS PARK CONSTRUCTION - PARKING/ACCESS ROADS/FIELDS	001-7202-572.64-25	Pay as you go	525,000
WOODLEA SPORTS PARK LASER GRADE AND LEVEL BOTH BALLFIELDS	001-7202-572.64-25	Pay as you go	100,000
ST. CLAIR-ABRAMS LIBRARY AND RECREATION HONORARY PROJECT	001-7202-572.64-25	Pay as you go	250,000
NEW KUBOTA ZD 326 MOWER FOR ACQUIRED YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	15,800
MODULAR OFFICE UNIT FOR RECREATION DEPARTMENT AT YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	240,000
MAINTENANE BARN AT YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	20,000
NEW F250 TRUCK TO TOW & HAUL EQUIPMENT AT THE YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	54,500
YMCA REGIONAL PARK FIELD PERIMETER FENCING	114-7202-572.64-25	P&R Impacts	4,500
CITY HALL MITIGATION PROJECT - EVACUATION ROUTE FOR FINANCE	152-4101-541.64-25	Infrastructure Tax	75,000
WEST MAIN STREET GATEWAY FEATURES	152-4102-541.64-25	Infrastructure Tax	206,500
DESIGN AND CONSTRUCT SIDEWALK AND STREET LIGHTS ALONG SLIM HAYWOOD RD	152-4102-541.64-25	Infrastructure Tax	125,000
BASE READ PHASE 7	401-3302-533.64-25	Pay as you go	125,000
ARV REPLACEMENT ON SEWER FORCE MAINS-CIP	401-3504-535.64-25	Pay as you go	6,000
PIPE LINING FOR DAMAGED LINES AROUND LIFTSTATIONS	401-3504-535.64-25	Pay as you go	32,000
LS 22 REHAB	401-3504-535.64-25	Pay as you go	81,000
LS 31 REHAB	401-3504-535.64-25	Pay as you go	61,000
STORMLINE REPAIRS, LINING, ETC. THROUGHOUT CITY	401-3801-538.64-25	Pay as you go	77,782
ISBA UTILITY MASTER PLAN	441-3301-533.64-25	Water Impacts	100,000
WWTP FACILITIES MASER PLAN	441-3501-535.64-25	WW Impacts	100,000
LOW PRESSURE SEWER SYSTEM IN ISBA AREA	441-3504-535.64-25	WW Impacts	75,000
ISBA STUDY: EXTENSION OF SEWER LINES	441-3504-535.64-25	WW Impacts	50,000
DISTRIBUTION MAIN UPGRADES/RELOCATION (CIP)	443-3302-533.64-25	OTHER	50,000
LIFTSTATION FENCING REHAB - REPAIR, REPLACE EXISTING FENCE	443-3504-535.64-25	OTHER	10,000
REPLACE CONTROL PANEL - LS 49	443-3504-535.64-25	OTHER	49,000
SLIP LINING FOR LIFTSTATIONS	443-3504-535.64-25	OTHER	50,000
LATERAL LINING	443-3504-535.64-25	OTHER	60,000
LS 41 REHAB	443-3504-535.64-25	OTHER	85,900
LS 19 REHAB	443-3504-535.64-25	OTHER	71,000
TOTAL FUTURE PROJECTS	XXX-XXXX-XXX.64-25		2,721,667
CAPITAL GRANT MATCH			
FEMA GRANT MATCH 5% FOR PLAN REVIEW TABLE	001-2201-522.64-50	Pay as you go	435
GRANT MATCH FOR CHEST COMPRESSION SYSTEM	001-2202-522.64-50	Pay as you go	7,432
TOTAL CAPITAL GRANT MATCH	XXX-XXXX-XXX.64-50		7,867
SRF RECLAIM - PHASE I			
NO AMOUNT BUDGETED			

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	GL ACCOUNT	FUNDING	FY 2024
TOTAL SRF RECLAIM - PHASE 1	XXX-XXXX-XXX.65-71		-
ROAD CONSTRUCTION			
NO AMOUNT BUDGETED			
TOTAL ROAD CONSTRUCTION	XXX-XXXX-XXX.65-80		-
STANDING ORDER - NATIONAL LIBRARY			
STANDING ORDER	001-7101-571.66-10	Pay as you go	6,325
TOTAL STANDING ORDER - NATIONAL LIBRARY	XXX-XXXX-XXX.66-10		6,325
MAJOR COLLECTION BOOKS			
MAJOR COLLECTIONS	001-7101-571.66-20	Pay as you go	45,500
TOTAL MAJOR COLLECTION BOOKS	XXX-XXXX-XXX.66-20		45,500
TOTAL CAPITAL EXPENDITURES - ALL FUNDS*			4,857,534
Total Funding from Operations - Pay as you go			2,531,509
Total Funding from Infrastructure Sales Tax			940,325
Total Funding from Grants			-
Total Funding from Water/Wastewater Impacts			325,000
Total Funding from Police Impacts			-
Total Funding from Fire Impacts			-
Total Funding from P&R Impacts			334,800
Total Funding from Other			725,900
Total Funding from Debt Service			-
Total Funding from Capital Lease			-

****Other Funding Sources include State Revolving Loan Fund, Bond Financing, Police Automation, Bank Loans, FDOT and/or Grants.**

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	GL ACCOUNT	FUNDING	FY 2024
GENERAL GOVERNMENT			
NO AMOUNT BUDGETED			
TOTAL GENERAL GOVERNMENT			-
FINANCE			
NO AMOUNT BUDGETED			
TOTAL FINANCE			-
INFORMATION TECHNOLOGY			
NETWORK FILE SERVER	001-1302-513.64-10	Pay as you go	20,000
NETWORK SERVER PRIMARY AND SECONDARY	001-1302-513.64-10	Pay as you go	40,000
CITY-WIDE LAPTOP REPLACEMENT Q4 YRS \$2,000 PER 40	001-1302-513.64-13	Pay as you go	80,000
CITY-WIDE SCREEN REPLACEMENT Q4 YRS \$200 PER 40	001-1302-513.64-13	Pay as you go	8,000
REPLACEMENT COMPUTERS AND SCREENS FOR UTILITIES DEPARTMENTS AT \$2,200 EA	001-1302-513.64-13	Pay as you go	50,600
CCTV Security Improvements	152-1302-513.64-15	Infrastructure Tax	100,000
TOTAL INFORMATION TECHNOLOGY			298,600
COMMUNITY DEVELOPMENT			
NO AMOUNT BUDGETED			
TOTAL COMMUNITY DEVELOPMENT			-
CITY CLERK			
NO AMOUNT BUDGETED			
TOTAL CITY CLERK			-
HUMAN RESOURCES			
NO AMOUNT BUDGETED			
TOTAL HUMAN RESOURCES			-
FLEET MAINTENANCE			
REPLACE VEHICLE #112.	152-1901-549.64-11	Infrastructure Tax	82,408
A/C REGRIGERANT RECOVERY MACHINE FOR R1234FY	001-1901-549.64-15	Pay as you go	8,000
A/C REGRIGERANT RECOVERY MACHINE FOR R1234A	001-1901-549.64-15	Pay as you go	6,000
TOTAL FLEET MAINTENANCE			96,408
POLICE DEPARTMENT			
FOUR PISTOLS FOR NEW HIRES	001-2101-521.64-16	Pay as you go	1,700
TOTAL POLICE DEPARTMENT			1,700
CODE ENFORCEMENT			
NO AMOUNT BUDGETED			
TOTAL CODE ENFORCEMENT			-
FIRE DEPARTMENT			
FEMA GRANT MATCH 5% FOR PLAN REVIEW TABLE	001-2201-522.64-50	Pay as you go	435
TOTAL FIRE DEPARTMENT			435
ALS			
GRANT MATCH FOR CHEST COMPRESSION SYSTEM	001-2202-522.64-50	Pay as you go	7,432
TOTAL ALS			7,432
FACILITIES MANAGEMENT			
NEW TRANSIT VAN FOR TWO NEW CUSTODIANS	001-4101-541.64-17	Pay as you go	52,967
CITY HALL MITIGATION PROJECT - EVACUATION ROUTE FOR FINANCE	152-4101-541.64-25	Infrastructure Tax	75,000
TOTAL FACILITIES MANAGEMENT			127,967
STREETS AND ROADS			
SIDEWALK/RAMP ADA COMPLIANCE - LARGE PROJECTS	001-4102-541.63-20	Pay as you go	10,000
SIDEWALK REPAIRS THROUGHOUT WOOTON PARK	001-4102-541.63-20	Pay as you go	10,000
PAVING AND MICRORESURFACING	152-4102-541.63-30	Infrastructure Tax	341,297
WEST MAIN STREET GATEWAY FEATURES	152-4102-541.64-25	Infrastructure Tax	206,500
DESIGN AND CONSTRUCT SIDEWALK AND STREET LIGHTS ALONG SLIM HAYWOOD RD	152-4102-541.64-25	Infrastructure Tax	125,000
TOTAL STREETS AND ROADS			692,797
ECONOMIC DEVELOPMENT			
NO AMOUNT BUDGETED			
TOTAL ECONOMIC DEVELOPMENT			-
LIBRARY			
STANDING ORDER	001-7101-571.66-10	Pay as you go	6,325
MAJOR COLLECTIONS	001-7101-571.66-20	Pay as you go	45,500
TOTAL LIBRARY			51,825
PARKS MAINTENANCE			
REPLACEMENT TRAILER	152-7201-572.64-10	Infrastructure Tax	10,120
REPAIRS AND RESURFACING TO AESOP'S PARK TENNIS COURTS.	001-7201-572.64-25	Pay as you go	15,660
REPAIRS TO SQUIBB PARK BOARDWALK	001-7201-572.64-25	Pay as you go	6,025
TOTAL PARKS MAINTENANCE			31,805
Community Services			

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	GL ACCOUNT	FUNDING	FY 2024
WOODLEA SPORTS PARK CONSTRUCTION - PARKING/ACCESS ROADS/FIELDS	001-7202-572.64-25	Pay as you go	525,000
WOODLEA SPORTS PARK LASER GRADE AND LEVEL BOTH BALLFIELDS	001-7202-572.64-25	Pay as you go	100,000
ST. CLAIR-ABRAMS LIBRARY AND RECREATION HONORARY PROJECT	001-7202-572.64-25	Pay as you go	250,000
NEW KUBOTA ZD 326 MOWER FOR ACQUIRED YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	15,800
MODULAR OFFICE UNIT FOR RECREATION DEPARTMENT AT YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	240,000
MAINTENANCE BARN AT YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	20,000
NEW F250 TRUCK TO TOW & HAUL EQUIPMENT AT THE YMCA REGIONAL PARK	114-7202-572.64-25	P&R Impacts	54,500
YMCA REGIONAL PARK FIELD PERIMETER FENCING	114-7202-572.64-25	P&R Impacts	4,500
TOTAL RECREATION			1,209,800
WATER TREATMENT			
4 FLORIDE PUMPS: PLANTS 1 & 4	401-3301-533.64-10	Pay as you go	16,000
PLANTS EMERGENCY REPLACEMENT PUMPS - CONTINGENCY	443-3301-533.64-10	OTHER	25,000
PLANT EMERGENCY REPLACEMENT MOTORS - CONTINGENCY	443-3301-533.64-10	OTHER	25,000
EXTEND FENCE AT PLANT 4	443-3301-533.64-10	OTHER	45,000
ISBA UTILITY MASTER PLAN	441-3301-533.64-25	Water Impacts	100,000
TOTAL WATER TREATMENT			211,000
WATER DISTRIBUTION			
INSERTION VALVE PROGRAM	401-3302-533.64-15	Pay as you go	15,000
STUMP GRINDER - SPLIT W/ROW	401-3302-533.64-15	Pay as you go	6,500
BASE READ PHASE 7	401-3302-533.64-25	Pay as you go	125,000
DISTRIBUTION MAIN UPGRADES/RELOCATION (CIP)	443-3302-533.64-25	OTHER	50,000
TOTAL WATER DISTRIBUTION			196,500
WASTEWATER TREATMENT			
CONTINGENCY FOR REPLACEMENT OF MOTORS, ETC AT WWTP & CAROLINE PLANT	443-3501-535.64-10	OTHER	50,000
CONTINGENCY FOR BREAKERS & DRIVERS	443-3501-535.64-10	OTHER	30,000
WWTP FACILITIES MASTER PLAN	441-3501-535.64-25	WW Impacts	100,000
TOTAL WASTEWATER TREATMENT			180,000
WASTEWATER REUSE			
NO AMOUNT BUDGETED			-
TOTAL WASTEWATER REUSE			-
WASTEWATER LAB			
LAB AUTOCLAVE - CONTINGENCY	401-3503-535.64-10	Pay as you go	15,000
TOTAL WASTEWATER LAB			15,000
WASTEWATER COLLECTION			
REPLACEMENT PUMPS FOR LIFTSTATIONS	443-3504-535.64-10	OTHER	45,000
REPLACE 3RD PUMP AT LS 65	443-3504-535.64-10	OTHER	65,000
REPLACE GENERATOR AT LS 47	443-3504-535.64-10	OTHER	65,000
REPLACE 829 W/NEW F450 CHASSIS	401-3504-535.64-11	Pay as you go	63,000
REPLACE 823 W/NEW F250 INCLUDE UPGRADED UTILITY BED	401-3504-535.64-11	Pay as you go	64,000
ISOLATION VALVES INLINE FOR LS 38	401-3504-535.64-15	Pay as you go	60,000
20KW GENERATOR - LS 31	401-3504-535.64-15	Pay as you go	45,000
FREQUENCY SCADA RADIOS, CABLES, ANTENNAS	401-3504-535.64-15	Pay as you go	50,000
PUMPS FOR LIFTSTATION UPGRADES	401-3504-535.64-15	Pay as you go	30,000
SCADA SOFTWARE UPGRADE	401-3504-535.64-23	Pay as you go	50,000
ARV REPLACEMENT ON SEWER FORCE MAINS-CIP	401-3504-535.64-25	Pay as you go	6,000
PIPE LINING FOR DAMAGED LINES AROUND LIFTSTATIONS	401-3504-535.64-25	Pay as you go	32,000
LS 22 REHAB	401-3504-535.64-25	Pay as you go	81,000
LS 31 REHAB	401-3504-535.64-25	Pay as you go	61,000
LOW PRESSURE SEWER SYSTEM IN ISBA AREA	441-3504-535.64-25	WW Impacts	75,000
ISBA STUDY: EXTENSION OF SEWER LINES	441-3504-535.64-25	WW Impacts	50,000
LIFTSTATION FENCING REHAB - REPAIR, REPLACE EXISTING FENCE	443-3504-535.64-25	OTHER	10,000
REPLACE CONTROL PANEL - LS 49	443-3504-535.64-25	OTHER	49,000
SLIP LINING FOR LIFTSTATIONS	443-3504-535.64-25	OTHER	50,000
LATERAL LINING	443-3504-535.64-25	OTHER	60,000
LS 41 REHAB	443-3504-535.64-25	OTHER	85,900
LS 19 REHAB	443-3504-535.64-25	OTHER	71,000
TOTAL WASTEWATER COLLECTION			1,167,900
SOLID WASTE			
REPLACE TRUCK 617	402-3401-534.64-11	Pay as you go	334,086
TOTAL SOLID WASTE			334,086
STORM WATER			
ECO PARK FOUNTAIN REPLACEMENT	403-3801-538.64-10	Pay as you go	5,000
REPLACE 359 W/NEW F150 CREW CAB	403-3801-538.64-11	Pay as you go	65,000
STORMLINE REPAIRS, LINING, ETC. THROUGHOUT CITY	401-3801-538.64-25	Pay as you go	77,782
TOTAL STORM WATER			147,782

CAPITAL LISTING SCHEDULE - ALL FUNDS

DESCRIPTION	GL ACCOUNT	FUNDING	FY 2024
Right-of-Way			
REPLACE 1995 F350 DUMP TRUCK	403-3803-538.64-11	Pay as you go	70,000
STUMP GRINDER - SPLIT W/WATER DEPT	403-3803-538.64-15	Pay as you go	6,500
TOTAL RIGHT-OF-WAY			76,500
SEAPLANE BASE			
NO AMOUNT BUDGETED			
TOTAL SEAPLANE BASE			-
PAVILION			
EXTERIOR LED LIGHT REPLACEMENT	406-7501-575.62-20	Pay as you go	9,997
TOTAL PAVILION			9,997
TOTAL CAPITAL EXPENDITURES - ALL FUNDS			4,857,534

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

OVERVIEW OF REQUESTED PROJECTS

CAPITAL PROGRAM DEFINED

The Government Finance Officer's Association defines "capital assets" as assets of significant value and having a useful life of several years. Capital assets are also called fixed assets. A "Capital Improvement Program" is a plan for capital expenditures to be incurred each year over a fixed period of several years (usually five or six) setting forth each capital project and identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of paying for those expenditures.

SUMMARY OF RECOMMENDED PROJECTS

The adopted 2022-2027 Capital Improvement Plan includes 265 Capital Projects (including capital equipment) with a total value of \$84,241,203. The following represents the percentage of total funding that each defined category will need allocated: Beautification 2.8%, Economic Development 11.1%, Public Buildings & Facilities 9.3%, Parks & Recreation 3.6%, Transportation Improvements 12.7%, Potable Water Facilities 17.6%, Reuse Water 6.2%, Wastewater Facilities 20.4%, Solid Waste Collections 2.2%, Stormwater 1.4%, and General Government Capital Equipment 12.7%.

Seventeen (17) Revenue Sources have been identified as possible funding sources Utilizing five types of financing options: pay-as-you-go, debt issuance, capital lease, grants, and mixed (a combination of several funding sources).

SUMMARY OF MAJOR PROGRAMS

The following table presents a summarized breakdown of the costs of the various projects recommended for funding categorized by major category for each of the five years covered by the Capital Improvement Program.

Table 1
Capital Improvement Program
2022/23 - 2027/28
Summary of Recommended Capital Projects by Function

Program	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
1 Beautification	-	-	2,320,135	-	-	-	2,320,135
2 Economic Development	-	-	540,000	4,000,000	800,000	4,000,000	9,340,000
3 Public Buildings & Facilities	336,500	281,682	5,208,135	1,955,425	63,200	17,500	7,862,442
4 Parks & Recreation	-	625,000	1,324,317	777,000	150,596	188,370	3,065,283
5 Transportation	435,000	692,797	6,331,577	1,090,000	1,090,000	1,090,000	10,729,374
6 Water Facilities & Improvements	336,000	8,407,500	4,708,000	-	-	1,415,000	14,866,500
7 Wastewater Facilities & Improvements	1,340,500	2,862,900	9,836,000	741,000	693,000	1,696,000	17,169,400
8 Water Reuse/Reclamation	15,500	-	15,500	-	1,725,000	3,450,000	5,206,000
9 Solid Waste	25,774	334,086	917,586	345,000	200,000	-	1,822,446
10 Stormwater	244,782	224,282	670,000	-	-	-	1,139,064
11 General Government	1,157,307	797,252	7,384,977	812,598	298,025	270,400	10,720,559
Total Programs	3,891,363	14,225,499	39,256,227	9,721,023	5,019,821	12,127,270	\$ 84,241,203

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

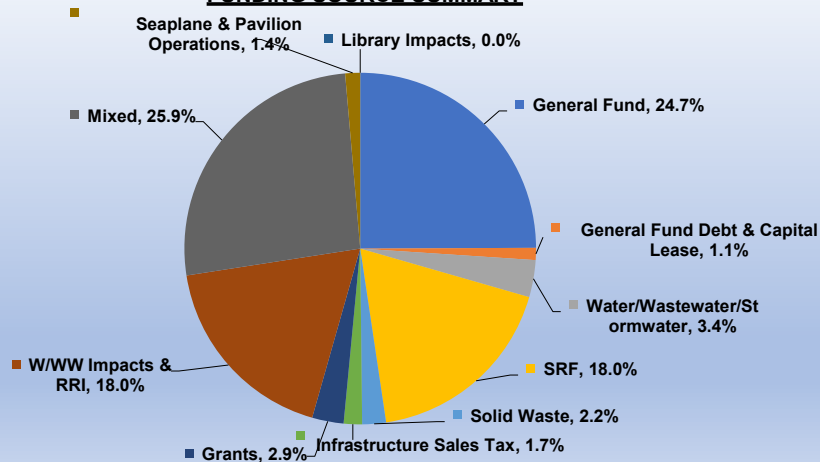
Table 2
Capital Improvement Program
2022/23 - 2027/28
Schedule of Capital Projects by Recommended Funding Source

Funding Source			2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
1	General	Pay-as-you-go General Oper	76,825	735,477	16,629,905	1,570,023	1,269,721	548,770	\$ 20,830,721
3	Water/Wastewater	Pay-as-you-go W/WW Oper	775,500	502,500	274,500	56,000	48,000	51,000	1,707,500
4	State Revolving Loan Fund/USDA ¹	Debt W/WW Debt	-	9,500,000	4,500,000	-	-	1,200,000	15,200,000
5	Capital Lease	Capital Lease	930,000	-	-	-	-	-	930,000
6	Solid Waste	Pay-as-you-go Solid Waste Oper	25,774	334,086	917,586	345,000	200,000	-	1,822,446
7	Stormwater	Pay-as-you-go Stormwater Oper	244,782	224,282	670,000	-	-	-	1,139,064
8	Police & Fire Impact Fees	Pay-as-you-go Pub Sfty Imp	22,000	-	-	-	-	-	22,000
9	Park Impacts	Pay-as-you-go Park Impacts	-	334,800	275,800	60,000	-	-	670,600
10	Infrastructure Sales Tax	Pay-as-you-go Sales Tax	94,200	227,528	517,500	477,000	90,000	-	1,406,228
11	Grants	Grants Grants	-	-	1,980,736	422,000	-	17,500	2,420,236
12	Water/Wastewater Impacts ²	Pay-as-you-go W/WW Impacts	255,000	225,000	9,125,000	125,000	125,000	1,125,000	10,980,000
13	Water/Wastewater Renewal & Replacement	Pay-as-you-go W/WW RR&I	661,500	1,042,900	660,000	560,000	520,000	735,000	4,179,400
15	Mixed (various funding sources to be determined)	Mixed Mixed	769,282	1,088,929	3,378,800	5,375,000	2,725,000	8,450,000	21,787,011
16	Pavilion Operations	Pay-as-you-go Pavilion Oper	36,500	9,997	235,500	31,000	11,000	-	323,997
17	Seaplane Operations	Pay-as-you-go Seaplane Oper	-	-	90,900	700,000	31,100	-	822,000
Total Funding Sources			3,891,363	14,225,499	39,256,227	9,721,023	5,019,821	12,127,270	\$ 84,241,203

