



PORT ORANGE CITY COUNCIL

SPECIAL MEETING/WORKSHOP

COUNCIL CHAMBERS

Tuesday, August 22, 2017 @ 6:30 PM

REVISED AGENDA

Pursuant to Section 3.06 of the Charter of the City of Port Orange, the Mayor has called a **Special Meeting/Workshop** of the City Council to be held for the following purposes:

OPENING

1. Pledge of Allegiance
2. Silent Invocation
3. Roll Call

SPECIAL MEETING ACTION ITEMS

4. Approval of Settlement Agreement between Cypress Greens LLC. & the City of Port Orange

WORKSHOP DISCUSSION ITEMS

5. Septic Tank Evaluation
6. FY18 General Fund Budget
7. Financial Report - July 2017

ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED. NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-8771.

UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

ANY INVOCATION THAT IS OFFERED BEFORE THE OFFICIAL START OF THE CITY COUNCIL MEETING SHALL BE THE VOLUNTARY OFFERING OF A PRIVATE PERSON, TO AND FOR THE BENEFIT OF THE CITY COUNCIL. THE VIEWS OR BELIEFS EXPRESSED BY THE INVOCATION SPEAKER HAVE NOT BEEN PREVIOUSLY REVIEWED OR APPROVED BY THE CITY COUNCIL OR THE CITY STAFF, AND THE CITY IS NOT ALLOWED BY LAW TO ENDORSE THE RELIGIOUS BELIEFS OR VIEWS OF THIS, OR ANY OTHER SPEAKER. PERSONS IN ATTENDANCE AT THE CITY COUNCIL MEETING ARE INVITED TO STAND DURING THE OPENING INVOCATION AND PLEDGE OF ALLEGIANCE. HOWEVER, SUCH INVITATION SHALL NOT BE CONSTRUED AS A DEMAND, ORDER, OR ANY OTHER TYPE OF COMMAND. NO PERSON IN ATTENDANCE AT THE MEETING SHALL BE REQUIRED TO PARTICIPATE IN ANY OPENING INVOCATION THAT IS OFFERED. A PERSON MAY EXIT THE CITY COUNCIL CHAMBERS AND RETURN UPON COMPLETION OF THE OPENING INVOCATION IF A PERSON DOES NOT WISH TO PARTICIPATE IN OR WITNESS THE OPENING INVOCATION.



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/22/2017

Consent item: No

SUBJECT: (4) Approval of Settlement Agreement between Cypress Greens LLC. & the City of Port Orange

DEPARTMENT: City Attorney

GOAL:

RECOMMENDED MOTION: Move to approve the Settlement Agreement.

SUMMARY:

Project No.: Funding Account No.:

ATTACHMENTS:

Robin Fenwick
Jake Johansson

Created/Initiated - 08/21/2017
New -

City of Port Orange On-Site Wastewater Treatment System Evaluation Study

Port Orange City Council Presentation
July 25, 2017



Presentation Outline

- Purpose of Study
- Study Area Description
- Methodology
- Alternative Collection Systems
- Project Identification
- Estimated Capital Costs
- Recommendations

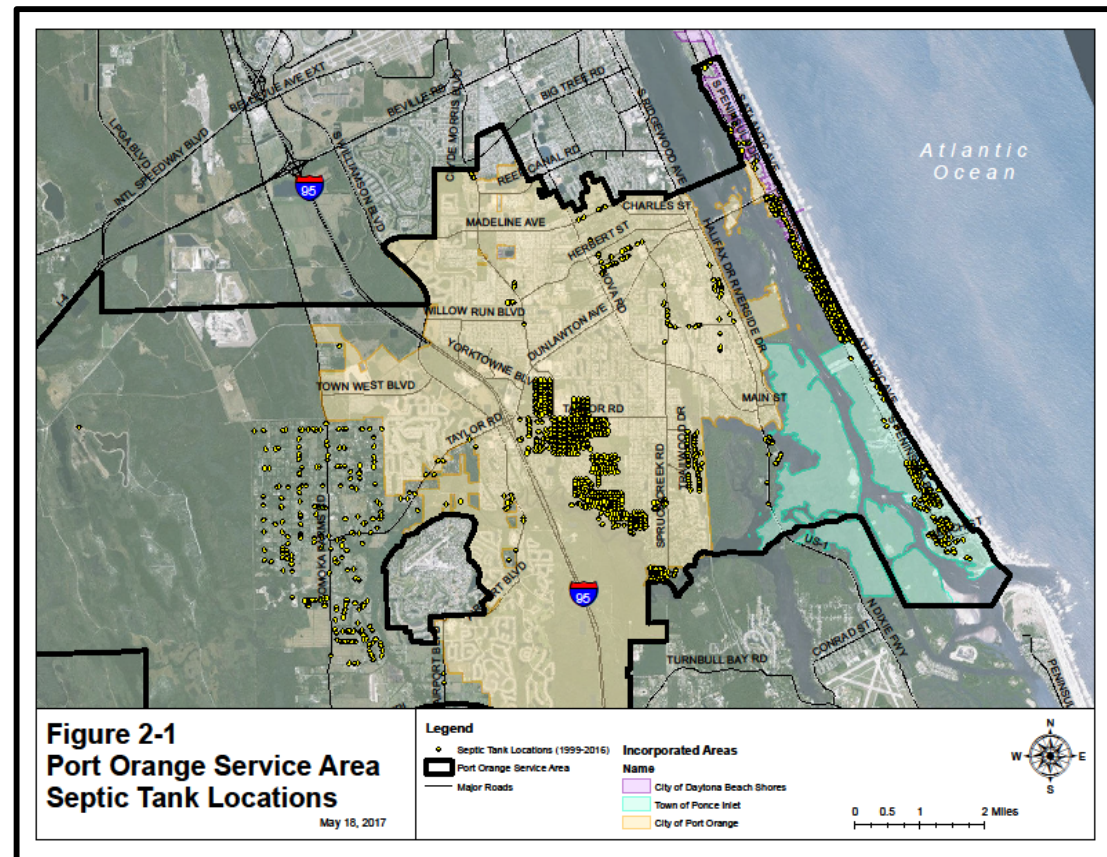
Purpose of Study

- Identify where City wastewater infrastructure can be extended to serve parcels that are using septic tanks or on-site wastewater treatment systems (OWTS).
- Develop criteria for a priority-based plan that provides central sewers to parcels using septic systems.
- Identify the most cost effective method for constructing central sewers in the City's service area.
- Develop planning level cost estimates and a prioritized capital improvement plan for eliminating septic tanks in the Port Orange service area.

Study Area

1. Property Identification – all properties currently using OWTS were compiled and organized

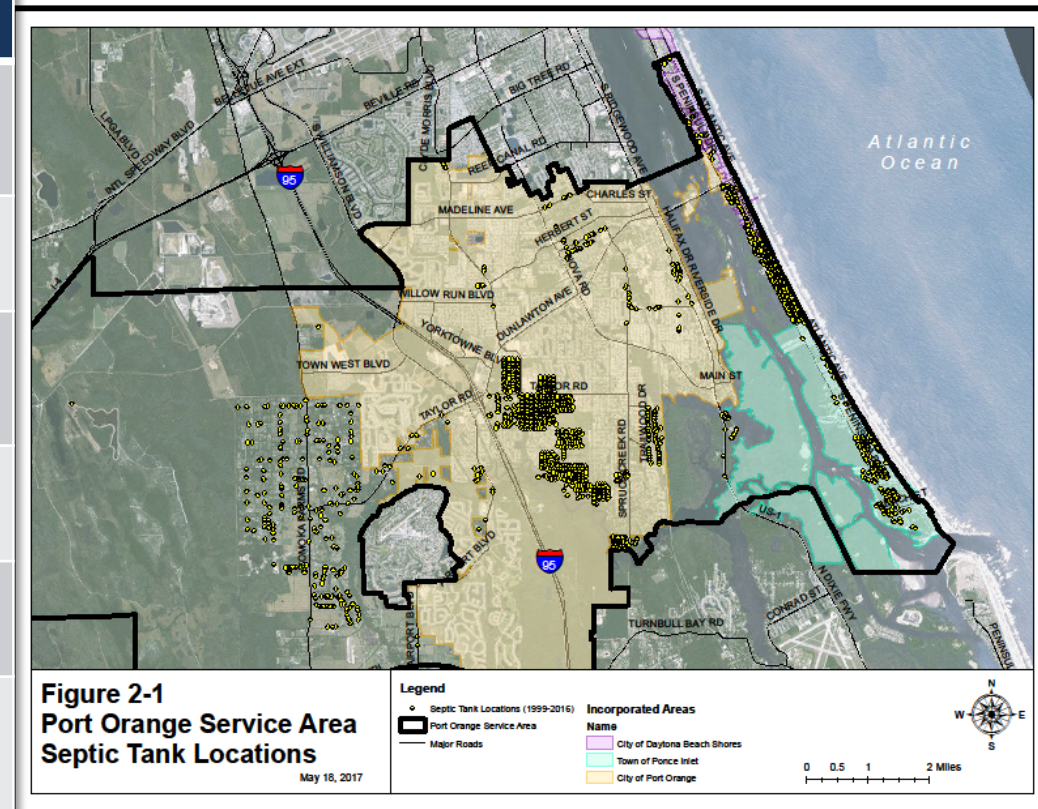
- Approximately 2,200+ septic systems were identified within the City's wastewater service area



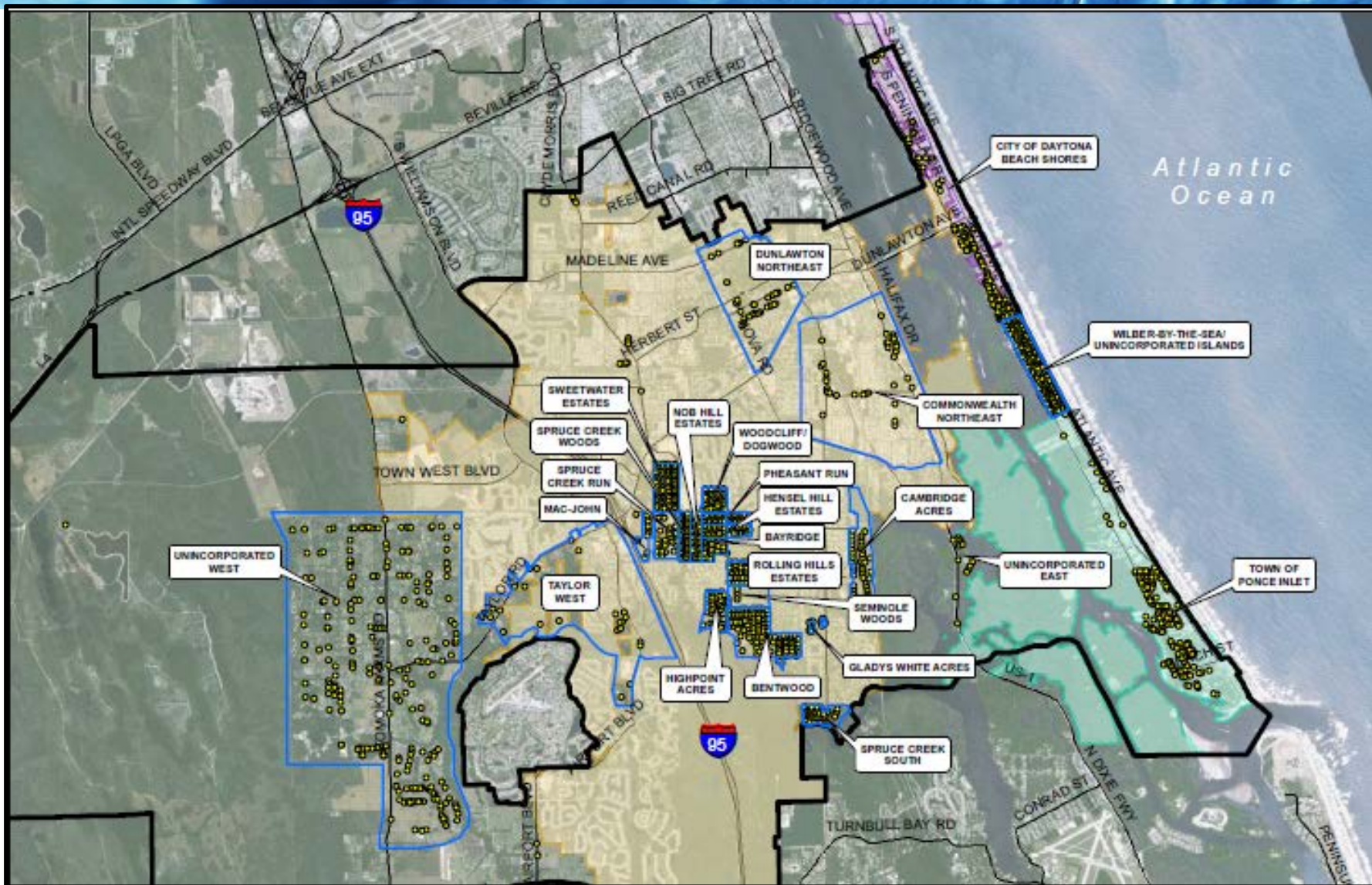
Study Area

2. Property Distribution – properties using OWTS were organized based on whether incorporated or unincorporated

Area Description	# OWTS
City of Port Orange & Enclaves	733
Town of Ponce Inlet	412
City of Daytona Beach Shores	19
Unincorporated West	710
Unincorporated East	15
Wilber-By-The-Sea/ Unincorporated Islands	353

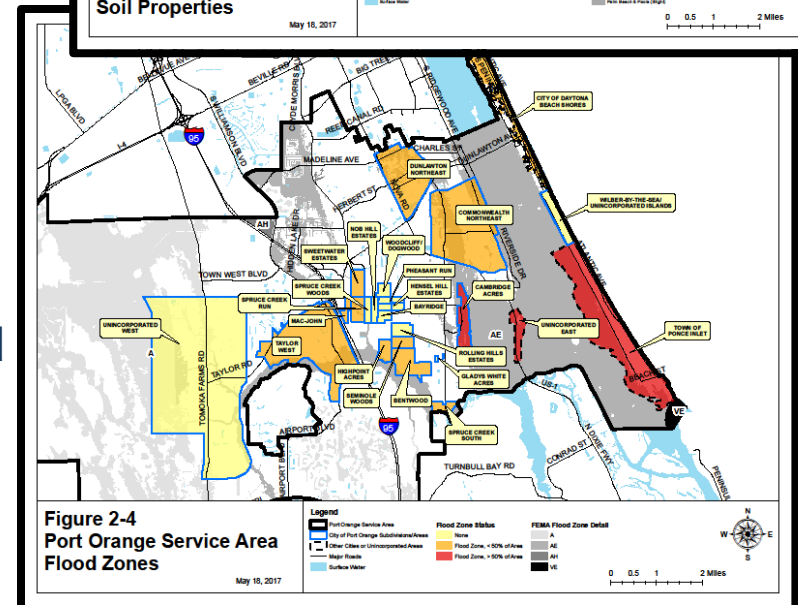
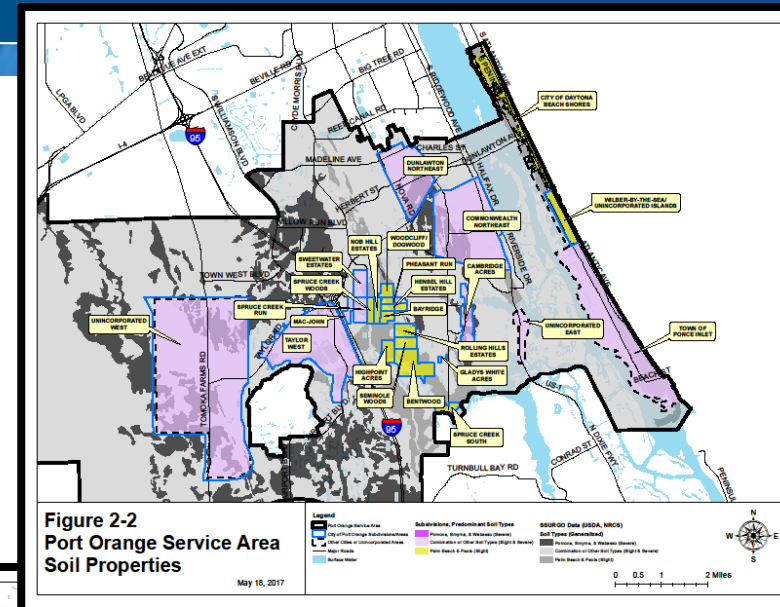


Methodology



Ranking Priority Review Criteria

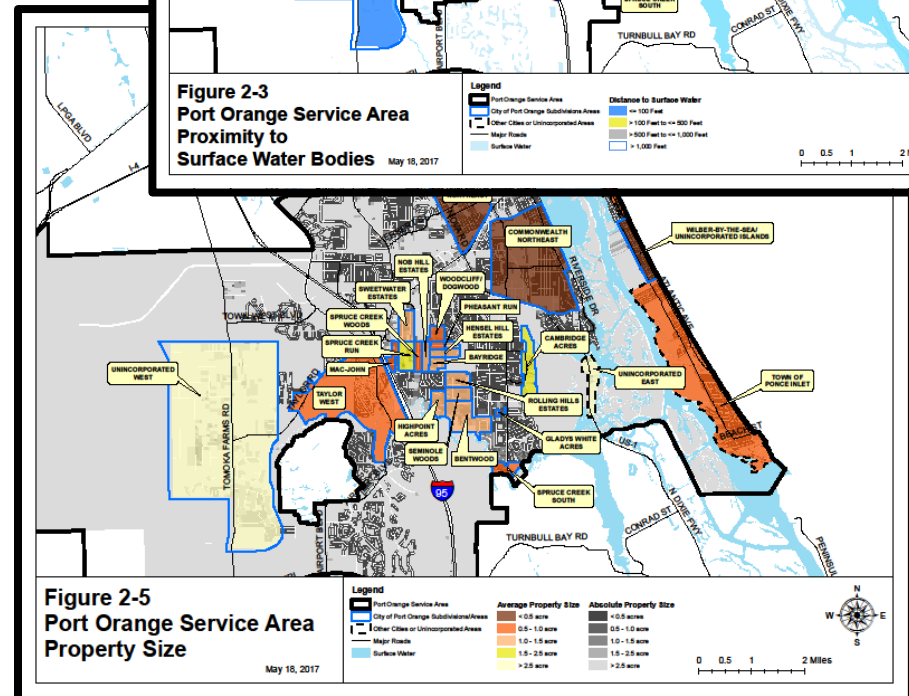
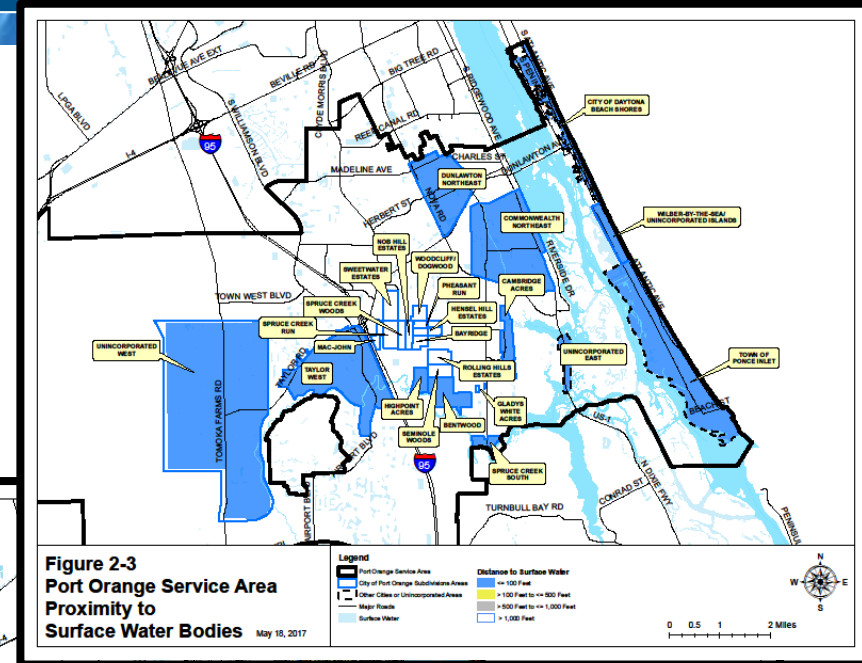
- Similar criteria used w/ Sarasota County Septic Replacement Program and the Florida Keys Septic Replacement Programs
- Review Criteria Developed:
 - Water Table Elevations
 - ✓ Minimum separation distance of 2-ft between the Seasonal High Water Table and the bottom of the drainfield
 - Soil Properties
 - Port Orange City Limits
 - FEMA Flood Zones



Ranking Priority Review Criteria

Review Criteria (con't):

- Proximity to Surface Waters
- Surface Water Management Criteria
 - ✓ TMDLs, i.e. Spruce Creek
- Property Size
- Estimated Nutrient Loadings
 - ✓ Annual Nitrogen Loadings (lbs-N/yr)



Priority 1 Projects

Properties Located in the City Limits

Ranking	Project Area	Est. Parcels
1	Bentwood	115
2	Spruce Creek South	42
3	Taylor West	24
4	Commonwealth NE	35
5	Dunlawton NE	34
6	Cambridge Acres	47
7	Highpoint Acres	40
8	Sweetwater Estates	67
9	Spruce Creek Run	27
10	Mac-John	17
11	Gladys White Acres	19
12	Spruce Creek Woods	37
13	Rolling Hills	48
14	Seminole Woods	5
15	Pheasant Run	31
16	Woodcliff/Dogwood	40
17	Hensel Hill Estates	33
18	Nob Hill Estates	35
19	Bayridge	26
20	Miscellaneous Streets	11
TOTAL EST. PARCELS		733

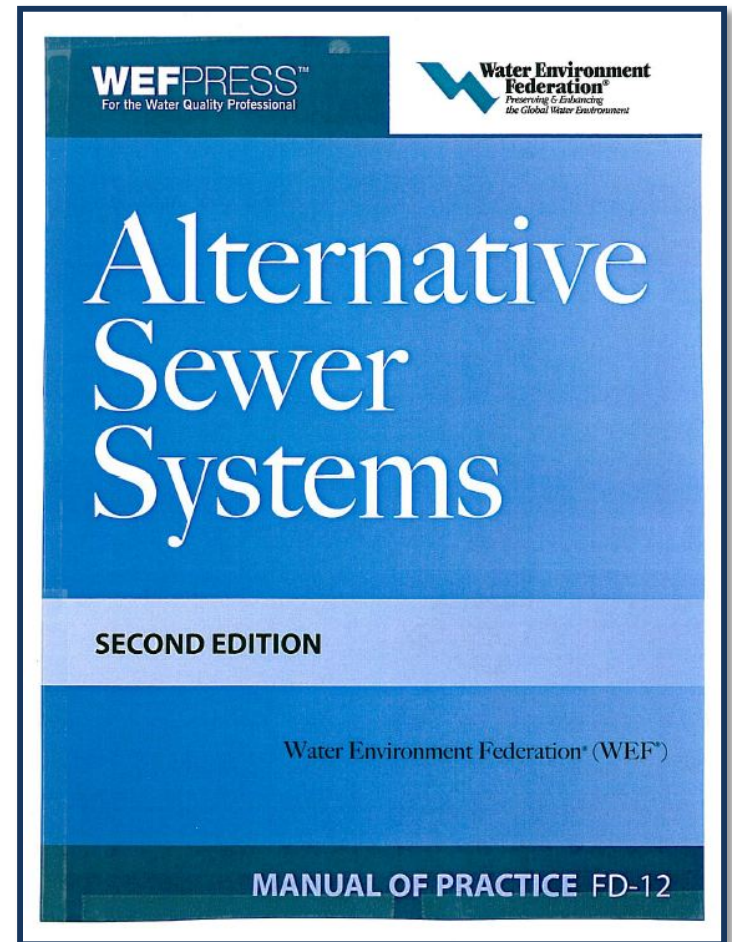
Priority 2 Projects

Properties Located Outside the City Limits

Ranking	Project Area	Est. Parcels
1	Unincorporated West	710
2	Town of Ponce Inlet	412
3	Wilber-by-the-Sea	353
4	Unincorporated East	15
5	City of Daytona Beach Shores	19