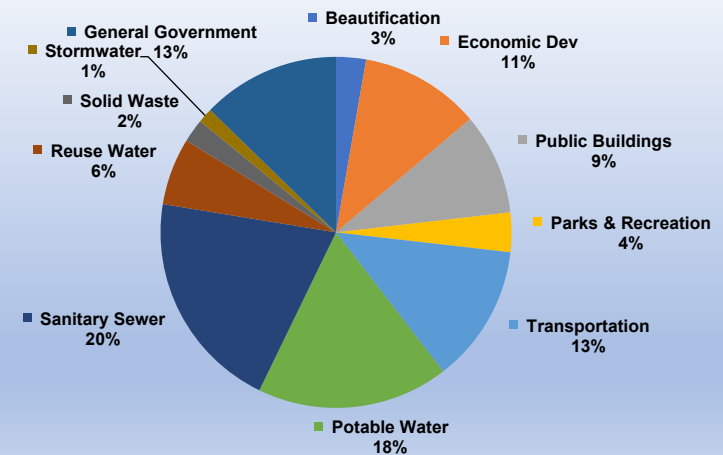
¹Impact Fees will be used to offset debt service obligations for the SRF projects, therefore W/WW Impact projects may need to be held until sufficient resources exist

²Impact Fee Projects listed above have not been included in the fund schedule for expenditures for Water/Wastewater as funding will need to be determined on a year to year basis due to debt and cash flow variables

FUNDING SOURCE SUMMARY



FIVE YEAR CAPITAL CATEGORY PERCENTAGES



CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program 2022/23 - 2027/28

Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
Beautification										
937	St. Clair Abrams Corridor Beautification Project Construction	4102	GEN	-	-	1,955,000	-	-	-	1,955,000
954	Duke Energy Freedom Flag Pedestrian Lighting Upgrade	4102	GEN	-	-	45,000	-	-	-	45,000
631	Main Street Beautification	7201	GEN	-	-	5,000	-	-	-	5,000
633	Chris Daniel's Memorial Pond Landscaping (FDOT)	7201	GRANTS	-	-	-	-	-	-	-
	Demolition of Existing Landscape Chris Daniels Memorial (General Fund									
633	Portion, Split with Stormwater)	7201	GEN	-	-	-	-	-	-	-
633	Irrigation for Turf and Landscaped Areas Chris Daniels	7201	GEN	-	-	125,000	-	-	-	125,000
844	Chris Daniel's Memorial (FDOT) Grant CEI by DRMP	7201	GEN	-	-	34,221	-	-	-	34,221
846	Chris Daniel's Memorial (FDOT) Grant not covered by grant	7201	GEN	-	-	118,060	-	-	-	118,060
884	Chris Daniel's Memorial Grant (JPA) w/FDOT	7201	GRANTS	-	-	-	-	-	-	-
847	Flagpoles And Flags For Cemetery Veteran's Memorial	7201	GEN	-	-	18,500	-	-	-	18,500
848	Landscaping For Road Frontage At Cemetery	7201	GEN	-	-	19,354	-	-	-	19,354
Total Beautification				-	-	2,320,135	-	-	-	2,320,135
Economic Development										
9	Ruby Street Event power installation	5901	GEN	-	-	140,000	-	-	-	140,000
55	Parking Garage (East Main Street) Design & Engineering	5901	MIXED	-	-	400,000	-	-	-	400,000
55	Parking Garage (East Main Street) Construction	5901	MIXED	-	-	-	4,000,000	-	-	4,000,000
55	Parking Garage - 2nd Downtown Surface Design	5901	GEN	-	-	-	-	800,000	-	800,000
55	Parking Garage - 2nd Downtown Surface Construction	5901	MIXED	-	-	-	-	-	4,000,000	4,000,000
Total Economic Development				-	-	540,000	4,000,000	800,000	4,000,000	9,340,000
Public Buildings & Facilities										
Projects										
955	Re-Shingle Roof Woodlea Sports Concession Stand	4101	GEN	-	-	-	30,225	-	-	30,225
956	Demolition of Existing PW Building & Constr of Parking Lot w/Lighting	4102	GEN	-	-	1,225,825	-	-	-	1,225,825
989	Pocket Parking Lot City Hall	4102	GEN	-	-	65,000	-	-	-	65,000
144	Wooton Park Restroom Rehabilitation & Storage	4304	SEAPLANE OPER	-	-	-	200,000	-	-	200,000
577	Repaving of SPB Property	4304	MIXED	-	-	-	75,000	-	-	75,000
578	Traffic Gates & Intercom	4304	SEAPLANE OPER	-	-	-	-	31,100	-	31,100
580	Tav-Lee Trail Relocation (Design Construction)	5901	MIXED	300,000	-	-	-	-	-	300,000
886	Fixed Pier Replacement	4304	SEAPLANE OPER	-	-	-	425,000	-	-	425,000
990	Refrigeration Unit Replacement	4304	SEAPLANE OPER	-	-	45,900	-	-	-	45,900
750	Grant for Landscaping at Tavares Recreation Park	7201	GRANTS	-	-	300,000	200,000	-	-	500,000
751	Greenhouse for Annuals	7201	GEN	-	-	-	39,200	-	-	39,200
784	Tavares Nature Park (JPA)	7201	GRANTS	-	-	220,000	-	-	-	220,000

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
Public Buildings & Facilities (continued)										
787	Cemetery cremains section survey w/ pin markers	7201	GEN	-	-	13,470	7,600	7,800	-	28,870
788	Columbarium, cremation structure (4 walls of 60 niches)	7201	GEN	-	-	69,900	-	-	-	69,900
789	Added landscaping/Trees to Cemetery	7201	GEN	-	-	6,400	7,200	8,100	-	21,700
790	Granite cemetery section markers	7201	GEN	-	-	9,200	5,000	5,200	-	19,400
792	Wooton Wonderland, demo, design & seaplane themed construction	7201	MIXED	-	-	-	-	-	-	-
851	Veteran's Memorial Plan for Wall, Columbarium, Design	7201	GEN	-	-	31,500	-	-	-	31,500
852	Veteran's Memorial Surveying	7201	GEN	-	-	6,500	-	-	-	6,500
887	Veteran's Memorial Construction	7201	GEN	-	-	241,000	-	-	-	241,000
888	Tavares Nature Park Pier Rebuild	7201	GEN	-	-	-	860,200	-	-	860,200
891	Design and Construction of Kiosk for Tavares Recreation Park	7201	GRANTS	-	-	-	-	-	17,500	17,500
892	Design and Construction of Kiosk for Summerall Park	7201	GRANTS	-	-	19,000	-	-	-	19,000
957	Repairs to Squibb Park Boardwalk	7201	GEN	-	6,025	-	-	-	-	6,025
958	Tavares Nature Park Pier Demolition	7201	GEN	-	-	60,240	-	-	-	60,240
959	Benches for Cemetery (4)	7201	GEN	-	-	8,700	-	-	-	8,700
960	Aesop's Tennis Court Resurfacing	7201	GEN	-	15,660	-	-	-	-	15,660
583	Fred Stover Concession Renovation Phase I Engineering/Phase II Constr	7202	GEN	-	-	415,000	-	-	-	415,000
776	Senior Center (Design, engineering, permitting & construction)	7202	GEN	-	-	1,850,000	-	-	-	1,850,000
786	Woodlea Sports Complex construction - concession/restrooms	7202	GEN	-	-	250,000	-	-	-	250,000
991	Major St. Clair Abrams Honorary Project	7202	GEN	-	250,000	100,000	-	-	-	350,000
611	Wooton Park Archway	7401	SEAPLANE OPER	-	-	-	75,000	-	-	75,000
992	Wooton Park Restroom electronic locks and installation	7401	MIXED	-	-	20,000	-	-	-	20,000
993	Wooton Park toilet fixture modernization for west side boat ramp restroom	7401	MIXED	-	-	15,000	-	-	-	15,000
Equipment										
155	Pier Lighting for Guest Safety	7501	PAVILION OPER	-	-	13,000	-	-	-	13,000
893	Trolley Retrofit	7501	PAVILION OPER	-	-	100,000	-	-	-	100,000
895	Exterior Staircases and Railings Re-painted	7501	PAVILION OPER	-	-	-	-	11,000	-	11,000
896	Furniture Replacement	7501	PAVILION OPER	8,000	-	4,000	-	-	-	12,000
897	Audio Visual System Upgrades	7501	PAVILION OPER	-	-	-	10,000	-	-	10,000
899	Exterior Caulking	7501	PAVILION OPER	-	-	15,000	-	-	-	15,000
902	Propeller Illuminated (front of venue)	7501	PAVILION OPER	-	-	-	8,000	-	-	8,000
903	Exterior Venue Painting	7501	PAVILION OPER	-	-	75,000	-	-	-	75,000
904	Interior Staircases Refinished	7501	PAVILION OPER	-	-	-	13,000	-	-	13,000
961	Trolley Retrofit Design	7501	PAVILION OPER	8,500	-	-	-	-	-	8,500
962	Truck	7501	PAVILION OPER	-	-	28,500	-	-	-	28,500
963	Pier Fence	7501	PAVILION OPER	20,000	-	-	-	-	-	20,000
994	Replacement of Exterior LED's	7501	PAVILION OPER	-	9,997	-	-	-	-	9,997
Total Public Buildings & Facilities				336,500	281,682	5,208,135	1,955,425	63,200	17,500	7,862,442

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
<u>Parks & Recreation</u>										
<u>Projects</u>										
995	CCTV Security Improvements (select locations see budget)	1302	GEN	-	-	530,077	-	-	-	530,077
158	Wooton Park West Trail Lighting & Electrical Upgrades	5901	Grants	-	-	-	-	-	-	-
1041	Wooton Park West Turf Parking Stabilization Project	5901	PARKS	-	-	200,000	-	-	-	200,000
617	Ingraham Park Picnic Tables	7201	GEN	-	-	7,140	-	-	-	7,140
620	Aesop's Park Rubberized Running Trail	7201	GEN	-	-	49,000	-	-	-	49,000
621	Aesop's Park Aeration Fountain	7201	GEN	-	-	10,000	-	-	-	10,000
857	Tavares Nature Park Pier design & permitting FWC	7201	GEN	-	-	32,600	-	-	-	32,600
996	Summerall Park Boulders To Define Park and Parking Boundary	7201	GEN	-	-	7,500	-	-	-	7,500
12	Replace dugouts at Fred Stover Sports Complex	7202	SALES TAX	-	-	-	250,000	-	-	250,000
62	Replace fencing at Fred Stover Sports Complex	7202	GRANTS	-	-	-	222,000	-	-	222,000
486	Shuffleboard Courts Roofing or Shade Structure	7202	GEN	-	-	120,000	-	-	-	120,000
599	Woodlea Sports Park Ball Field Parking/Access Road and New Construc	7202	MIXED	-	525,000	-	-	-	-	525,000
613	Fred Stover Sports Park Paved Parking Lot	7202	GEN	-	-	-	52,000	-	-	52,000
855	Upgrade Ball Field Lighting - Woodlea Sports Park Phase II/III	7202	SALES TAX	-	-	181,000	137,000	-	-	318,000
856	Upgrade Ball Field Lighting - Fred Stover Sports Park Phase I/II/III/IV	7202	GEN	-	-	115,000	116,000	150,596	188,370	569,966
905	Ingraham Center parking lot and drive around improvements	7202	GEN	-	-	45,000	-	-	-	45,000
1042	Woodlea Sports Complex Laser Grade and Level Ballfields	7202	GEN	-	100,000	-	-	-	-	100,000
<u>Equipment</u>										
480	Replace scoreboards on youth fields at Woodlea Sports Park	7202	GEN	-	-	10,000	-	-	-	10,000
907	Install new scoreboards on adult fields at Woodlea Sports Park	7202	GEN	-	-	17,000	-	-	-	17,000
Total Parks & Recreation				-	625,000	1,324,317	777,000	150,596	188,370	3,065,283
<u>Transportation</u>										
<u>Projects</u>										
17	Sidewalks - Repair, Construction, & Grinding	4102	GEN	5,000	20,000	90,000	90,000	90,000	90,000	385,000
19	Alleyway Improvements	4102	GEN	-	-	2,062,350	-	-	-	2,062,350
65	Road Paving Improvements Construction	4102	MIXED	430,000	341,297	1,000,000	1,000,000	1,000,000	1,000,000	4,771,297
13	West Main Street Gateway Feature	4102	MIXED	-	206,500	-	-	-	-	206,500
396	West Main Streetscape - Engineering & Construction Oversight	4102	MIXED	-	-	170,000	-	-	-	170,000
396	West Main Streetscape - Construction	4102	MIXED	-	-	1,727,600	-	-	-	1,727,600
861	Street Name Sign Upgrade - Branding Initiative	4102	GEN	-	-	75,700	-	-	-	75,700
908	Wekiva Trail Seg. 1 & 5 - Lake County Interest (cost share)	4102	GEN	-	-	40,000	-	-	-	40,000
909	Wells Avenue Bridge Rehabilitation - Design, Bidding, Grant Assistance	4102	GEN	-	-	106,000	-	-	-	106,000
910	Wells Avenue Bridge Rehabilitation - Construction and CEI	4102	GRANTS	-	-	341,000	-	-	-	341,000
911	Wood Avenue Pedestrian Improvement Project	4102	GEN	-	-	68,260	-	-	-	68,260
997	East Carolina Street Design and Construction	4102	GEN	-	-	650,667	-	-	-	650,667
998	Slim Haywood Road Sidewalk and Street Light Improvements	4102	GEN	-	125,000	-	-	-	-	125,000
Total Transportation				435,000	692,797	6,331,577	1,090,000	1,090,000	1,090,000	10,729,374

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
Water Facilities & Improvements										
<u>Projects</u>										
29	Move Wells 3&4 from Downtown (design, construction)2	3301	SRF	-	-	4,500,000	-	-	-	4,500,000
492	Water Main - 1700 ft. Along Lake Dora Ave	3301	W/WW RR&I	-	-	-	-	-	215,000	215,000
494	ISBA Utility Master Plan	3301	IMPACTS	100,000	100,000	-	-	-	-	200,000
174	Distribution Main Upgrades / Relocations	3302	W/WW RR&I	50,000	50,000	-	-	-	-	100,000
503	WM Old 441 David Walker to Bay Expansion	3302	SRF	-	-	-	-	-	1,200,000	1,200,000
730	Base Read Phases 6-8	3301	W/WW	125,000	125,000	158,000	-	-	-	408,000
841	Avalon Booster Pump Station (Permanent) - Construction2 3	3301	SRF	-	8,000,000	-	-	-	-	8,000,000
<u>Equipment</u>										
342	Emergency Replacement Pumps	3301	W/WW RR&I	15,000	25,000	25,000	-	-	-	65,000
343	Emergency Replacement Motors	3301	W/WW RR&I	15,000	25,000	25,000	-	-	-	65,000
977	4 Fluoride Pumps for Plants 1 and 4	3301	W/WW	16,000	16,000	-	-	-	-	32,000
978	Extend Fence at Plant 4	3301	W/WW RR&I	-	45,000	-	-	-	-	45,000
162	6",8", 10", & 12" Insertion Valves	3302	W/WW	15,000	15,000	-	-	-	-	30,000
811	Stump Grinder - Walk behind (Split with Water and Right-of-Way)	3302	W/WW	-	6,500	-	-	-	-	6,500
Total Water Facilities & Improvements				336,000	8,407,500	4,708,000	-	-	1,415,000	14,866,500
No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
Wastewater Facilities & Improvements										
<u>Projects</u>										
46	Woodlea WWTF Expansion / Upgrades Design	3501	SRF	0	1,500,000	-	-	-	-	1,500,000
46	Woodlea WWTF Expansion / Upgrades Construction	3501	IMPACTS	-	-	9,000,000	-	-	-	9,000,000
979	WWTP Reject System Rehab	3501	W/WW RR&I	60,000	-	-	-	-	-	60,000
186	ISBA Study: Extension of Sewer Lines	3504	IMPACTS	50,000	50,000	50,000	50,000	50,000	50,000	300,000
70	Liftstation Fencing	3504	W/WW RR&I	10,000	10,000	10,000	10,000	10,000	10,000	60,000
188	Low Pressure Sewer System	3504	IMPACTS	75,000	75,000	75,000	75,000	75,000	75,000	450,000
521	WM Old 441 David Walker to Bay Expansion	3504	IMPACTS	-	-	-	-	-	1,000,000	1,000,000
867	Pipe Lining	3504	W/WW	32,000	32,000	35,000	38,000	42,000	45,000	224,000
868	Slip Lining	3504	W/WW RR&I	50,000	50,000	50,000	60,000	60,000	60,000	330,000
980	Radio Path Study Scada	3504	W/WW	50,000	-	-	-	-	-	50,000
981	LS 38 Force Main Bypass Capacity Study	3504	IMPACTS	30,000	-	-	-	-	-	30,000
986	SCADA Software / Hardware Upgrades	3504	W/WW	100,000	100,000	-	-	-	-	200,000
999	Lateral Lining	3504	W/WW RR&I	-	60,000	60,000	-	-	-	120,000
1000	WWTP Facilities Master Plan	3501	W/WW RR&I	-	100,000	-	-	-	-	100,000
<u>Equipment</u>										
185	Replace Motors, Pumps - Woodlea & Caroline	3501	W/WW RR&I	36,000	50,000	50,000	50,000	50,000	50,000	286,000
288	Breakers and Drivers	3501	W/WW RR&I	20,000	30,000	30,000	30,000	30,000	30,000	170,000

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
<u>Wastewater Facilities & Improvements (continued)</u>										
189	Replacement Pumps for Liftstations	3504	W/WW RR&I	30,000	45,000	45,000	45,000	45,000	45,000	255,000
273	Pumps for Liftstation Upgrades	3504	W/WW RR&I	30,000	30,000	40,000	40,000			140,000
190	Electrical Control Panels for Liftstations	3504	W/WW RR&I	16,000	49,000	25,000	25,000	25,000	25,000	165,000
280	Liftstation Rehabilitation	3504	W/WW RR&I	269,500	298,900	300,000	300,000	300,000	300,000	1,768,400
518	ARV Replacement on Sewer Force Mains	3504	W/WW	10,000	6,000	6,000	6,000	6,000	6,000	40,000
872	Isolation valves - LS 38, 19	3504	W/WW	45,000	60,000	60,000	-			165,000
919	Laboratory Autoclave - Contingency	3503	W/WW	15,000	15,000	-	-			30,000
982	Replace Lateral Inspection Camera	3504	W/WW	12,000	-	-	12,000			24,000
983	LS 11 Force Main Bypass	3504	W/WW	100,000	-	-	-			100,000
984	Replace 3rd Pump at LS 65	3504	W/WW RR&I	60,000	65,000	-	-			125,000
1001	LS 38 Force Main Bypass	3504	W/WW	240,000	-	-	-	-	-	240,000
1002	Generator - LS 31	3504	W/WW RR&I	-	45,000	-	-	-	-	45,000
1003	Replace 829 w/ New F450 chassis	3504	W/WW	-	63,000	-	-	-	-	63,000
1004	Replace 823 w/ new F250, upgraded utility bed	3504	W/WW	-	64,000	-	-	-	-	64,000
1005	Generator - LS 47	3504	W/WW RR&I	-	65,000	-	-	-	-	65,000
Total Wastewater Facilities & Improvements				1,340,500	2,862,900	9,836,000	741,000	693,000	1,696,000	17,169,400
<u>Reuse/Reclaim Water</u>										
<u>Projects</u>										
11	Reclaimed Water Service Area Expansion (Design & Construction)	3502	MIXED	-	-	-	-	1,725,000	3,450,000	5,175,000
<u>Equipment</u>										
292	Incubator/Oven/Refrigerator Replacement (Contingency)	3502	W/WW	7,000	-	7,000	-			14,000
837	TSS probe system replacement for secondary TSS analyzer	3502	W/WW	8,500	-	8,500	-			17,000
Total Reclaimed/Reuse				15,500	-	15,500	-	1,725,000	3,450,000	5,206,000
<u>Solid Waste</u>										
<u>Projects</u>										
59	Solid Waste Joint Use Facility - Design and Construction	3401	MIXED	-	-	-	-	-	-	-
<u>Equipment</u>										
48	Garbage Trucks/Equip Vehicle #623	3401	SOLID WASTE	-	-	-	-	40,000	-	40,000
300	Refurbish Auto Automated Side-Loader #626	3401	SOLID WASTE	-	-	60,000	-	-	-	60,000
378	Refurbish Claw Truck #627	3401	SOLID WASTE	25,774	-	-	-	-	-	25,774
379	Claw Truck Replacement #622	3401	SOLID WASTE	-	-	-	-	160,000	-	160,000
745	Garbage Truck Replacement #621	3401	SOLID WASTE	-	-	342,586	-	-	-	342,586
779	Garbage Truck Replacement #617	3401	SOLID WASTE	-	334,086	-	-	-	-	334,086
873	Garbage Truck Replacement #624	3401	SOLID WASTE	-	-	340,000	-	-	-	340,000
926	Replace Floor in Truck #624	3401	SOLID WASTE	-	-	15,000	-	-	-	15,000
964	Garbage Truck Replacement #615	3401	SOLID WASTE	-	-	160,000	-	-	-	160,000
965	Garbage Truck Replacement #625	3401	SOLID WASTE	-	-	-	345,000	-	-	345,000
Total Solid Waste				25,774	334,086	917,586	345,000	200,000	-	1,822,446