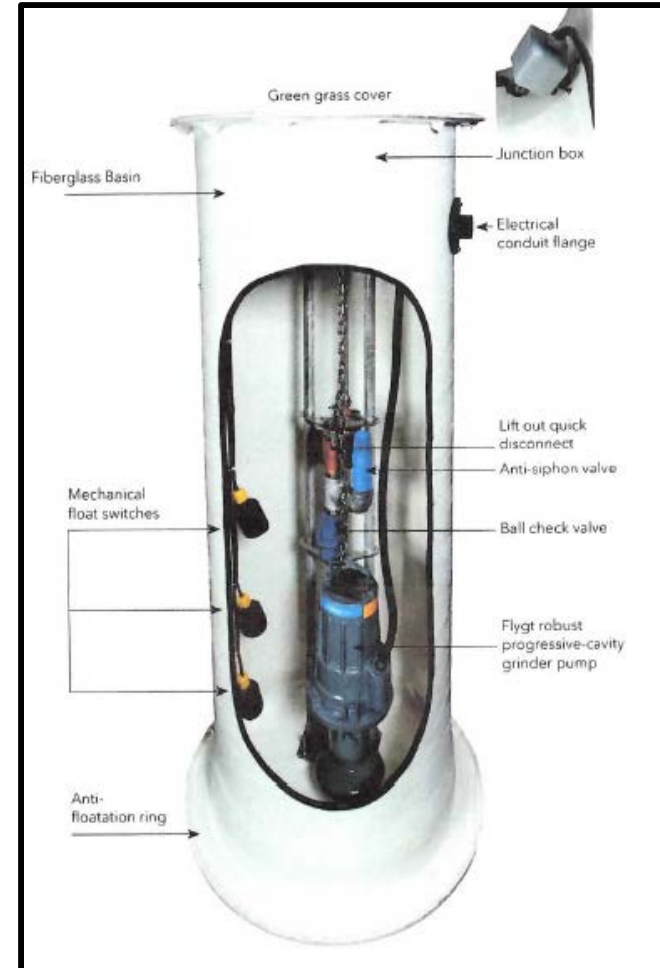
Alternative Collection Systems

- Low Pressure sewers
- Gravity sewers
- Vacuum sewers

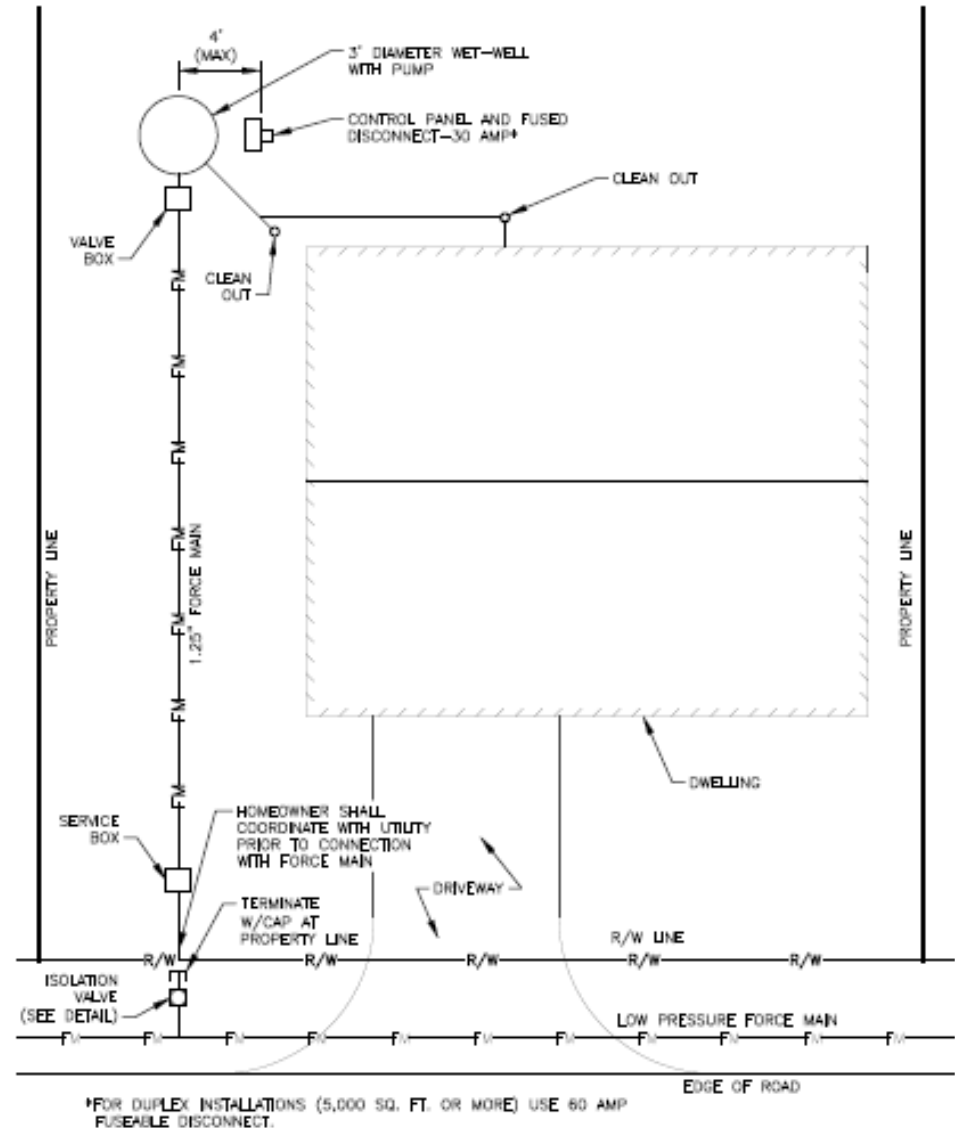


Low Pressure Sewer Basics

- Recognized by the EPA & the Water Environment Federation as an alternative sewer system when limited by poorly drained soils, high groundwater table, shallow rock, etc.
- Individual grinder pump stations are located on each residential property
- Grinder pump station discharges to a low pressure force main which connects w/ the City's wastewater collection system



Low Pressure Sewers



Low Pressure Sewers

- **Advantages**

- Good for large parcels where gravity sewer laterals can be difficult to construct
- Construction is less disruptive than w/ gravity sewers
- Pipe diameters are smaller than gravity sewers; typical burial depth is 2-1/2 to 3-feet below grade
- Inflow and infiltration are reduced

- **Disadvantages**

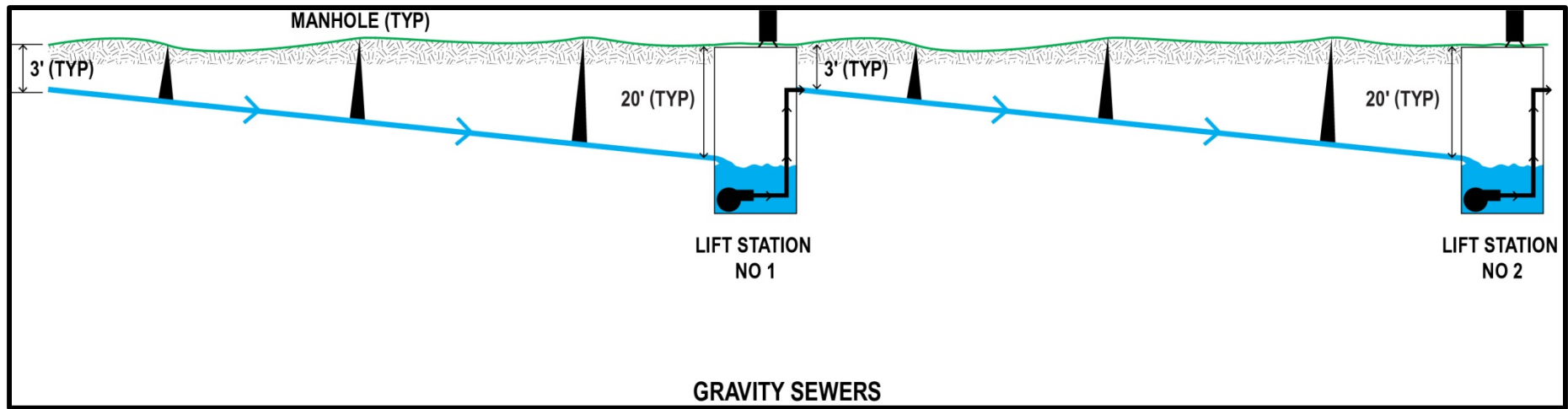
- Electrical power from the residence must be used to power the grinder pump; customer pays the electrical costs for operating the pump system.
- Grinder pump station costs average \$10,000 per home
- Homeowner costs for septic tank abandonment, lateral installation, and electrical modifications typically range from \$4,000-\$5,000 per home.
- Customer may be responsible for operation & maintenance on the grinder pump station unless City agrees to maintain; lack of routine maintenance can lead to potential valve and pump failures
- Emergency generator required to operate the pump station in the event of a power failure

Gravity Sewer Basics

- Large diameter pipe is used to convey wastewater from individual households, neighborhoods, and businesses to a regional WWTP for treatment and disposal
- Gravity sewers are typically constructed when neighborhoods are initially developed
- Minimum 8-inch diameter gravity sewer size required
- Multiple pumping stations are required
- Wastewater must be transferred with a minimum pipe velocity of 2 feet/sec
- Corrosion control and protection are needed due to hydrogen sulfide (H_2S) gas production

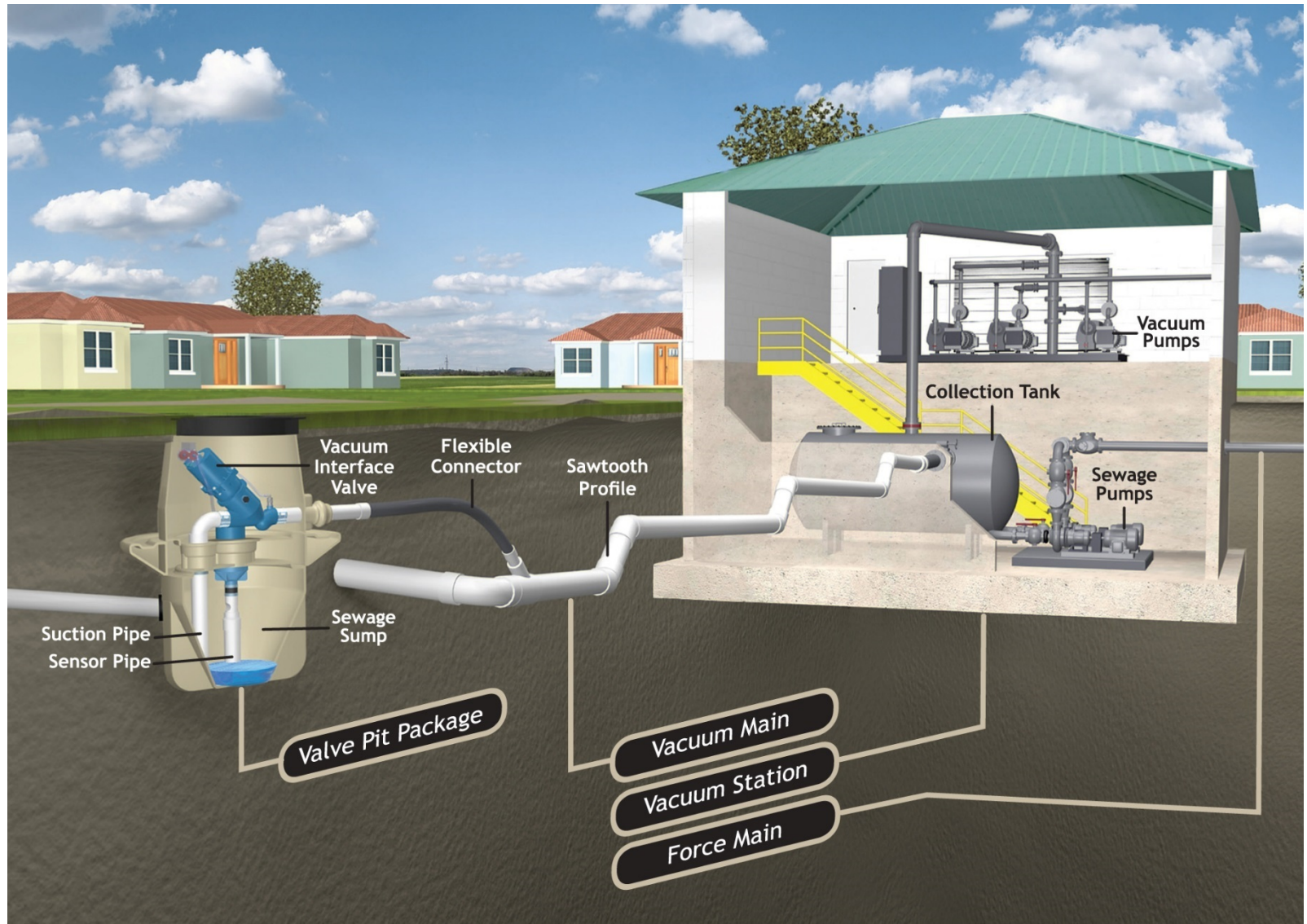
Gravity Sewer Basics

Lift Station Illustration

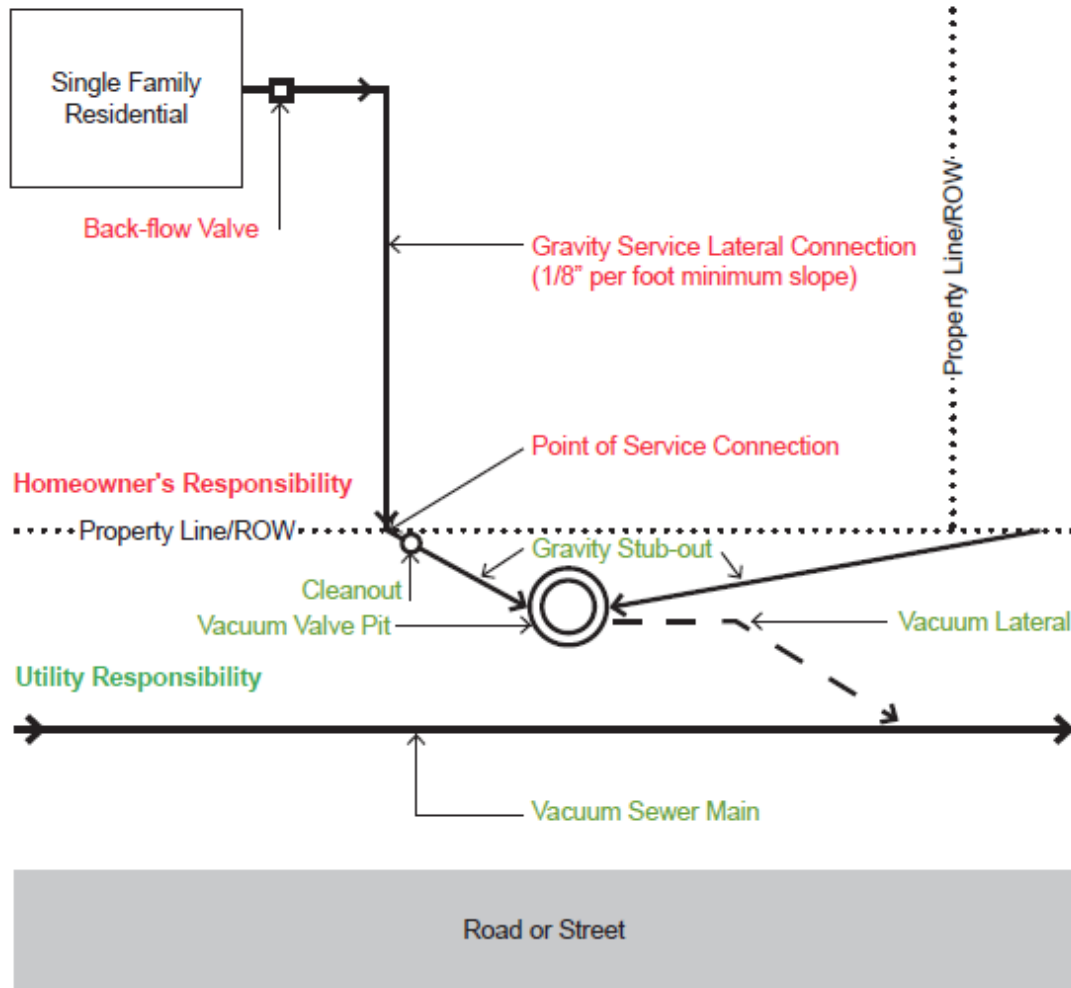


Typical Gravity Sewer & Lift Station Profile

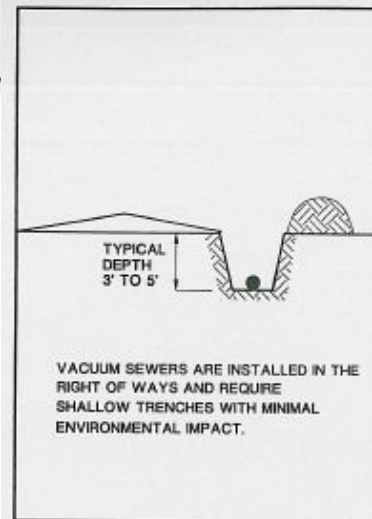
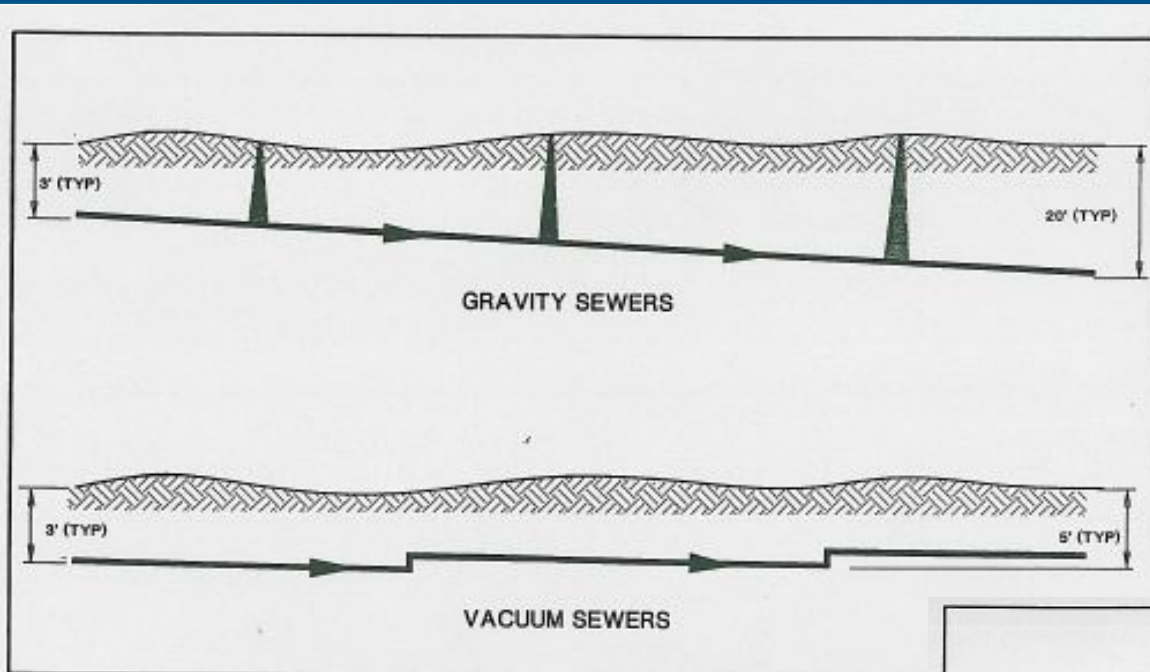
How a Vacuum Sewer Works – At the House



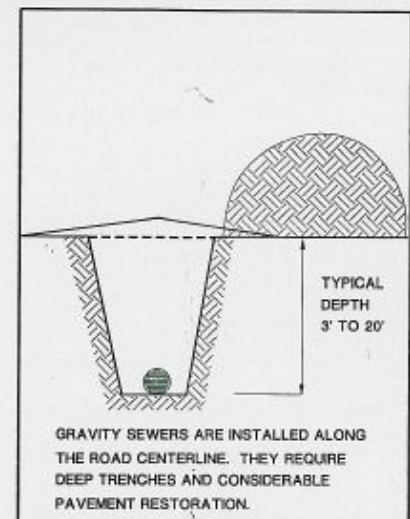
Typical Vacuum Sewer Connection



Vacuum & Gravity Sewer Comparisons



VACUUM SEWERS



GRAVITY SEWERS

Priority 1 Projects

Properties Located in the City Limits

Ranking	Project Area	Est. Parcels	Collection System
1	Bentwood	115	Vacuum
2	Spruce Creek South	42	Low Pressure
3	Taylor West	24	Low Pressure
4	Commonwealth NE	35	Gravity/LP
5	Dunlawton NE	34	Low Pressure
6	Cambridge Acres	47	Low Pressure
7	Highpoint Acres	40	Vacuum
8	Sweetwater Estates	67	Vacuum
9	Spruce Creek Run	27	Vacuum
10	Mac-John	17	Gravity/LP
11	Gladys White Acres	19	Gravity
12	Spruce Creek Woods	37	Vacuum
13	Rolling Hills	48	Vacuum
14	Seminole Woods	5	Vacuum
15	Pheasant Run	31	Vacuum
16	Woodcliff/Dogwood	40	Vacuum
17	Hensel Hill Estates	33	Vacuum
18	Nob Hill Estates	35	Vacuum
19	Bayridge	26	Vacuum
20	Miscellaneous Streets	11	Gravity/LP
TOTAL EST. PARCELS		733	

Priority 1 Projects (City Limits)

Recommended Collection Systems

Three (3) Collection System Technologies Recommended for Priority 1 Projects:

- Vacuum Sewers (499 parcels)
- Low Pressure Sewers (164 parcels)
- Gravity Sewers (70 parcels)



Priority 2 Projects

Properties Located Outside the City Limits

Ranking	Project Area Description	Estimated Parcels	Collection System
1	Unincorporated West	710	Vacuum/LP
2	Town of Ponce Inlet	412	Gravity/LP
3	Wilber-by-the-Sea	353	Gravity
4	Unincorporated East	15	Low Pressure
5	City of Daytona Beach Shores	19	Gravity/LP
TOTAL		1,509	

Recommended Capital Improvements

Service Area	Parcels	ADF (gpd)	Transmission System
North Vacuum System Neighborhoods	296	47,400	• 150,000 LF of Vacuum Main • 21,000 LF of Low Pressure Force Main • 2,000 LF Force Main • 6-Existing Pump Station Upgrades • Regional Pump Station Upgrade • 3-Existing Pump Station Rehabs • 1-New Booster P.S.
South Vacuum System Neighborhoods	203	32,500	
Gravity & Low Pressure Sewer Neighborhoods	229	36,600	
Unincorporated West	710	113,600	
Unincorporated East	15	2,400	
TOTALS	1,453	232,500	



Program Cost Estimates

Priority	Service Area	Recommended Collection System	Estimated Parcels Connected	Estimated Construction Costs	Cost Per Parcel
1	City of Port Orange	Vacuum, Low Pressure, & Gravity	728	\$15,513,000	\$21,300
2	Unincorporated West	Vacuum & Low Pressure	710	\$14,917,000	\$21,000
3	Ponce Inlet	Gravity & Low Pressure	412	\$10,473,000	\$25,400
4	Wilber-by-the-Sea	Gravity & Low Pressure	353	\$7,942,000	\$22,500
5	Unincorporated East	Low Pressure	15	\$503,000	\$33,500
6	Daytona Beach Shores	Gravity & Low Pressure	19	\$427,000	\$22,500

Program Cost Estimates

No.	Service Area	Recommended Collection System	Estimated Parcels Connected	Estimated Construction Costs	Cost Per Parcel	Conventional Gravity Sewers
1	City of Port Orange	Vacuum, Low Pressure, & Gravity	728	\$15.5M	\$21,300	\$25.5M
2	Unincorporated West	Vacuum & Low Pressure	710	\$14.9M	\$21,000	\$24.8M
3	Ponce Inlet	Gravity & Low Pressure	412	\$10.5M	\$25,400	\$14.4M
4	Wilber-by-the-Sea	Gravity & Low Pressure	353	\$7.9M	\$22,500	\$12.4M
5	Unincorporated East	Low Pressure	15	\$0.5M	\$33,500	\$0.6M
6	Daytona Beach Shores	Gravity & Low Pressure	19	\$0.4M	\$22,500	\$0.7M

Base Cost Comparison of Options

Port Orange Recommended Sewer Plan

Approximately \$50M required to sewer an estimated 2,220+ parcels using a combination of alternative sewer systems – vacuum, low pressure, and gravity sewers.