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
Stormwater										
<u>Projects</u>										
874	Lakeview Drainage Improvements	3801	STORMWATER	100,000	-	-	-	-	-	100,000
927	Dykes Dr Drainage Improvement (Construction)	3801	STORMWATER	-	-	100,000	-	-	-	100,000
985	Stormline Repairs, Lining, Etc. Throughout City	3801	STORMWATER	77,782	77,782	-	-	-	-	155,564
1006	St Clair Abrams Canal Drainage Improvements	3801	STORMWATER	-	-	500,000	-	-	-	500,000
<u>Equipment</u>										
565	Replacement Dump Truck #475 (1995 F350) for ROW w/F450	3803	STORMWATER	67,000	-	70,000	-	-	-	137,000
811	Stump Grinder - Walk behind (Split with Water and Right-of-Way)	3803	STORMWATER	-	6,500	-	-	-	-	6,500
1007	Eco Park fountain replacement	3801	STORMWATER	-	5,000	-	-	-	-	5,000
1008	Replace 359 w/ new F150 crew cab	3801	STORMWATER	-	65,000	-	-	-	-	65,000
1009	Replace 1995 F350 Dump (353) w/ F350 Dump Truck	3803	STORMWATER	-	70,000	-	-	-	-	70,000
Total Stormwater				244,782	224,282	670,000	-	-	-	1,139,064
General Government										
171	UB Line Printer Replacement	1301	GEN	-	-	-	20,000	-	-	20,000
172	Mobile Lite Filing Solution	1301	GEN	-	-	8,000	-	-	-	8,000
228	Replacement Truck	1301	GEN	-	-	-	-	-	-	-
602	SUPERION (H.T.E/SunGard) Work Orders	1301	GEN	-	-	60,000	-	-	-	60,000
932	City Wide Warehouse Facility - (Design Portion)	1301	MIXED	-	-	-	300,000	-	-	300,000
987	Utility Billing Office Improvements/Renovations	1301	SALES TAX	24,000	-	-	-	-	-	24,000
604	Network Server Replacement	1302	SALES TAX	25,000	-	-	-	-	-	25,000
768	Adtran Switch replacements	1302	GEN	25,000	-	-	-	-	-	25,000
1011	Network Improvements	1302	SALES TAX	-	60,000	246,500	-	-	-	306,500
1012	Cabling And Optics For Network	1302	GEN	-	-	25,195	-	-	-	25,195
1013	Rewire City Hall Second Floor Network Cables	1302	GEN	-	-	40,000	-	-	-	40,000
1014	2023 Ford Transit Cargo Van Replace 2005 Ford Escape Vehicle #008	1302	GEN	-	-	48,665	-	-	-	48,665
1043	CCTV Security Improvements	1302	GEN	-	100,000	-	-	-	-	100,000
1015	800MHz Radios	1501	GEN	-	-	12,900	-	-	-	12,900
988	HRIS/Payroll Software	1701	GEN	-	-	90,000	-	-	-	90,000
400	Vehicle Replacement #112 Truck	1901	SALES TAX	-	60,108	-	-	-	-	60,108
416	A/C Recovery Unit Replacement	1901	GEN	-	6,000	-	-	-	-	6,000
935	A/C Recovery Unit For R1234YF Refrigerant	1901	GEN	-	8,000	-	-	-	-	8,000
946	Floor Scrubber	1901	MIXED	-	-	11,200	-	-	-	11,200
1016	Vehicle #112 Utility Body Replacement	1901	GEN	-	-	9,305	-	-	-	9,305
1017	Vehicle #112 Crane Replacement	1901	SALES TAX	-	22,300	-	-	-	-	22,300
132	Police Vehicles	2101	SALES TAX	-	-	90,000	90,000	90,000	-	270,000
226	Sign board	2101	GEN	-	-	15,000	-	-	-	15,000
233	Unmarked police Vehicles	2101	GEN	-	-	-	-	-	50,000	50,000
816	Police Boat	2101	GEN	-	-	64,150	-	-	-	64,150
969	Drone	2101	GEN	-	-	-	-	-	-	-
970	ATV	2101	GEN	-	-	25,000	-	-	-	25,000
976	Police Dogs with Training	2101	PUB SFTY IMP	22,000	-	-	-	-	-	22,000
1018	Floating Dock	2101	GEN	-	-	6,000	-	-	-	6,000
72	Self-Contained Breathing Apparatus (SCBA) Replacement (14)	2201	SALES TAX	-	-	-	-	-	-	-
75	Ladder Truck Replacement	2201	CAPITAL LEASE	930,000	-	-	-	-	-	930,000
79	Fire Inspector Vehicle Replacement	2201	GEN	-	-	60,000	-	-	-	60,000
134	Replace Fire Truck	2201	CAPITAL LEASE	-	-	-	-	-	-	-

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
General Government (continued)										
672	Exhaust System	2201	MIXED	-	-	-	-	-	-	-
877	Resurface the bay floor at station 29	2201	GEN	-	-	20,000	-	-	-	20,000
971	FEMA Grant - two personal watercrafts with one double trailer ³	2201	MIXED	39,282	-	-	-	-	-	39,282
1019	Fire Chief Vehicle Replacement	2201	GEN	-	-	-	70,000	-	-	70,000
1020	Battalion Chief Vehicle Replacement	2201	GEN	-	-	-	-	70,000	-	70,000
1021	Self-Contained Breathing Apparatus (SCBA) Replacement (15)	2201	GEN	-	-	-	-	-	150,000	150,000
1022	FEMA Grant - Plan Review Table	2201	MIXED	-	8,700	-	-	-	-	8,700
1023	Grant Match - Chest Compression System	2201	MIXED	-	7,432	-	-	-	-	7,432
584	Vehicle Replacement #137	4101	GEN	-	-	-	-	57,500	-	57,500
248	Vehicle Replacement Unit #123	4101	GEN	-	-	52,967	-	-	-	52,967
431	Vehicle Replacement #118	4101	GEN	-	-	55,615	-	-	-	55,615
469	City Facility A/C Upgrades	4101	GEN	-	-	35,000	35,000	-	-	70,000
542	Vehicle Replacement #130	4101	GEN	-	-	-	58,395	-	-	58,395
586	Replace Small Bucket Truck #138	4101	GEN	-	-	180,000	-	-	-	180,000
587	Pavilion A/C Design/Build	4101	GRANTS	-	-	1,100,736	-	-	-	1,100,736
973	New Transit Van for New Custodian Position	4101	GEN	-	52,967	-	-	-	-	52,967
1024	Upgrade Interior Lighting At Ingraham Center To Led	4101	GEN	-	-	10,653	-	-	-	10,653
1025	City Hall Mitigation Project - Evac Route, and Reseal Expansion Joints	4101	SALES TAX	-	75,000	-	-	-	-	75,000
1026	Exterior envelope project - City Hall - expansion joints/vinyl siding/cladding	4101	GEN	-	-	150,000	-	-	-	150,000
1027	Engineering for new maintenance building at Woodlea Sports Complex	4101	GEN	-	-	12,000	-	-	-	12,000
1028	Stain and seal wooden structures on waterfront area	4101	GEN	-	-	46,999	-	-	-	46,999
1029	Mag locks for six restrooms on waterfront area - Lake Dora	4101	GEN	-	-	10,500	-	-	-	10,500
1030	Replace AC unit on Main Building at Woodlea Wastewater	4101	GEN	-	-	15,912	-	-	-	15,912
1031	Replace AC unit at Royal Harbor Booster Station	4101	GEN	-	-	9,945	-	-	-	9,945
1032	Repaint exterior Fire Station 29	4101	GEN	-	-	20,679	-	-	-	20,679
1033	Digital Radios for staff during Emergency Response	4101	GEN	-	-	24,500	-	-	-	24,500
1034	Window Installation for IT Office at PSB	4101	GEN	-	-	10,000	-	-	-	10,000
250	Pavement Striper Line Laser	4102	GEN	-	-	7,800	-	-	-	7,800
252	Kubota RTV Utility Vehicle (Replace #140 2007 Club Car)	4102	GEN	-	-	15,500	-	-	-	15,500
255	Ford F250 Extended Cab 4x4 Replacement	4102	GEN	-	-	52,075	-	-	-	52,075
452	Vibratory Compact Roller	4102	GEN	-	-	27,000	-	-	-	27,000
644	Rockingham Ave. Widen Road Design	4102	GEN	-	-	39,550	-	-	-	39,550
645	Rockingham Ave. Widen Road Construction	4102	GEN	-	-	380,000	-	-	-	380,000
723	Pavement Preservation	4102	GEN	-	-	3,470,000	-	-	-	3,470,000
802	Tav-Dora Trail - Design/Engineering	4102	GEN	-	-	50,000	-	-	-	50,000
804	EDCO69100 10" Walk Behind Sidewalk Grinder Scarifier	4102	GEN	-	-	5,900	-	-	-	5,900
880	Mobile Message Boards Mounted On Trailer	4102	GEN	-	-	41,000	-	-	-	41,000
974	48" Hand Squeeze Roll Applicator For Making Signs	4102	GEN	-	-	7,500	-	-	-	7,500
1035	Replacement Truck F150	4304	SEAPLANE OPER	-	-	45,000	-	-	-	45,000
78	Major Collection Books	7101	GEN	41,000	45,500	60,000	60,000	60,000	62,000	328,500
882	Standing Orders (eBooks, audiobooks, and large print books)	7101	GEN	5,825	6,325	6,825	6,825	6,825	8,400	41,025
562	Replace Mower #465 (2005 Kubota ZD 21)	7201	GEN	-	-	-	13,369	-	-	13,369
569	Vehicle Replacement #442 (2001 F250) for Parks with F250	7201	GEN	-	-	-	32,000	-	-	32,000
571	Vehicle Replacement #452 (2006 F250) for Parks with F250	7201	GEN	-	-	58,071	-	-	-	58,071
625	Replace Kubota ZD321 #457 (2007)	7201	GEN	-	-	-	13,369	-	-	13,369
883	Toro Debris Blower For Cemetery Leaves Covering Flat Stones	7201	GEN	-	-	8,000	-	-	-	8,000
754	Purchase Self Watering Containers, Large, Free Standing	7201	GEN	-	-	7,580	-	7,200	-	14,780
755	Purchase Seaplane Hangers and Brackets	7201	GEN	-	-	-	-	6,500	-	6,500

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

Table 3
Capital Improvement Program
2022/23 - 2027/28
Detailed Schedule of Capital Projects by Program with Recommended Funding Source

No.	Program	Dept.	Funding	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Total
General Government (continued)										
756	Replacement Basket Inserts w/Self Watering Containers	7201	GEN	-	-	-	7,140	-	-	7,140
759	Replacement John Deere Tractor #424 (1994)	7201	GEN	-	-	35,000	-	-	-	35,000
760	Vehicle Replacement #449 (2005 F250) for Parks w/F250	7201	GEN	-	-	44,300	-	-	-	44,300
794	New vehicle for Parks Supervisor position	7201	GEN	-	-	-	32,000	-	-	32,000
795	Professional Services for Parks Masterplan	7201	GEN	-	-	213,855	-	-	-	213,855
798	Replace Mower #466 with Kubota Zero Turn Mower	7201	GEN	-	-	-	14,500	-	-	14,500
949	Parks Impact Fee Study	1301	GEN	-	-	-	-	-	-	-
952	Equipment Trailer	7201	SALES TAX	-	10,120	-	-	-	-	10,120
258	Vehicle Replacement #471 with F250 super cab	7202	GEN	-	-	54,500	-	-	-	54,500
623	Replacement Kubota Loader #429 (1995 Tractor)	7202	GEN	-	-	33,500	-	-	-	33,500
624	Replacement Tractor #437 (1999 Kubota Tractor)	7202	GEN	-	-	28,000	-	-	-	28,000
758*	Replace Mower #464 w/ new Kubota ZD 326	7202	SALES TAX	15,200	-	-	-	-	-	15,200
761	Replace Mower #467 w/ new Kubota ZD 326	7202	GEN	-	-	15,800	-	-	-	15,800
953	New Vehicle to Haul Equipment at the YMCA Regional Park	7202	PARKS	-	54,500	-	-	-	-	54,500
975	Vehicle Replacement #435 with Ford Escape Hybrid	7202	SALES TAX	30,000	-	-	-	-	-	30,000
1036	New Mower - Kubota ZD 326	7202	PARKS	-	15,800	15,800	-	-	-	31,600
1037	Modular Office Unit for Recreation Department at the YMCA Regional Park	7202	PARKS	-	240,000	60,000	60,000	-	-	360,000
1038	New Maintenance Barn at the YMCA Regional Park	7202	PARKS	-	20,000	-	-	-	-	20,000
1039	YMCA Regional Park Field Perimeter Parking Fencing	7202	PARKS	-	4,500	-	-	-	-	4,500
1040	Boat to support marina operations	7401	MIXED	-	-	35,000	-	-	-	35,000
Total General Government				1,157,307	797,252	7,384,977	812,598	298,025	270,400	\$ 10,720,559
Total Requested Projects				3,891,363	14,225,499	39,256,227	9,721,023	5,019,821	12,127,270	\$ 84,241,203

¹ At budget preparation time City received notice that SRF funding is included in State funding list.

² These projects will be funded using SRF funds, and may start in FY 2024 if SRF funding is secured.

³ The Avalon Booster Pump Station Construction (\$8,000,000) is not included the FY 2024 budget. Only the city match portion of the FEMA grant for a plan review table is included in the budget (\$435). The budget will be amended for the grant portions (\$8,265) should the grant be awarded.

The Capital Listing in the Operating Budget book includes computers and firearms. These items are not included in the long term capital plan.

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

FUNDING PLAN

INTRODUCTION

In order for a Capital Improvement Program to be an effective management planning tool, the program must include not only for compilation of major capital needs and their costs, but also a financing plan for the entire life of the program. This financing plan must include an analysis of the available resources which will be used to fund not only the Capital Improvement Program itself but also the required operating expenses and debt service requirements of the City.

In order to ensure that the financing plan is complete, the plan formulation process should include:

1. A projection of revenues and resources which will be available to fund operating and capital expenditures.
2. A projection of future years' operating expenditure levels which will be required to provide ongoing services to City residents.
3. Once the Capital Improvement Program projects have been evaluated, a determination is made of the projects to be funded and the timing of the cash outflow for each project. The information is then tabulated to determine the amounts required to fund the Capital Improvement Program for each year.
4. From the information obtained in 1 through 3 above, the additional resources required to fund the CIP will be determined and a decision will be made on whether the program is to be financed by the issuance of debt, on a pay-as-you-go basis or some combination of the two.

The financing plan is prepared in such a manner will be as accurate as possible and should be an informative document to all City residents. However due to the uncertainty involved in projecting cost increases, the community's desire for service increases and the inflow of resources over a five year period, the financing plan presented should be viewed as a theoretical framework to be adjusted each year based on the most recent information available at that time. This will be accomplished by updating the financing plan each year, adopting operating and capital budgets, and ordinances to implement fee structures which will be required to fund the program each year.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

FUNDING PLAN CONTINUED

DEBT VS PAY-AS-YOU-GO FINANCING

Debt financing through the issuance of long term bonds is most appropriate when:

1. There are a small number of relatively large dollar value projects.
2. The large projects cannot be broken into segments and the cost distributed over a larger time frame without impairing the usefulness of the project.
3. The projects are non-recurring (not capital equipment or routine replacements)
4. Assets acquired have a relatively long useful life which equals or exceeds the life of the debt.

Through long term bond financing, the costs of a project having a long useful life can be shared by future residents who will benefit from the projects or improvements. In contrast, pay-as-you-go financing is most appropriate for capital Improvement Program which includes:

1. A large number of projects having a relatively small dollar value.
2. Projects which can be broken into phases with a portion completed each year without impairing the overall effectiveness of the project.
3. Projects which are of a recurring nature.
4. Projects where the assets acquired will have relatively short useful lives.

The primary advantage of pay-as-you-go financing is that the interest costs and costs of bringing a bond issue to market can be avoided. However, if inappropriately used, this financing plan may cause tax rates and fee structures to increase suddenly and may result in current residents paying a greater portion of projects which benefit future residents.

In summary, the choice of the appropriate financing plan will be contingent upon an analysis of the projects to be included in a Capital Improvement Program.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

FUNDING PLAN CONTINUED

REQUIRED SEPARATION OF FUNDING SOURCES

In order to comply with accepted governmental accounting practices and to ensure compliance with City Codes and any related debt covenants, the analysis and financing plans of the document are presented within their respective funds. Projects funded on a pay-as-you-go basis will directly relate to the Capital Fund Budget from where the source of funding is derived. Each of these budgets will appear in the Annual Operating and Capital Budget, which is adopted each year. Those funds are currently represented as follows:

1. General Fund
2. Public Safety Special Revenue Funds
3. Community Redevelopment - TIF Fund
4. Park Impacts Fund
5. Infrastructure Surtax Fund
6. General Government Construction Fund
7. W/WW Impact Fund
9. Solid Waste Fund
10. Stormwater Utility Fund
11. Tavares Seaplane Base Fund
12. Tavares Pavilion Fund

In accordance with accounting, legal and internal revenue requirements, all projects to be completed with the proceeds received from the issuance of debt will be accounted for in the Capital Construction Fund, Water/Wastewater Utility Fund, or the Stormwater Utility

CITY OF TAVARES FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM

FUNDING PLAN CONTINUED

SUMMARY OF FINANCING PLAN MODEL

Detailed funding plans for individual funds of the City are included as part of this document in the following sections. The following represents an overview of the major points of the recommended funding plan:

1.	Utilize " pay-as-you-go " from annual appropriations from the General Fund to fund recurring capital expenditures such as equipment, vehicles and technology where needs may be addressed in appropriate segments.	\$20,830,721
2.	Utilize " pay-as-you-go " from annual appropriations from Infrastructure Sales Tax to fund recurring capital expenditures such as equipment, vehicles and other infrastructure where needs may be addressed in appropriate segments.	\$1,406,228
3.	Utilize " pay-as-you-go " from annual appropriations from Water/Wastewater Utility Fund to fund recurring capital expenditures such as equipment, vehicles and technology where needs may be addressed in appropriate segments.	\$1,707,500
4.	Utilize " pay-as-you-go " from annual appropriations from Park Impacts to fund small projects that may be accomplished with relative ease and with limited cost.	\$0
5.	Utilize " pay-as-you-go " from annual appropriations from Public Safety Impacts to fund small projects that may be accomplished with relative ease and with limited cost.	\$22,000
6.	Utilize " pay-as-you-go " from annual appropriations from Solid Waste Utility Fund to fund vehicles. To be appropriated from the identified fiscal year revenues.	\$1,822,446
7.	Utilize " pay-as-you-go " from annual appropriations from Seaplane Base Fund to fund equipment. To be appropriated from the identified fiscal year revenues.	\$822,000
8.	Utilize " pay-as-you-go " from annual appropriations from Water/Wastewater Renewal and Replacement Fund to fund major system replacements. To be appropriated from the identified fiscal year revenues.	\$4,179,400

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

FUNDING PLAN CONTINUED

9.	Utilize " pay-as-you-go " from annual appropriations from Stormwater Utility Fund to fund vehicles. Timing of outflows to revenue inflows is needed in order to maintain adequate cash flows.	\$1,139,064
10.	Apply for various Federal, State, and Local Grants to fund projects where grant opportunities exist. Grant availability will need to be reviewed annually and the Capital Improvement Plan Document updated appropriately.	\$2,420,236
11.	Utilize "pay-as-you-go" and apply to the Lake County Board of County Commissioners for Library Impact Funding to fund the cost of the Library Expansion Project. Availability of funding from the County may adjust the timing for the Library Capital Expansion Plan.	\$0
12.	Secure Debt Financing to fund General Government Projects.	\$0
13.	Secure Debt Financing to fund Water, Wastewater, and Water Reclamation projects with the Water Plant Upgrades and the Reclamation project financed with SRF Funding opportunities with DEP.	\$15,200,000
14.	Secure Capital Lease Financing to fund Capital Equipment.	\$930,000
15.	Water/Wastewater Impact Projects are identified as " pay-as-you-go ". These projects will need to be coordinated with projects to be funded with SRF Loans. Affordability for these projects will be determined on an annual basis. W/WW Impact Fee Projects are not included on the Fund Statement for W/WW Operations as these items will need to be reviewed further for affordability. Grant funding options may need to be explored.	\$10,980,000
16.	Utilize " pay-as-you-go " from annual appropriations from Pavilion Fund to fund equipment. To be appropriated from the identified fiscal year revenues.	\$323,997
17.	Various Projects are identified for Community Redevelopment Implementation initiatives on the Project Listings. These projects will utilize various funding options " MIXED " that will be determined.	\$21,787,011

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

FUNDING PLAN

1. An increase in the ad valorem rate is assumed with this Capital Plan, but much emphasis is assumed for obtaining grant funding opportunities for many of the projects shown.
2. If operating expenditures increase at a higher rate than anticipated, unanticipated events reduce key revenue sources, or if an unforeseen emergency expenditures occur during the five year period, timing planning, and assumptions for capital projects may change.
3. If events occur that revise the projections and assumptions, the financing plan will need to be updated and amended accordingly.

This financing plan is intended to serve as a guide in determining funding options for achieving identified projects. All projects and related funding options will be reviewed annually for continued priority and budgetary constraints. All projects require approval of the City Council.

Where this plan is aggressive in its grant funding program, all projects absent grant funding may result in two options 1) defer the project or 2) seek debt service.