Conventional Gravity Sewer System Design

An estimated \$80M+ would be needed in capital to sewer the estimated 2,200+ connections within the City's sewer service area using conventional gravity sewers.



Program Schedule & Costs

No	ERCs	Project Name	Estimated Project Cost	Year 1				Year 2				Year 3				Year 4				Year 5				Year 6				Year 7				Year 8				Year 9				Year 10			
				1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1	203	South Vacuum System Neighborhoods	\$ 4,386,000	Design/Bid/OFE				Construction																																			
2	42	Spruce Creek South	\$ 1,124,000													Design				Construction																							
3	24	Taylor West	\$ 799,000													Design								Construction																			
4	35	Commonwealth NE	\$ 672,000													Design												Construction															
5	34	Dunlawton Northeast	\$ 708,000													Design								Construction																			
6	47	Cambridge Acres	\$ 1,325,000													Design								Construction																			
7	17	MacJohn	\$ 485,000													Design								Construction																			
8	296	North Vacuum System Neighborhoods	\$ 4,501,000																																								
9	19	Gladys White Acres	\$ 558,000																																								
10		Miscellaneous Parcels	\$ 283,000																																								
11		Misc. Pump Station Improvements	\$ 672,000	Design				Construction								Design				Construction												Design				Construction							
ESTIMATED TOTALS			\$ 15,513,000	\$ 1,365,400				\$ 1,577,500				\$ 1,577,500				\$ 986,400				\$ 1,270,000				\$ 1,312,000				\$ 1,127,000				\$ 686,400				\$ 750,000				\$ 600,000			

No	ERCs	Project Name	Estimated Project Cost	Year 11				Year 12				Year 13				Year 14				Year 15			
				1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
1	203	South Vacuum System Neighborhoods	\$ 4,386,000																				
2	42	Spruce Creek South	\$ 1,124,000																				
3	24	Taylor West	\$ 799,000																				
4	35	Commonwealth NE	\$ 672,000																				
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6	47	Cambridge Acres	\$ 1,325,000																				
7	17	MacJohn	\$ 485,000																				
8	296	North Vacuum System Neighborhoods	\$ 4,501,000	Construction																			
9	19	Gladys White Acres	\$ 558,000									Design				Construction							
10		Miscellaneous Parcels	\$ 283,000									Design								Construction			
11		Misc. Pump Station Improvements	\$ 672,000									Design/Construction											
ESTIMATED TOTALS			\$ 15,513,000	\$ 1,575,500				\$ 1,575,500				\$ 408,800				\$ 465,000				\$ 236,000			

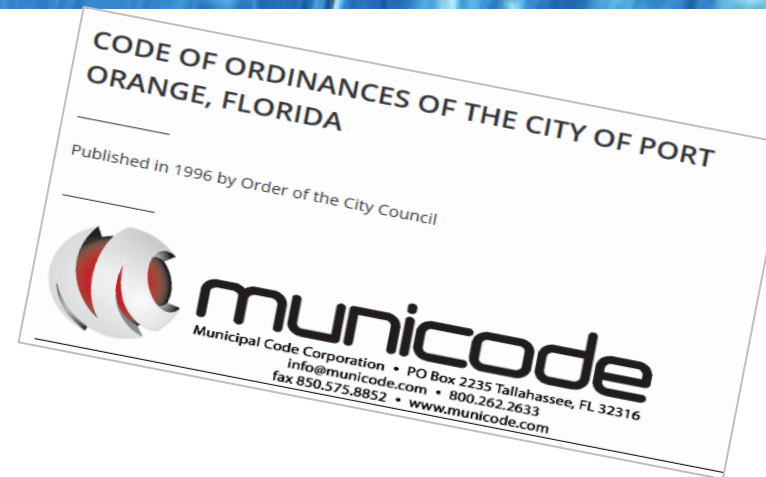
Notes:

1. Owner Furnished Equipment (OFE) purchases of vacuum valve pit and pump station packages (\$500K for South System & \$600K for North System) were included w/ budget
2. Project costs are based on ENR Construction Cost Index = 10702 (June 2017) and do not account for inflation or interest.
3. Homeowner on-lot connection costs are not included with the estimated project costs for each identified service area.

Policy Recommendations

7. Ordinances and Policies

- Current City Ordinances
- System Connection Fees
- Options for On-lot Connection Costs
- Identify Code Enforcement Options
- Recommended Policies for sewerage new developments



Questions

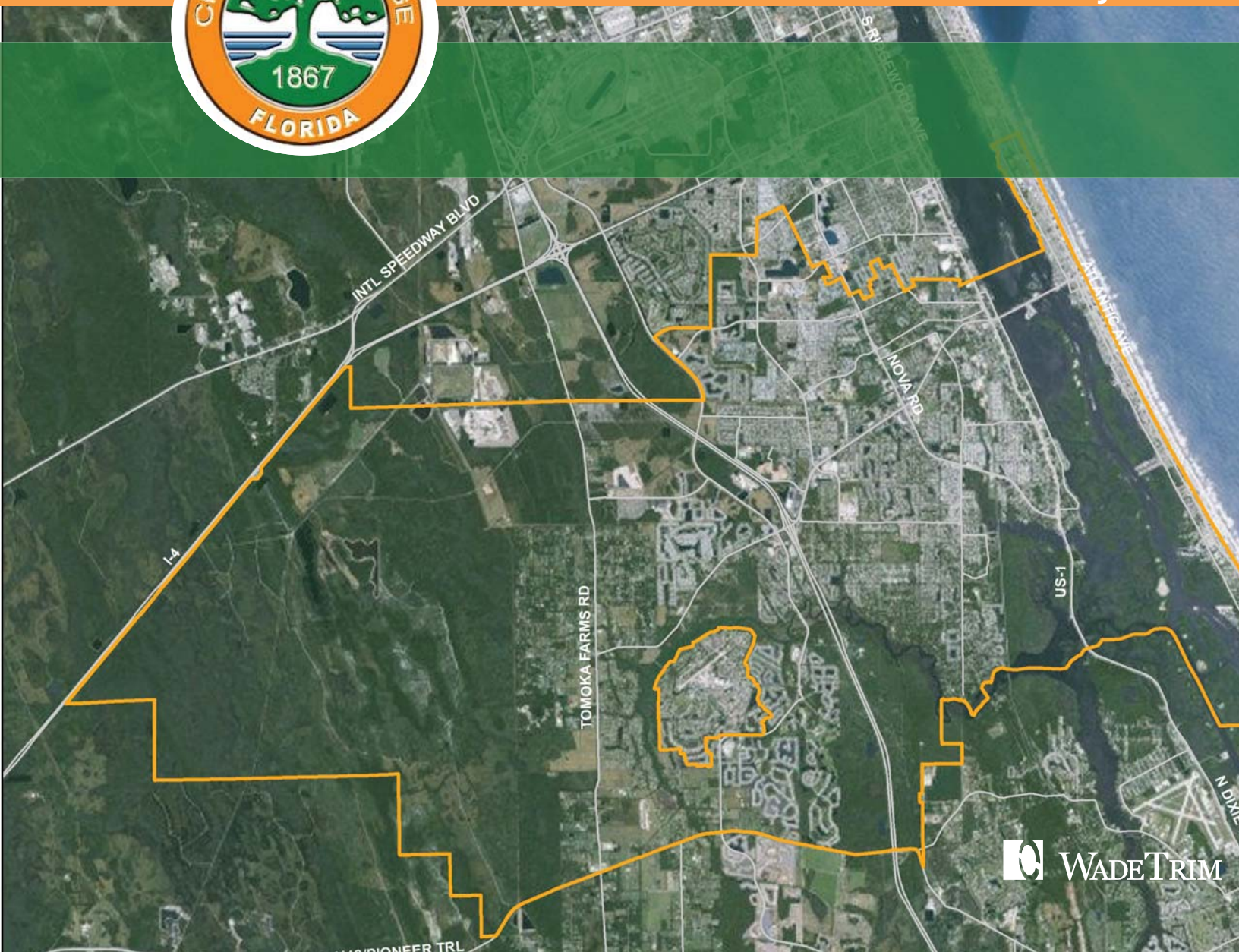


On-Site Wastewater Treatment System Evaluation Study Task Order #16-05

City of Port Orange



Final Report
July 2017





WADE TRIM

July 10, 2017

WT/PO-001

City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Attention: Mr. Kenny Ho, P.E.

RE: City of Port Orange
Onsite Wastewater Treatment System Evaluation Study
Final Report Submittal

Dear Kenny:

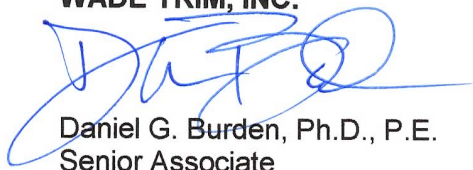
Wade Trim is pleased to submit our final report for the Onsite Wastewater Treatment System Evaluation Study completed under Tank Authorization No. 5. This document summarizes the results of our engineering analyses and presents the findings and recommendations for wastewater improvements needed to provide central sewer service to the Port Orange wastewater service area.

Wade Trim extends our thanks to you and all the Port Orange Utility staff for your valuable contributions to this effort.

Should you have any questions, please feel free to contact me.

Very truly yours,

WADE TRIM, INC.



Daniel G. Burden, Ph.D., P.E.
Senior Associate

DGB:db
POU 2003-01L
Enclosure

cc: Lynn Stevens, City of Port Orange
Brian Woodworth, Wade Trim
Tom Brzezinski, Wade Trim

Wade Trim, Inc.
3790 Dixie Highway
Suite D
Palm Bay, FL 32905

321.728.3389
321.728.3393 fax
www.wadetrim.com

ONSITE WASTEWATER TREATMENT SYSTEM EVALUATION STUDY
City of Port Orange

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Collection System Alternatives for Identified Neighborhoods	TM No. 4
Transmission System Improvements: Force Mains & Pump Stations	TM No. 5
Estimated Project Costs	TM No. 6
Policy and Ordinance Review	TM No. 7

EXECUTIVE SUMMARY

City of Port Orange Onsite Wastewater Treatment System Study

Over the past decade onsite wastewater treatment systems (i.e. septic systems) in urban and coastal areas have proven to be a leading cause of nutrient loading and degradation of near shore water quality in Florida. Discharges from septic systems are typically through the soil profile and shallow groundwater. When a septic system drainfield is located above the groundwater table, wastewater effluent from the drainfield travels through the soil profile and then horizontally through the water table until finally reaching a surface water. Only a small fraction of the nitrogen from the wastewater effluent, typically less than 10 percent, is removed.

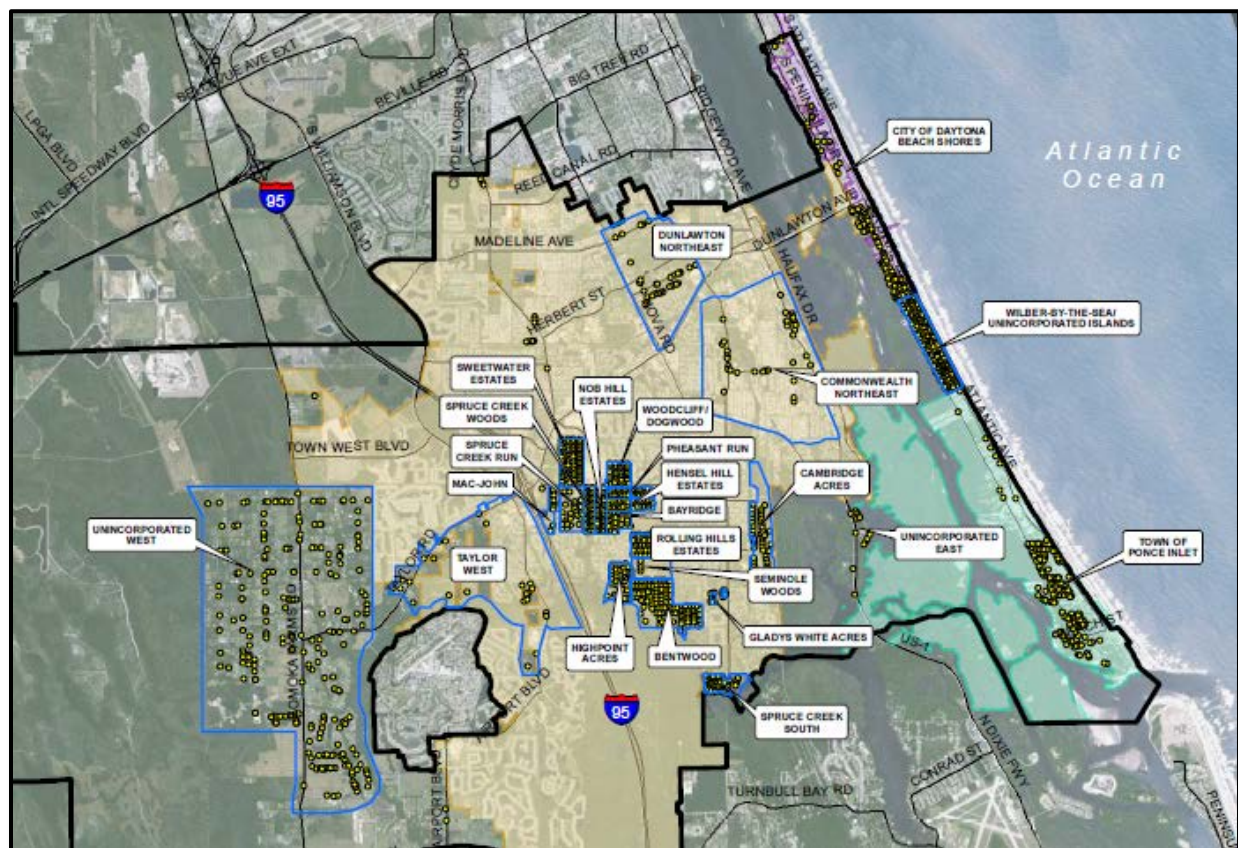
Since septic systems do not provide for the complete removal of nutrients (i.e nitrogen and phosphorus), wastewater effluent which migrates into our waterways can result in algal blooms and the depletion of oxygen levels in near shore waters. As a result, many Florida communities have undertaken efforts to identify septic systems which are contaminating nearby surface waters, prioritize those areas which are contributing to the identified degradation, and eliminating identified septic systems by requiring residential and commercial properties to connect with a central sewer system for proper treatment and disposal.

This study focuses on the identification of properties located within the sewer service area of Port Orange where infrastructure can be extended to properties which are currently utilizing onsite wastewater treatment systems (OWTS). Additionally, this study developed a ranking criteria and priority based plan for connecting identified unsewered properties onto a central sewer system; identifying the types of central sewer systems and associated infrastructure improvements required for each unsewered area; and developing a capital improvement program for the identified projects.

A Priority Based Plan. Data received from the Volusia County Health Department, the City of Port Orange Utility Department, and the Volusia County Property Appraiser were used for identifying properties located within the Port Orange wastewater service area which are using onsite wastewater treatment systems. Database records were reconciled and combined for the purpose of developing a compilation of residential and commercial properties using septic systems that are located in the Port Orange wastewater service area.

In total, approximately 2,242 properties were identified using septic systems in the wastewater service area. An estimated 733 mixed use properties (residential and commercial) located in the Port Orange city limits use septic systems. The majority of these identified unsewered properties consist of developed residential parcels located in subdivisions. The remaining unsewered parcels located in the incorporated areas lie in the Town of Ponce Inlet (412 parcels) and the City of Daytona Beach Shores (19). The second largest group of unsewered, residential parcels (710 total) are located in the unincorporated western section of the City's wastewater service area. In total, these two areas (the Port Orange city limit and the unincorporated western section) account

for approximately two-thirds of the unsewered parcels located in the City's wastewater service area.



Unsewered parcels in identified residential subdivisions along with unsewered parcels located in non-subdivision areas, were merged for the purpose of creating neighborhood service areas. As a result, a total of 19 neighborhood projects were identified within the City limits and a total of 5 projects areas were identified outside the City limits. Review criteria were used for ranking and prioritizing the identified residential and mixed use neighborhoods in the City's wastewater service area. Ranking and prioritization criteria used for this purpose included (1) seasonal highwater table elevation; (2) soil properties and their limitations for use as a septic tank drainfield; (3) the proximity of parcels to surface water bodies; (4) the proximity of parcels to those water bodies with identified total maximum daily loads (TMDLs); (5) flood plain location; (6) property size and its suitability for using an onsite wastewater treatment system; (7) estimated nutrient loadings; and (8) property location. Identified neighborhood areas in the study were ranked using the eight specified priority criteria; two priority project groups were established for the purpose of project rankings:

- Priority 1 – Properties located within the Port Orange city limits
- Priority 2 – Properties located outside the Port Orange city limits

The highest priority projects include those properties located within the Port Orange city limits. A total of 19 residential neighborhoods comprising more than 700 parcels were identified and ranked accordingly. The second priority grouping of neighborhood projects include those unsewered parcels (approximately 1,500) located outside the Port Orange city limits.

Recommended Collection Systems. Three different types of collection systems were reviewed for the purpose of sewerage each of the identified neighborhoods within the City's wastewater service area: gravity sewers, low pressure sewers, and vacuum sewers. Selection of sewer types were based on engineering requirements for each collection system, operational feasibility, constructability, and overall costs. For the majority of the identified unsewered neighborhoods, a hybrid collection system of low pressure and vacuum sewers were determined to be the most cost economical method for serving customers in each wastewater service area. Construction of traditional gravity sewers in developed neighborhoods was not shown to be cost effective.

Within the Port Orange city limits, approximately 500 parcels (68%) were recommended for vacuum sewers, 160+ parcels (22%) were recommended for low pressure sewers, and the remaining 70 parcels (10%) were recommended for gravity sewers. Outside the City limits, an estimated 680 parcels (45%) located in the unincorporated west were recommended for vacuum sewers while the remaining 800+ parcels (55%) were recommended using low pressure and gravity sewers.

Identified Program Costs. Planning level capital cost estimates were prepared for each neighborhood service area based on the identified collection system and transmission system improvements required for combining and transferring wastewater flows from unsewered parcels to the City's centralized wastewater collection and treatment facilities. Estimated construction costs for each service area included collections systems, pump stations, transmission system improvements, pump station upgrades, restoration cost, engineering, and contingency.

Service Area	Estimated Parcels Connected	Estimated Total Project Costs ^{1, 2}	Estimated Cost Per Parcel
City of Port Orange	733	\$15,513,000	\$21,300
Unincorporated West	710	\$14,917,000	\$21,000
Ponce Inlet	412	\$10,473,000	\$25,400
Wilber-by-the-Sea	353	\$7,942,000	\$22,500
Unincorporated East	15	\$503,000	\$33,500
Daytona Beach Shores	19	\$427,000	\$22,500

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Homeowner on-lot connection costs are not included with the total project costs.
- 3) Project costs do not include inflation and any financing costs.

Estimated costs for sewerage the Priority 1 Projects (neighborhoods located in the Port Orange city limits) average \$21,000 per parcel, for a total estimated construction costs of \$15.5 million. Depending on the identified collection system type, costs range from \$15,000 to \$33,000 per parcel. A 15-year implementation plan for sewerage the Priority 1 projects was developed with annual costs ranging from \$0.5 to \$1.5 million annually, without considering inflation and any financing costs for the program.

Estimated costs for sewerage the Priority 2 Projects (neighborhood service areas located outside the Port Orange city limits) average \$23,000 per connection for a total estimated construction cost of \$35 million. Depending on the identified collection system type, costs range from \$21,000 to \$33,000 per parcel.

Policy Recommendations. In addition to the identification of needed capital improvements to reduce the number of septic tanks located in the City's wastewater service area, an evaluation of policies, ordinances and rulemakings was undertaken to identify where recommended changes could be considered for the purpose of protecting the City's natural resources and improving the quality of its rivers and coastal waters. Recommendations included the incorporation of temporary connection fee waivers where sewer service is current available and mandatory sewer connections for any new developments in the Spruce Creek and Halifax River watersheds.

TECHNICAL MEMORANDUM NO. 1

City of Port Orange Onsite Wastewater Treatment System Study Task 1 – Property Identification

1.0 INTRODUCTION

The purpose of this task effort is to identify those properties located within the incorporated limits of Port Orange that are currently utilizing onsite wastewater treatment systems (OWTS) where infrastructure can be available to eliminate OWTS – which are contributing to the impairment of nearby surface waters. The property listing developed under this task effort was compiled based on databases of residential and commercial OWTS properties that were provided by the City of Port Orange and the Volusia County Health Department. This information will serve as a basis for prioritization of neighborhood service areas and recommendations as to which type of collection system alternative can be implemented for service.

2.0 METHODOLOGY

Wade Trim received a new 2016 database of properties that are served with onsite wastewater treatment systems (OWTS) from the Volusia County Health Department at the end of business on November 18, 2016. Upon review of the Volusia County Health Department database, Wade Trim determined that the database only included street addresses and did not include pertinent latitude/longitude data, which was needed for GIS application work as planned for the Port Orange study. Therefore, the initial work effort was expended on the development and transfer of street address information into a GIS format for project use.

The developed 2016 database in GIS format was compared with the existing 2004 database provided by Port Orange. A reconciliation of the two databases was required to remove duplicate addresses and to identify where inconsistencies lied between the two databases (e.g. some data entries were based on either incomplete or inaccurate addresses). OWTS records marked as “abandoned” were also removed.

Subsequently, in January 2017, Port Orange provided a supplemental list of properties with no sewer connection. Of the 468 properties with no connection on the list, 340 were unique and not included in either database. These records were added to the reconciled 2016 database.

Also in January 2017, information provided by Port Orange indicated that several subdivisions (Cypress Head, Gordon Acres, Harbor Oaks, Tanglewood, Treasure Lakes/Allandale, and Waters Edge) were over 90% connected. Properties located in these subdivisions were removed from the reconciled 2016 database.

In February 2017, the reconciled 2016 database was further refined to exclude properties coded as “holding tanks” and other outliers, to include properties confirmed as having OWTS based on review of data from the 2015 City of Port Orange Utility Maps and the Volusia County Property Appraiser, and to address any discrepancies identified by Port Orange Utility Department staff. City of Port Orange subdivisions having a majority of properties using OWTS were counted in their entirety.

The reconciled 2016 database will serve as the compilation of residential and commercial OWTS properties located within the Port Orange wastewater service area. Mapping layouts illustrating the location of properties being served with onsite wastewater treatment systems (i.e. septic tanks) and the identified properties by neighborhood subdivisions are presented in **Figure 1-1** and **Figure 1-2**, as attached.

Source data for these figures includes the geocoded addresses from the Volusia County Health Department database spanning years 2000-2016; original 2004 latitude/longitude data from the City of Port Orange for the year 1999; supplemental 2017 “no connection” address list from the City of Port Orange; City of Port Orange incorporated limits, subdivision boundaries, and utility service area from the City of Port Orange; Town of Ponce Inlet and City of Daytona Beach Shores incorporated limits from the Department of Revenue; and major roads from the Florida Department of Transportation. Unsewered parcel data was also determined using the Volusia County Property Appraiser database and the City's 2015 Utility Maps. **Table 1.1** summarizes the source data used to identify the distribution of properties using septic systems.

Table 1.1. Source Data Used for GIS Mapping

Type of Data	Data Source
Addresses of Properties on Septic Systems (Original Excel Files)	City of Port Orange (original 2004; supplemental 2017) Volusia County Health Department (2016)
Geocoded Locations of Properties on Septic Systems	Excel Files, above, processed and reconciled by Wade Trim, Inc.
Utility Service Area Boundary	City of Port Orange Utilities
City of Port Orange Incorporated Limits	City of Port Orange Utilities
City of Port Orange Subdivisions	City of Port Orange Utilities
Town of Ponce Inlet Incorporated Limits	Florida Department of Revenue (2015)
City of Daytona Beach Shores Incorporated Limits	Florida Department of Revenue (2015)
Major Roads	Florida Department of Transportation (2016)

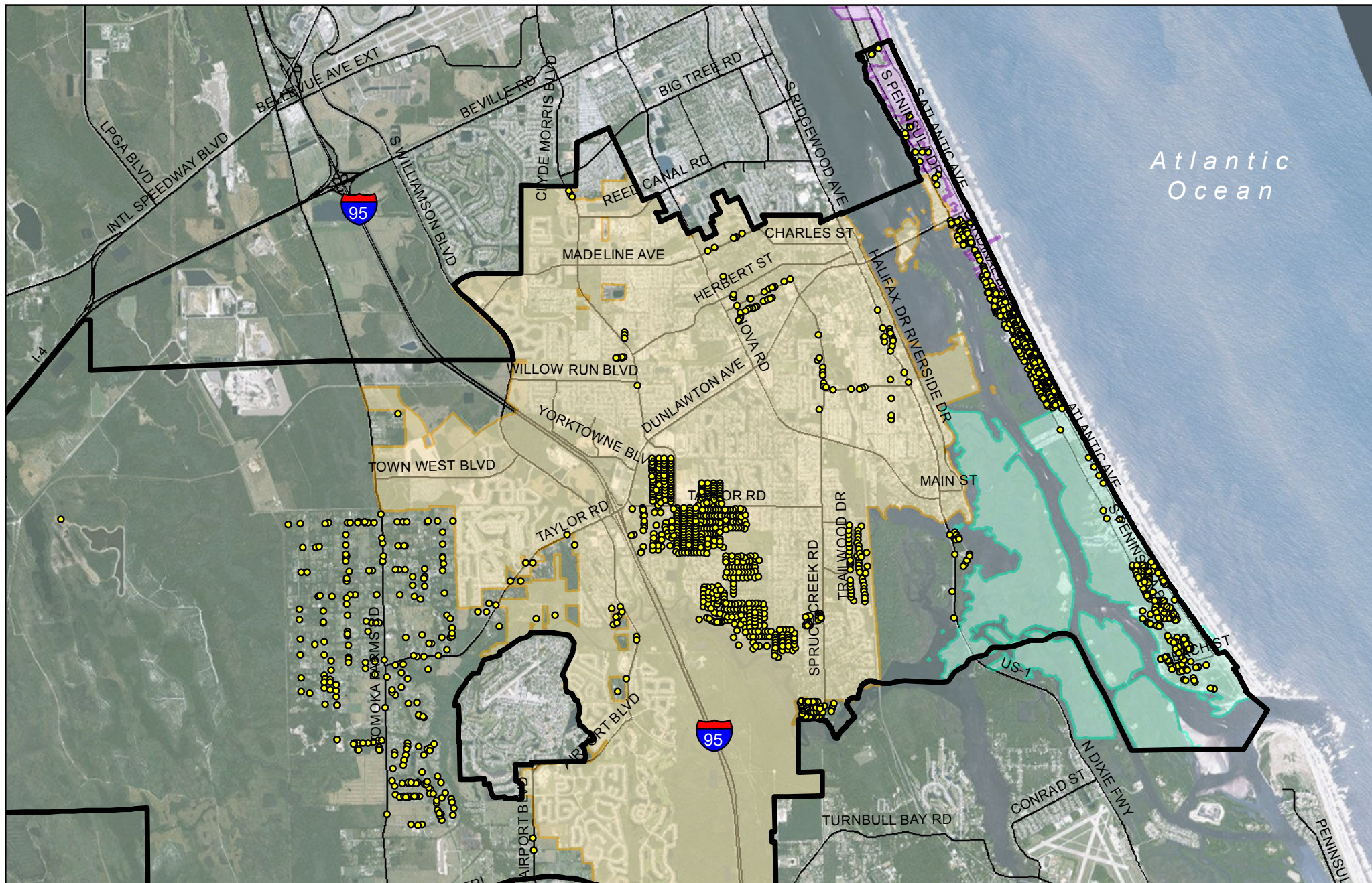


Figure 1-1
Port Orange Service Area
Septic Tank Locations

May 18, 2017

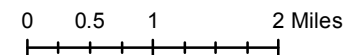
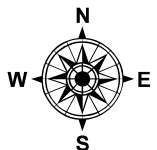
Legend

- Septic Tank Locations (1999-2016)
- Port Orange Service Area
- Major Roads

Incorporated Areas

Name

- City of Daytona Beach Shores
- Town of Ponce Inlet
- City of Port Orange



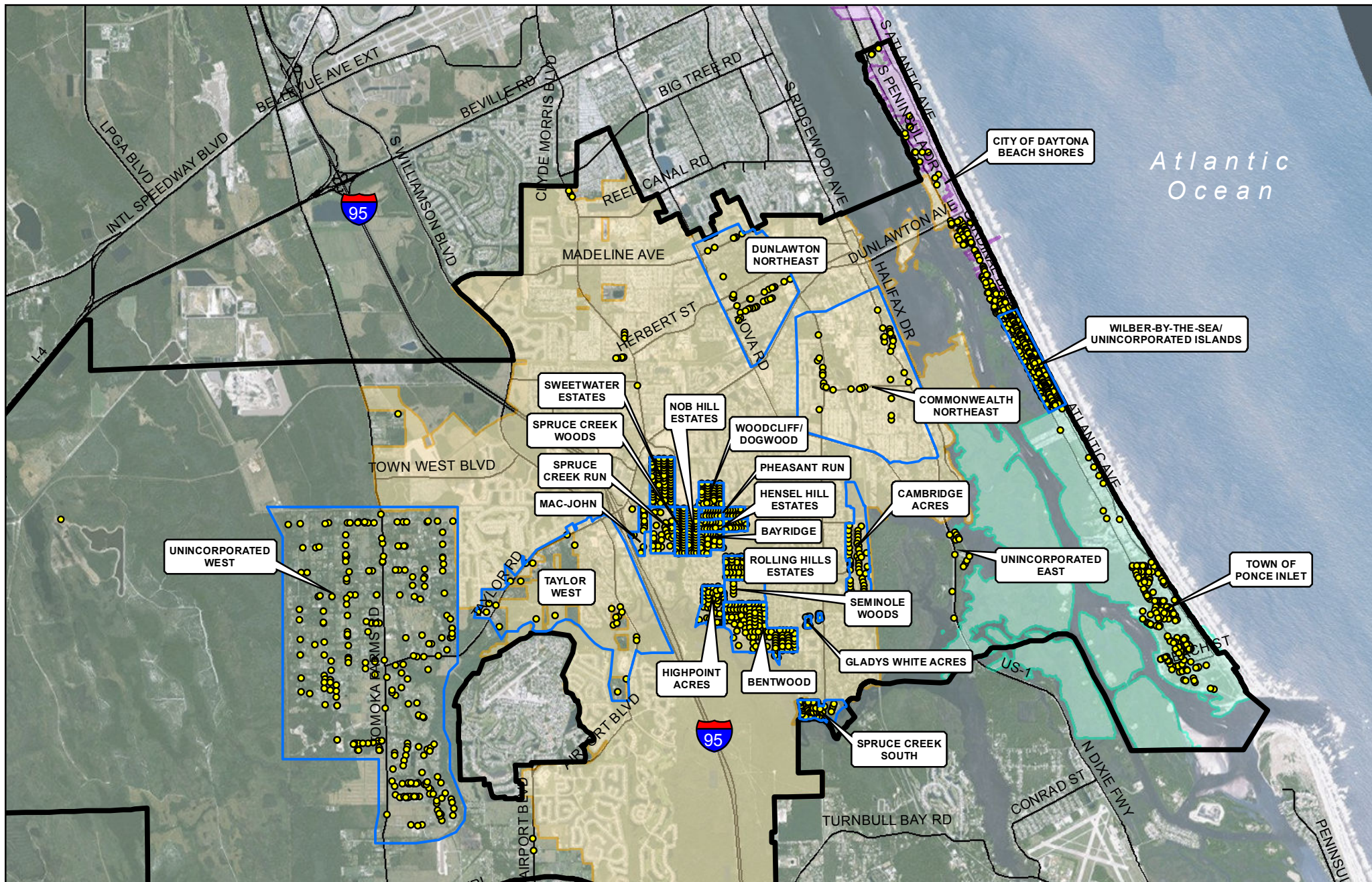


Figure 1-2
Port Orange Service Area
Locations Detail

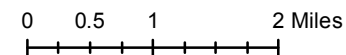
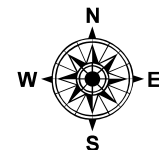
May 18, 2017

Legend

- Septic Tank Locations (1999-2016)
- City of Port Orange Subdivisions/Areas
- ▭ Port Orange Service Area
- Major Roads

Incorporated Areas

- Name**
- City of Daytona Beach Shores
 - Town of Ponce Inlet
 - City of Port Orange



In total, approximately 2,240 OWTS are located within the Port Orange utility service area, of which approximately 733 are located within the incorporated limits of the City of Port Orange (see **Table 1.2**). Approximately 1,078 properties served with OWTS are located within the unincorporated areas, while another 431 properties using OWTS are located within the incorporated limits of the Town of Ponce Inlet and the City of Daytona Beach Shores.

Table 1.2. Distribution of Properties Using OWTS

Area/Subarea	Land Use	# OWTS
<i>Incorporated</i>		
City of Port Orange	Mixed	733
Town of Ponce Inlet	Residential	412
City of Daytona Beach Shores	Residential	19
<i>Incorporated Subtotal</i>		<i>1,164</i>
<i>Unincorporated</i>		
West	Residential	710
East	Mixed	15
Wilber-By-The Sea/Unincorporated Islands	Residential	353
<i>Unincorporated Subtotal</i>		<i>1,078</i>
<i>TOTAL PROPERTY COUNT</i>		<i>2,242</i>

3.0 PROPERTY IDENTIFICATION

Approximately 52 percent of the developed properties within the City's utility service area which use OWTS are located within the City of Port Orange, the Town of Ponce Inlet, or the City of Daytona Beach Shores. This section presents a breakdown of property descriptions based on the incorporated limits of Port Orange, the Town of Ponce Inlet, and the City of Daytona Beach Shores as well as the unincorporated limits of the utility's service area.

3.1 City of Port Orange

An estimated 733 mixed use properties (residential and commercial) located in the City of Port Orange are using septic systems. Of these, the majority are located within residential subdivisions. These estimates were based on information obtained from the Volusia County's Health Department (2016), the Volusia County Property Appraiser's database, the City of Port Orange 2015 Utility Maps, and input from the City of Port Orange Utility Department.

Within the City of Port Orange, the greatest concentrations of properties using OWTS are residential properties. Subdivisions where more than 90% of the properties are using OWTS include:

- Bayridge,
- Bentwood,

- Cambridge Acres,
- Hensel Hill Estates,
- Highpoint Acres,
- Nob Hill Estates,
- Pheasant Run,
- Rolling Hill Estates,
- Spruce Creek Woods, and
- Sweetwater Estates.

For those properties not located within a recognized subdivision, the greatest concentrations of properties using OWTS occur on Taylor Road and Hensel Road.

3.2 Ponce Inlet and Daytona Beach Shores

Developed land which lies within the Town of Ponce Inlet consists mainly of residential and multifamily residential property. Within the Town of Ponce Inlet, there are approximately 412 properties using OWTS, the majority which are residential. These estimates were based on data obtained from the Volusia County's Health Department (2016), the Ponce Inlet 2009 Sewer Master Plan Update, and the City of Port Orange 2015 Utility Maps.

The City of Daytona Beach Shores contains only 19 properties identified as using OWTS, as most of the barrier island in the vicinity is unincorporated.

Table 1.2 and **Table 1.3** show the distribution of properties using OWTS within the Port Orange service area by identified subareas.

3.3 Unincorporated Service Area

The utility service area is bisected by the City of Port Orange with most of the utility service area being unincorporated. For purposes of inventory, the unincorporated area has been further divided into West, East, and Island areas (see **Table 1.2**).

West of the City, there are approximately 710 properties on septic systems near Tomoka Farms Road and along Taylor Road. This area consists of larger single-family residential lots and is more rural in character. West of the City, one (1) property located on Bear Trail contains a City maintenance building using OWTS.

East of the City, in the area between the City of Port Orange and the Town of Ponce Inlet, there are approximately 15 properties on septic systems along US-1 and adjacent streets. This area is more urban and characterized by a mix of residential and commercial uses typical of an urban corridor.

Scattered throughout the City of Port Orange, there are several unincorporated enclaves using OWTS. These areas are primarily residential; however, some commercial uses are present. Unincorporated enclaves using OWTS were combined with the nearest City of Port Orange subdivision where possible.

Additionally, there are approximately 353 properties using OWTS on the barrier islands in the unincorporated area known as Wilber-By-The-Sea. This area consists primarily of dense single-family residential lots.

Table 1.3. Identified Properties Using OWTS in the City of Port Orange

Incorporated					
City of Port Orange					
Subdivision			Non-Subdivision (By Nearest Street)		
Bayridge	Residential	26	Commonwealth Northeast		35
Bentwood	Residential	115	Commonwealth Blvd.	Mixed	6
Cambridge Acres	Residential	47	Jackson St.	Mixed	8
Gladys White Acres	Residential	19	Spruce Creek Rd.	Mixed	8
Hensel Hill Estates	Residential	33	Ridgewood Ave.	Mixed	8
Highpoint Acres	Residential	40	Rogers Ave.	Residential	5
Mac-John	Residential	17	Dunlawton NE		34
Nob-Hill Estates	Residential	35	Madeline Ave.	Mixed	6
Pheasant Run	Residential	31	Canal View Blvd.	Residential	9
Rolling Hills	Residential	48	Samms Ave.	Residential	13
Seminole Woods	Residential	5	Jackson St.	Mixed	6
Spruce Creek Run	Residential	27	Spruce Creek South		42
Spruce Creek Woods	Residential	37	Anthony Dr.	Residential	9
Sweetwater Estates	Residential	67	Hewitt Dr.	Residential	27
Subdivision Subtotal		547	Spruce Creek Rd.	Mixed	6
			Taylor West		24
			Williamson Blvd.	Mixed	5
			Taylor Rd.	Mixed	13
			Anita St.	Residential	6
			Woodcliff/Dogwood		40
			Dogwood Rd.	Residential	14
			Woodcliff Rd.	Residential	17
			Taylor Rd.	Mixed	9
			Other Miscellaneous Streets		11
			Buttermilk Ln.	Residential	5
			Clyde Morris Blvd.	Mixed	2
			Wellfield	Mixed	3
			Taylor Rd.	Mixed	1
			Non-Subdivision Subtotal		186
			TOTAL		733

TECHNICAL MEMORANDUM NO. 2

City of Port Orange Onsite Wastewater Treatment System Study Task 2 – Review Criteria and Ranking Priority

1.0 INTRODUCTION

This section presents and discusses the selection of review criteria that will be utilized for ranking and prioritizing the residential and mixed use neighborhoods that were identified in Technical Memorandum No. 1. A total of nine (9) review criteria were selected for ranking and prioritizing the residential and mixed use neighborhoods located in the Port Orange wastewater service area. These criteria were selected based on similar studies conducted on Florida septic systems, e.g. Sarasota County and the Florida Keys. The review criteria used for ranking and prioritization include:

- Water Table Elevation
- Soil Properties
- Proximity to Surface Water Bodies
- Flood Zones
- Surface Water Management Criteria - TMDLs
- Property Size
- Estimated Nutrient Loadings
- Located Within the Port Orange City Limits
- Age of the OWTS

2.0 PARCEL IDENTIFICATION & PROJECT BOUNDARIES

For the purposes of defining project boundaries, parcels located in non-subdivision areas within the City limits were merged with the identified residential subdivisions. Additionally, some additional neighborhood service areas were created based on a consolidation of parcels located outside of defined subdivisions that were contiguous to one another, e.g. Spruce Creek South. As a result, a total of 19 project areas were identified within the City limits and a total of 5 project areas were identified outside of the City limits (see **Table 2.1** and **Table 2.2**), for an estimated total of 2,242 unsewered parcels within the City's wastewater service area. Identified project areas were used for defining the identified evaluation criteria listed above.

Table 2.1 Neighborhood Project Areas Located Within the Port Orange City Limits

Project Area Description	Parcels¹
Bayridge	26
Bentwood	115
Spruce Creek South	42
Cambridge Acres	47
Commonwealth NE	35
Dunlawton NE	34
Gladys White Acres	19
Hensel Hill Estates	33
Highpoint Acres	40
Mac-John	17
Nob Hill Estates	35
Pheasant Run	31
Rolling Hills	48
Seminole Woods	5
Spruce Creek Run	27
Spruce Creek Woods	37
Sweetwater Estates	67
Taylor West	24
Woodcliff/Dogwood	40
Miscellaneous Streets	11
Total Parcels	733

Table 2.2 Project Areas Located Outside the Port Orange City Limits

Project Area Description	Parcels
Town of Ponce Inlet	412
Wilber-by-the-Sea	353
Unincorporated West ³	710
Unincorporated East	15
City of Daytona Beach Shores	19
Total Parcels	1,509

2.0 REVIEW CRITERIA

A. Water Table Elevation

Water table elevation is an important criterion for ranking since depth to the water table directly effects the performance of an onsite wastewater treatment system (OWTS). Primarily, the depth of the unsaturated zone of soil between the seasonal high water table (SHWT) and the bottom of the drainfield in an onsite wastewater treatment system is of critical importance. When the seasonal high table lies within 2 feet of the bottom of the drainfield, the performance of the OWTS is restricted due to the limited space given for the untreated effluent to discharge and received adequate treatment in the soil profile. The Florida Department of Health requires a minimum of 2 feet between the bottom elevation of the drainfield and the SHWT (Chapter 64E-6, F.A.C.).

Figure 2-1 illustrates the seasonal high water table depth within the Port Orange wastewater service area as the absolute depth (greyscale) and as the average depth over each subdivision that contains an onsite wastewater treatment system (OWTS). Groundwater elevation data was sourced from the Natural Resources Conservation Service (NRCS), United States Department of Agriculture (USDA), Soil Survey Geographic (SSURGO) Database for Daytona-St. Augustine Sub-basin, Florida Hydrologic Unit 03080201 (2014). The original data was stored as centimeters and converted to inches for this analysis.

Properties with a SHWT of less than 2 feet were assigned the highest point value (12 pts) while properties with SWHT greater than 3 feet were assigned the lowest point value (4 pts). Parcels with a SHWT ranging between 24 and 36 inches were assigned a median point value (8 pts). Criteria used for ranking properties according to groundwater table elevations are presented in **Table 2.3** below.