Large scale projects for General Fund are shown in the General Fund project schedule detail as well as the Construction Fund.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

**Table 4
Capital Improvement Program
2022/23 - 2027/28
Descriptions**

No.	Program	Dept.	PROGRAM DESCRIPTION
Beautification			
631	Main Street Beautification	7201	Revitalization of bump outs at Stop signs from Disston Avenue to Texas Avenue. Beautification to include replacing existing materials with colorful material and plants for initial planting.
632	Irrigation and Plants on Orange Ave and Palm Way	7201	Improvement and replacement of irrigation and plants located in medians on Orange Avenue and Palm Way. Current materials are aged/worn/broken and need to be replaced and upgraded.
633	Chris Daniel's Memorial Pond Landscaping (FDOT)	7201	FDOT Non-matching Grant for 441/19 Retention Pond (Chris Daniels Memorial). City of Tavares has been awarded funds for the "SR500/SR500A/SR19 Gateway Landscaping Enhancements". Funding for the project will be programmed in FDOT's 5 Year Work Program in FY2018, beginning 7/1/2017. Project funding will be for "bold landscaping" and coordinated through a JPA with FDOT.
844	Chris Daniel's Memorial (FDOT) Grant Phase II CEI by DRMP	7201	Phase II of FDOT Non-matching grant for 441/19 Retention Pond (Chris Daniels Memorial Fountain).
845	Chris Daniel's Memorial (FDOT) Grant Phase II Irrigation	7201	Phase II of FDOT Non-matching grant for 441/19 Retention Pond (Chris Daniels Memorial Fountain).
846	Chris Daniel's Memorial (FDOT) Grant Phase II not covered by grant	7201	Phase II of FDOT Non-matching grant for 441/19 Retention Pond (Chris Daniels Memorial Fountain).
847	Flagpoles And Flags For Cemetery Veteran's Memorial	7201	Flagpoles and flags for cemetery veteran's memorial.
848	Landscaping For Road Frontage At Cemetery	7201	Landscaping for road frontage at cemetery.
884	Chris Daniel's Memorial Grant (JPA) Phase II	7201	Original JPA was split into two phases. Phase II is the final section that will be completed after FDOT's safety project along SR500A. This project includes design, construction and CEI fees as well as items not covered by the grant.
885	Professional Services w/Gator Sktch for JPA Chris Daniels Phase II	7201	Original JPA was split into two phases. Phase II is the final section that will be completed after FDOT's safety project along SR500A. This project includes design, construction and CEI fees as well as items not covered by the grant.
937	St. Clair Abrams Corridor Beautification Project Construction	4102	City Council approved streetscaping - landscaping, benches, brick paved crosswalks, etc.
954	Duke Energy Freedom Flag Pedestrian Lighting Upgrade	4102	Upgrade the pedestrian lighting at the Freedom flag round-about and 500 feet out down each leg of the round-about.
Total Beautification		\$	2,320,135
Economic Development			
9	Tavares Square (Landscaping)	5901	Demolition of County Records building, lay sod and add fencing
9	Tavares Square (Public Parking Lot)	5901	Improve parking lot in Tavares Square
Total Economic Development		\$	9,340,000

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

Public Buildings & Facilities

144	Wooton Park Restroom Rehabilitation & Storage	4304	Rehabilitate restrooms and storage facilities at the East end of Wooton Park
155	Pier Lighting for Guest Safety	7501	Additional lighting to be installed on pier for guest safety
577	Re-Platting of SPB Property	4304	Replatting Seaplane Base property to come into compliance with master plan requirements
578	Traffic Gates & Intercom	4304	Allows traffic into the aircraft operating apron to be vetted, increasing safety and marketability
580	Tav Lee Trail Relocation (Construction)	4304	Construction to reroute Tav Lee Trail away from aircraft operating apron
582	Civic Center Renovations - Design and Construction	4101	Renovate Civic Center building
583	Fred Stover Concession Renovations	7202	Renovate Fred Stover Sports Complex Concession Stand, Restrooms, and Press Box areas to improve overall appearance, provide a more efficient use of space and equipment, and to meet ADA compliance
611	Wooton Park Archway	7401	Design and installation of entryway arch for Wooton Park to enhance facility's appeal
750	Grant for Landscaping at Tavares Recreation Park	7201	Grant for Landscaping at Tavares Recreation Park
751	Greenhouse for Annuals	7201	Greenhouse for Annuals
776	Senior Center (Construction)	7202	Construct Senior Center.
784	Tavares Nature Park (JPA)	7201	Pursuing Grant/JPA w/FL Fish and Wildlife (FWC) for boardwalk, fishing pier, kayaking, add 'l recreational opportunities at Tavares Nature Park (TNP).
786	Woodlea sports Complex construction	7202	Pursuing Grant/JPA w/ land & water conservation for concession/restroom facility. Construction costs.
787	Cemetery survey of sections U & T w/ pin markers	7201	Survey of Tavares Cemetery sections with pin markers to ensure exact location of lots and spaces.
788	Columbarium, cremation structure	7201	Columbarium, new feature to capture higher cremation rates. 70% of deaths are now cremated. Would provide 48 spaces in which 96 cremains could be placed.
789	Added landscaping/Trees to Cemetery	7201	Added landscaping and trees to complete initial landscape plan with tree lined paths to sections.
790	Granite cemetery section markers	7201	18 city logo emblazoned 30" high granite cemetery section markers.
792	Wooton Wonderland, demo, design & seaplane themed construction	7201	Demolition, design and construction of new seaplane themed playground with ADA equipment to be added/included.
816	Cemetery Restrooms (Two)	4101	Construct restrooms at cemetery for public use.
851	Veteran's Memorial Plan for Wall, Columbarium, Design	7201	Veteran's Memorial design for wall and columbarium.
852	Veteran's Memorial Surveying	7201	Surveying for Veteran's Memorial.
886	Fixed Pier Replacement	4304	Replace or repair the existing concrete pier in Wooton park due to continued aging effects.
887	Veteran's Memorial Construction	7201	A Veteran's Memorial that will include a classic covered pavilion for services, and plaza with memorials to each branch of the service. The plaza will also be home to an initial set of four columbarium walls that will hold two hundred and forty cremains.
888	Tavares Nature Park Pier Rebuild	7201	Rebuild Tavares Nature Park Pier.
891	Design and Construction of Kiosk for Tavares Recreation Park	7201	Design and construction through grant funding with FWC FBIP for an covered, well-lit, informative kiosk providing historical and environmental attributes, wildlife information, and map of trails.
892	Design and Construction of Kiosk for Summerall Park	7201	Design and construction through grant funding with FWC FBIP for an covered, well-lit, informative kiosk providing historical and environmental attributes, wildlife information, and map of trails.
893	Trolley Retrofit	7501	Existing trolley system is not in compliance with OSHA standards. Exterior maintenance is inaccessible.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

895	Exterior Staircases and Railings Re-painted	7501	Continuous maintenance, every 4 years. When funding is allocated for removal of staircase circles / rings, painting will need to follow.
896	Furniture Replacement	7501	Replace current antique furniture with commercial furniture, one room at a time. Commercial furniture is made of materials that are higher-quality and will also be durable enough to provide a longer-lasting end result.
897	Audio Visual System Upgrades	7501	Current audio visual system in place is not user friendly. Current software has not been updated since opening. We are in need of alterations as well as additions to allow up to date options for clients.
898	HVAC Air Purifier	7501	Innovative ion system that mounts inside the units and destroys airborne pollutants.
899	Exterior Caulking	7501	Window perimeter sealants to ensure no water intrusion. Current exterior window caulking is disintegrating. Exterior caulking would need to be completed prior to any full building power wash. Exterior façade restoration, which would include fish scale siding replacement, and cosmetic repairs. Scope of work can be accomplished once the trolley retrofit is completed, otherwise additional funding will be necessary to provide scaffolding.
900	Passenger Van	7501	This past year we have been participating in bridal shows, where we rent a U-Haul to transport our booth. Along with the U-Haul, we utilize the Escape for staff transport. A passenger van would allow both booth and staff transport in one vehicle.
901	Hurricane Shutters	7501	Hurricane shutters for south double doors (2) that access back decks. To prevent water intrusion during inclement weather.
902	Propeller Illuminated (front of venue)	7501	Additional lighting to illuminate propeller on venue.
903	Exterior Venue Painting	7501	Exterior Venue Painting
904	Interior Staircases Refinished	7501	Resurface interior staircases.
955	Re-Shingle Roof Woodlea Sports Concession Stand	4101	Re-Shingle Woodlea Concession Stand roof. Current roof is reaching the end of its useful life expectancy. Replace 3 tab shingles with architectural grade shingles, replace any damaged sheathing, replace under layment.
956	Demolition of Existing PW Building & Constr of Parking Lot w/Lighting	4102	Demolish existing PW site when new facility is complete, and construct a new parking lot for public use.
957	Repairs to Squibb Park Boardwalk	7201	Replace and rebuild sever sections of the boardwalk.
958	Tavares Nature Park Pier Demolition	7201	Demolish pier in the event that demolition is required due to lease agreement.
959	Benches for Cemetery (4)	7201	Four new benches for the cemetery that match the standard chosen for our downtown.
960	Aesop's Tennis Court Resurfacing	7201	Resurface tennis court at Aesop's park.
961	Trolley Retrofit Design	7501	Existing trolley system is not in compliance with OSHA standards. Design will provide alternations / additions needed to bring trolley system up to code, where exterior maintenance is needed.
962	Truck	7501	Fleet Management advised to budget for a new golf cart, as they are unable to find parts to conduct repairs needed on our current golf cart (NEV). This past year we have been participating in bridal shows, where we rent a U-Haul to transport our booth. We could utilize the truck more than a golf cart, as with a truck we could transport our trailer to and from shows. A truck will also assist staff with daily operations, such as trips to hardware stores, garbage transport, etc.
963	Pier Fence	7501	Installation of a fence at the end of the pier, will provide an additional level of privacy and security for our clients and staff. Staff will be able to better monitor and control who is able to access the reserved event space.
989	Pocket Parking Lot City Hall	4102	Supply additional parking for City Hall and Recreation Department as needed.
990	Refrigeration Unit Replacement	4304	Replace Prop Shop refrigeration unit.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

991	Major St. Clair Abrams Honorary Project	7202	Purchase Major St. Clair Abrams home near library to honor him through history museum and library project. FY 2024: purchase home for \$150,000, and renovations for \$100,000. FY 2025: continue renovations (\$100,000).
992	Wooton Park Restroom electronic locks and installation	7401	Existing manual locks require additional police resources for afterhours locking. Automatic locks will help reduce vandalism passively while maintaining public restroom access to the public on a consistent basis while alleviating police resources.
993	Wooton Park toilet fixture modernization for west side boat ramp restrooms	7401	Existing stainless steel fixtures are deteriorating and require replacement with more conventional, aesthetic fixtures appropriate to a public lavatory.
994	Replacement of Exterior LED's	7501	Pier lighting installation will contribute to the safety and security of pavilion staff, vendors and guests. Currently, the pavilion pier is not illuminated appropriately.
Total Public Buildings & Facilities		\$	7,862,442

Parks & Recreation

12	Replace Dugouts at Stover	7202	Replace aging dugouts at Stover Ball Fields
62	Replace Fencing at Stover Park-Construction	7202	Replace Fencing at Stover Ball Fields
158	Large Wooton Park West Gazebo	5901	Construction improvements for West end of Wooton Park
158	Wooton Park West Trail Lighting & Electrical Upgrades	5901	Construction improvements for West end of Wooton Park
165	Concession Stand & Restroom Complex at Woodlea Sports Complex	7203	Woodlea Sports Complex expansion project to include an additional multi-purpose field as well as concession stand / restroom facility
166	Security Camera at Fred Stover Sports Complex	7202	Install security camera at Fred Stover Sports Complex
479	Aesop's Park Aeration Fountain for Retention Pond	7203	Install aeration fountain for retention pond at Aesop's Park
480	Replace Scoreboards at Woodlea Sports Complex (3)	7203	Replace outdated existing scoreboards
483	Replace Scoreboards at Fred Stover Sports Complex (2)	7203	Replace outdated existing scoreboards
484	Small Ingraham Park Picnic Gazebo & Tables	7203	Gazebo and tables at Ingraham Park
485	Tavares Nature Park Security Fencing	7203	Fenced needed to keep ATVs out of the environmental areas
486	Shuffleboard Courts Roofing or Shade Structure	7202	Aluminum coverings or shade coverings to block rain & alleviate Stormwater issues
599	Woodlea Sports Park BF/MPF/Parking	7202	Expansion of Woodlea Sports park. Expansion includes the addition of a new baseball field, a new multipurpose field, and a renovation of the parking lot
613	Fred Stover Sports Complex Paved Parking Lot	7202	Engineered, paved parking surface at Fred Stover Sports Complex
617	Ingraham Park Picnic Gazebo	7201	Covered picnic gazebo
620	Aesop's Park Rubberized Running Trail	7201	Rubberized surface installed around the pond for running / walking
621	Aesop's Park Aeration Fountain	7201	Enhance the aesthetics of the pond while providing a level of environmental benefit to the fishery of the pond
855	Upgrade Ballfield Lighting Woodlea Sports Complex Phase I/II/III/IV	7202	Upgrade ballfield lighting to reduce maintenance and energy costs.
856	Upgrade Ballfield Lighting Fred Stover Sports Complex Phase I/II/III/IV	7202	Upgrade ballfield lighting to reduce maintenance and energy costs.
857	Tavares Nature Park Pier design & permitting FWC	7201	Design and permitting from FWC for the Tavares Nature Park Pier.
905	Ingraham Center parking lot and drive around improvements	7202	Provide design and construction of a paved parking lot and drive-around loop for visitors and guest to drop off/pick up folks visiting the Ingraham Center.
907	Install new scoreboards on adult fields at Woodlea Sports Park	7202	Install two scoreboards on the adult fields at Woodlea Sports Complex.
995	CCTV Security Improvements (select locations see budget)	1302	Security cameras and wireless locks for public facilities and parks.
996	Summerall Park Boulders To Define Park and Parking Boundary	7201	Boulders to define the boundary as was done at the Tavares Nature Park creating an attractive and permanent border to keep individuals safe.
1041	Wooton Park West Turf Parking Stabilization Project	5901	Stabilize turn in Wooton Park West to allow for additional parking.
1042	Woodlea Sports Complex Laser Grade and Level Ballfields	7202	Laser grade and level ballfields at Woodlea Sports Complex.
Total Parks & Recreation		\$	3,065,283

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

Transportation

17	Sidewalks	4102	Repair/replace sidewalks as needed throughout the City
19	Alleyway Improvements	4102	Alleyway improvements including paving, sidewalks, bike paths, and medians
861	Street Name Sign Upgrade - Branding Initiative	4102	Replace current green/white street name signs with blue/white signs and add Tavares logo as part of a new branding initiative.
908	Wekiva Trail Seg. 1 & 5 - Lake County Interest (cost share)	4102	Tavares and Mount Dora have partnered with Lake County to design and construct Segments 1 & 5 of the Wekiva Trail Multi-Model system.
909	Wells Avenue Bridge Rehabilitation - Design, Bidding, Grant Assistance	4102	Wells Avenue Bridge is inspected bi-annually as required by FDOT. Based upon the inspection findings due to age and wear, rehabilitation is required in order to maintain a safe means of travel.
910	Wells Avenue Bridge Rehabilitation - Construction and CEI	4102	Wells Avenue Bridge is inspected bi-annually as required by FDOT. Based upon the inspection findings due to age and wear, rehabilitation is required in order to maintain a safe means of travel.
911	Wood Avenue Pedestrian Improvement Project	4102	Improvements to currently unimproved Wood Avenue proposed are continuation of road to eliminate dead end, allow access to Aesop's Park, additional parking, connectivity to Wekiva Trail Segment which connects Tavares and Mount Dora.
997	East Carolina Street Design and Construction	4102	Upgrade and repave the remainder of East Carolina.
998	Slim Haywood Road Sidewalk and Street Light Improvements	4102	To provide safe passage for pedestrians by adding sidewalks and street lights to the south side of Slim Haywood Road.
Total Transportation		\$	10,729,374

Water Facilities & Improvements

28	Alfred Street Upgrades & CRA Upgrades	3301	Upgrade and improve water lines in the downtown CRA
29	Alternative Potable Water Supply	3301	Water Reclamation Project for processing of Wastewater - irrigation uses
162	6", 8", & 10" Insertion Valves	3302	Distribution Line Equipment/Parts
174	Distribution Main Upgrades / Relocations	3302	Improve water quality and flows to areas that don't currently have distribution lines or have ones that are undersized and outdated
342	Emergency Replacement Pumps	3301	Emergency replacement of Plant pumps for Plants 1, 2, 3 & 4
343	Emergency Replacement Motors	3301	Emergency replacement of Plant motors for Plants 1, 2, 3 & 4
346	David Walker 16" Water Main Extension	3301	Design of 16" water main extension - David Walker Dr., East on Old 441 to Bay Rd
492	Water Main - 1700 ft. Along Lake Dora Ave	3301	Replacement for old undersized water main
494	ISBA Utility Master Plan	3301	Develop master plan for growth in city.
503	WM Old 441 David Walker to Bay Expansion	3302	Water system expansion
593	GIS Modeling	3302	Capture utility infrastructure information in a single, up to date geographic database to enable more effective planning, maintenance, customer service, and asset management.
596	GIS Software (ESRI)	3301	GIS software.
726	Avalon Park Project	3301/3501	Install new water and wastewater infrastructure in Avalon Park
730	Base Read Phases 6-8	3301	Wireless meter reading tower and equipment for base read project.
841	Avalon Booster Pump Station (Permanent) - Construction	3301	Construct booster station for Avalon.
977	4 Fluoride Pumps for Plants 1 and 4	3301	Replace old pumps that are starting to break down.
978	Extend Fence at Plant 4	3301	Extend fence at Plant 4 to include entire plant property.
Total Water Facilities & Improvements		\$	14,866,370

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

Wastewater Facilities & Improvements

46	Woodlea WWTP Expansion	3501	To meet future regulations
70	Lift Station Fencing	3504	Lift Station Maintenance/Improvements
185	Replace Motors, Pumps - Woodlea & Caroline	3501	Plant Equipment/Part Replacements
186	ISBA Study: Extension of Sewer Lines	3501	Creation of master plan for utilities within the new ISBA area
188	Low Pressure Sewer System	3504	Sewer system with a force main and laterals to all buildable lots to reduce the amount of pollutants entering our lakes by reducing the number of antiquated septic tanks
189	Spare Pumps for Lift Stations	3504	Lift Station Maintenance/Improvements
190	Electrical Control Panels for Lift Stations	3504	Replace panels that are more than 20 years old
273	Pumps for Lift Station Upgrades	3504	Bigger pumps for the lift station to keep the sewer flowing smoothly
280	Rehab Lift Stations 7 and 24	3504	Includes piping, valves, fittings, base, elbows, and rails
288	Breakers and Drivers	3501	Electric controls for motors, gear boxes, and electrical equipment in the Wastewater
518	ARV Replacement on Sewer Force Mains	3504	Replace valves in sewer lines
521	WM Old 441 David Walker to Bay Expansion	3504	Install new service for potential new customers
867	Pipe Lining - LS 19	3504	Pipe lining - LS 19.
868	Slip lining - LS 19 & 2	3504	Slip lining - LS 19 & 2.
872	Isolation valves - LS 38, 19	3504	Isolation valves - LS 38, 19.
919	Laboratory Autoclave - Contingency	3503	Laboratory Autoclave - Contingency
979	WWTP Reject System Rehab	3501	Rehab reject area in the event that ribs fail. Required to keep us in compliance.
980	Radio Path Study Scada	3504	Perform study for scada radio communication to main computer.
981	LS 38 Force Main Bypass Capacity Study	3504	Perform study to bypass LS 38 and pump directly to WWTP.
982	Replace Lateral Inspection Camera	3504	Replace current camera due to increased repairs to old camera.
983	LS 11 Force Main Bypass	3504	Bypass LS11 to help relieve capacity of lift station and pumps.
984	Replace 3rd Pump at LS 65	3504	Replace last pump at LS 65; due to old pump breaking down
986	SCADA Software Upgrades	3504	Upgrade scada software to cut down on radio communications.
999	Lateral Lining	3504	Replace lateral lining for Wastewater Collection System.
1000	WWTP Facilities Master Plan	3501	Contract and create a Wastewater Treatment Plant master plan.
1001	LS 38 Force Main Bypass	3504	Construct Lift Station 38 force main bypass.
1002	Generator - LS 31	3504	Install new stationary generator for Lift Station 31.
1003	Replace 829 w/ New F450 chassis	3504	Replace vehicle # 829 with new F450.
1004	Replace 823 w/ new F250, upgraded utility bed	3504	Replace vehicle # 823 with new F250.
1005	Generator - LS 47	3504	Install new stationary generator for Lift Station 47.
Total Wastewater Facilities & Improvements		\$	17,169,400

Reuse/Reclaim Water

11	Reclaimed Water Service Area Expansion	3502	Expand network of reclaimed water distribution mains within the City's service area
292	Incubator/Oven/Refrigerator Replacement (Contingency)	3502	Replace incubator/oven/refrigerator if needed
837	TSS probe system replacement for secondary TSS analyzer	3502	Replace broken equipment w/ new equipment for lab.
Total Reclaimed/Reuse		\$	5,206,000

Solid Waste

48	Garbage Trucks/Equip Vehicles	3401	Automated Trash/Garbage collection vehicles with side arm.
59	Solid Waste Joint Use Facility	3401	Solid Waste Joint Use Facility to house Physical Environment, Parks and ROW, Fleet, and Solid Waste Departments.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

300	Refurbish Auto Automated Side-Loader	3401	Can include hydraulics, re-painting, perform overhead or in-frame rebuild on engine
378	Refurbish Claw Truck	3401	Can include hydraulics, re-painting, perform overhead or in-frame rebuild on engine
379	Claw Truck Replacement	3401	Replaces unit 612 - 1999 GMC Claw truck with 61,000 miles
745	Garbage Truck Replacement #621	3401	Replace 15 year old truck that has reached its useful life expectancy.
747	Refurbish Truck #623 2006 Ford F250	3401	Replace #623 2006 Ford F250 Pick-up with equivalent. Truck will be 16 years old.
748	Roll-off Truck	3401	Purchase Roll-Off Truck to expand our Solid Waste services allowing for an effective waste management plan supporting sustainability and flexibility to provide improved customer service.
749	Roll-off Dumpsters	3401	Purchase Roll-Off Dumpsters to expand our Solid Waste services allowing for an effective waste management plan supporting sustainability and flexibility to provide improved customer service.
779	Garbage Truck Replacement #617	3401	Replace garbage truck with 2005 chassis and 2003 body Automated Side Loader.
780	Hydraulics Upgrade #625	3401	Hydraulic pump conversion from a 1 port to a 2 port hydraulic pump system.
781	Route Optimization Program	3401	This Route Optimization Program will ensure all routes are being run in the most cost effective and productive way.
873	Garbage Truck Replacement #624	3401	Replace garbage truck #624.
926	Replace Floor in Truck #624	3401	Replace floor in truck #624.
964	Garbage Truck Replacement #615	3401	Truck 615 is a 200 model Rear loader. This truck is beyond it's life and will require too much money to bring this truck to toad worthy and operational conditions. This truck will be replaced with and ASL (Automated Sideloader).
965	Garbage Truck Replacement #625	3401	Replace Garbage Truck 625. This is a 2011 model Truck which has already gone through refurbishment and hydraulics upgrade but will be beyond its life in Fiscal Year 2025/2026.
Total Solid Waste		\$	1,822,446

Stormwater

49	Downtown CRA Stormwater Upgrades	3801	Stormwater interceptor along Ruby Street, new treatment pond, and future collection
565	Replacement Dump Truck F450 (1995 F450)	3803	Replace dump truck #475, 1995 Ford F350 (23 yrs.) that is beyond its' useful life expectancy
811	Stump Grinder - Walk behind	3803	Purchase walk behind diesel stump grinder to be used throughout the City when trees (invasive, dead, diseased, etc.) need to be removed.
874	Lakeview Drainage Improvements	3801	Improve drainage at Lakeview.
927	Dykes Dr Drainage Improvement (Construction)	3801	Dykes Dr Drainage Improvement (Construction)
985	Stormline Repairs, Lining, Etc. Throughout City	3801	Repair stormlines throughout city that develop leaks, breaks, etc.
1006	St Clair Abrams Canal Drainage Improvements	3801	St. Clair Abrams canal drainage improvements.
1007	Eco Park fountain replacement	3801	Eco Park fountain replacement.
1008	Replace 359 w/ new F150 crew cab	3801	Replace vehicle #359 with new F150 crew cab.
1009	Replace 1995 F350 Dump (353) w/ F350 Dump Truck	3803	Replace 1995 dump truck (F350) with new dump truck.
Total Stormwater		\$	1,139,064