Tables 2.3. Groundwater Table Evaluation Criteria

Groundwater Table Elevations	Point Value
Parcels w/ < 24 inches to SHWT	12
Parcels w/ SHWT $\geq$ 24 inches to < 36 inches	8
Parcels w/ $\geq$ 36 inches to SHWT	4

B. Soil Properties

Soil types were generalized (class aggregated) for analysis and reviewed to identify the depth to the seasonal high water table, soil permeability, the likelihood of flooding, and the associated engineering properties of soils, including their capacity to absorb pollutants. The soils survey also provides an evaluation of soil properties for the suitability of sanitary facilities, including the installation of septic system drainfields. Soils ratings such as “Slight”, “Moderate”, and “Severe” are used based on their limitations for use as septic tank drainfields. Detailed descriptions of

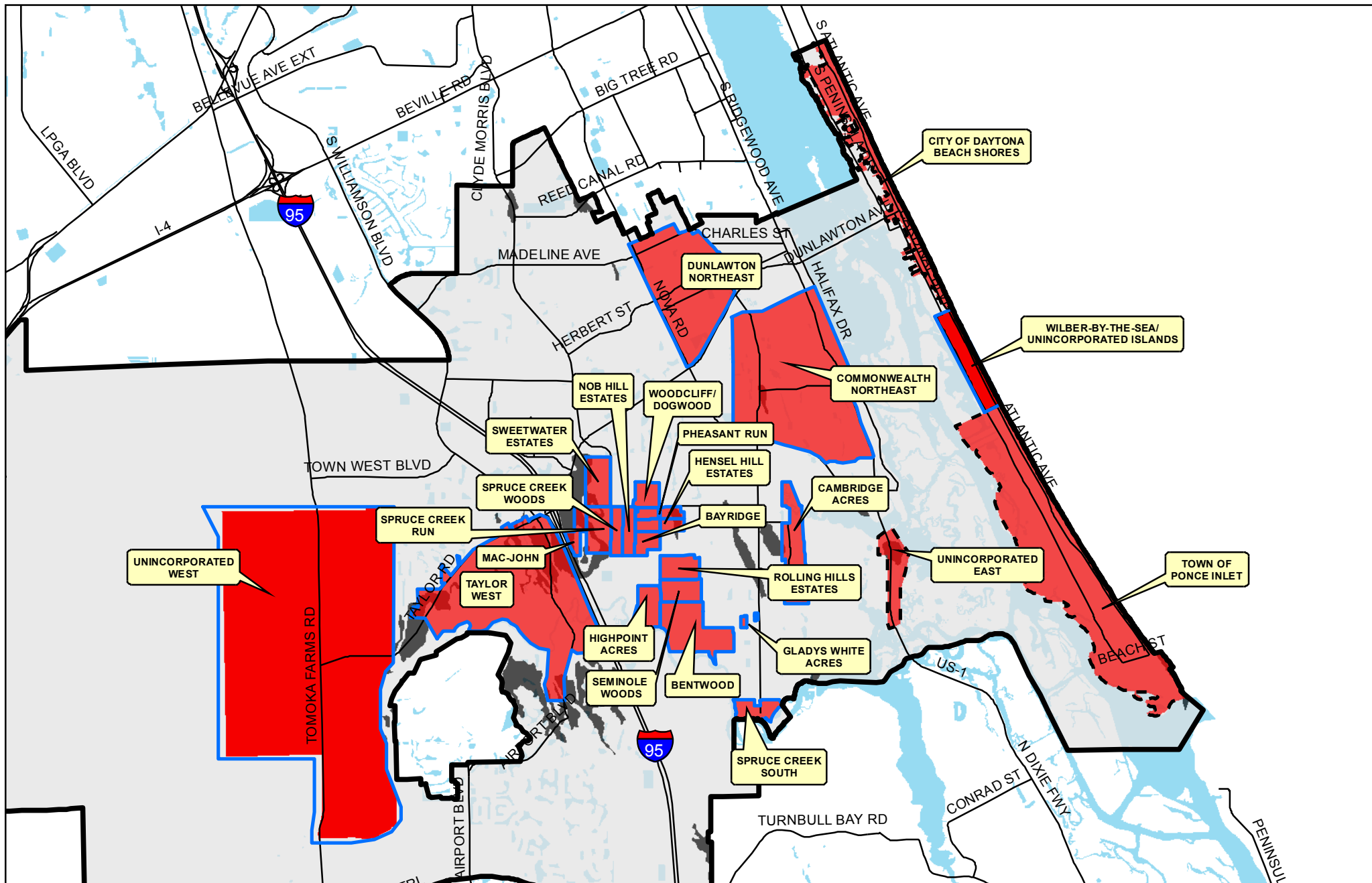


Figure 2-1
Port Orange Service Area
Water Table Elevation

May 18, 2017

Legend

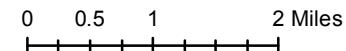
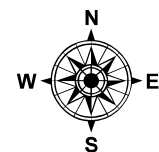
- Port Orange Service Area
- City of Port Orange Subdivisions/Areas
- Other Cities or Unincorporated Areas
- Major Roads
- Surface Water

Seasonal High Water Table (SHWT) Depth, Average Over Area

- < 24 inches to SHWT
- 24 - 36 inches to SHWT
- > 36 inches to SHWT

Seasonal High Water Table (SHWT) Depth, Absolute

- < 24 inches to SHWT
- 24 - 36 inches to SHWT
- > 36 inches to SHWT



the different soil types found in Port Orange wastewater service area are described in **Table 2.4** below.

Table 2.4. Soil Types Found in the Port Orange Wastewater Service Area

Soil Type	Flooding Frequency	Depth of the Seasonal High Water Table	Duration of the Seasonal High Water Table	Septic Tank Drainfield Limitations
Palm Beach	None	> 6.0'	NA	Slight
Paola	None	> 6.0'	NA	Slight
Pomona	None	0-1.0'	July - Sept	Severe
Smyrna	None	0-1.0'	July - Oct	Severe
Wabasso	None	0-1.0'	June - Oct	Severe

Palm Beach. The Palm Beach sands are predominantly found along the dunes that parallel and border the coastal area of the Atlantic Ocean. Soils in this category are predominantly excessively drained soils. Water table depths are usually at 72 inches below the ground surface. These soils have a high permeability and drain well.

Paola. The Paola fine sands are predominantly found in the central portion of the Port Orange wastewater service area. Soils in this category are classified as excessively drained. Water table depths are typically found at depths below 72 inches. The permeability of these soils is rapid. Because of the high permeability, there is a pollution risk to shallow groundwater if onsite wastewater treatment systems are used with this soil type.

Pomona. The Pomona fine sand is a poorly drained soil which occurs in low broad areas within the flatwoods. The seasonal high water table is found at a depth of approximately 10 inches below the soil surface for a period of 1 to 3 months and within 40 inches of the soil surface for the remainder of the year. Soil permeability is high in the upper 18 inches of the profile, moderate from 18 to 33 inches, rapid from 33 to 50 inches and slow from 50 to 60 inches. The major limitations with this soil type are its extreme wetness and moderate to slow permeable subsoil. These moderate slow permeable layers restrict downward water movement, thereby making the Pomona soils unsuitable for most onsite wastewater treatment systems.

Smyrna. The Smyrna fine sand is a poorly drained soil that also occurs in low broad areas in flatwoods, low lying areas adjacent to depressions, and low areas within the sandhills. Mapped areas of this soil type are large, typically more than 500 acres with slopes less than 2 percent. The seasonal high water table is found at or near the soil surface. During most years, the water table depth is approximately 10 inches from the soil surface for 1 to 4 months of the year. Soil permeability is moderate or moderately rapid in the subsoil and rapid in the other layers. To utilize an onsite wastewater treatment systems in a Smyrna soil type, a mounded drainfield is required for proper operation.

Wabasso. The Wabasso fine sand is a poorly drained nearly level soil that occurs in low, broad areas. The seasonal high water table is found at or near the soil surface. The water table with

this soil is typically within 10 inches of the soil surface for 1 to 4 months of the year and within 40 inches for about 6 months of the year. During extended dry periods, the water table may recede below 40 inches. Soil permeability is rapid to 24 inches, moderate from 24 to 35 inches, rapid from 35 to 39 inches, and moderate from 39 to 80 inches. Drainage of the soil profile is low due to the seasonal high groundwater table. Because of its excessive wetness and low permeability, the Wabasso soils are not suitable for the use of an onsite wastewater treatment system.

Summary. Table 2.5 presents a summary of the evaluation criteria points used with the different soil types found in the Port Orange service area. Soils classified as “severe” in terms of their limited capacity for use with an OWTS were assigned the high point value (12 points). Soils classified as slightly limited in their ability to provide good drainage for onsite wastewater treatment systems were assigned the lowest point value (4 points).

Table 2.5. Evaluation Criteria Points Assigned to Soil Types

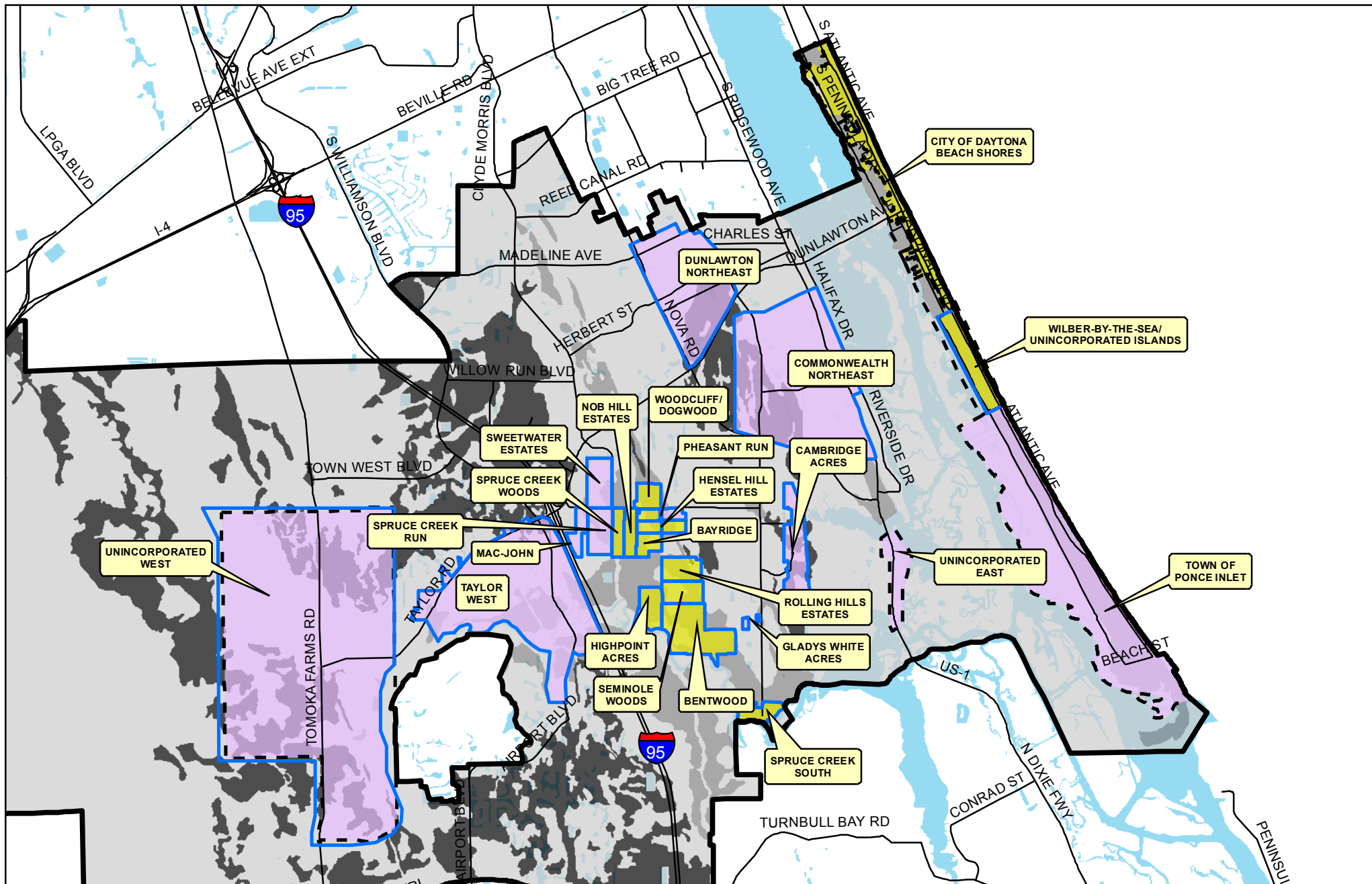
Soil Type	Grade / Limitation	Point Value
Pomona, Smyrna, & Wabasso	Severe	12
Combination of Soil Types	Slight & Severe	8
Palm Beach & Paola	Slight	4

The soil types found within the Port Orange wastewater service area and the predominant soils found within each identified subdivision that contains onsite wastewater treatment systems are shown in **Figure 2-2**. Soils information was obtained from the Natural Resources Conservation Service (NRCS), United States Department of Agriculture (USDA), Soil Survey Geographic (SSURGO) Database for Daytona-St. Augustine Sub-basin, Florida Hydrologic Unit 03080201 (2014).

C. Proximity to Surface Water Bodies

The City of Port Orange has two major surface water bodies located within the service area: Spruce Creek and the Halifax River. These water bodies are located in the Upper East Coast watershed based on boundaries identified by FDEP and the St. Johns River Water Management District (SJRWMD). Spruce Creek, which is classified as an Outstanding Florida Water, has a large drainage basin of approximately 33 square miles in size and a long-term average streamflow of 13 inches per year (USGS, 1985). Additional surface waters within the study area include Rose Bay and Strickland Bay, both of which experience tidal influences.

The distance between an OWTS and a surface water body was also used as an evaluation tool for this study effort. Neighborhoods were evaluated and scored based on their relative distance between a subdivision boundary and the edge of the water body. **Table 2.6** summarizes the evaluation criteria used for ranking parcels using onsite wastewater treatment systems within the study area.



Tables 2.6. Surface Water Evaluation Criteria

Proximity to a Major Surface Water Body	Point Value
≤ 100 feet	12
> 100 feet to ≤ 500 feet	8
> 500 feet to $\leq 1,000$ feet	4
$> 1,000$ feet	2

Figure 2-3 Illustrates the proximity of neighborhoods which have OWTS to the major surface water bodies in 100-ft, 500-ft, and 1000-ft intervals. GIS data for this analysis was sourced from the SJRWMD, Hydrology 1:24000 Scale “Streams” and “Waterbodies” layers. A buffer-analysis was applied in ArcGIS to determine the distance between the subdivision boundary and the edge of the water body.

D. Flood Zones

The Federal Emergency Management Agency (FEMA) flood maps for Volusia County were used to determine where parcels using OWTS are located within the 100-year floodplain. Evaluation criteria points were assigned based on the percentage of parcels located within or outside the 100-yr floodplain as presented in **Table 2.7**. Neighborhoods located within the 100-yr floodplain were ranked highest since drainfields on these properties (w/ OWTS) will not function as designed under flood conditions.

Table 2.7. Flood Zone Parcel Point Values

Flood Zone Parcel Location	Point Value
Greater than 50% of parcels are located within the 100-yr floodplain	12
Less than 50% of parcels are located within the 100-yr floodplain	8
Parcels which are located outside the 100-yr floodplain	4

Figure 2-4 shows the Federal Emergency Management Agency (FEMA) Digital Flood Insurance Rate (DFIRM) flood hazard zones (A, AE, AH, VE) within the Port Orange wastewater service area, as well as subdivisions containing OWTS where greater than 50 percent of the subdivision’s area are located within a flood hazard zone. Parcels with zone designations A, AE, AH and VE are classified as hazard areas inundated by the 100-year flood. This data was sourced from the FEMA DFIRM Database (2016) and retrieved from the University of Florida’s Florida Geographic Data Library (FGDL) in January 2017.

E. Surface Water Management Criteria - TMDLs

Total maximum daily loads (TMDLs) for a pollutant have been developed for surface water bodies throughout the state of Florida to protect human health and aquatic life. TMDLs provide

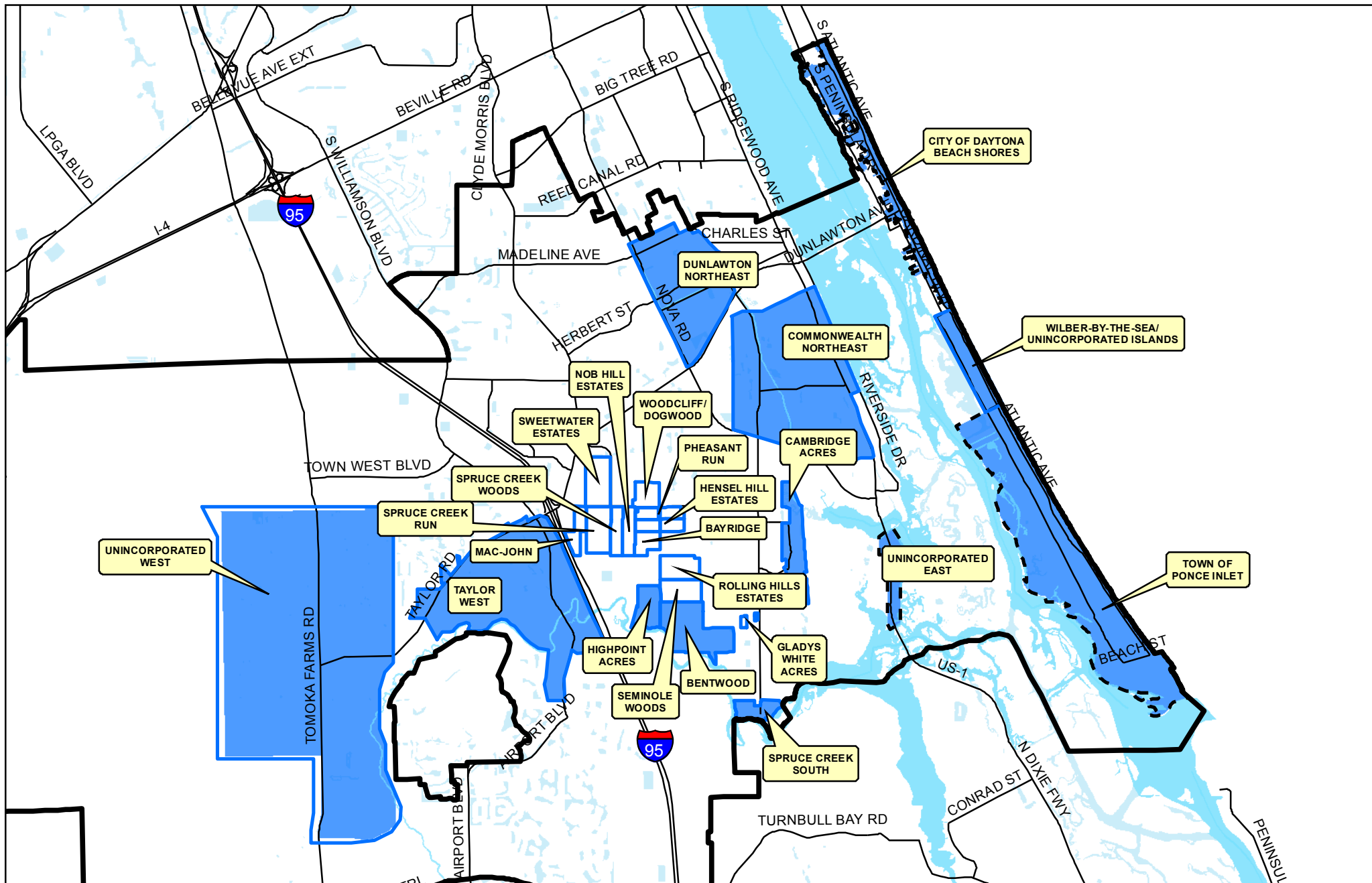
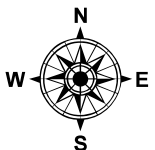
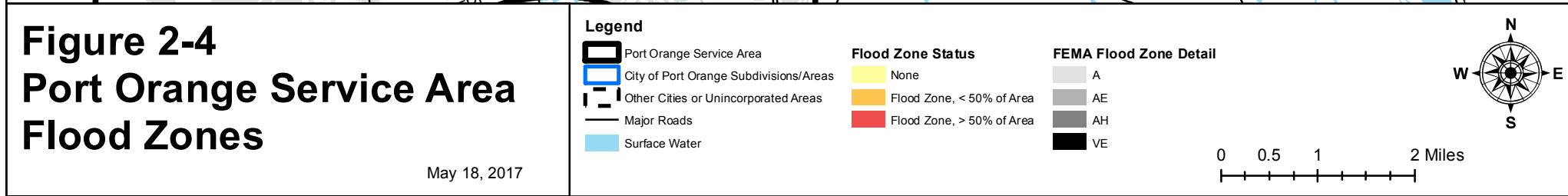


Figure 2-3
Port Orange Service Area
Proximity to
Surface Water Bodies

May 18, 2017

0 0.5 1 2 Miles



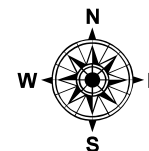


May 18, 2017

 Port Orange Service Area
 City of Port Orange Subdivisions/Areas
 Other Cities or Unincorporated Areas
 Major Roads
 Surface Water

None
Flood Zone, < 50% of Area

 A
 AE
 AH
 VE



the State with the ability to determine how much pollutant the water body can absorb while still maintaining its designated use. Water bodies that don't meet water quality standards are designated as "impaired".

Spruce Creek, a major surface water located in the Port Orange wastewater service area, is a Class III marine waterbody and is also designated as an Outstanding Florida Water (OFW). Spruce Creek is approximately 20 miles long, forms wetlands approximately 5 miles west of New Smyrna Beach, eventually flows north and then east, and ultimately discharges into the Intracoastal Waterway where the Creek is tidally influenced in its lower reaches.

Spruce Creek has been identified by FDEP as an impaired water and was included on the Verified List of impaired waters within the Upper East Coast Basin (2007). Allowable loadings to Spruce Creek that would restore the waterbody to meet water quality for both dissolved oxygen (DO) and nutrients were identified in FDEP's Final TMDL Report for Spruce Creek (April 2008). Major nutrient sources identified in the watershed include loadings from surface runoff, groundwater inflow, leaking collection systems, and onsite wastewater treatment systems (i.e. septic tanks). There are no wastewater treatment facilities located within a 5-mile radius of the Creek's drainage basin.

Currently, FDEP has established TMDLs for both the freshwater segment and the marine segment of Spruce Creek (Chapter 62-304.435, F.A.C.). A TMDL for fecal coliform equivalent to 400 counts/100 mL was established for the freshwater segment, while a TMDL for dissolved oxygen (DO) of 4.0 mg/L was established for the marine segment.

The Spruce Creek TMDLs were included as important criteria for the purpose of prioritizing residential and mixed use parcels which use onsite wastewater treatment systems in the Port Orange wastewater service area. Unsewered parcels and neighborhoods which border Spruce Creek were assigned the highest point value (12 pts), while parcels located adjacent to streams/canal connecting with Spruce Creek were assigned a median point value (8 pts). Parcels with no boundaries or connections to Spruce Creek were assigned the lowest of ranking points (4 pts). Evaluation point values associated with each criterion are presented in **Table 2.8**.

Table 2.8. Surface Water Management Criteria (TMDLs) Point Values

Surface Water Management Criteria – Spruce Creek Watershed	Point Value
Parcels Adjacent to Spruce Creek	12
Parcels Adjacent to Canals/Streams Connected to Spruce Creek	8
Parcels w/ No Boundaries or Connections to Spruce Creek	4

F. Property Size

Property size was also considered a criterion for evaluating the suitability whether an identified neighborhood or group of parcels was suitable for using onsite wastewater treatment systems. Based on requirements specified in Chapter 64E-6.005.7, F.A.C. a minimum parcel size of ½-

acre, exclusive of all paved areas and surface water bodies, is required for using an onsite wastewater treatment system. Previous septic tank studies have demonstrated that a minimum parcel size of ½-acre was the most cost effective when using an OWTS provided that suitable soils and adequate distance between the seasonal high groundwater table existed (Sarasota County, 2000). The City of Port Orange, however, only allows the use of an onsite wastewater treatment system on a single family residential home lot of one (1) acre or more provided that the soils are suitable septic tank use and where central sewer service is not available (Port Orange Land Development Code, Chapter 11 – Utilities).

Figure 2-5 illustrates the absolute property sizes within the Port Orange wastewater service area, as well as the average property size within subdivision containing OWTS. This data was sourced from the Volusia County Property Appraiser's Parcel Database (2016); parcel geometry acreage was calculated and mapped in ArcGIS. For this evaluation, neighborhood parcels less than 0.5 acre in size were identified as most suitable for using OWTS while parcels greater than 1.0 acre or more were assigned lower point values (see **Table 2.9**).

Table 2.9. Evaluation Criteria for Property Lot Sizes

Lot Size	Point Value
< 0.5 acre	12
0.5 acre to 1.0 acre	10
>1.0 acre to 1.5 acres	8
> 1.5 acres to 2.5 acres	6
> 2.5 acres	4

G. Estimated Nutrient Loadings

Nutrient loadings (i.e. nitrogen and phosphorus) to a given watershed can be estimated based on the major land uses which are predominant in the Port Orange wastewater service area. These nutrient loading estimates have been strongly correlated to the water quality degradation of nearby surface waters where onsite wastewater treatment systems are located in close proximity to the receiving water body.