General Government

72	Self-Contained Breathing Apparatus (SCBA) Replacement (14 Units)	2201	Self-contained breathing apparatus (SCBA) replacement
73	Rescue Boat Replacement	2201	Replace current rescue boat with new boat and fire pump
75	Ladder Truck Replacement	2201	Replace existing ladder truck with a new ladder truck
78	Major Collection Books for Library	7101	Fiction and non-fiction books, children's materials, DVD's, MP3's, audio books, etc.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

79	Fire Inspector Vehicle Replacement	2201	Replace Fire Inspector's vehicle with a new vehicle
127	Employee Clinic - HR	1701	Health Clinic for City Employees - could reduce health costs
132	Police Vehicles	2101	Replacement and new Police vehicles
134	Replace Fire Truck	2201	Fire truck for firefighting needs
171	UB Line Printer Replacement	1301	Replace Utility Billing Line Printer used for large report print jobs - billing records
172	Mobile Lite Filing Solution	1301	Updated filing system in finance to all for ease in filing and file retrieval - old system sticks & drawers to not close properly
226	Laser Crime Scene & Traffic Homicide Scanner	2101	3D laser scanner for crime scene investigation and crash reconstruction
228	Replacement Truck	1301	Replace truck used for meter reading
233	Unmarked Police Cars (2)	2101	Replacement and new unmarked Police vehicles
248	F250 to Replace Unit #123	4101	Purchase replacement truck for transport of General Services staff and equipment
250	Pavement Striper Line Laser	4012	Pavement striper line laser IV 3900 S.W.
252	Kubota RTV Utility Vehicle	4102	Kubota RTV (rough terrain vehicle)
255	Ford F250 Extended Cab 4x4	4102	New truck for Streets staff
258	Vehicle Replacement #471 with F150	7202	Replace 1996 Ford F150 with newer model
400	Vehicle Replacement #112 Truck	1901	Replace older vehicle
416	A/C Recovery Unit Replacement	1901	Will need to be replaced due to age and repair issues
431	Vehicle Replacement #118 for General Services	4101	Replace older vehicle
452	Vibratory Compact Roller	4102	Caterpillar CB14 - asphalt compactor
542	Vehicle Replacement #130 for General Services	4101	Replace 2006 F250 4x2 extended cab with equivalent vehicle
560	Replacement Kubota Mower #446	7201	Replace 2003 Kubota Z21 lawnmower with a Kubota Z326 lawnmower
561	Replacement Kubota Mower #448	7201	Replace 2005 Kubota Z21 lawnmower with a Kubota Z326 lawnmower
562	Replacement Kubota Mower #465	7201	Replace 2003 Kubota Z21 lawnmower with a Kubota Z326 lawnmower
566	Vehicle Replacement #428 for Parks	7201	Replace truck #428, 1994 Chevrolet pick-up (25 yrs.) that seatbelts are no longer available and is beyond its' useful life expectancy with a Ford F250 4x4 truck w/brush guard and winch.
569	Vehicle Replacement F250 for Parks (2001 F250)	7201	Replace 2001 F250 with new F250 truck
571	Vehicle Replacement F250 for Parks (2006 F250)	7201	Replace 2006 F250 with new F250 truck
584	Vehicle Replacement #137	4101	Replace 2008 Ford E-350 with equivalent vehicle
586	Replace Small Bucket Truck #138	4101	Replace Small Bucket Truck #138 with equivalent vehicle.
587	Pavilion A/C Re-Design and Re-Configuration	4101	Re-design and Re-configuration of the Pavilion on the Lake Geothermal A/C system.
602	SUPERION (H.T.E/SunGard) Work Orders	1301	Sunguard/THE module to provide tracking and accountability of internal and external services
604	Server Replacement	1302	Replace and update nine year old servers to allow for more storage and redundancy of our critical document storage and access
623	Tractor Replacement #429	7202	Replace current 1995 Kubota L2350DT Loader #429 (23 yrs.) with equivalent. Equipment is used at Stover Field. Based on usage, wear and tear, repair is no longer cost effective.
624	Tractor Replacement #437	7202	Replace current 1999 Kubota L2500 Loader #437 with equivalent.
625	Mower Replacement #457	7201	Replace current 2003 Kubota ZD21 Mower #457 with equivalent.
639	Chris Daniels Memorial Fountain - LED Lights	4101	Replace Original 2006 lights (12 years)with LED lights at the Chris Daniels Memorial Fountain (Hwy 441 and SR 19).
644	Rockingham Ave. Widen Road Design	4102	Engineering design for widening a portion of Rockingham Avenue where it is currently to narrow to meet current road construction standards
645	Rockingham Ave. Widen Road Construction	4102	Construction to widen a portion of Rockingham Avenue where it is currently to narrow to meet current road construction standards

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

672	Exhaust System	2201	Installation of exhaust system to remove known carcinogens such as diesel exhaust in fire bay
711	Fiber Optics to Public Safety Complex - Fire Portion	2201	Fiber optic line to the new Public Safety Complex to hook into city network.
723	Pavement Preservation-Rejuvenation	4102	Perform pavement preservation/rejuvenation processes to existing roads with Good/Fair conditions to maintain the life of the pavement and slow the need to repair/repave.
754	Purchase Self Watering Containers, Large, Free Standing	7201	Purchase Self Watering Containers, Large, Free Standing
755	Purchase Seaplane Hangers and Brackets	7201	Purchase Seaplane Hangers and Brackets
756	Replacement Basket Inserts w/Self Watering Containers	7201	Replacement Basket Inserts w/Self Watering Containers
758	Replace Mower #464 w/new Kubota ZD 326	7202	Replace Mower #464 w/new Kubota ZD 326
759	Replacement John Deere Tractor #424 (1994)	7201	Replacement John Deere Tractor #424 (1994)
760	Vehicle Replacement #449 (2005 F250) for Parks w/F250	7201	Vehicle Replacement #449 (2005 F250) for Parks w/F250
761	Replace Mower #467 w/new Kubota ZD 326	7202	Replace Mower #467 w/new Kubota ZD 326
768	Adtran Switch replacements - 5, 1534p's, and 2, 1638p's	1302	Networking switches for city network/infrastructure
794	New vehicle for Parks Coordinator position	7201	New vehicle for Parks Coordinator. Enable them to support Parks functions: events, field maintenance, landscaping, move equipment and staff. Ford F250 4x4 3/4 ton expended cab pick up truck.
795	Professional services w/DRMP parks 5 year master plan	7201	Development of a 5 Year Master Plan for Tavares Nature Park that will establish a guide for land management, increase recreational and ecological opportunities, and provide direction/resources for grant funding through State and Federal programs.
798	Replace Mower #466 with Kubota Zero Turn Mower	7201	Replace Mower #466 with Kubota Zero Turn Mower
802	Tav-Dora Trail - Design/Engineering	4102	Engineering planning services to assist in the Corridor Study being performed by FDOT regarding the Tav-Dora Trail Corridor, connecting Tavares, Mount Dora, YMCO, etc.
804	EDCO69100 10" Walk Behind Sidewalk Grinder Scarifier	4102	EDCO69100 10" Walk Behind Sidewalk Grinder Scarifier to be used on uneven sidewalks that have been identified as trip/safety hazards to remove/grind away the hazard.
816	Police Boat	2101	Purchase Police Boat
877	Resurface the bay floor at station 29	2201	Resurface the bay floor at station 29.
880	Mobile Message Boards Mounted On Trailer	4102	Purchase mobile message boards to be mounted on a trailer.
882	Standing Orders (eBooks, eaudiobooks, and large print books)	7101	Large collection of books, eBooks, eaudiobooks, and large print books for vision impaired.
883	Toro Debris Blower For Cemetery Leaves Covering Flat Stones	7201	Purchase Toro debris blower for use at cemetery.
932	City Wide Warehouse Facility - (Design Portion)	1301	Design a city-wide warehouse facility to include the Finance/Utilities warehouse, and storage for all departments.
935	A/C Recovery Unit For R1234YF Refrigerant	1901	This machine will be used for air conditioning work on most new city vehicles. This machine is necessary as we currently have several vehicles with the new R1234YF refrigerant. This refrigerant is mandatory on all vehicles produced after model year 2021 with an A/C option.
946	Floor Scrubber	1901	This machine is designed to clean floors in a large area. This machine dispenses a cleaning solution, scrubs the floor, then vacuums the solution. It will be used by all departments in the new Public Works facility.
949	Parks Impact Fee Study with Tindale and Oliver	7201	Park Impact fee study to determine a schedule for impact fees that are assessed against new residential development.
952	Equipment Trailer	7201	New trailers to enable teams to work in a more efficient manner when working on park maintenance and upkeep. A second trailer would allow staff to bring mowers and an RTV that can be used to apply herbicide, carry equipment and remove debris.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

953	New Vehicle for Recreation position (F150 standard cab)	7202	A new 2021 F-150 4x2 standard cab truck is needed to accommodate the new Recreation position requested to cover both the sports park athletic fields and facility set-up responsibilities shifted over from the Public Works Department.
969	Drone	2101	Drone to aid in missing persons, surveillance, and special events.
970	ATV	2101	All-terrain vehicle to be utilized by law enforcement officers to aid in patrol functions and during special events.
971	FEMA Grant - two personal watercrafts with one double trailer	2201	Federal Emergency Management Agency (FEMA) grant for two personal watercraft and dual trailer.
973	New Transit Van for New Technician I Position	4101	New Transit Van will be used for new Technician I position to commute from building to building and transport all needed tools, supplies and equipment to perform the duties of the position.
974	48" Hand Squeeze Roll Applicator For Making Signs	4102	Hand squeeze roller applicator to allow the department to manufacture all regulatory and cautionary signs in house (instead of relying on other entities).
975	Vehicle Replacement #435 with Ford Escape Hybrid	7202	2022 Ford Escape Hybrid, Florida Sheriff's contract to replace the 2005 Ford Escape #435 with over 108,000 miles (17 years old). The new hybrid vehicle will help with improved fuel efficiency.
976	Police Dogs with Training	2101	(2) Fully trained, dual-purpose canines, for use in tracking and narcotics. The K-9 Unit will aid in missing/endangered/runaway persons in a tracking capacity. The K-9 Unit will aid in the detection of dangerous narcotics; on our roadways, community, and schools.
987	Utility Billing Office Improvements/Renovations	1301	Utility Billing office improvements and renovation.
988	HRIS/Payroll Software	1701	Human Resources software for payroll and employee management.
1011	Network Improvements	1302	Replace end-of-life network hardware.
1012	Cabling And Optics For Network	1302	Upgrades and replacement of computer network cabling and fiber optic cables in network closets across multiple city buildings to ensure computer operations.
1013	Rewire City Hall Second Floor Network Cables	1302	The old cable is 15 years old and will no longer perform the function required of it. Current CAT5E ethernet cable is not of modern specification should be CAT6E to support current network equipment speeds.
1014	2023 Ford Transit Cargo Van Replace 2005 Ford Escape Vehicle #008	1302	New Transit Cargo Van will be used for IT employees commuting from building to building and transporting all needed tools, supplies and equipment to perform duties of the position.
1015	800MHz Radios	1501	Radios for communication during emergencies.
1016	Vehicle #112 Utility Body Replacement	1901	Vehicle #112 Utility Body Replacement. The current body is 26 years old & is in poor condition. The paint has deteriorated and there is a significant amount of rust.
1017	Vehicle #112 Crane Replacement	1901	Vehicle #112 Crane Replacement. The current crane is 26 years old & is past its life expectancy.
1018	Floating Dock	2101	Floating dock to support Police boat.
1019	Fire Chief Vehicle Replacement	2201	Replace Fire chief vehicle.
1020	Battalion Chief Vehicle Replacement	2201	Replace Battalion Chief vehicle.
1021	Self-Contained Breathing Apparatus (SCBA) Replacement (15)	2201	Self-Contained Breathing Apparatus (SCBA) replacement.
1022	FEMA Grant - Plan Review Table	2201	Federal Emergency Management Agency (FEMA) grant for plan review table.
1023	Grant Match - Chest Compression System	2201	Grant match for chest compression system.
1024	Upgrade Interior Lighting At Ingraham Center To Led	4101	Upgrade interior lighting at Ingraham Center to LED lighting.
1025	City Hall Mitigation Project - Evac Route, and Reseal Expansion Joints	4101	Safety and mitigation improvements to City Hall for egress, and reseal expansion joints.

**CITY OF TAVARES
FIVE (5) YEAR CAPITAL IMPROVEMENT PROGRAM**

1026	Exterior envelope project - City Hall - expansion joints/vinyl siding/cladding	4101	Replace deteriorated expansion joint material, replace exterior vinyl siding with sustainable material, remove outer vents and louvers to effectively seal the exterior of the city hall building.
1027	Engineering for new maintenance building at Woodlea Sports Complex	4101	Engineering for new maintenance building at Woodlea Sports Complex.
1028	Stain and seal wooden structures on waterfront area	4101	Restain and reseal wooden structures along the Wooton Park waterfront area.
1029	Mag locks for six restrooms on waterfront area - Lake Dora	4101	Install mag-locks in restrooms along waterfront area.
1030	Replace AC unit on Main Building at Woodlea Wastewater	4101	Replace HVAC unit to main building at Woodlea wastewater operations building including duct cleaning.
1031	Replace AC unit at Royal Harbor Booster Station	4101	Replacement of wall-mounted package unit at Royal Harbor Booster Station.
1032	Repaint exterior Fire Station 29	4101	Repair exterior of Fire Station 29.
1033	Digital Radios for staff during Emergency Response	4101	Digital radios for communication for facilities staff during emergency response situations.
1034	Window Installation for IT Office at PSB	4101	Improve employee workspace environmental conditions.
1035	Replacement Truck F150	4304	Replace vehicle.
1036	New Mower - Kubota ZD 326	7202	A new Kubota ZD 326 mower is needed to accommodate the addition of the YMCA Regional Park maintenance requirements.
1037	Modular Office Unit for Recreation Department at the YMCA Regional Park	7202	Purchase modular office building at YMCA regional park for recreation staff.
1038	New Maintenance Barn at the YMCA Regional Park	7202	With the acquisition of the YMCA Regional Park site, the Recreation Department will need a new maintenance barn on the site to store mowers, tractors, field equipment, etc.
1039	YMCA Regional Park Field Perimeter Parking Fencing	7202	Fencing around YMCA Regional Park perimeter field parking lot.
1040	Boat to support marina operations	7401	A boat will further support marina operations and shoreline cleanup activities in conjunction with event preparation and support.
143	CCTV Security Improvements	1302	City-wide CCTV security improvements.
Total General Government		\$ 10,720,559	
Total Requested Projects		\$ 84,241,203	



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CITY OF TAVARES											
PROPOSED BUDGET											
FISCAL YEAR 2023-2024											
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS											
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES											
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
DELETED ITEMS BY DEPARTMENT AND FUND											
CITY COUNCIL											
REDUCTION	SIMILAR	Council Member Training	40-10	1101		2,000					
Total City Council Cut						-	2,000	-	-	-	2,000
CITY ADMINISTRATOR & GENERAL GOVERNMENT											
REDUCTION	SIMILAR	Sister City Initiatives	40-10	1201		500					
Total City Administrator & General Government Cut						-	500	-	-	-	500
FINANCE											
REDUCTION	SIMILAR	Audit Services	32-10	1301		1,000					
REDUCTION	SIMILAR	Single Audit	32-10	1301		2,000					
REDUCTION	SIMILAR	Central Square Program Changes	34-10	1301		5,000					
REDUCTION	SIMILAR	Program Changes/Purchasing Upgrades	34-10	1301		2,000					
CUT	SIMILAR	WEF/AWWA Utility Management Conference	40-10	1301		2,000					
REDUCTION	SIMILAR	Replacement Office Furniture	52-11	1301		4,000					
Total Finance/IT Costs Cut						-	16,000	-	-	-	16,000
INFORMATION TECHNOLOGY											
CUT	ENHANCED	Data Warehouse Analyst	12-10	1302	112,355						
CUT	ENHANCED	Network Security Specialist	12-10	1302	122,584						
REDUCTION	SIMILAR	Security Camera Server Software Assurance	34-10	1302		14,800					
REDUCTION	SIMILAR	Barracuda Network Cloud Backup	34-10	1302		7,300					
CUT	SIMILAR	Travel and Per Diem	40-10	1302		12,000					
CUT	SIMILAR	Hard Drive Emergency Replacements	52-11	1302		4,000					
REDUCTION	SIMILAR	Tools for IT Department	52-11	1302		2,000					
REDUCTION	SIMILAR	Network File Server (three cut, and one remains in the proposed budget)	64-10	1302			60,000				
REDUCTION	SIMILAR	Network Server Primary and Secondary (one cut, and one remains in the proposed budget)	64-10	1302			40,000				
CUT	SIMILAR	Network Domain Controller	64-10	1302			20,000				
REDUCTION	SIMILAR	City-Wide Laptop Replacements (\$2,000 each)	64-13	1302			20,000				
CUT	SIMILAR	City-Wide Screen Replacement (\$200 each)	64-13	1302			2,000				
CUT	SIMILAR	Rewire City Hall Second Floor Network Cables	64-25	1302			40,000				
CUT	ENHANCED	CCTV Marina Security Improvements	64-25	1302			26,894				
CUT	ENHANCED	CCTV Prop Shop Security Improvements	64-25	1302			30,806				
CUT	ENHANCED	CCTV Fuel Dock Security Improvements	64-25	1302			21,524				
CUT	ENHANCED	CCTV Volleyball Court Security Improvements	64-25	1302			5,099				
CUT	ENHANCED	CCTV Summerall Park Security Improvements	64-25	1302			25,138				
CUT	ENHANCED	CCTV Aesop's Park Security Improvements	64-25	1302			22,864				
CUT	ENHANCED	CCTV City Hall Interior Security Improvements	64-25	1302			30,479				
CUT	ENHANCED	CCTV City Hall Exterior Security Improvements	64-25	1302			28,549				
CUT	ENHANCED	CCTV City Hall Council Chamber Security Improvements	64-25	1302			7,183				
CUT	ENHANCED	CCTV Ptp City Hall Pavilion Prop Shop Marina	64-25	1302			24,910				
CUT	ENHANCED	CCTV Pontoon Promenade BBQ Gazebo And Restrooms	64-25	1302			24,488				
CUT	ENHANCED	CCTV Park Security Improvements	64-25	1302			25,711				
CUT	ENHANCED	CCTV Splashpad Security Improvements	64-25	1302			16,461				
CUT	ENHANCED	CCTV Pontoon Promenade West Security Improvements	64-25	1302			26,894				
CUT	ENHANCED	CCTV Pontoon Promenade & BR Security Improvements	64-25	1302			36,896				
CUT	ENHANCED	CCTV Pavilion On The Lake Security Improvements	64-25	1302			46,778				
CUT	ENHANCED	CCTV Ecopark Security Improvements	64-26	1302			22,897				
CUT	ENHANCED	CCTV Ingraham Park Security Improvements	64-27	1302			23,896				
CUT	ENHANCED	CCTV Nature Park, Cemetery, Tavares Recreation Park	64-28	1302			42,982				
CUT	ENHANCED	CCTV History Museum Security Improvements	64-29	1302			15,564				

CITY OF TAVARES											
PROPOSED BUDGET											
FISCAL YEAR 2023-2024											
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS											
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES											
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
CUT	ENHANCED	CCTV City Clerk Records Retention Room Security Improvements	64-30	1302			16,564				
CUT	ENHANCED	CCTV YMCA Construction Trailer	64-31	1302			7,500				
CUT	ENHANCED	Vulnerability Scanning Software	64-23	1302			5,640				
CUT	ENHANCED	Dell (MDR) Service-Managed Detection and Responses End-to-End Threat Response Service	64-23	1302			48,000				
CUT	ENHANCED	Backup Software	64-23	1302			7,000				
CUT	ENHANCED	Wasabi Storage for Backup	64-23	1302			3,700				
CUT	ENHANCED	Basic/Advanced Cybersecurity Training of Employees to Adopt NIST Security Framework	34-10	1302		75,000					
CUT	ENHANCED	Verizon Mobile Device Management Software for Cell Phones	34-10	1302		1,700					
REDUCTION	ENHANCED	Office 365 G3 Enterprise Agreement	34-10	1302		31,500					
CUT	ENHANCED	Network Administration Software	34-10	1302		32,000					
CUT	ENHANCED	CJIS Security Policy Implementation (New Requirements Effective 10/1/24)	34-10	1302		34,000					
CUT	ENHANCED	APX900 800MHZ Portable Radio (3 for \$3,105 each)	41-20	1302		9,315					
CUT	ENHANCED	Reoccurring Annual Maintenance Per Year Per Radio (3 for \$96 each)	41-20	1302		288					
CUT	ENHANCED	Transit Cargo Vance for IT Staff	64-10	1302			48,665				
CUT	ENHANCED	Cable and Optics for Network	64-10	1302			25,195				
CUT	ENHANCED	Fiber Redundancy Citywide	64-25	1302			1,500,000				
		Total Finance/IT Costs Cut			234,939	223,903	2,350,277	-	-	2,809,119	
		LEGAL SERVICES									
		No budget cuts.									
		Total Legal Services Costs Cut			-	-	-	-	-	-	
		COMMUNITY DEVELOPMENT									
REDUCTION	SIMILAR	Travel & Per Diem	40-10	1501		5,000					
CUT	ENHANCED	Officer Furniture for Requested City Planner Position	52-11	1501		4,999					
CUT	ENHANCED	APX900 800MHZ Portable Radios (x4)	41-20	1501		12,900					
		Total Community Development Cut			-	22,899	-	-	-	22,899	
		CITY CLERK									
		No budget cuts.									
		Total City Clerk Cut			-	-	-	-	-	-	
		HUMAN RESOURCES									
CUT	ENHANCED	Misc. Training/Sexual Harassment Training	52-50	1701		5,000					
CUT	ENHANCED	Payroll, Recruiting, Onboarding, Electronic Timekeeping Software	64-23	1701			91,000				
		Total Human Resources Cut			-	5,000	91,000	-	-	96,000	
		PUBLIC COMMUNICATION & EMERGENCY OPERATIONS									
CUT	ENHANCED	Public Communications Specialist	12-10	1801	71,463						
REDUCTION	SIMILAR	Travel & Per Diem	40-10	1801		500					
REDUCTION	SIMILAR	Travel & Per Diem	40-10	1802		1,000					
CUT	ENHANCED	Lavalier and Table Mics for City Council Chambers	64-25	1801			12,050				
CUT	ENHANCED	Tablet for City Council Chambers Video Streaming	64-25	1801			1,100				
CUT	ENHANCED	Hurricane Food Services for Responders (Two Hurricanes at \$1,500 each)	52-10	1802		3,000					
CUT	ENHANCED	EOC Hurricane Base Radio Equipment	52-11	1802		5,100					
CUT	ENHANCED	Replacement Antenna for Roof of EOC	52-11	1802		500					
		Total Public Communication			71,463	10,100	13,150	-	-	94,713	
		FLEET MAINTENANCE									
REDUCTION	SIMILAR	Travel and Per Diem	40-10	1901		1,000					
REDUCTION	SIMILAR	Rentals and Leases for equipment	44-10	1901		1,200					
REDUCTION	SIMILAR	Repair Shop Equipment, Jacks, Lifts, and Tools	46-15	1901		300					
REDUCTION	SIMILAR	Repairs to General Fund Vehicles	46-30	1901		16,350					