For example, based on FDEP estimates, approximately more than 600 residences in the Spruce Creek watershed are using septic systems. Based on the number of households using septic systems, the average household size in the watershed (2.34 persons) and the average water usage per capita per day, the estimated nutrient loadings for both nitrogen and phosphorus were estimated to equal approximately 11,000 lbs/year and 4,600 lbs/year, respectively. These loading calculations are roughly equivalent to 18 lbs of nitrogen and 8 lbs of phosphorus discharged to the environment from each septic tank per year.

The Wekiva River Basin Study (2007) states that between 50 to 90 percent of nitrogen released from onsite wastewater treatment systems will reach the groundwater, with an average of 70%

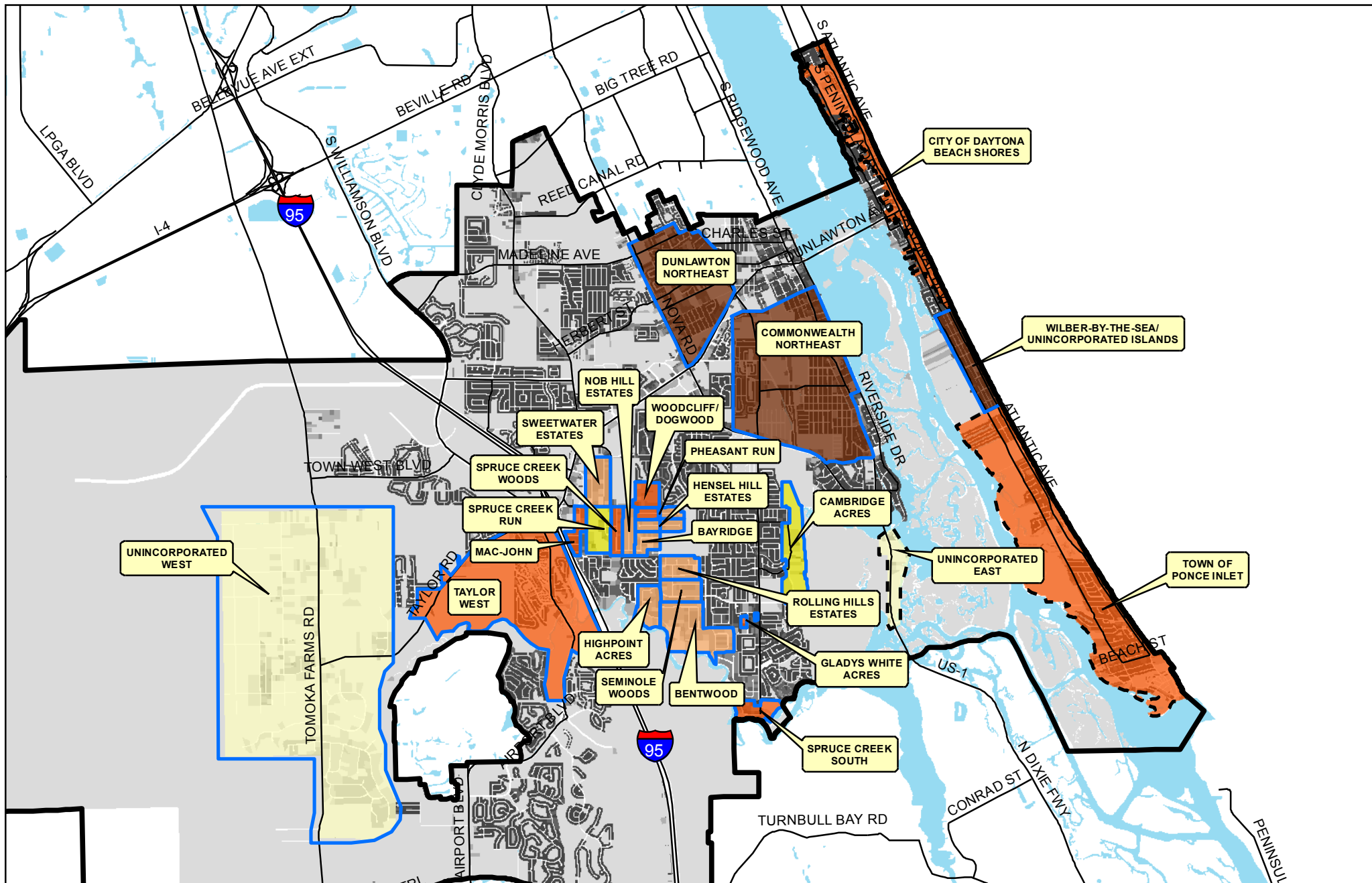


Figure 2-5
Port Orange Service Area
Property Size

May 18, 2017

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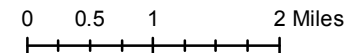
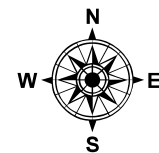
- Port Orange Service Area
- City of Port Orange Subdivisions/Areas
- Other Cities or Unincorporated Areas
- Major Roads
- Surface Water

Average Property Size

- < 0.5 acre
- 0.5 - 1.0 acre
- 1.0 - 1.5 acre
- 1.5 - 2.5 acre
- > 2.5 acre

Absolute Property Size

- < 0.5 acres
- 0.5 - 1.0 acres
- 1.0 - 1.5 acres
- 1.5 - 2.5 acres
- > 2.5 acres



of nitrogen reaching the groundwater. Based on these estimates, nitrogen loading estimates (based on average of 13 lbs-N/yr for a single family home) can be calculated for identified subdivisions based on the number of OWTS located in each community.

Using a weighted scoring method, the project area with highest N loading was assigned the most points while adjusting each of the remaining service areas proportionally based on a point value ranging from zero to 12 (**Table 2.10**). For example, the Unincorporated West service area which has the highest annual nitrogen loading (8,946 lbs-N/yr) was assigned 12 points while the Seminole Woods and Spruce Creek Woods neighborhoods which had the lowest annual nitrogen loading (63 lbs-N/yr) were assigned a point value of 0.12. Individual scoring results of neighborhood project areas based on using this criterion is presented in **Appendix 2.1**.

Table 2.10. Evaluation Criteria Based on Estimated Nutrient Loadings

Average Neighborhood Nitrogen Loadings	Point Value
Estimated Annual Nitrogen Loading (lbs-N/yr)	0 – 12

H. Located Within the City Limits

Parcels located within the City limits were assigned the highest point value (12 pts), while parcels located outside the City limits but within unincorporated Volusia County were assigned a median point value (8 pts). Parcels located outside the City limits but within an incorporated area of Volusia County (other than Port Orange) were assigned the lowest ranking points (4 pts). **Table 2.11** presents the evaluation criteria used for evaluating parcels located within the City limits.

Table 2.11. OWTS Location

OWTS Location	Point Value
Located inside the City Limits	12
Located outside the City Limits and within unincorporated Volusia County	8
Located outside the City limits and in an incorporated area in Volusia County	4

I. Age of Onsite Wastewater Treatment System (OWTS)

Septic tank age was originally considered as a criterion for the prioritization of septic tank replacement in the Port Orange wastewater service area. The Florida Department of Health

has no rule requiring the replacement of an aged drainfield; however, the drainfield of an onsite wastewater treatment system has a limited lifespan and typically dictates when a repair or replacement is required. The average lifespan of a conventional drainfield typically ranges from 10 to 20 years at which time a replacement drainfield must be installed. EPA studies have shown that more than half of OWTS drainfields fail prematurely due to improper operation or lack of adequate maintenance. Generally, failures occur when drainfields become clogged. These failures will eventually lead to pollution of nearby groundwaters, surface waters, and water supply systems.

After further review of the records obtained from the Volusia County Health Department, the availability of records prior to 1999 was limited thereby making it difficult to categorize areas based on age. For this reason, age was eliminated as a criterion in the prioritization of areas which are using OWTS.

APPENDIX 2.1

Nutrient Loading Criteria Point Scoring for Project Areas

Appendix 2.1 - Port Orange Wastewater Service Area - Nitrogen Loading Calculations

No.	Neighborhood	No. of Parcels	N Loading (lbs/yr)	Weighted Point Value
1	Unincorp. West	710	8946	12.0
2	Town of Ponce Inlet	412	5191	7.0
3	Wilber-by-the-Sea	353	4448	6.0
4	Bentwood	115	1449	4.9
5	Sweetwater Estates	67	844	2.8
6	Rolling Hills Estates	48	605	2.0
7	Cambridge Acres	47	592	2.0
8	Spruce Creek South	42	529	1.8
9	Highpoint Acres	40	504	1.7
10	Woodcliff/Dogwood	40	504	1.7
11	Spruce Creek Woods	37	466	1.6
12	Nob Hill Estates	35	441	1.5
13	Commonwealth Northeast	35	441	1.5
14	Dunlawton Northeast	34	428	1.4
15	Hensel Hill Estates	33	416	1.4
16	Pheasant Run	31	391	1.3
17	Spruce Creek Run	27	340	1.1
18	Bayridge	26	328	1.1
19	Taylor West	24	302	1.0
20	Gladys White Acres	19	239	0.8
21	City of Daytona Beach Shores	19	239	0.8
22	Mac-John	17	214	0.7
23	Unincorp. East	15	189	0.6
24	Seminole Woods	5	63	0.2

TECHNICAL MEMORANDUM NO. 3

City of Port Orange

Onsite Wastewater Treatment System Study

Task 3 – Ranking Priority of Neighborhood Service Areas

1.0 INTRODUCTION

This section presents the ranking and prioritization of residential and mixed use neighborhoods based on the review criteria identified in Technical Memorandum No. 2. A total of eight (8) review criteria were selected for ranking and prioritizing the residential and mixed use neighborhoods located in the Port Orange wastewater service area. Numerical values were used with each criterion for ranking and evaluating identified service areas. The review criteria and corresponding point system used for ranking are summarized in **Table 3.1** below.

Table 3.1
Neighborhood Evaluation Criteria

Review Criteria	Evaluation Criteria	Point Value
Water Table Elevation	< 24" to Seasonal High Water Table	12
	24" to 36" to SHWT	8
	> 36" to SHWT	4
Soil Properties	Pomona, Smyrna & Wabasso - Severe	12
	Combination of Soil Types – Slight & Severe	8
	Palm Beach & Paola – Slight	4
Proximity to Surface Water Body	≤ 100 feet	12
	> 100 feet too ≤ 500 feet	8
	> 500 feet to ≤ 1,000 feet	4
	>1,000 feet	2
Flood Zone	> 50% of parcels located in the 100-yr floodplain	12
	< 50% of parcels located in the 100-yr floodplain	8
	Parcels located outside the 100-yr floodplain	4
Total Maximum Daily Loads (TMDLs)	Parcels located adjacent to Spruce Creek	12
	Parcels adjacent to canals/streams connected w/ Spruce Creek	8
	Parcels w/ no boundaries or connections to Spruce Creek	4
Property Size	< 0.5 acre	12
	0.5 acre to 1.0 acre	10
	> 1.0 acre to 1.5 acres	8
	> 1.5 acres to 2.5 acres	6
	> 2.5 acres	4
Estimated Nitrogen (N) Loadings	Weighted Scoring Based on Estimated Annual N Loading	0-12

Port Orange City Limit	Located within the City Limits	12
	Located outside the City limits & in unincorporated Volusia Co.	8
	Located outside the City limits and incorporated Volusia Co.	4

Identified neighborhood areas in the study area were ranked based on the specified priority criteria as described in Technical Memorandum No. 2.

2.0 NEIGHBORHOOD SERVICE AREAS

Technical Memorandum No. 1 provided the identification of neighborhood properties which utilize onsite wastewater treatment systems within the incorporated limits of the City of Port Orange as well as the unincorporated areas of the City's wastewater service area. Within the Port Orange city limits, properties were designated as those located within the defined limits of residential subdivisions along with a listing of parcels located outside of a defined subdivision based on GIS shapefiles for defined neighborhood boundaries.

For the purposes of defining identified capital projects, parcels located in non-subdivision areas within the City limits were merged with the identified residential subdivisions. Additionally, some additional neighborhood service areas were created based on a consolidation of parcels located outside of defined subdivisions that were contiguous to one another (e.g. Spruce Creek South). As a result, a total of 19 project areas were identified within the City limits and a total of 5 project areas were identified outside of the City limits. Each of the identified project areas are shown in **Figure 3-1**. These identified areas were ranked and scored based on each of eight (8) evaluation criteria identified in Technical Memorandum No. 2 – Review Criteria and Ranking Priority.

3.0 NEIGHBORHOOD RANKINGS

This section presents the ranking of neighborhoods identified within the Port Orange wastewater service area where central sewer projects will be recommended for construction. Evaluations were based on the methods and figures presented in Technical Memorandum No. 2. Two priority project groups were established based on property location as follows:

- Priority 1 – Properties Located within the Port Orange City Limits
- Priority 2 – Properties Located outside the Port Orange City Limits

The overall area rankings for the identified neighborhoods within each priority area are described and presented below.

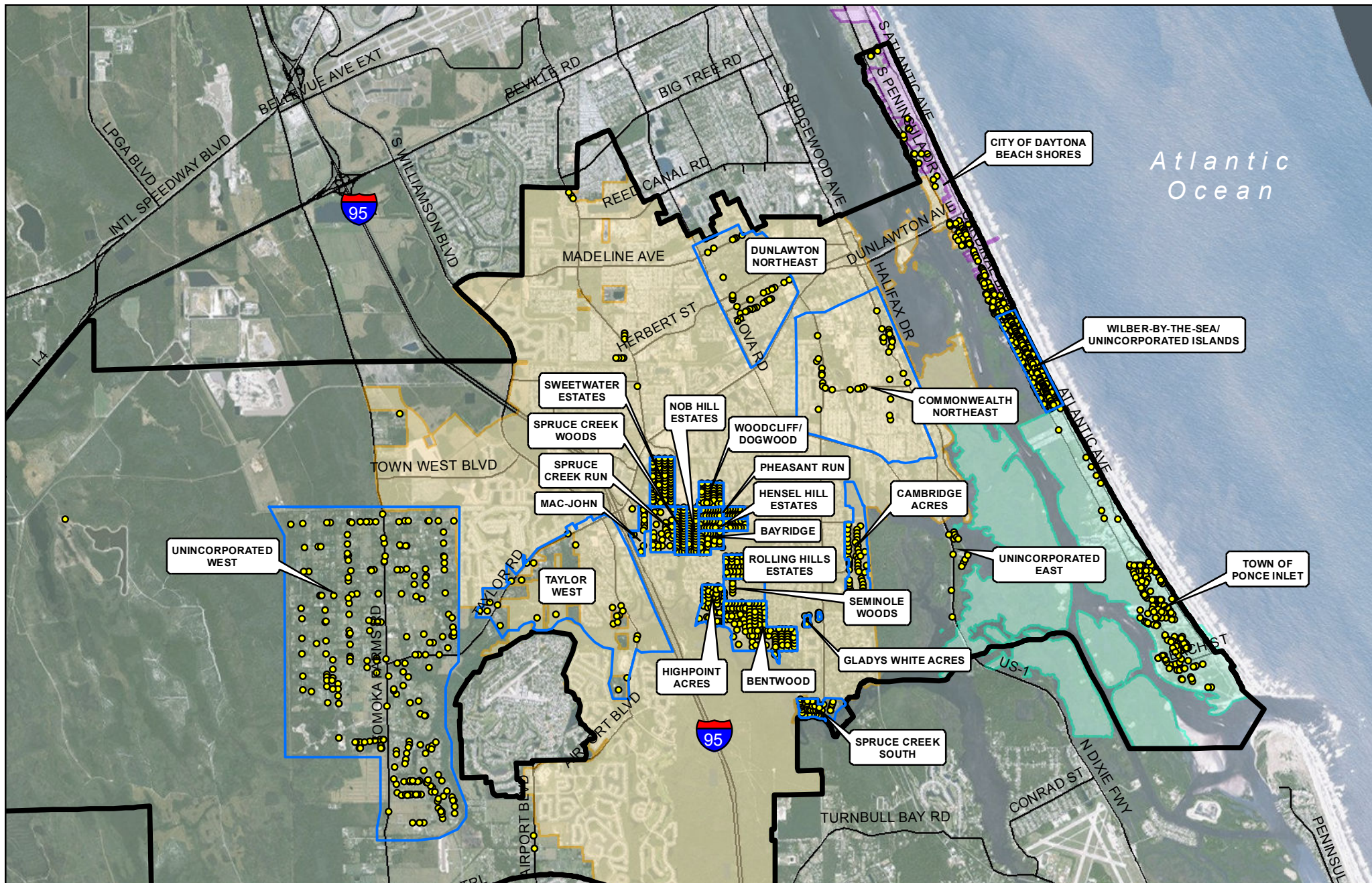


Figure 3-1
Port Orange Service Area
Locations Detail

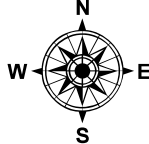
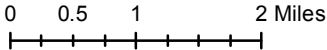
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- Septic Tank Locations (1999-2016)
- City of Port Orange Subdivisions/Areas
- ▭ Port Orange Service Area
- Major Roads

Incorporated Areas

- Name**
- City of Daytona Beach Shores
 - Town of Ponce Inlet
 - City of Port Orange



2.1 Priority 1 – Port Orange City Limits

The highest priority projects include those properties located within the Port Orange city limits. A total of 19 residential neighborhoods comprising more than 700 parcels were identified and ranked accordingly as project areas which are currently utilizing onsite wastewater treatment systems (**Table 3.2**). A breakdown of the individual scoring for each project area is presented in **Appendix 3.1**.

**Table 3.2 Ranking of Priority 1 Projects
(Located Within the Port Orange City Limits)**

Ranking	Project Area Description	# Parcels ¹	Total Points ²
1	Bentwood	115	72.9
2	Spruce Creek South	42	71.8
3	Taylor West	24	71.0
4	Commonwealth NE	35	69.5
5	Dunlawton NE	34	69.4
6	Cambridge Acres	47	68.0
7	Highpoint Acres	40	65.7
8	Sweetwater Estates	67	62.8
9	Spruce Creek Run	27	59.1
10	Mac-John	17	58.7
11	Spruce Creek Woods	37	55.6
12	Gladys White Acres	19	54.8
13	Rolling Hills	48	54.0
14	Seminole Woods	5	52.2
15	Pheasant Run	31	52.3
16	Woodcliff/Dogwood	40	51.7
17	Nob Hill Estates	35	49.5
18	Hensel Hill Estates	33	49.4
19	Bayridge	26	49.1

Notes:

1. Single unsewered parcels located outside of neighborhood project areas are not included.
2. Total points are based on cumulative scoring of 8 priority criteria used for evaluating each neighborhood/service area as identified in Technical Memorandum No. 2 – Review Criteria and Ranking Priority. Neighborhoods are ranked based on highest total points accumulated for an individual neighborhood using all 8 priority scoring criteria.

2.2 Priority 2 – Outside Port Orange City Limits

This group of priority neighborhoods includes identified unsewered parcels which are located outside the Port Orange city limits. A total of 5 project areas with an estimated 1,509 parcels were included in this priority listing as identified in **Table 3.3** below. Projects in the Unincorporated West service area scored highest in this priority listing primarily due to their seasonal high water table, soil conditions, close proximity to surface waters, and nutrient loading. A breakdown of the individual scoring for each project area is presented in **Appendix 3.1**.

**Table 3.3 Ranking of Priority 2 Projects
(Located Outside the Port Orange City Limits)**

Ranking	Project Area Description	# Parcels ¹	Total Points ²
1	Unincorporated West ³	710	72.0
2	Town of Ponce Inlet	412	69.0
3	Wilber-by-the-Sea	353	66.0
4	Unincorporated East	15	64.6
5	City of Daytona Beach Shores	19	54.8
TOTAL		1,509	

Notes:

1. Single unsewered parcels located outside of neighborhood project areas are not included.
2. Total points are based on cumulative scoring of 8 priority criteria used for evaluating each neighborhood/service area as identified in Technical Memorandum No. 2 – Review Criteria and Ranking Priority. Neighborhoods are ranked based on highest total points accumulated for an individual neighborhood using all 8 priority scoring criteria.
3. Parcels located in the Unincorporated West service area are primarily parcels with an average lot size greater than 2.5 acres in size.



APPENDIX 3.1

Priority Scoring Results for Port Orange Service Area Project Areas

Port Orange Wastewater Service Area - Priority Criteria Scoring

Areas Within Port Orange City Limits											
Ranking	Area Description	Parcels	SHWT	Soils	Surface Water Proximity	Flood Zone	TMDLs	Property Size	Weighted Nutrient Values	City Limits	Total Pts
1	Bentwood	115	12	4	12	8	12	8	4.9	12	72.9
2	Spruce Creek South	42	12	4	12	8	12	10	1.8	12	71.8
3	Commonwealth NE	76	12	8	12	8	4	12	3.2	12	71.2
4	Taylor West	24	12	8	12	8	12	10	1.0	8	71.0
5	Dunlawton NE	34	12	8	12	8	4	12	1.4	12	69.4
6	Cambridge Acres	47	12	8	12	12	4	6	2.0	12	68.0
7	Highpoint Acres	40	12	4	12	8	8	8	1.7	12	65.7
8	Sweetwater Estates	67	12	8	4	8	8	8	2.8	12	62.8
9	Spruce Creek Run	27	12	8	4	8	8	6	1.1	12	59.1
10	Mac-John	17	12	8	4	8	4	10	0.7	12	58.7
11	Gladys White Acres	19	12	8	4	4	4	10	0.8	12	54.8
12	Spruce Creek Woods	5	12	4	4	4	8	10	0.2	12	54.2
13	Rolling Hills	48	12	4	4	4	8	8	2.0	12	54.0
14	Seminole Woods	5	12	4	4	8	4	8	0.2	12	52.2
15	Pheasant Run	31	12	6	4	4	4	9	1.3	12	52.3
16	Woodcliff/Dogwood	40	12	4	4	4	4	10	1.7	12	51.7
17	Nob Hill Estates	35	12	4	4	4	4	8	1.5	12	49.5
18	Hensel Hill Estates	33	12	4	4	4	4	8	1.4	12	49.4
19	Bayridge	26	12	4	4	4	4	8	1.1	12	49.1
Port Orange City Limit Totals		731									
Areas Outside of Port Orange City Limits											
Ranking	Area Description	Parcels	SHWT	Soils	Surface Water Proximity	Flood Zone	TMDLs	Property Size	Weighted Nutrient Values	City Limits	Total Pts
1	Unincorp. West	710	12	8	12	8	8	4	12.0	8	72.0
2	Town of Ponce Inlet	412	12	8	12	12	4	10	7.0	4	69.0
3	Wilber-by-the-Sea	353	12	4	12	8	4	12	6.0	8	66.0
4	Unincorp. East	15	12	8	12	12	8	4	0.6	8	64.6
5	City of Daytona Beach Shores	19	12	4	12	8	4	10	0.8	4	54.8
Outside City Limit Totals		1509									

TECHNICAL MEMORANDUM NO. 4

City of Port Orange

Onsite Wastewater Treatment System Study

Task 4 – Collection System Alternatives for Identified Neighborhoods

1.0 INTRODUCTION

This section presents the identification of collection alternatives that can be utilized for serving each of the prioritized neighborhood service areas which were identified in Technical Memorandum No. 3. Collection system alternatives were chosen based on experience with the planning, design and construction of alternative sewer systems with existing municipal infrastructure throughout Florida.