CITY OF TAVARES PROPOSED BUDGET FISCAL YEAR 2023-2024											
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES											
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
REDUCTION	SIMILAR	Golf Cart Repairs	46-33	1901		1,000					
CUT	SIMILAR	Emergency Repair of Marine Vessels	46-37	1901		1,000					
CUT	SIMILAR	Advertising	49-10	1901		500					
REDUCTION	SIMILAR	Operating Supplies	52-10	1901		1,000					
REDUCTION	SIMILAR	Tires for Police Vehicles	52-38	1901		2,000					
CUT	ENHANCED	Fuel Polishing for Public Works, City Hall, and Public Safety Building Generators	34-10	1901		3,995					
CUT	ENHANCED	Three 800 MHZ Radios for Emergency Communication	41-20	1901		10,500					
CUT	ENHANCED	Floor Scrubber	64-15				11,200				
		Total Fleet Maintenance Cut				38,845	11,200			50,045	
		POLICE SERVICES									
		Uniform Division									
CUT	ENHANCED	Records Assistant	12-10	2101	70,180						
REDUCTION	SIMILAR	General Operating Supplies	52-11	2101		4,000					
REDUCTION	SIMILAR	Community Services	59-45	2101		2,000					
CUT	ENHANCED	Five Motorola Portable APX 6000 Radios	52-11	2101		18,600					
CUT	ENHANCED	Ten Spare Batteries for APX 6000 Radios	52-11	2101		1,000					
CUT	ENHANCED	Patrol Boat	64-15	2101			64,150				
CUT	ENHANCED	Floating Dock	64-15	2101			6,000				
		Total Police Uniform Division Cut			70,180	25,600	70,150			165,930	
		Code Enforcement									
		No budget cuts.									
		Total Code Enforcement Division Cut									
		Total Police Department Cut			70,180	25,600	70,150			165,930	
		FIRE SERVICES - SUPPRESSION & ALS									
CUT	ENHANCED	Fire Inspector / Life Safety Technician	12-10	2201	35,263						
CUT	SIMILAR	Fire Inspector Vehicle Replacement	64-11	2201			60,000				
CUT	ENHANCED	Pre-Employment Physical for Fire Inspector Position	31-27	2201		260					
		Total Fire Department Cut			35,263	260	60,000			95,523	
		PHYSICAL ENVIRONMENT									
		Facilities Management									
CUT	ENHANCED	Operations Manager	12-10	4101	129,907						
CUT	SIMILAR	Emergency and Non-Compliant Repairs to Fire and Security System for General Fund Bldgs.	34-10	4101		1,575					
CUT	SIMILAR	Emergency and Non-Compliant Elevator Repairs for Pavilion	34-40	4101		3,000					
CUT	SIMILAR	Emergency and Non-Compliant Repairs to Fire and Security System	34-40	4101		3,000					
REDUCTION	SIMILAR	Quarterly HVAC Maintenance	34-50	4101		5,000					
REDUCTION	SIMILAR	Replacement Fire Extinguishers	34-50	4101		1,000					
REDUCTION	SIMILAR	Contracted Specialized Floor Care for Fire Station 28	34-70	4101		2,000					
CUT	SIMILAR	Emergency and Non-Compliant Elevator Repairs at Public Safety Building (Fire Portion)	34-70	4101		750					
CUT	SIMILAR	Emergency or Non-Compliant Fire Alarm and Sprinkler Repairs	34-70	4101		1,250					
REDUCTION	SIMILAR	Contracted Specialized Floor Care for Police PSB	34-80	4101		2,000					
CUT	SIMILAR	Emergency and Non-Compliant Elevator Repairs at Public Safety Building (Police) Portion)	34-80	4101		750					
CUT	ENHANCED	CDL Coursework and Licensing	40-10	4101		3,400					
REDUCTION	SIMILAR	Maintenance Cost for General Fund Buildings	46-10	4101		4,000					
CUT	SIMILAR	Emergency or Non-Compliant Repairs to Pavilion for Security/Fire Alarm & Sprinklers/Elevators	46-12	4101		3,000					
REDUCTION	SIMILAR	Tires for Loader including Seat Repair for Truck #141	46-15	4101		1,000					
CUT	SIMILAR	Emergency or Non-Compliant Repairs For Fire 28, 29 to Fire Alarm or Sprinkler System	46-18	4101		750					
CUT	SIMILAR	Emergency Repairs for Apparatus Bay Doors or Rear Entry/Exit Door	46-18	4101		1,500					
CUT	SIMILAR	Emergency and Non-Compliant Elevator Repairs to Fire Alarm and Sprinkler System (Police)	46-19	4101		750					
CUT	SIMILAR	Emergency or Non-Compliant Repairs to Sally Port & Large Evidence Doors	46-19	4101		1,500					
CUT	SIMILAR	Emergency Repairs to ATS System	46-19	4101		2,000					

CITY OF TAVARES											
PROPOSED BUDGET											
FISCAL YEAR 2023-2024											
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS											
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES											
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
REDUCTION	SIMILAR	Repair and Maintenance to Items Other than Buildings Such as Fencing, Gate, Flags, Etc.	46-25	4101		3,500					
REDUCTION	SIMILAR	Transit Van Roof Rack	46-30	4101		7,250					
REDUCTION	SIMILAR	Emergency Rodent and Pest Services Not Covered Under Contract	46-45	4101		500					
REDUCTION	SIMILAR	Advertising	49-10	4101		500					
REDUCTION	SIMILAR	Operating Supplies	52-10	4101		5,000					
REDUCTION	SIMILAR	New Power Washer and Accessories	52-11	4101		1,000					
CUT	SIMILAR	City Hall Re-Signage Project (Guide Signage in Hallways & Office Door Plates)	52-59	4101		8,000					
CUT	ENHANCED	Annual Exterior Cleaning at City Hall	34-10	4101		2,750					
CUT	ENHANCED	Annual Exterior Building Cleaning Public Safety Building (Fire Portion)	34-70	4101		4,800					
CUT	ENHANCED	Annual Exterior Building Cleaning Public Safety Building (Police Portion)	34-80	4101		4,800					
CUT	ENHANCED	Additional Phone Charges for New Position	41-10	4101		900					
CUT	ENHANCED	Back-Up Battery Supply for Charging Radios/Laptops	52-11	4101		2,400					
CUT	ENHANCED	Additional Uniform Rental Charges for 1 Positions	52-25	4101		436					
CUT	ENHANCED	Additional Boot Allowance for 1 Positions	52-25	4101		200					
CUT	ENHANCED	Additional Poloshirts for 1 Positions	52-25	4101		100					
CUT	ENHANCED	Add MAG Locks for 15 Restrooms	62-20	4101			26,250				
CUT	ENHANCED	Design/Engineering for New Maintenance Building at Woodlea Sports Complex	64-25	4101				12,000			
CUT	ENHANCED	Window Installation for IT Office at PSB	64-25	4101				10,000			
CUT	ENHANCED	City Facility A/C Upgrades	64-25	4101				35,000			
CUT	ENHANCED	Pavilion A/C Design/Build to Convert System to Chilled Water	64-25	4101				1,100,736			
CUT	ENHANCED	Ingraham Center Upgrade Lights to LED	64-25	4101				10,653			
CUT	ENHANCED	Exterior Caulking/Sealing of Brick Expansion Joint Siding Design and Engineering	64-25	4101				150,000			
CUT	ENHANCED	Stain / Seal Wooden Structures on Waterfront	64-25	4101				46,999			
CUT	ENHANCED	Mag Locks for 6 Restrooms	64-25	4101				10,500			
CUT	ENHANCED	Replace A/C Woodlea Waste Water Main Office	64-25	4101				15,912			
CUT	ENHANCED	Replace A/C Royal Harbor Booster Plant	64-25	4101				9,945			
CUT	ENHANCED	Repaint Exterior of Fire Station 29	64-25	4101				20,679			
CUT	ENHANCED	Digital Radios for Staff	64-25	4101				24,500			
		Total Facilities Division Cut				129,907	80,361	26,250	1,446,924	-	1,683,442
		Streets & Roads Division									
CUT	ENHANCED	Engineering Inspector I	12-10	4102	84,891						
CUT	ENHANCED	Streets Operations Maintenance Worker I	12-10	4102	66,664						
REDUCTION	SIMILAR	Engineering	31-15	4102		10,500					
CUT	SIMILAR	Contracted Maintenance of Stop Bars Throughout city	34-10	4102		5,000					
CUT	SIMILAR	Certified Public Manager/Supervisor 8-Class Series	40-10	4102		1,500					
REDUCTION	SIMILAR	Dedicated On-Call Phone	41-10	4102		800					
REDUCTION	SIMILAR	Rental of Equipment	44-10	4102		2,000					
REDUCTION	SIMILAR	Equipment Repair	46-15	4102		400					
REDUCTION	SIMILAR	Miscellaneous Repairs	46-25	4102		500					
CUT	SIMILAR	Emergency Paving Repair Due to Unforeseen Damage	53-20	4102		5,000					
REDUCTION	SIMILAR	Wooton Park Sidewalk Grinding	63-20	4102				20,000			
REDUCTION	SIMILAR	Road Paving	63-30	4102				58,703			
CUT	SIMILAR	Replacement Truck	64-11	4102			52,075				
CUT	ENHANCED	Engineering for Multi-Model Transportation Trail Project with Mount Dora and Lake County	31-15	4102		55,000					
CUT	ENHANCED	Wekiva Trail Segment 1 & 5 "BUILD" Engineering	31-15	4102		40,000					
CUT	ENHANCED	Grown Patterns Study - Address Costs Associated with Growth	31-15	4102		21,000					
CUT	ENHANCED	FDOT JPA 441 Beautification Grant Design/Engineering	31-15	4102		90,000					
CUT	ENHANCED	Mobility/Multi-Model Fee Study	31-15	4102		155,000					
CUT	ENHANCED	St. Clair Abrams Corridor Beautification Project Design	31-15	4102		150,000					
CUT	ENHANCED	New Sidewalk Installation	34-10	4102		30,000					
CUT	ENHANCED	Sidewalk Cleaning Program	34-10	4102		10,000					
CUT	ENHANCED	Additional Sidewalk Grinding	34-10	4102		10,000					
CUT	ENHANCED	Cartograph - Walkability	34-10	4102		11,000					
CUT	ENHANCED	Contracted roadway Striping-Marking for Large Areas	34-10	4102		25,000					
CUT	ENHANCED	Asphalt Paving Level 1 Certification, CDL Training, and MOT Intermediate Certification	40-10	4102		1,025					

CITY OF TAVARES											
PROPOSED BUDGET											
FISCAL YEAR 2023-2024											
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS											
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CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
CUT	ENHANCED	Cellphones for New Position	41-10	4102		900					
CUT	ENHANCED	Verizon Cellular Service for Work Order Tablets	41-20	4102		1,260					
CUT	ENHANCED	Radio and Charger for Emergency Use	41-20	4102		3,500					
CUT	ENHANCED	Main Street Holiday/Event Power Boxes	43-10	4102		4,798					
CUT	ENHANCED	Additional Rentals and Leases for Specialized Road Equipment as Needed	44-10	4102		5,850					
CUT	ENHANCED	Advertising for New Requested Position	49-10	4102		150					
CUT	ENHANCED	Replacement Sidewalk ADA Mats	52-11	4102		2,400					
CUT	ENHANCED	Office Chair	52-11	4102		900					
CUT	ENHANCED	Additional Uniforms for Requested Positions	52-25	4102		1,415					
CUT	ENHANCED	Street Sign Materials	52-59	4102		2,500					
CUT	ENHANCED	Additional Emergency Paving Repair Due to Unforeseen Damage	53-20	4102		15,000					
CUT	ENHANCED	Street Name Sign Upgrades - Branding Initiative	63-10	4102			70,000				
CUT	ENHANCED	Sign Repair/Replacement	63-10	4102			5,700				
CUT	ENHANCED	Sidewalk/Ramp ADA Compliance Construction	63-20	4102				80,000			
CUT	ENHANCED	Alley Brick Paving	63-30	4102			804,550				
CUT	ENHANCED	New Alleyways (Design and Construction)	63-30	4102			1,507,800				
CUT	ENHANCED	Additional Road Paving	63-30	4102			500,000				
CUT	ENHANCED	Additional Micro Surfacing	63-30	4102			3,320,000				
CUT	ENHANCED	Replace Vehicle #140 (2007 Club Car) with 2023 Kubota RTV Utility Vehicle	64-10	4102			15,500				
CUT	ENHANCED	Mobile Message Board Mounted on Trailer	64-15	4102			41,000				
CUT	ENHANCED	Pavement Striper Line Laser	64-15	4102			7,800				
CUT	ENHANCED	Vibratory Compact Roller	64-15	4102			27,000				
CUT	ENHANCED	EDCO69100 10" Walk Behind Sidewalk Grinder Scarifier	64-15	4102			5,900				
CUT	ENHANCED	48" Hand Squeeze Roll Applicator for Making Signs	64-15	4102			7,500				
CUT	ENHANCED	Wood Avenue Pedestrian Improvement Project - Engineering and Design	64-25	4102				68,260			
CUT	ENHANCED	Rockingham Avenue Widen Road - Design and Construction	64-25	4102				419,550			
CUT	ENHANCED	St. Clair Abrams Corridor Beautification Project - Design and Construction	64-25	4102				1,955,000			
CUT	ENHANCED	Demolish Existing Public Works Buildings and Turn Into Parking Lot	64-25	4102				1,225,825			
CUT	ENHANCED	Wells Avenue Bridge Rehabilitation - Design and Construction	64-25	4102				447,000			
CUT	ENHANCED	West Main Street Construction Engineering and Oversight	64-25	4102				170,000			
CUT	ENHANCED	West Main Street Construction	64-25	4102				1,727,600			
CUT	ENHANCED	Pocket Parking Lot at City Hall - Engineering and Construction	64-25	4102				65,000			
CUT	ENHANCED	Duke Energy Freedom Flag Pedestrian Lighting Upgrade	64-25	4102				45,000			
		Total Streets Division Cut				151,555	662,398	6,364,825	6,281,938	-	13,460,716
		Total Physical Environment Cut				281,462	742,759	6,391,075	7,728,862	-	15,144,158
		ECONOMIC DEVELOPMENT									
CUT	ENHANCED	Special Events Operations Coordinator	12-10	5901		70,920					
REDUCTION	SIMILAR	Travel & Per Diem	40-10	5901		3,500					
REDUCTION	SIMILAR	Advertising	49-10	5901		2,000					
CUT	ENHANCED	Retail Recruitment	34-10	5901		45,000					
		Total Economic Development Cut				70,920	50,500	-	-	-	121,420
		LIBRARY SERVICES									
REDUCTION	SIMILAR	Photocopier	44-10	7101		800					
CUT	SIMILAR	Miscellaneous Building Repairs and Maintenance	46-10	7101		1,500					
REDUCTION	SIMILAR	Engaging Program For Adults	48-40	7101		1,000					
REDUCTION	SIMILAR	Engaging Program For Children and Families	48-50	7101		500					
REDUCTION	SIMILAR	Office Supplies	51-10	7101		500					
CUT	SIMILAR	Replace Landscaping in Front of Library	52-10	7101		2,000					
CUT	SIMILAR	Bookshelf Display Holders	52-11	7101		4,000					
REDUCTION	SIMILAR	Large Print Collections for Vision Impaired and eBook and Audio Book Collection	66-10	7101			500				
REDUCTION	SIMILAR	Major Collections Books	66-20	7101			2,000				
CUT	ENHANCED	Additional Major Collections Books	66-20	7101			14,000				
		Total Library Services Cut				-	10,300	16,500	-	-	26,800

CITY OF TAVARES										
PROPOSED BUDGET										
FISCAL YEAR 2023-2024										
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS										
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES										
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
		PARKS MANAGEMENT								
REDUCTION	SIMILAR	AIB National Symposium	40-10	7201		1,000				
REDUCTION	SIMILAR	Postage	41-30	7201		2,000				
CUT	SIMILAR	Disposal of Invasive Plant Material	43-20	7201		1,000				
REDUCTION	SIMILAR	Replacement of Fencing Around Parking Area at Tavares Recreation Park	46-25	7201		2,000				
REDUCTION	SIMILAR	Operating Supplies	52-10	7201		20,000				
REDUCTION	SIMILAR	Operating Chemicals	52-65	7201		1,000				
CUT	SIMILAR	Replacement Vehicle	64-11	7201			58,071			
CUT	SIMILAR	Tavares Nature Park Demolition	64-25	7201				60,240		
CUT	SIMILAR	Replacement Picnic Tables for Aesop's Park	64-25	7201				7,140		
CUT	SIMILAR	Replacement Picnic Tables for Summerall Park	64-25	7201				7,140		
CUT	SIMILAR	Replacement Picnic Tables for Ingraham	64-25	7201				7,140		
CUT	SIMILAR	Landscaping for Cemetery Entrance	64-25	7201				19,354		
CUT	SIMILAR	Replacement Benches for Cemetery	64-25	7201				8,700		
CUT	SIMILAR	Replacement Trees for Cemetery	64-25	7201				6,400		
CUT	SIMILAR	Surveying of Additional Cremains Section in Cemetery	64-25	7201				13,470		
CUT	ENHANCED	Assessment for Boardwalk in Squibb Park	31-15	7201				3,070		
CUT	ENHANCED	Informational Kiosk at Summerall Park	31-15	7201				1,720		
CUT	ENHANCED	Reoccurring Annual Maintenance for New Parks Division Radios	34-10	7201				576		
CUT	ENHANCED	New Radios	41-20	7201				15,525		
CUT	ENHANCED	Parks Masterplan	64-25	7201				213,855		
CUT	ENHANCED	Additional Expenses for Chris Daniels Memorial Fountain Not Covered by FDOT JPA Grant	64-25	7201				284,781		
CUT	ENHANCED	Design and Engineering for Veteran's Memorial Plaza & Columbarium Walls	64-25	7201				31,500		
CUT	ENHANCED	Columbarium Structure	64-25	7201				69,900		
CUT	ENHANCED	Veteran's Memorial Surveying	64-25	7201				6,500		
		Total Parks Management Division Cut				27,000	58,071	757,011	-	842,082
		COMMUNITY SERVICES								
CUT	ENHANCED	Recreation Assistant	12-10	7202	27,738					
CUT	ENHANCED	Recreation Assistant	12-10	7202	27,738					
REDUCTION	SIMILAR	Travel and Per Diem	40-10	7202		2,000				
REDUCTION	SIMILAR	Misc. Repair/Maintenance of Irrigation	46-25	7202		1,500				
CUT	SIMILAR	Repairs to Skatepark	46-25	7202		20,000				
REDUCTION	SIMILAR	Sports Park Misc. Repairs	46-25	7202		8,000				
REDUCTION	SIMILAR	Printing and Binding	47-10	7202		500				
REDUCTION	SIMILAR	Advertising	49-10	7202		2,000				
REDUCTION	SIMILAR	Operating Supplies	52-10	7202		5,000				
CUT	SIMILAR	Replacement Chairs for Ingraham Center	52-11	7202		4,100				
CUT	SIMILAR	Equipment Trailer for MCA Regional Park	52-11	7202		4,000				
REDUCTION	SIMILAR	Operating Chemicals	52-65	7202		2,500				
REDUCTION	SIMILAR	Youth Recreational Programs	55-20	7202		3,000				
CUT	SIMILAR	Replace Kubota Loader with New Tractor	64-10	7202			33,500			
CUT	SIMILAR	Replace Mower with New Kubota ZD 326	64-10	7202			15,800			
CUT	SIMILAR	Replace Vehicle #471 with New F250 to Allow for Equipment Hauling	64-11	7202			54,500			
CUT	SIMILAR	Woodlea Sports Park Construction for Concessions and Restrooms	64-25	7202				250,000		
CUT	SIMILAR	Replace Scoreboards on Youth Fields at Woodlea Sports Park	64-25	7202				10,000		
CUT	ENHANCED	APX900 800MHZ Portable Radios and Annual Maintenance (8)	41-20	7202		25,608				
CUT	ENHANCED	City Appreciation	48-10	7202		1,100				
CUT	ENHANCED	Safety Barricades for Parade	48-20	7202		9,500				
CUT	ENHANCED	Sprng Break Camp (One Week)	55-10	7202		4,000				
CUT	ENHANCED	Before/After Care Programs At Tavares Middle School	55-20	7202		5,000				
CUT	ENHANCED	Youth Sports Camps	55-20	7202		2,000				
CUT	ENHANCED	Upgrade Ballfield Lighting - Woodlea Sports Park Phase II	64-25	7202				181,000		
		Total Community Services Cut			55,476	99,808	103,800	441,000	-	700,084
		TOTAL GENERAL FUND CUT / REDUCTION			819,703	1,275,474	9,165,223	8,926,873	-	20,187,273