2.0 NEIGHBORHOOD SERVICE AREAS

Technical Memorandum No. 3 identified and prioritized residential and mixed use neighborhood properties whereby central sewers could be provided where onsite wastewater treatment systems are utilized within the incorporated limits of the City of Port Orange as well as the unincorporated areas of the City's wastewater service area. Project areas in the wastewater service area, in order of priority, included:

- City of Port Orange;
- Unincorporated West;
- Ponce Inlet;
- Wilbur-by-the-Sea;
- Unincorporated East; and
- Daytona Beach Shores.

3.0 ALTERNATIVE COLLECTION SYSTEMS

Sewering residential communities today typically involves using one or more types of collection systems – gravity, low pressure and vacuum sewers. Determining which type of collection system is more beneficial to a community is usually decided upon by engineers using a number of factors that include total capital costs, constructability, and geographical location. A brief summary of each type of collection system is provided in the paragraphs which follow.

3.1 Gravity Sewers

Conventional gravity sewers consist of a network of large diameter piping (8-inch or larger) and pumping stations which are used to convey wastewater from individual households, neighborhoods, and businesses to a regional wastewater treatment plant facility. Sewer piping

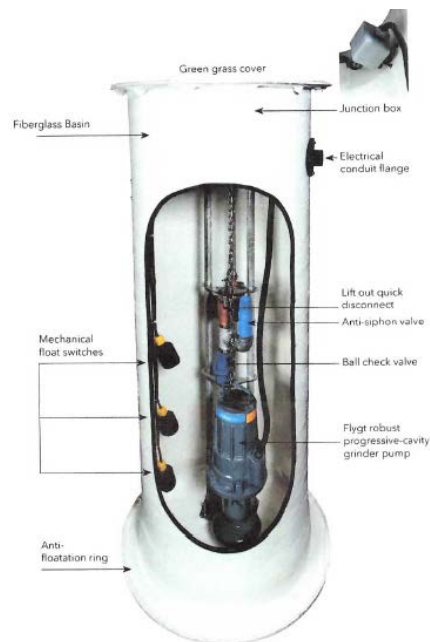
must be designed and constructed with minimum slope requirements to achieve a minimum velocity of 2 feet per second (fps) when flowing full. Sewer flow through the piping network is accomplished by gravity with the assistance of local and regional pump stations for transporting flows.

Depending on the location, sewer depths can range from a minimum of 3-feet up to 20-feet below grade. Lift station designs in southeast Florida are typically limited to a depth of 10-feet below grade. Pump stations (or lift stations) are comprised of wet wells, pumps, motors, controls, and power for the purpose of moving flows from one lift station to the next. Gravity sewers require the use of manholes at set intervals, typically every 300 to 500 feet. Manholes are also required at pipe intersections, where changes in pipe direction occur, and where changes in pipe slope occur. Both lift station and manhole designs must address inflow and infiltration as well as corrosion control and protection. Typically, design and construction of gravity sewers is limited to new developments because of the disruption resulting from construction and the high capital costs associated with multiple lift stations and dewatering requirements.

3.2 Low Pressure Sewers

Low pressure sewers are recognized throughout Florida and the United States as a viable alternative sewer system when limited by high groundwater table, poorly drained soils, shallow rock or other local conditions (WEF, 2008). Low pressure sewer systems utilize a prefabricated pump station that typically consists of a progressive cavity grinder pump(s) housed in a wet well ranging in size from 24 to 48 inches in diameter. The pump includes a grinder mechanism capable of grinding a range of wastewater solids into a finely ground slurry which can be discharged into a small diameter lateral and pressure sewer which are installed at a uniform depth in the right-of-way. Sewer laterals at the home usually start at 1-1/4 inches in diameter compared to a 4 to 6-inch sewer lateral which is required for a gravity sewer.

The grinder pump station is typically installed on the homeowner's private property, connected with the homeowner's sewer lateral and powered from the homeowner's electric panel. The grinder pump station is typically installed below grade and in close proximity to the home. Maintenance of the grinder pump station is usually performed by the local utility provided that an easement can be obtained from the homeowner for maintenance. A single (simplex) pump station, usually 1 horsepower in size, is required for each single family residential home (1 equivalent dwelling unit), while a duplex or triplex pump station is required where 4 or more equivalent dwelling units are being connected to a central sewer system. Larger facilities will require a triplex or fourplex pump station.

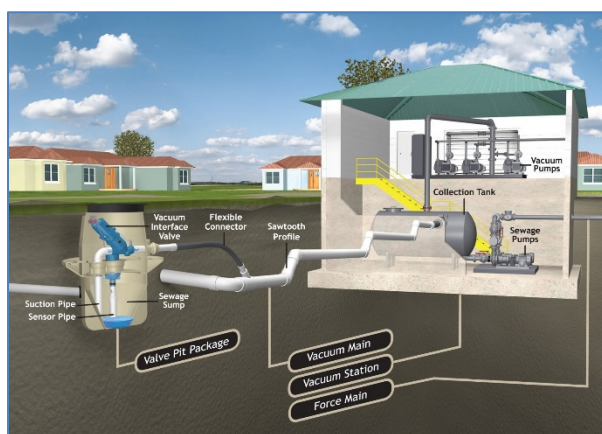


Depending on the number of residential connections required and the size of the system at buildout, appurtenances for the low pressure system may include valve boxes, flushing valves, check valves, and air release valves at elevated high points in the system.

3.3 Vacuum Sewers

Vacuum sewers were initially patented in the United States with the first municipal vacuum sewer system installed in the United States in the early 1970s. Unlike gravity sewers, vacuum sewers use differential pressure to move sewage in a wastewater collection system. A vacuum sewer system uses a normally closed vacuum valve at each entry point into the system which seals the mains to maintain a vacuum. The interface valves, located in upper portion of a valve pit, open when a predetermined amount of sewage enters the collecting sump, located in the lower portion of the valve pit. The differential pressure between the atmosphere and the vacuum provides the driving force that propels sewage to the vacuum pump station where sewage is transferred to a wastewater force main and the treatment plant facility.

Today there are more than 1,000 vacuum sewer systems operating worldwide with more than 300 systems operating in the United States, Puerto Rico, and the Bahamas. More than 70 vacuum systems are currently in operation throughout the state of Florida. Founded in 1969, AIRVAC (Aqseptence Group) has been recognized as the primary vacuum sewer manufacturer



in the United States for alternative collection systems by EPA (Alternative Wastewater Collection Systems EPA/625/1-91/024) and the Water Environment Federation (Alternative Sewer Systems, Manual of Practice FD-12, 2nd edition). Since 1990, vacuum sewers have become a viable collection system alternative for sewer local communities.

The vacuum pump station is the major component of a vacuum sewer system; the pump station serves as the primary transfer facility between the central collection point for the vacuum sewers and a pressurized transmission main leading directly (or indirectly) to the wastewater treatment facility. The vacuum pump station is similar to a gravity lift station which has a wet well and two sewage pumps; however, the vacuum pump station also utilizes two or more vacuum pumps which are needed for transporting sewage within the vacuum mains of the collection system. It's not uncommon for a single vacuum pump station to replace six or seven major lift stations (required for gravity sewers) in a residential community. For vacuum systems to be cost effective, a minimum of 75 to 100 customers is generally required for a single vacuum pump station. In a comparison of energy costs between a single vacuum pump station and a comparable gravity sewer system with multiple lift stations for a service area of similar size, the operating costs for a vacuum sewer system was found to be half the cost for operating a conventional gravity sewer system (Burden, 2013).

4.0 RECOMMENDED COLLECTION SYSTEMS

Three different types of potential collection systems were reviewed for the purpose of sewerage the identified neighborhoods within the City of Port Orange's service area: gravity sewers, low pressure sewers, and vacuum sewers. The City's unsewered neighborhoods present a number of project challenges that include a high water table, existing septic tanks, close proximity to surface waters, and general public acceptance. Collection system technologies considered for implementation included:

- Gravity sewers with multiple lift stations,
- Low pressure sewers using residential and small commercial grinder pumps, and
- Vacuum collection systems using remote vacuum pump stations.

Selection of sewer types were based on engineering requirements for each system type, operational feasibility, constructability, and overall cost effectiveness. For the majority of the identified unsewered neighborhoods, a hybrid collection system comprised of low pressure sewer and vacuum sewer collection systems was determined as the most cost effective and feasible approach to serving customers in each of the wastewater service areas.

4.1 Priority 1 Projects: Port Orange City Limits

A total of 19 neighborhood projects in the Port Orange city limits were identified and included as Priority 1 projects for the City's sewer program. Project names and the identified method of providing central sewers to each neighborhood within the Port Orange city limits are presented in **Table 4.1** and discussed in the remainder of this section. **Figures 4-1** through **Figure 4-19**, included at the end of this report, illustrate each of the identified service areas within the Port Orange city limits.

Table 4.1 Identified Port Orange City Limit Projects

No.	Identified Unsewered Project Area	Recommended Collection System
1	Bentwood	Vacuum
2	Spruce Creek South	Low Pressure
3	Taylor West	Low Pressure
4	Dunlawton NE	Low Pressure
5	Commonwealth NE	Low Pressure/Gravity
6	Cambridge Acres	Low Pressure
7	Highpoint Acres	Vacuum
8	Sweetwater Estates	Vacuum
9	Spruce Creek Run	Vacuum
10	Mac-John	Low Pressure/Gravity
11	Gladys White Acres	Gravity
12	Spruce Creek Woods	Vacuum
13	Rolling Hill Estates	Vacuum
14	Seminole Woods	Gravity
15	Pheasant Run	Vacuum
16	Woodcliff/Dogwood	Vacuum
17	Hensel Hill Estates	Vacuum
18	Nob Hill Estates	Vacuum
19	Bayridge	Vacuum
20	Misc. Streets	Low Pressure/Gravity

4.1.1 Vacuum Sewers

Vacuum sewers were chosen as an alternative collection system to sewer a total of eleven (11) existing unsewered neighborhood areas within the Port Orange city limits. Vacuum sewers provide a cost effective and proven sewerage alternative when compared with constructing gravity sewers in existing residential developments.

For the City's unsewered neighborhoods, two vacuum sewer systems were identified for serving the City's neighborhoods – a North Vacuum Sewer System (VSS) and a South Vacuum Sewer System. The North VSS is comprised of eight (8) neighborhoods for an estimated total of nearly 300 connections as identified in **Table 4.2** below.

**Table 4.2. North Vacuum Sewer System
(located in the City of Port Orange Service Area)**

No.	Service Area	Estimated Parcels	Estimated ADF (gpd)	Estimated PHF (gpd)
1	Sweetwater Estates	67	10,720	37,520
2	Spruce Creek Run	27	4,320	15,120
3	Pheasant Run	31	4,960	17,360
4	Woodcliff/Dogwood	40	6,400	22,400
5	Nob Hill Estates	35	5,600	19,600
6	Spruce Creek Woods	37	5,920	20,720
7	Hensel Hill Estates	33	5,280	18,480
8	Bayridge	26	4,160	14,560
Estimated Totals		296	47,360	165,760

The proposed vacuum sewer infrastructure layout for the North VSS is presented in **Figure A.4.1** (see Appendix A). Vacuum mains and associated pumping requirements were based on a 160 gpd per equivalent residential connection (ERC) using a peaking factor of 3.5. Valve pit design was based on using a limiting peak flow of 3 gpm with a sharing ratio of 2.5:1 (homes:valve pit). **Table 4.3** identifies the key infrastructure components used in sizing the North VSS. A single vacuum pump station using two vacuum pumps and two sewage pumps is required for serving the estimated 300 parcels in this service area.

Table 4.3. North Vacuum Sewer System Major Infrastructure Components

North Vacuum System Infrastructure Components	Estimated Quantity
Estimated Connections Served	296
6-inch Vacuum Main	11,000 LF
4-inch Vacuum Main	13,600 LF
3-inch Service Laterals	2,100 LF
6-inch Isolation Valves	7
4-inch Isolation Valves	14
AIRVAC Valve Pits (2 pc. 6'-0")	106
Vacuum Pump Station	1
Vacuum Pumps (15 HP, 353 acfm ea.)	2
Sewage Pumps (7.5 HP, 105 gpm ea.)	2
Collection Tank (3,000 gal)	1
Vacuum Pump Station PLC	1
External Emergency Generator	1

The South VSS is comprised of 3 neighborhoods adjoining one another for an estimated total of 203 connections as identified in **Table 4.4** below. Proposed vacuum sewer layouts for the South VSS are presented in **Figure A.4.2** (see Appendix A). Vacuum mains and associated

pumping requirements were based on a 160 gpd per equivalent residential connection (ERC) using a peaking factor of 3.5. Valve pit design was based on using a limiting peak flow of 3 gpm with a sharing ratio of 2.5:1 (homes:valve pit).

**Table 4.4. South Vacuum Sewer System
(located in the City of Port Orange Service Area)**

No.	Service Area	Estimated Parcels	Estimated ADF (gpd)	Estimated PHF (gpd)
1	Bentwood	115	18,400	64,400
2	High Point Acres	40	6,400	22,400
3	Rolling Hill Estates	48	7,680	26,880
Estimated Totals		203	32,480	113,680

Major infrastructure components of the South VSS are identified in **Table 4.5**. A single vacuum pump station using two vacuum pumps and two sewage pumps is required for serving the estimated 200 parcels in this service area.

Table 4.5. South Vacuum Sewer System Major Infrastructure Components

South Vacuum System Infrastructure Components	Estimated Quantity
Estimated Connections Served	203
6-inch Vacuum Main	11,300 LF
4-inch Vacuum Main	14,800 LF
3-inch Service Laterals	1,700 LF
6-inch Isolation Valves	6
4-inch Isolation Valves	20
AIRVAC Valve Pits (2 pc. 6'-0")	83
Vacuum Pump Station	1
Vacuum Pumps (15 HP, 353 acfm ea.)	2
Sewage Pumps (7.5 HP, 80 gpm ea.)	2
Collection Tank (3,000 gal)	1
Vacuum Pump Station PLC	1
External Emergency Generator	1

4.1.2 Low Pressure Sewers

Five (5) unsewered neighborhood areas within the Port Orange City Limits were identified for sewer service using low pressure sewers (e.g. grinder pumps) as the recommended method of wastewater collection system. These neighborhoods, the estimated number of parcels, and estimated wastewater flows are provided in **Table 4.6** below. Most of the neighborhoods consist of large parcels, typically greater than 1/3 acre in size, and include parcels which are several hundred feet deep in length making gravity lateral connections difficult if not impossible. Each of the service areas identified for using low pressure sewers are discussed in detail below.

**Table 4.6. Low Pressure Sewer System Service Areas
(located in the City of Port Orange Service Area)**

No.	Service Area	Estimated Parcels	Estimated ADF (gpd)	Estimated PHF (gpd)
1	Spruce Creek South	42	6,720	23,520
2	Taylor West	24	3,840	13,440
3	Dunlawton Northeast	34	5,440	19,040
4	Cambridge Acres	47	7,520	26,320
5	Mac-John	17	2,720	9,520
Estimated Totals		164	26,240	91,840

Spruce Creek South. This neighborhood service area, consisting of approximately 42 homes, is comprised of many large deep parcels, many which border Spruce Creek. More than half the parcels in this service area are located on lots where lateral connections will extend greater than 100 feet or more in length. As a result, attempting to sewer these large parcels with gravity sewers would be cost prohibitive if not impossible. Therefore, low pressure sewers are recommended for serving this area. The identified infrastructure required for providing this area with low pressure (LP) sewers are presented in **Table 4.7**.

Table 4.7. Spruce Creek South Low Pressure Infrastructure

Spruce Creek South Low Pressure Infrastructure Components	Estimated Quantity
Simplex Grinder Pump Stations	42
1 ¼ -inch SDR9 Service Laterals	3,150 LF
2-inch SDR11 HDPE LP Force Main	1,250 LF
3-inch SDR11 HDPE LP Force Main	2,000 LF
Terminal Flushing Connections	2
Inline Flushing Connections	2

Taylor West. The Taylor West parcels, located in the southwest section of the Port Orange service area, include approximately 24 homes. The southwest area of Taylor West is comprised of scattered homes without central sewer service on Anita Street and along the Taylor Road corridor. Low pressure sewers are recommended for providing central sewer service to the 8 to 9 homes located along Anita Street. Average daily flow from the Anita Street area is equivalent to 1,440 gpd with a peak hourly rate estimated to equal 5,040 gpd. Sewer flows from this area can be directed to the City's existing lift station (P.S.16) located at Sawgrass Point Drive.

In the southwest corner of this service area, several unsewered parcels border Spruce Creek. These parcels are best served with low pressure sewers which will require a new lift station and a low pressure (LP) force main for connecting with the City's infrastructure.

Table 4.8. Taylor West Low Pressure Infrastructure

Taylor West Low Pressure Infrastructure Components	Estimated Quantity
Simplex Grinder Pump Stations	24
1 ¼ -inch SDR9 Service Laterals	1,800 LF
2-inch SDR11 HDPE LP Force Main	7,100 LF
Terminal Flushing Connections	2

Dunlawton Northwest. Approximately 30 parcels located on Samms Avenue and Canal View Boulevard (east of Jackson Street) are presently unsewered and do not have sewer service readily available (**Figure 4-5**). These parcels are best served using low pressure sewers with a low pressure force main connected with the 12-inch force main located in right-of-way along Samms Avenue. Identified unsewered parcels located north of Canal View Boulevard will also be served using low pressures sewers.

Table 4.9. Dunlawton Northeast Low Pressure Infrastructure

Dunlawton NE Low Pressure Infrastructure Components	Estimated Quantity
Simplex Grinder Pump Stations	34
1¼ -inch SDR9 Service Laterals	2,550 LF
2-inch SDR11 HDPE LP Force Main	2,650 LF
Terminal Flushing Connections	3

Cambridge Acres. This unsewered corridor consists of approximately 50 parcels along Trailwood Drive located in the eastern half of the Port Orange service area (**Figure 4-6**). The majority of parcels in this area are comprised of lots which range from 500 to more than 800 feet in depth. Parcels in this service will be served by constructing low pressure sewers and a low pressure force main that connect with the existing 8-inch force main or pump station located at the intersection of Trailwood Drive and Wiltshire Boulevard.

Table 4.10. Cambridge Acres Low Pressure Infrastructure

Cambridge Acres Low Pressure Infrastructure Components	Estimated Quantity
Simplex Grinder Pump Stations	47
1¼ -inch SDR9 Service Laterals	3,525 LF
2-inch SDR11 HDPE LP Force Main	800 LF
3-inch SDR11 HDPE LP Force Main	4,100 LF
Terminal Flushing Connections	1
Inline Flushing Connections	2

Mac-John. Identified unsewered parcels along Boggs Ford Road (north of Williams Road) include large parcels which will require the installation of low pressure sewers for service.

Additionally, homes located on Williams Road and Williams Lane are presently unsewered and will require low pressure service along this corridor. Sewer service in this corridor may require a lift station for connecting the homes with the existing 16-inch FM located on Boggs Ford Road. Average daily flows from this unsewered subarea is estimated to equal 3,200 gpd.

Table 4.11. Mac-John Low Pressure Infrastructure

Mac-John Low Pressure Infrastructure Components	Estimated Quantity
Simplex Grinder Pump Stations	17
1¼ -inch SDR9 Service Laterals	1,275 LF
2-inch SDR11 HDPE LP Force Main	2,220 LF
3-inch SDR11 HDPE LP Force Main	1,035 LF
Terminal Flushing Connections	2
Inline Flushing Connections	1

Parcels located along Boyte Street, Houston Street, and Sandra Street have existing 8-inch gravity sewer service available. Additionally, an estimated five (5) unsewered parcels located in the area south of the Williams Road and Boggs Ford Road intersection are also presently served with 8-inch gravity sewers. Verification of these unsewered parcels is required; mandatory connection letters should be issued if these parcels are confirmed to be unsewered.

4.1.3 Gravity Sewers

Three neighborhoods with an existing gravity sewer collection systems were identified as having unsewered parcels located within the Port Orange city limits. An estimated total of 59 unsewered parcels were identified based on septic tank records obtained from the Volusia County Health Department and are listed in the table below.

**Table 4.12. Identified Unsewered Parcels w/ Gravity Service
(located in the City of Port Orange Service Area)**

Service Area	Estimated Parcels	Estimated ADF (gpd)	Estimated PHF (gpd)
Gladys White Acres	19	3,040	10,640
Seminole Woods	5	800	2,800
Commonwealth NE	35	5,600	19,600
Misc. Streets	11	1,760	6,160
Estimated Totals	70	11,200	39,200

Gladys White Acres. Remaining streets located in this subdivision will require the use of gravity sewers to complete the required sewerage. Unsewered streets include Vaughn Road, Samara Road, and Bakers End Trail with an estimated total of 19 parcels. Based on discussions with the Utility Department, this area includes private streets which will require the

City to obtain easements for constructing sewers. Gravity sewers constructed on these streets can be connected with the existing central sewers in the neighboring area which connects with existing Lift Station No. 43.

Seminole Woods. A total of five (5) parcels located on Seminole Woods Drive were identified as unsewered. These parcels have existing gravity sewer service available for connection on Seminole Woods Drive based on discussions with the Utility Department. Upon verification, these parcels should be provided with mandatory connection letters if unsewered.

Commonwealth NE. Parcels located along the Rogers Avenue corridor were identified as having existing 8-inch gravity sewer service. Upon verification, these parcels should be provided with mandatory connection letters if currently unsewered. Scattered unsewered parcels (6) identified along the corridor of Commonwealth Boulevard may require the use of low pressure sewers for ease of construction.

Identified parcels (6) along US1 north of Orange Boulevard can be connected with the existing gravity sewer collection system to provide central sewer service. Where gravity connections cannot be made, low pressure sewer connections can be installed. These identified sewer connections can be directed to one of the City's existing lift stations located along this corridor (P.S. 20, P.S. 62, and/or P.S. 7).

Miscellaneous Streets. A total eleven (11) additional unsewered residential and mixed use parcels were identified in the northeastern section of the City limits. These parcels were located on Buttermilk Lane (residential), Clyde Morris Boulevard, Wellfield, and Taylor Road. Gravity sewer service is available along Buttermilk Lane for these identified parcels. Low pressure sewers are recommended for serving the other identified parcels which can be either connected with a nearby lift station or a neighboring gravity sewer.

4.2 Priority 2 Projects: Outside the Port Orange City Limits

A total of five (5) service areas with an estimated total of more than 1,500 parcels located outside of the Port Orange city limits were identified as Priority 2 projects. Each of the project areas and their estimated number of unsewered parcels are identified in **Table 4.13** below.

**Table 4.13 Priority 2 Projects
(Located Outside the Port Orange City Limits)**

Ranking	Project Area Description	# Parcels ¹
1	Town of Ponce Inlet	412
2	Wilber-by-the-Sea	353
3	Unincorporated West ³	710
4	Unincorporated East	15
5	City of Daytona Beach Shores	19
TOTAL		1,509

Notes:

1. Single unsewered parcels located outside of neighborhood project areas are not included.
2. Parcels located in the Unincorporated West service area are primarily parcels with an average lot size greater than 2.5 acres in size.