CITY OF TAVARES PROPOSED BUDGET FISCAL YEAR 2023-2024											
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES											
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
		TIF FUND									
REDUCTION	ENHANCED	Planes, Tunes, and BBQ, and Seaplane-A-Palooza Special Event	48-60	5901		30,924					
CUT	ENHANCED	Music Festival (Classic Rock, Pop, Folk, and Blues)	48-60	5901		85,000					
CUT	ENHANCED	Contractual Temporary Help for Event Support	34-10	590		10,000					
CUT	ENHANCED	Vehicle Maintenance	34-10	5901		2,000					
		Total TIF FUND				127,924				127,924	
		WATER									
		No budget cuts.									
		Total Water Department									
		WASTEWATER									
		No budget cuts.									
		Total Wastewater Department									
		Total Water/Wastewater Fund									
		SOLID WASTE									
CUT	SIMILAR	Replace Truck 621 (2005 ASL)	64-11	3401			342,586				
CUT	SIMILAR	Replace Truck 615 (Rearloader) with a Non-CDL Rearload Truck	64-11	3401			160,000				
CUT	ENHANCED	Purchase A New SB-2 Dual Bin Trailer to Wash Trash Carts After Events	64-17	3401			80,000				
CUT	ENHANCED	Service Contract for Mobile Trash Cart Cleaning After City Events	34-10	3401		8,500					
CUT	ENHANCED	Integration of Drivers Daily Route Sheets and Productivity Spreadsheets with Sharenet	34-10	3401		10,000					
REDUCTION	SIMILAR	Travel and Per Diem	40-10	3401		6,000					
REDUCTION	SIMILAR	Carts	52-29	3401		4,000					
REDUCTION	SIMILAR	Tires	52-38	3401		3,000					
CUT	ENHANCED	Reoccurring Annual Maintenance Per Year for New Radios	34-10	3401		700					
CUT	ENHANCED	Purchase 5 New APX900 800mhz Portable Radios and Chargers					17,000				
		Total Solid Waste Fund				32,200	599,586			631,786	
		STORMWATER									
		No budget cuts.									
		Total Stormwater Fund									
		SEAPLANE BASE									
		Airport & Marina Operations									
CUT	SIMILAR	Refrigeration Unit Replacement	64-10	4304			45,900				
CUT	SIMILAR	Cable	34-10	4304		2,500					
CUT	SIMILAR	Marina Management Software Subscription	34-10	4304		7,000					
CUT	SIMILAR	Roof, Siding, Decking Repairs, and Restaining of Building and ADA Ramp	46-10	4304		3,500					
CUT	SIMILAR	Repainting of Propshop Interior	46-10	4304		2,500					
CUT	SIMILAR	Replacement Truck (Replace Ford Ranger with F150)	64-11	4304			45,000				
		Total Airport & Marina Operations				15,500	90,900			106,400	
		Splash Park									
		No budget cuts.									
		Total Splash Park									
		Wooton Park General Maintenance									
CUT	SIMILAR	Restroom Repairs for Wall Fixtures and Outlet Installations	46-10	7401		5,000					
CUT	ENHANCED	Wooton Park Restroom Electronic Locks	62-20	7401			20,000				
CUT	ENHANCED	Wooton Park Toilet Fixture Modernizations for West End	62-20	7401			15,000				

CITY OF TAVARES										
PROPOSED BUDGET										
FISCAL YEAR 2023-2024										
RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS										
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES										
CUT, REDUCTION, OR DEFERRED	SIMILAR OR ENHANCED LEVEL OF SERVICE?	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
		Total Wooton Park General Maintenance			-	5,000	35,000	-	-	40,000
		Total Seaplane Base Fund			-	20,500	125,900	-	-	146,400
		Pavilion Fund								
CUT	ENHANCED	Landscape Enhancements	34-10	7501		3,000				
CUT	ENHANCED	Marketing Campaign Software	34-10	7501		420				
CUT	ENHANCED	Social Media & Digital Marketing Courses	40-10	7501		936				
CUT	ENHANCED	Central Florida Wedding Association	40-10	7501		1,050				
CUT	ENHANCED	Cargo Trailer Wrap (Pavilion Logo for Bridal Shows)	49-10	7501		3,800				
CUT	ENHANCED	Pier Lighting	62-20	7501			13,000			
CUT	ENHANCED	Trolley System Retrofit	62-20	7501				100,000		
CUT	ENHANCED	Pick-Up Truck	62-20	7501			28,500			
		Total Pavilion Fund			-	9,206	41,500	100,000	-	150,706
		TOTAL ENTERPRISE FUND OPERATIONS			-	189,830	766,986	100,000	-	1,056,816
		TOTAL ALL CITY WIDE CUTS			819,703	1,465,304	9,932,209	9,026,873	-	21,244,089

GLOSSARY OF TERMS AND ACRONYMS

This glossary provides definitions of various specialized terms used in this budget document that may not be familiar to all readers. Meanings of specialized acronyms used are also included.

Account: A classification of appropriations by expenditure account code.

Accrual Accounting: A system that recognizes revenues and expenses as they occur, regardless of when the final payment is made. This system is used by businesses and by certain government funds that operate like businesses.

Ad Valorem Tax: A tax levied on the assessed value (net of any exemptions) of real personal property.

Adopted Budget: The financial plan of revenues and expenditures for a fiscal year as approved by the City Council.

Amendment: A change to an adopted budget, which may increase or decrease a fund total.

Annual Comprehensive Financial Report (ACFR): An annual report that presents the status of the City's financial situation during the past fiscal year. The ACFR is organized by fund and contains two basic types of information: (1) Statement of Net Assets that compares assets with liabilities and fund balance; and (2) a Statement of Activities that compares revenues and expenditures.

Appropriation: Legal authorization granted to make expenditures and to incur obligations for specific purposes. An allocated time is set in which appropriations can be expended. The City Council is the authoritative appropriating body for the City of Tavares.

Approved Budget: The City Council's Budget, to be legally adopted prior to the beginning of the fiscal year, in accordance with state statutes.

Assessed Property Value: The value set upon a property by the Lake County Property Appraiser as a basis for levying ad valorem taxes.

Audit: An official inspection of the City's financial records performed by an independent certified public accountant.

Balanced Budget: A budget prepared that balances the resources of the City against the planned expenditures.

Basis of Accounting: Timing of recognition for financial reporting purposes when the effects of transactions or events should be recognized in the City's financial statements.

Basis of Budgeting: Method used to determine when revenues and expenditures are recognized for budgetary purposes.

Beginning Fund Balance: Audited fund balance remaining from the previous fiscal year. These remaining funds are both unexpended appropriations and the previous year's reserves.

Budget: A financial plan for a specified period of time (fiscal year) that matches anticipated revenues with proposed expenditures.

Budget Calendar: An annual schedule of key dates or milestones which the City follows in the preparation, adoption and administration of the budget.

Capital Asset: Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period and a cost of \$5,000 or more.

Capital Expenditure: All machinery, equipment, vehicles and computers costing \$5,000 or more and having a useful life of one year or more.

These expenditures can be dedicated to acquisitions that range from office furniture and desk top computers to vehicles, heavy equipment, land, buildings, roads and other infrastructure.

Capital Improvement: A capital expenditure that is \$5,000 or more in value and has a useful life of five years or more. They can be both recurring or non-recurring in nature. The purchases can be for new capital assets or for renewal or replacement of assets already in service.

Capital Improvement Program (CIP): A projected plan for capital expenditures to be incurred each year over a period of five years setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

Charges for Services: These are charges for specific services provided to specific individuals and entities. These charges include water and solid waste services, building fees, and other such charges.

City Council: The elected policy-setting body for the City.

Community Development Block Grant (CDBG): This is a source of funding for neighborhood improvements and is administered by the U.S. Department of Housing and Urban Development (HUD).

Community Redevelopment Agency Fund: This fund accounts for the portion of the ad valorem tax revenue designated for purposes established for the district by the Community Redevelopment Agency (CRA) Board of Directors.

Culture and Recreation: Functional classification for expenditures to provide City residents opportunities and facilities for cultural, recreational and educational programs, including parks and recreation.

Debt Service: The annual amount of money necessary to pay the interest and principal on outstanding debt.

Debt Service Fund: Costs associated with procurement and payment of debt is captured in this fund. Proceeds from the refinance of existing debt will pass through this fund.

Deficit: The excess of expenditures over revenues during a fiscal year.

Department: An organizational unit of the City responsible for carrying out a major governmental function, such as Public Works.

Depreciation: Expiration over time of the service life of fixed assets. The City uses the straight-line method to depreciate fixed assets which is calculated by dividing the cost by the number of years of useful life. Depreciation is not budgeted by the City.

Distinguished Budget Presentation Program: A voluntary program administered by the Government Finance Officers Association to encourage governments to publish proficient and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

Division: A basic organizational unit of the City which is functionally unique in its service delivery. It is the sub-unit of a department.

Economic Environment: Functional classification for expenditures used to develop and improve the economic condition of the community and its citizens, including business development, housing and urban development and other services related to economic improvements.

Encumbrance: Funds set aside from an appropriation to pay a known future liability.

Ending Fund Balance: Funds carried over at the end of the fiscal year. Within a fund, the revenue on hand at the beginning of the fiscal year plus revenues received during the year less expenditures equals ending fund balance.

Enterprise Funds: A fund that accounts for operations that are financed from user charges and whose operation resembles a business enterprise (e.g. Water and Sewer Utility).

Exempt, Exemption, Non-Exempt: Amounts determined by State law to be deducted from the assessed value of property for tax purposes.

Tax rates are applied to the balance, which is called the non-exempt portion of the assessment. Amendments to the Florida Constitution set the reduction or exemption amounts for homestead. Eligible homeowners must apply for the exemption by March 1 each year. Other exemptions apply to agricultural land, and property owned by disabled veterans, widows, the blind, and permanently and totally disabled people who meet certain income criteria.

Expenditure: Decrease in financial resources for the procurement of assets or the cost of goods and/or services received.

Fiduciary Fund: A fund that is used to report assets held in a trustee or agency capacity that are not available for the government's use.

Fines and Forfeitures: Fee collected by the State Court System. These fees include revenues received from fines and penalties, imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty. Forfeits include revenues resulting from confiscation of deposits or bonds held as performance guarantees and proceeds from the sale of contraband property seized by law enforcement agencies.

Fiscal Year (FY): The twelve-month financial period used by the City beginning October 1 and ending September 30 of the following year. The City's fiscal year is numbered by the year in which it ends.

Fleet: Vehicles that are owned and operated by the City.

Forfeiture Funds: Any state or local law enforcement agency that directly participates in an investigation or prosecution that results in a federal forfeiture by a participating agency may request an equitable share of the net proceeds of the forfeiture. The Department of Justice Asset Forfeiture Program serves not only to deter crimes but also to provide valuable additional resources to state and local law enforcement agencies.

Franchise Fees: Franchise fees are assessed on a business, usually a public utility, in return for the privilege of using the government's rights-of-way to conduct the utility business. The City has granted franchise fees for electric, natural gas, and commercial solid waste.

Function: A major class or grouping of tasks directed toward a common goal, such as improvements to the public safety, improvement of the physical environment, etc. For the purposes utilized in budgetary analysis, the categories of functions have been established by the State of Florida Uniform Chart of Accounts and financial reports must be grouped according to those established functions. See Object Code.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. See the Government Structure section of this budget document for a discussion of the types of funds in this budget.

Fund Balance: A fund's excess of assets over liabilities. In budgeting, this excess is sometimes used as a revenue source. A negative fund balance is referred to as a deficit.

General Fund: The fund into which the general (non-earmarked) revenues of the City are deposited and from which money is appropriated to pay the general expenses of the City.

General Government: Functional classification for services provided by the city for the benefit of the public and the governmental body as a whole, including legislative, financial/ administrative, legal, comprehensive planning, judicial, court services and other general governmental services.

Generally Accepted Accounting Principles (GAAP): A common set of accounting principles, standards, and procedures issued by the Financial Accounting Standards Board (FASB).

Governmental Accounting Standards Board (GASB): An independent, private-sector organization that establishes accounting and financial reporting standards for U.S. state and local governments that follow Generally Accepted Accounting Principles (GAAP).

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another made for a specified purpose.

Indirect Costs: Costs associated with, but not directly attributable to, the providing of a product or service. These are usually costs incurred by other departments in the support of operating departments.

Infrastructure: Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets.

Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems that provide public services.

Infrastructure Surtax Fund: This fund accounts for the County-wide infrastructure sales surtax which is used for rapid funding of specific transportation improvement projects.

Interest: Compensation paid or to be paid for the use of borrowed funds.

Inter-fund Transfers: Budgeted allocations of resources from one fund to another.

Intergovernmental Revenue: Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes and are for a specific purpose.

Internal Service Funds: Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. Tavares does not operate any Internal Service Funds at this time.

Levy: To impose taxes, special assessments, or service charges. Also, another term used for millage rate.

Line Item: An expenditure classification according to the type of item purchased or service obtained, for example, regular salaries, professional services, repairs and maintenance. See Object Code.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Major Fund: GASB defines major funds as those meeting the following criteria: Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 10 percent of the corresponding total (assets, liabilities, and so forth) for all funds of that category (governmental funds) or type (enterprise funds). Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

Mill: Ad valorem (property) tax valuation unit equal to \$1 of tax obligation for every \$1,000 of taxable valuation.

Millage: The total tax obligation per \$1,000 of taxable valuation of the property.

Millage Rate: A rate per \$1,000 of taxable property value which, when multiplied by the taxable value, yields the property tax billing for a given parcel.

Mission Statement: Statement that defines the purpose and function of the City.

Miscellaneous (Funding Source): Revenues other than those received from standard sources such as taxes, licenses and permits, grants, and user fees.

Modified Accrual Basis of Accounting: Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two ways: 1) revenues are not recognized until they are measurable and available and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

Object Code: An account to which an expense or expenditure is recorded in order to accumulate and categorize the various types of payments that are made by governments. These are normally grouped into Personal Services, Operating Expenses, Capital Outlay, and Other categories for budgetary analysis and financial reporting purposes. The State of Florida Uniform Accounting System mandates certain object codes.

Operating Expenses: Also known as Operating and Maintenance costs, these are expenses for day-to-day operations which exclude capital costs, such as office supplies, maintenance of equipment, and travel.

Other Appropriations: Functional classification for funds set aside to provide for unforeseen expenses, reserves and debt payment required by bond documents, and reserves for future capital projects.

Per Capita Income: The average annual amount an individual would receive if their city's entire population of income would be divided equally to all residents. When determining the per capita income of a community, the total personal income is divided by the population.

Permit & License Revenue: This category includes revenue raised for the purpose of recovering the costs associated with regulating business activity. They include fees imposed on construction-related activities and business licenses.

Personal Services: The cost imposed on each department to support monetary personnel compensation. This includes salaries, wages, and benefits.

Police Education Fund: A portion of the traffic and criminal fines received by the City are recorded in this fund to provide financing for police law enforcement training.

Potable Water: Water that is safe to drink.

Principal: The face amount of debt, exclusive of accrued interest.

Program: A set of activities with a common goal that is accomplished through a plan of action aimed at accomplishing a clear objective, with details on what work is to be done, by whom, when, and what means of resources will be used.

Proprietary Fund: Funds that are used to account for the City's activities that are similar to those found in private sector. The measurement focus is on operating income, financial position and cash flows.

Property Appraiser: The elected county official responsible for setting property valuations for tax purposes and for preparing the annual tax roll.

Property Tax: Also known as ad valorem tax. It is a tax levied on the assessed value of real and personal property.

Proposed Budget: The budget for the upcoming fiscal year submitted to the City Council for their consideration by the City Manager. See Adopted, Approved Budget.

Public Safety: Functional classification for services provided by the City for the safety and security of the public, including law enforcement, fire control, protective inspections, emergency and disaster relief, and other public safety services.

Real Property: Land and the buildings and other structures attached to it that is taxable under state law.

Reserve: An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Revenue: Income of a government from sources such as tax payments, fees from specific services, receipts from other governments, shared revenues, interest income, and fines and forfeitures.

Rolled Back/Roll Back Rate: That millage rate which, when multiplied times the tax roll, exclusive of new construction added to that tax roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. In normal circumstances, as the tax roll rises by the virtue of inflation of rising property values, the roll-back rate will be lower than the previous year's tax rate.

Solid Waste Fund: Fund that records solid waste residential collection charges and related expenditures.

Special Assessment: A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: Governmental fund type used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects and exclusive of resources held in trust for individuals, private organizations or other governments.

State Shared Revenue: Revenues assessed and collected by the State of Florida, then allocated and returned to the municipalities. The largest portion of state shared revenues is sales tax.

State Revolving Fund (SRF): Revolving loan fund through the Florida Department of Environmental Protection that provides low cost financing for stormwater and water and sewer projects.

Stormwater Utility Fund: This fund accounts for monthly fees assessed against properties in the City for the provision of stormwater management programs.

Tax Base: The total property valuations on which each taxing authority levies its tax rates.

Taxable Value: The assessed value less homestead and other exemptions.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed.

Transfers: Transfers between individual funds of a governmental unit which are not repayable and are not considered charges for goods or services. These represent a “double counting” of revenues, and correspond to an equal amount of interfund expenditures.

Transmittal Letter and Executive Summary: A written explanation by the City Administrator that serves as an introduction to the budget. It provides the reader with a summary of the most important aspects of the budget, changes from previous fiscal years and recommendations regarding the financial policy for this fiscal year.

Transportation: Functional classification for expenditures for developing and improving the safe and adequate flow of vehicles, travelers and pedestrians on road and street facilities.

Truth in Millage (TRIM): The Florida Truth in Millage Act serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements and advertisement specifications prior to the adoption of a budget tax rate.

Uniform Accounting System: The chart of accounts prescribed by the Department of Financial Services Bureau of Local Government designed to standardize financial information to facilitate comparison and evaluation of reports.

User Fee: Charge imposed on a customer for using a specific service operated by the City.

Vision: Guiding goals and priorities describing a sought-after future state toward which efforts should be directed.

Wastewater Re-use: The recycling of wastewater to provide an efficient source of nonpotable water for landscaping purposes.

Water and Sewer Utility Fund: A fund established to record water and sewer revenues and expenditures using the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recognized when they are incurred.



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GLOSSARY OF ACCOUNTS

This glossary provides brief descriptions of each account object type.

Salary & Wages

11 10 Executive salaries: City Council salary expenditures.

12 10 Regular Salaries: Salaries for employees who are scheduled on a continuing basis and for the standard number of working hours per week (generally 40 hours).

Employees in this category typically receive all the rights and benefits as provided for in the Personnel Rules or a Union Agreement.

13 10 Other salaries and wages: Expenditures for temporary, contract, or lease employees.

14 10 Overtime wages: Wages for hours worked in excess of the regular work week, as defined by the FLSA. Generally, these wages are calculated at one and a half times the regular rate of pay.

14 20 Overtime/Off-duty overtime (Police Department): Overtime worked by Police Officers hired by outside agencies who then pay the City for the Police services.

Special Pay

15 10 Christmas Bonus: Expenditures for annual payments to employees for Christmas bonus, where amounts paid are related to years of services.

15 20 Tuition Reimbursement: Expenditures paid to employees for reimbursement of job-related degree-seeking college coursework.

15 30 Incentive Pay (Police Department): Paid monthly to Police Officers who complete additional training and/or earn a college degree from an accredited college or university.

Other Employee Costs

21 10 FICA – Employer Contributions: Social Security payments made to the Internal Revenue Service by the City.

22 10 Retirement Contributions: City contributions to 401(a) defined contribution plan for employees based on annual earnings.

22 20 Retirement Contributions: City contributions to the Florida Retirement Services Plan for General Employees.

23 10 Health Insurance: City's cost of premiums for employee health insurance coverage.

23 15 Dental Insurance: City's cost for employee dental premiums.

23 20 Life Insurance: City's cost of premiums for employee life insurance coverage.

23 21 Short-Term Disability Insurance: City's cost of premiums for employee short-term disability insurance coverage.

23 30 Dependent Health Insurance: Cost for City's portion of insurance premiums for employee dependent health insurance coverage.

23 35 Dependent Dental Insurance: City's cost for employee dependent dental premiums.

23 40 Long-Term Disability Insurance: City's cost of premiums for employee disability insurance coverage.

23 50 Administrative Fees: Administrative expenditures related to various insurances provided to employees.

24 10 Worker's Compensation: Premiums and benefits for Worker's Compensation insurance coverage.

25 10 Unemployment Compensation: Contingency payments to former employees as required by law.

Professional/Contractual Services

31 10 City Attorney: Expenditures for legal services provided to the City.

31 15 Engineering: Expenditures for engineering services related to planning, utilities, roads, and buildings.

31 20 Election Expense: Costs related to City-wide municipal elections.

31 25 Psychological Test & Poly: Expenditures for employment related testing (generally Police or Fire).

31 27 Medical Screening: Expenditures for employment-related testing.

31 30 Impact Fee Study: Costs to conduct studies related to fee structure for various impact fees.

31 45 C.U.P. Renewal: Costs related to renewing water permit from Water Management District.

31 50 Maintenance Fees (ICMA): Administration fees for maintaining ICMA deferred compensation accounts for employees.

31 55 Maintenance Fees (Nationwide): Administration fees for maintaining Nationwide deferred compensation accounts for employees.

31 60 Permit and Compliance Fees: Costs and related expenditures for obtaining compliance required permitting from various State agencies.

Accounting & Auditing

32 10 Auditing Services: Expenditures for annual audit of financial statements as required by Florida Statutes.

32 20 Board Member Payments: Payments to members of various City Boards.

32 30 Code Enforcement/Special Master: Payments to Special Master for code enforcement hearings.

Other Contractual Services

34 10 Contractual Services: Expenditures for contract-related services including maintenance, landscaping, meter reading, cleaning services, etc.

34 20 So/EMS: Lake County Sheriff OFC dispatch services contract.

34 30 Network Administration: Expenditures related to network administration and support.

Travel & Per Diem

40 10 Travel & Per Diem: Travel expenditures for seminars and conventions.

40 20 Police Education Expense: Expenditures for training seminars and educational classes for police officers.

40 30 Board Member Education: Expenditures for training seminars for elected and appointed members of City Boards.

Communication & Freight

41 10 Telephone: Expenditures for local and long distance telephone service.

41 20 Other Communication: Expenditures for beepers, radios and other communication devices.

41 25 Website: Expenditures for Website maintenance.

41 30 Postage: Postage for all City Departments; includes postage for brochures, newsletter, utility bills, FedEx, Express Mail, courier services, and special mailings.

Recycling

42 10 Recycling Containers: Expenditures for purchase of recycle containers for utility customers.

Utilities

43 10 Electric, Water, Gas: Expenditures for water, electric and gas services for City facilities.

43 20 Landfill Costs: Costs for solid waste disposal (residential customers).

43 30 Waste Management: Costs for solid waste pick-up and disposal (commercial).

Rentals & Leases

44 10 Rentals & Leases: Costs for rental or lease of equipment or facilities for City operations.

Insurance

45 10 Liability Insurance: Cost of premiums for protection against catastrophic loss, General Liability, and Property; includes other miscellaneous insurance requirements.

Repairs & Maintenance

46 10 Building: General repairs and maintenance on existing City buildings, including Maintenance contracts for air conditioners.

46 11 Docks: General repairs and maintenance to docks at Marina.

46 12 Pavilion: General repairs and maintenance to the Pavilion.

46 13 Prop Shop: General repairs and maintenance to the Prop Shop.

46 14 Utility Building: General repairs and maintenance to the Utility Building.

46 15 Equipment: Routine and preventative maintenance and testing for major City equipment, including pump stations, meters, water valves and similar items.

46 16 Fueling System: General repairs and maintenance to fueling system at Marina.

46 17 Insurance Recovery: Restoration or replacement costs of impaired assets funded by insurance recovery monies; includes cost of deductibles.

46 20 Computer: Routine and preventative maintenance for computers & related equipment.

46 25 Miscellaneous: Maintenance and repair of items other than buildings.

46 30 Vehicles: Preventative and ordinary costs incurred for repairing and maintaining City vehicles. Does not include replacement of major vehicle components such as engine or transmission.

46 33 RTV Utility Vehicle Repairs: Routine and preventative maintenance for City club cars, golf carts and mules.

46 35 Mowers: Routine and preventative maintenance for City-owned mowers and related equipment.

46 37 Marine Vessel: Water Taxi repair and maintenance.

46 38 Fire Vehicle Repair: Preventative and ordinary costs incurred for repairing and maintaining fire vehicles.

46 40 Traffic Lights: Routine & preventative maintenance for traffic signals within the City.

46 41 Stormwater Repairs: Routine and preventative maintenance of storm drains.

46 45 Exterminating: Expenditures for routine and preventative exterminating services.

46 50 Distribution: Repair and maintenance of water distribution lines.

46 60 Copy Machines: Expenditures for copy machine maintenance and repairs.

46 70 Playground: Ordinary repairs and maintenance for playground equipment (Wooton Park).

46 71 Facilities: Repair and maintenance of facilities at the Marina and Seaplane Base.

46 80 Lift Station Repair: Includes costs for improvements of wastewater lift stations.

46 81 Pump Repair: Costs for repair of water and wastewater pumps.

46 82 Collection Line Repair: Costs for repair and maintenance of wastewater collection lines.

46 85 SCADA Maintenance: Costs for repair and maintenance of the SCADA systems for water and wastewater.

Printing & Binding

47 10 Printing and Binding: Costs for printing and binding services.

47 20 Preservation of Books: Expenditures for preservation of library books.

47 30 Book Binding: Expenditures for binding library books.

47 40 Codification Expenditures: Costs for codifying City Ordinances.

Promotional Activities

48 10 City Appreciation: Expenditures for public activities related to citizen appreciation.

48 20 Light Up Main Street: Expenditures for annual Christmas Light Up Tavares festivities in December (other than decorations).

48 22 Light Up Main Street: Expenditures for annual Christmas Light Up Tavares decorating.

48 30 4th of July: Annual Independence Day celebration expenditures.

48 40 Adult Programs: Expenditures for adult library and parks programs.

48 50 Children's Reading Program: Expenditures for children's library reading programs.

48 60 Sponsored Events: Expenditure for City- sponsored events.

48 65 Sister City: Sister City program expenses.

Current Charges

49 10 Advertising: Costs for advertising and publication of public notices.

49 20 Self Ins. Actuarial Evaluation: Expenditures for annual self insurance actuarial evaluation (dental insurance).

49 30 Financial Service Fees: Expenditures for banking and investments services.

49 32 Credit Card Processing Fees: Expenditures related to processing credit card transactions for payment of utility bills and deposits.

49 40 Developer Obligations: Expenditures for pioneer agreement obligations.

Office Supplies/Operating Supplies

51 10 Office Supplies: Standard materials and supplies used in daily office operations such as staples, paper, pens, and pencils, etc. Each department defines for its own purpose what is to be included in this line item.

52 10 Operating Supplies: Costs for general operating supplies related to department missions.

52 11 Durable Goods: Expenditures for items with a cost between \$200 - \$4,999, not consumable in nature, and with useful lives expected to exceed more than one operating cycle.

52 13 Medical: Costs for medical supplies for Fire Department emergency services.

52 14 Leak Detection: Expenditures related to leak detection measures for water and sewer lines.

52 15 Fuel Costs: Costs for fuel to operate City vehicles and equipment.

52 16 Inventory Purchases: Items purchased for resale by the Marina/Prop Shop.

52 17 New Meters: Expenditures for purchase of new water meters.

52 18 Replacement Meters: Expenditures for purchase of replacements for existing water meters.

52 19 Cross Connection Devices: Expenditures for purchases of cross connection devices for water connections.

52 20 Newsletter: Expenditures and related costs for producing City newsletter.

52 22 Reuse Meters: Expenditures for purchase of new meters for the water reuse program.

52 23 Special Projects: Expenditures for various special City projects.

52 24 Splash Park Supplies: Expenditures for supplies used at the Splash Park.

52 25 Uniforms: Expenditures for providing employee uniforms for City departments.

52 28 Promo Program Supplies: Expenditures for supplies supporting Economic Development Initiatives.

52 29 Carts: Expenditures for replacement of solid waste carts.

52 30 Art in the Square: Expenditures and related costs for holding City-sponsored art shows at City Hall.

52 35 Fire Arm Supplies: Expenditures for providing firearms and related ammunition to Police Officers.

52 36 Bunker Gear: Expenditures for purchase of bunker gear for firefighters.

52 40 Investigation Funds: Expenditures for investigative activities (police).

52 50 Training: Costs for training supplies and classes for various City departments.

52 55 Police Automation Expense: Expenditures of the Police Automation Fund (Spec. Rev.)

52 60 League Lease Expense: Expenditures related to securing lease financing arrangements.

52 61 Prop Shop Supplies: Cost of supplies needed for the Prop Shop.

52 62 Utility General Supplies: Cost of general supplies needed for the Utility Building.

52 65 Chemicals: Costs for chemicals at water and wastewater facilities.

52 59 Gen Svc Sign Materials: Expenditures for materials to support the street sign inventory program.

52 70 Operating Equipment: Costs for laboratory chemical and testing equipment.

52 75 Lab Supplies: Costs for laboratory supplies and testing for Water Department.

52 80 Operating Supplies/ Lab Operating Supplies: Costs for additional laboratory supplies.

52 85 Exp Related to TIF District: TIF district expenditures.

52 87 Downtown Development: Costs for promoting development and businesses downtown.

52 95 SCADA Supplies: Expenditures related to maintenance of the SCADA system in water and wastewater.

Road Materials

53 10 Road Resurfacing: Costs and related expenditures for routine road resurfacing.

53 20 Road Materials & Supplies: Costs for materials and supplies for maintenance.

Books, Publications, Subscriptions And Memberships

54 10 Books, Pubs, Subscriptions & Memberships: Dues to professional organizations, professional magazines, and trade journals, etc.

54 20 Fire Prevention/Public Education: Costs for public awareness and education for fire prevention.

54 30 Mildred Hunter Trust Exp: Administrative costs for administering Mildred Hunter Trust Fund.

Events

55 10 Summer Youth Programs: Costs for Parks & Recreation summer programs.

55 20 Program Costs: Costs for recreation programs.

55 30 Individual Property Grant: TIF awarded grant.

Other Expenditures/Expenses

59 05 Transfer to Marina/Seaplane Base: Transfer of funds to the Marina/Seaplane Base fund.

59 10 Depreciation Expense: Expense for depreciation on City facilities, equipment and improvements.

59 13 Bad Debt Expense: Expense for uncollectible accounts receivable (utility accounts).

59 15 Transfers to Gen Fund: Transfers in lieu of taxes from utility funds.

59 17 Transfer to Debt Service: Transfer of funds to the Debt Service Fund for payment of General Fund Debt.

59 20 Reimbursement to Gen Fund: Reimbursements from utility funds to General Fund for administrative costs.

59 25 Transfers to Water/Wastewater: Transfers from Stormwater to Water and Wastewater Fund.

59 28 Transfers to Stormwater: Transfer from General Fund to the Stormwater Fund.

59 35 Abatement Proceedings: Costs and related expenditures for property abatement proceedings.

59 40 Recording & Taxes: Fees for recording City documents, and costs for taxes on newly acquired properties.

59 45 Community Service: Costs for activities related to community service initiatives.

59 50 Uniform Dry Cleaning: Expenditures for cleaning services (Police Investigators).

59 60 Amortization: Amortization costs for debt obligations.

59 65 Grant Match: Expenditures for match requirements of awarded grants to the City.

59 70 Transfer to SRF Loan Debt: Transfers from water and wastewater operating for SRF debt requirements.

59 75 Transfer to Fire Impacts: Transfers to Fire Impact Fund from General Fund.

59 78 Transfer to W/WW RRI Fund: Transfer of funds to the water and wastewater renewal and replacement fund to cover cost of upgrading and/or replacing infrastructure.

59 90 Contingency: Funds set aside for unforeseen expenditures. General & Utilities Administration only.

Capital Expenditures/Expenses

61 10 Land: The cost of purchasing land by the City and all related costs to the purchase such as legal and surveying fees.

62 20 Buildings: All costs related to new buildings or major building improvements.

62 10 Street Sign Replacement: This includes all costs associated with street sign replacement.

63 15 Improvements Other Than Buildings: This includes facilities such as water & sewer lines or major capital repairs on equipment.

63 20 Sidewalk Repair, Replace & Const: This includes all costs related to sidewalk construction.

63 30 Paving: This includes all costs related to street paving.

63 40 Storm Drainage Repair/Const: This includes all costs related to storm drain construction and improvements.

63 50 FDOT US 441 Retention Pond: This includes all costs related to the US 441 Retention Pond construction and improvements.

63 60 Improvements Other Than Buildings/Landscaping: This includes all costs related to landscape improvements on City property or City rights-of-way.

63 61 Streetscape: Expenditures for upgrading street rights-of-way.

63 70 Traffic Signals: This includes all costs related to Traffic Signal construction and improvements.

63 80 Park Improvements: This includes all costs related to Parks construction and improvements.

63 90 Road Construction: This includes all costs related to road design and construction.

64 10 Equipment Replacement: This includes all costs to replace current equipment in operation (Machinery, Mowers, Trailers, Vessels, Office Equipment, etc.) which costs more than \$1,000.00).

64 11 Vehicle Replacement: Expenditures related to the purchase of new vehicles to replace existing fleet vehicles.

64 13 Computer Replacement: Includes all costs to replace current computers in use.

64 14 New Computers: Expenditures for new computer purchases. Does not include costs to replace computers currently in use.

64 15 New Equipment: Costs for all new equipment such as vehicles, mowers, saws, large tools, push mowers, hedge trimmers, lockers, tool boxes, pumps, vacuums, and office furniture such as desks, chairs, book shelves, file cabinets, calculators, etc., exceeding \$5,000.

64 17 New Vehicles: Expenditures for vehicles which do not replace current fleet vehicles.

64 23 Software: Expenditures related to purchases of application software.

64 25 Future Projects: Costs for new equipment with a cost greater than \$5,000, and a useful life greater than one operating cycle, and where another classification is not appropriate.

64 30 Capital Equipment: Costs for equipment generally used in the revenue producing process.

64 35 Meter Replacements: Costs for replacing water meters.

64 40 Meters: Costs for new water meter purchases.

64 45 Cross Connection Device: Costs for cross connection device purchases.

64 50 Capital Grant Match: Costs associated with grant match requirement.

Construction in Progress:

65 45 Construction in Progress: Used to account for undistributed work in progress on construction projects.

65 47 Capital Line Expansion: Expenditures related to water/wastewater capital lines.

Books, Publications & Library Materials:

66 10 Standing Order National Library: Library subscriptions of national periodicals and journals.

66 20 Major Collections Books: Expenditures for library book collections.

Debt Service

71 XX Principal Payments: Principal payments on outstanding loans, or other debt instruments.

72 XX Interest Payments: Interest payments on outstanding loans, or other debt instruments.

73 XX Other Debt Service Costs: Costs other than principal and interest related to debt issuance. Also includes payments for trust and agency fees.

Grants & Aids

81 10 Community Grants: Expenditures related to support of various local activities and community events.

81 20 FDLE Grant: Grant expenditures for FDLE grants.

81 30 FL Dept of AG Grant: Grant expenditures for FL Dept of AG Grant.

81 40 Tav-Lee Trail Grant: Grant expenditures for Tav-Lee Trail.

81 50 FRDAP Grant: Grant expenditures for FRDAP projects.

83 10 Other Grants: Expenditures for all other community grants or grant expenditures not otherwise classed.

SUMMARY OF DEBT SERVICE REQUIREMENTS TO MATURITY 2023-2050*

Fiscal Year	Governmental Activities**	Business-type Activities	Total Principal & Interest
2024	3,150,352	3,438,045	6,588,397
2025	3,146,845	3,321,044	6,467,889
2026	3,073,849	2,910,930	5,984,779
2027	3,104,362	2,910,845	6,015,207
2028	2,428,899	2,914,766	5,343,665
2029	1,889,416	2,908,623	4,798,039
2030	1,791,571	2,903,900	4,695,471
2031	1,695,005	2,362,519	4,057,524
2032	1,694,040	2,441,194	4,135,234
2033	217,826	2,195,306	2,413,132
2034	159,556	2,196,102	2,355,658
2035	160,002	1,951,580	2,111,582
2036	159,792	1,268,581	1,428,373
2037	159,946	1,269,751	1,429,697
2038	159,944	1,270,076	1,430,020
2039	159,786	1,270,138	1,429,924
2040	159,974	1,271,032	1,431,006
2041	159,988	1,271,646	1,431,634
2042	159,830	1,267,038	1,426,868
2043		889,984	889,984
2044		889,981	889,981
2045		525,282	525,282
2046		247,127	247,127
2047		247,128	247,128
2048		247,127	247,127
2049		247,127	247,127
2050		-	-
	\$23,630,983	\$44,636,872	\$68,267,855

**Governmental activities debt includes General Fund and Infrastructure Sales Tax Fund supported debt.

* Subject to change as Debt Service agreements are finalized. Debt coverage requirements, and the purpose of debt obligations may be found in the Annual Comprehensive Financial Report (see Note 7 disclosures).

LONG RANGE FINANCIAL FORECAST

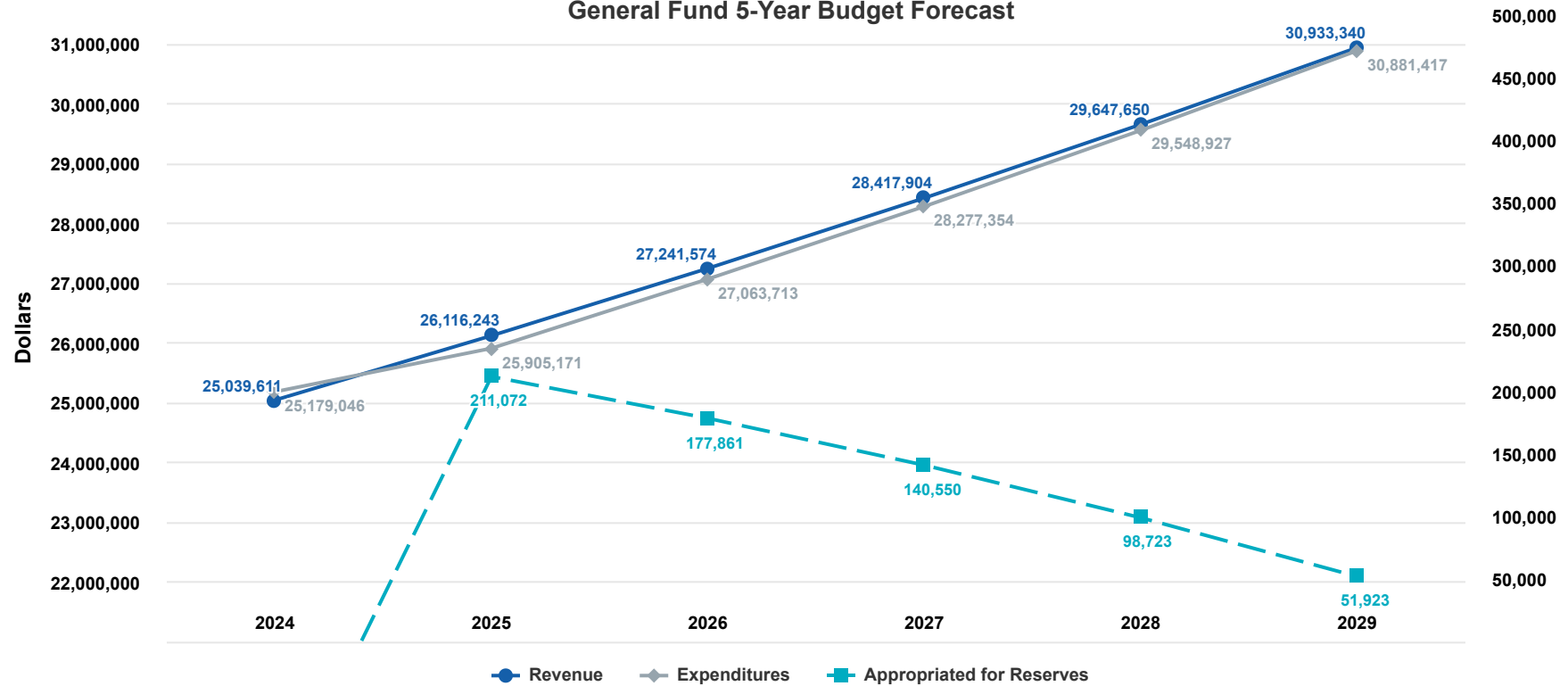
The five-year budget forecast for the General Fund is favorable and projects a balanced budget (revenues equal or exceed expenditures). The forecast is based on the FY 2024 Adopted Budget. Assumptions built into the forecast are as follows.

- The millage rate will decrease each year.
- Ad Valorem revenue collections increase by 5% each year due to modest increases in City-wide taxable property values.
- Service levels remain similar.
- Interfund transfers will grow at a rate of 3%.
- Local Option Taxes, Utility Taxes, and Permits and Fees are anticipated to increase by 4% each year.
- State Shared revenues will increase 6% each year.
- All other revenues will increase by 3% each year.
- Personal services will increase by 4% in FY 2024 due to upward pressure on wages that should stabilize in FY 2025, and then increase by 3% in subsequent years.
- Health Insurance costs will increase by 5% each year.
- Dental Insurance costs will increase by 4% each year.
- All other employee costs and benefits will increase by 5% each year.
- Capital expenditures are expected to decrease from the amount budgeted in FY 2024 from \$1,243,644 to \$800,000 in FY 2025, and then increase by \$25,000 in each subsequent year.
- Operating expenditures will increase by 6% each year.

The forecast below demonstrates a favorable balanced budget. Appropriations for reserves (the difference between revenues and expenditures) are expected to increase substantially in FY 2025 and then decrease in subsequent years. Note that appropriation for reserves assumes all revenue are collected, and all expenditures are expended. Normally, the City does not spend all budgeted expenditures, while collected revenue is very close to budget. This differential serves to grow Fund Balance reserves.

The General Government Finance Officers Association recommends a General Fund reserve balance of at least two months' worth of operating expenditures. The General Fund reserve balance is expected to exceed GFOA recommendations by an additional half month in each fiscal year.

General Fund 5-Year Budget Forecast



	2024	2025	2026	2027	2028	2029
Revenue	25,039,611	26,116,243	27,241,574	28,417,904	29,647,650	30,933,340
Expenditures	25,179,046	25,905,171	27,063,713	28,277,354	29,548,927	30,881,417
Appropriated for Reserves	(139,435)	211,072	177,861	140,550	98,723	51,923

SUMMARY (ALL FUNDS)

Fund Description (Fund Number)	Audited Actuals 2021-2022	Revised Budget 2022-2023	Adopted Budget 2023-2024
General Fund (001)	\$25,161,930	\$23,520,571	\$25,179,046
Police Education (102)	4,996	2,500	-
TIF (105)	436,291	566,398	585,915
Police Impact Fee Fund (110)	29,615	53,477	18,977
Fire Impact Fee Fund (111)	18,976	31,477	18,977
Police Forfeitures Fund (112)	-	3,682	-
Park Impact Fee Fund (114)	-	60,749	334,800
Building Permit Fund (115)	-	-	-
Freedom Flag Maintenance Fund (117)	1,321	-	-
Community Theater Fund (118)	-	-	-
Citizen Donation Fund (119)	-	250	-
Fire Assessment Fund (122)	1,845,352	1,892,750	1,940,407
Infrastructure Sales Tax Fund (150)	72,999	193,513	-
Grant Fund (151)	167,694	5,544,238	141,544
Infrastructure Sales Tax Fund (152)	1,749,216	1,818,348	2,668,312
Road Improvements Fund (153)	-	-	-
ARPA (155)	1,282,881	7,610,191	-
DEO Grant Fund (156)	-	6,000,000	-
Debt Service Fund (201)	1,196,057	1,186,700	1,188,836
Capital Projects Funds (301,302,303,304)	1,175,598	5,335,838	-
Utility Fund (401)	10,651,809	15,651,319	12,341,290
Solid Waste Fund (402)	3,624,179	4,489,422	4,556,179
Stormwater Fund (403)	2,057,892	2,444,378	2,239,489
Seaplane Base Fund (405)	1,024,760	987,294	1,018,633
Pavilion Fund (406)	735,434	837,313	830,172
W/WW Impact Fee Fund (441)	615,198	1,176,933	725,000
W/WW RR&I Fund (443)	139,377	731,450	725,900
SRF Construction Fund (444)	1,492,232	539,279	-
SRF Loan Debt Fund (445)	557,767	2,444,931	2,413,344
Sunset View Project Fund (447)	66,135	127,062	128,498
USDA Capital Loan Fund (446)	46,660	-	-
Municipal Firefighter's Pension Fund (601)	3,822,931	798,215	1,746,851
Municipal Police Pension Fund (602)	6,602,682	1,409,020	2,926,432
General Employee Pension (603)	-	65,572	50,544
Mildred Hunter Trust Fund (605)	-	-	-
Woodlea Park Playground Fund (606)	-	-	-
Total	\$64,579,982	\$85,522,870	\$61,779,146



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