4.2.1 Ponce Inlet Service Area

In 2009, the Town of Ponce Inlet developed a Sanitary Sewer Master Plan (Quentin Hampton Associates, Inc.) which identified a total of twelve capital projects for serving more than 450 unsewered parcels on the barrier island. Based on current information, an estimated 412 parcels remained unsewered today. Identified project areas, estimated number of parcels, estimated average daily wastewater flow, and the proposed method of sewerage (as identified in the master plan) are summarized in **Table 4.14** below.

Table 4.14. Identified Sewer Construction Projects in Ponce Inlet Service Area¹

Project #	Ponce Inlet Project Location	Est. Parcels	Est. ADF (gpd)	Collection System Method
1	South Atlantic (various locations)	15	2,400	Gravity
2	Avery Landing	5	800	Gravity
3	Winter Haven Road	3	480	LP
4	Lighthouse Shores Upgrade	130	20,800	Gravity
6	Oceanside Village	150	24,000	Gravity
8	Ponce de Leon Circle	22	3,520	Gravity
9	Jennifer Circle/Bay Harbor Drive	65	10,400	Gravity
11	Lighthouse Preservation Area	15	2,400	Gravity
12	South Peninsula Drive	7	1,120	LP
Total Estimated Unsewered Parcels		412	65,920	

Notes: 1. Project information taken from Ponce Inlet Sewer Master Plan (Quentin Hampton Associates, 2009)

4.2.2 Wilbur-by-the-Sea

The unincorporated community of Wilbur-by-the-Sea lies between Daytona Beach Shores and Ponce Inlet; the corridor extends for approximately 1 mile from Marcelle Avenue south to Majors Street. Based on the databased received from the Volusia County Department of Health, an estimated 350 or more homes are using onsite wastewater treatment systems in this area (**Figure 4-20**). The majority of homes in this area will need to be sewered using low pressure or gravity sewers.

4.2.3 Unincorporated West

Approximately 700+ parcels located within the unincorporated west service area are currently utilizing septic systems (**Figure 4-21**). This area which consists of single-family residential lots and is rural in character. Sewer service for this area was recommended using a combination of vacuum and low pressure sewers. Approximately 680 parcels are recommended for vacuum service while the remaining parcels would be served using low pressure sewers.

Proposed vacuum sewer layouts for the Unincorporated West service area are presented in **Figure A.4.3** (see Appendix A). Vacuum mains and associated pumping requirements were based on a 160 gpd per equivalent residential connection (ERC) using a peaking factor of 3.5. Valve pit design was based on using a limiting peak flow of 3 gpm with a sharing ratio of 2.5:1 (homes:valve pit).

Major infrastructure components of the Unincorporated West service area are identified in **Table 4.15**. A single vacuum pump station using two vacuum pumps and two sewage pumps is required for serving the estimated 200 parcels in this service area.

Table 4.15. Unincorporated West Vacuum Sewer Major Infrastructure Components

Unincorporated West Vacuum System Infrastructure Components	Estimated Quantity
Estimated Connections Served	680
8-inch Vacuum Main	9,000 LF
6-inch Vacuum Main	48,200 LF
4-inch Vacuum Main	41,900 LF
3-inch Service Laterals	4,920 LF
8-inch Isolation Valves	6
6-inch Isolation Valves	34
4-inch Isolation Valves	44
AIRVAC Valve Pits (2 pc. 6'-0")	246
Vacuum Pump Station	1
Vacuum Pumps (15 HP, 353 acfm ea.)	5
Sewage Pumps (7.5 HP, 265 gpm ea.)	2
Collection Tank (2,000 gal)	1
Vacuum Pump Station PLC	1
External Emergency Generator	1

4.2.4 Unincorporated East

A total of 15 unsewered parcels were identified in the Unincorporated East section of the study area. The majority of these identified parcels are located east of U.S. Highway 1 in the southeast quadrant of the City. Wastewater service to these parcels can be accomplished using low pressure sewers.

4.2.5 Daytona Beach Shores

The City of Daytona Beach Shores owns and operates its wastewater collection system and utilizes the City of Port Orange for transmission, treatment and disposal. The Daytona Beach Shores comprehensive plan's level of service for sanitary sewers is equivalent to 250 gal/day per dwelling unit. Based on data records received from the Volusia County Health Department, an estimated 19 properties are presently using onsite wastewater treatment systems in the City service area. Validation is needed to confirm estimated number of parcels.

5.0 SUMMARY

The recommended collection systems for each identified service area, the estimated number of unsewered parcels, and the estimated wastewater flows are summarized in **Table 4.16** below.

Table 4.16 Recommended Collection Systems for Port Orange Wastewater Service Area

Priority	Service Area	Recommended Collection System	Estimated Parcels Connected	Estimated ADF (gpd)	Estimated PHF (gpd)
1	City of Port Orange	Low Pressure	164	26,240	91,840
		Vacuum	499	79,840	279,440
		Gravity	70	11,200	39,200
2	Unincorporated West	Low Pressure	30	4,800	16,800
		Vacuum	680	108,800	380,800
3	Ponce Inlet	Low Pressure	10	1,600	5,600
		Gravity	402	64,320	225,120
4	Wilber-by-the-Sea	Gravity & Low Pressure	353	56,480	197,680
5	Unincorporated East	Low Pressure	15	2,400	8,400
6	Daytona Beach Shores	Gravity & Low Pressure	19	3,040	10,640
Estimated Totals			2,242	358,720	1,255,520

Technical Memorandum No. 5 will identify what additional capital improvements, e.g. force mains, pumping stations, and any treatment plant improvements that are needed with the City's overall wastewater collection and treatment system to accommodate the additional wastewater flows resulting from the construction of sewers in these identified neighborhoods.

CITY OF PORT ORANGE
WASTEWATER SERVICE AREAS
FIGURES 4-1 THROUGH 4-21

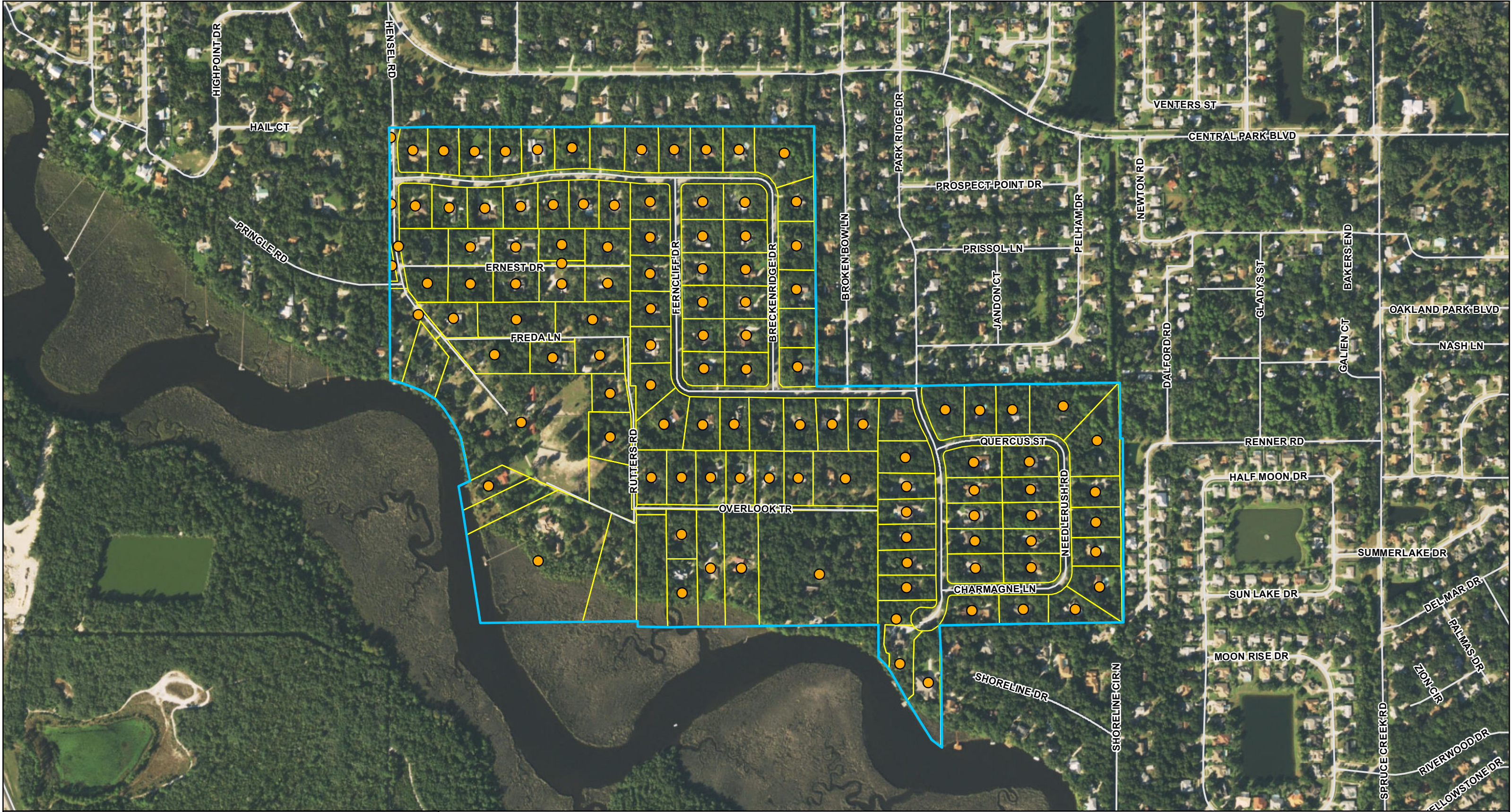


Figure 4-1
Bentwood

1 in = 500 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel

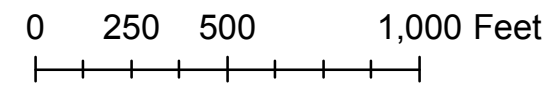
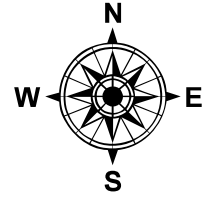




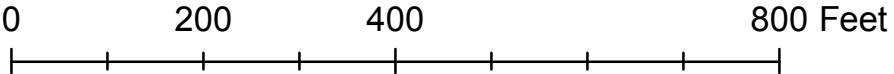
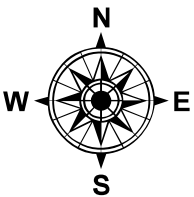
Figure 4-2
Spruce Creek South

1 in = 200 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



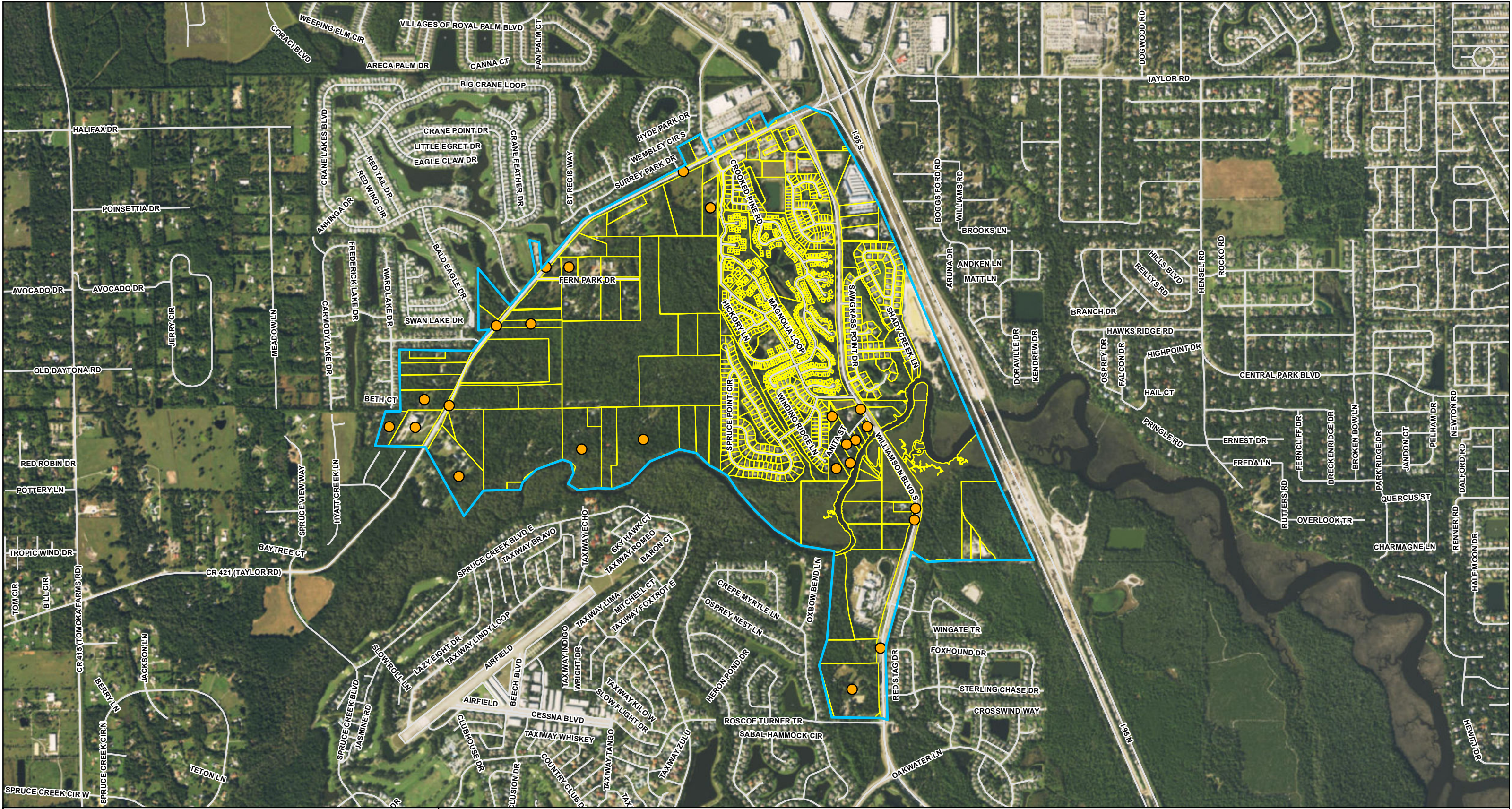


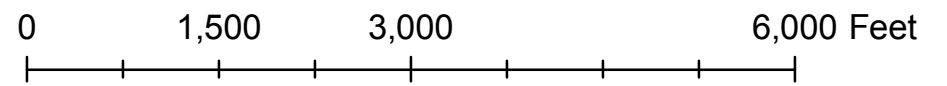
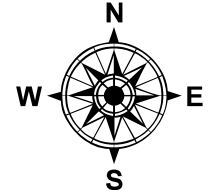
Figure 4-3
Taylor West

1 in = 1,500 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



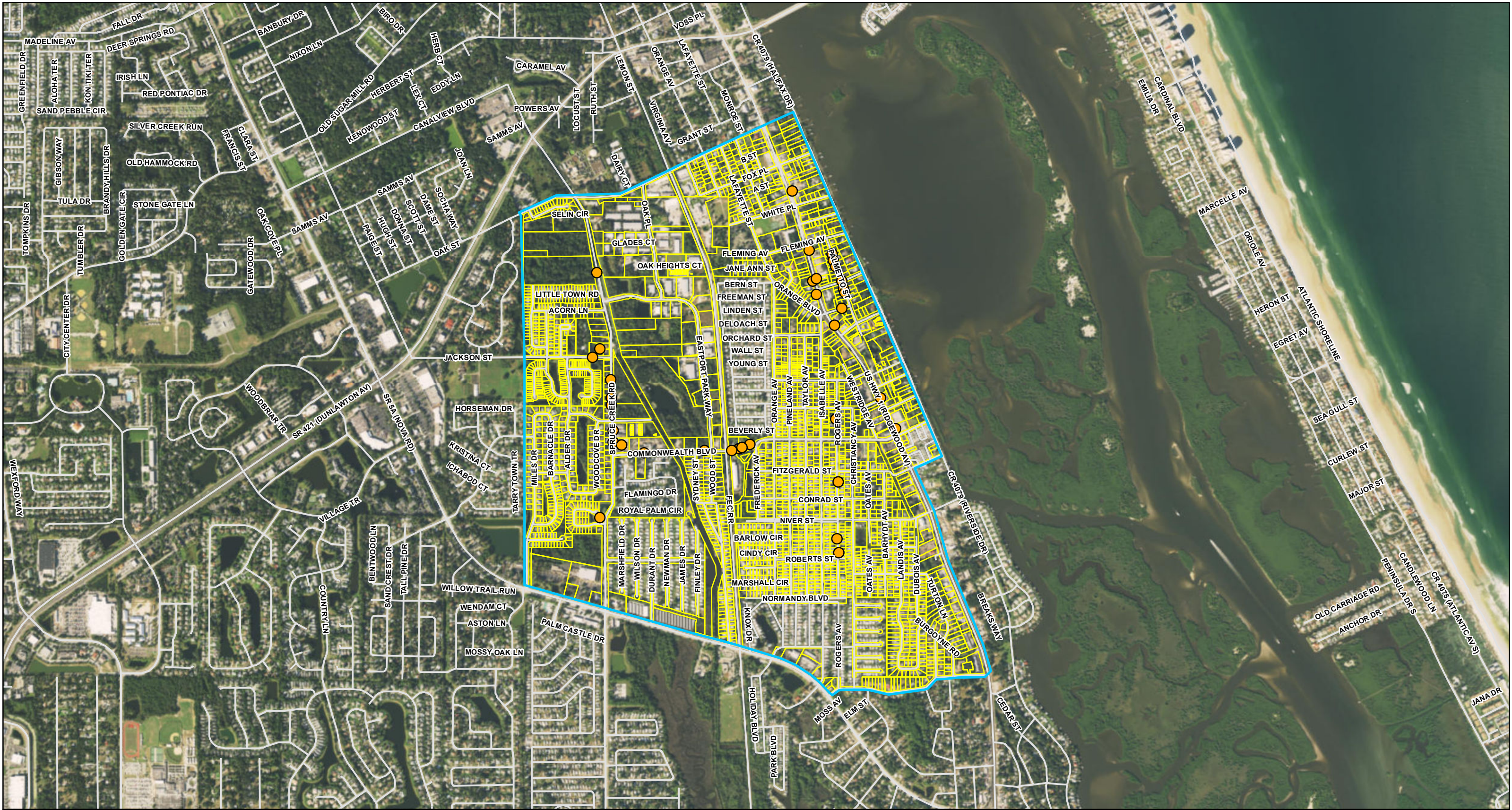
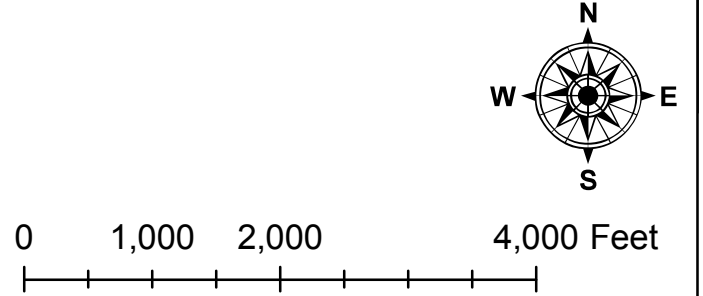


Figure 4-4 Commonwealth Northeast

1 in = 1,500 ft
May 18, 2017

- Legend**
- City of Port Orange Subdivisions/Areas
 - Septic Tank Locations (1999-2016)
 - Port Orange Service Area
 - Streets
 - Parcel



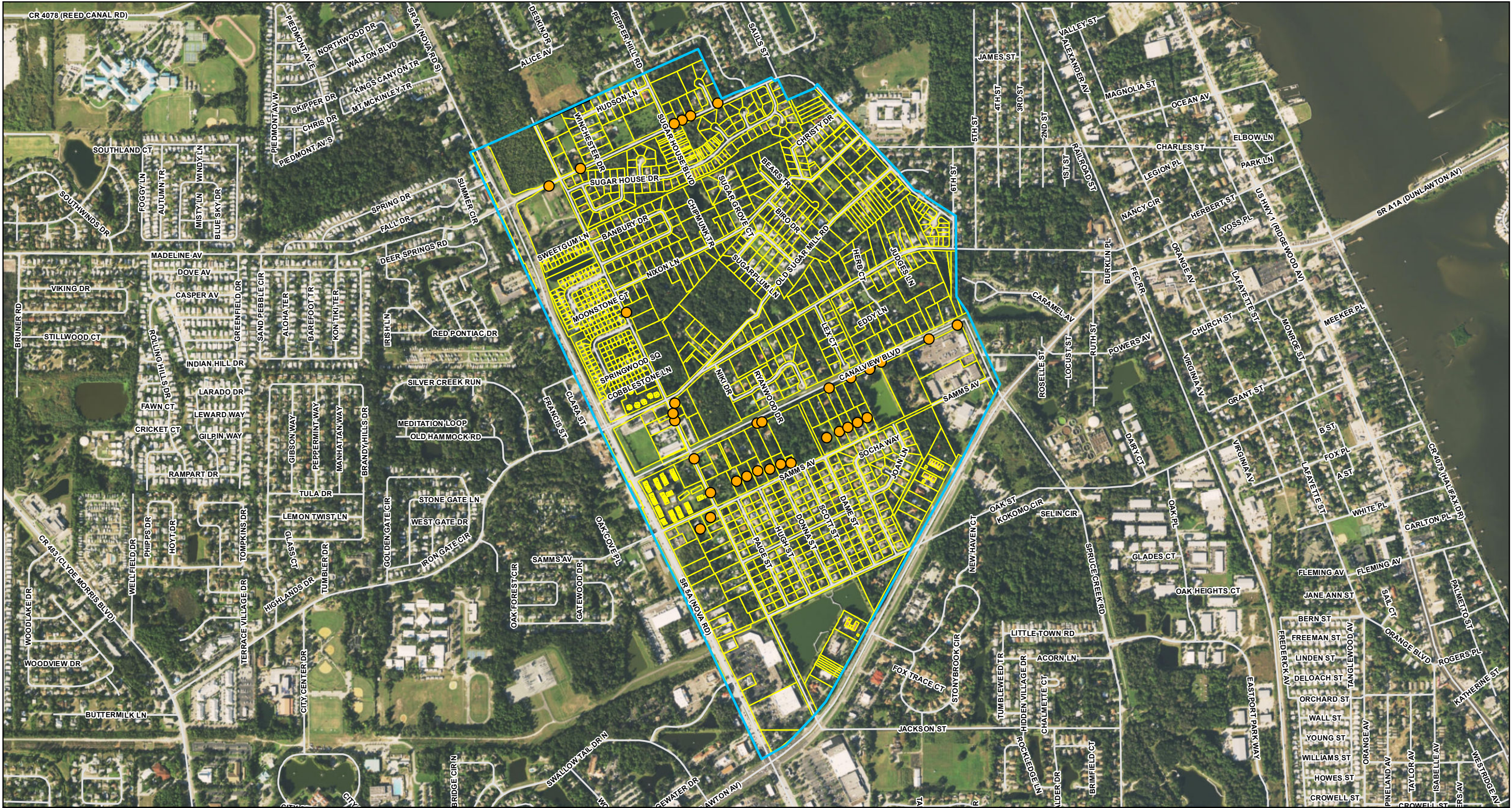


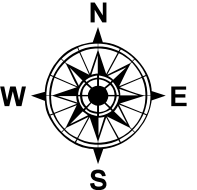
Figure 4-5
Dunlawton Northeast

1 in = 1,000 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



0 1,000 2,000 4,000 Feet

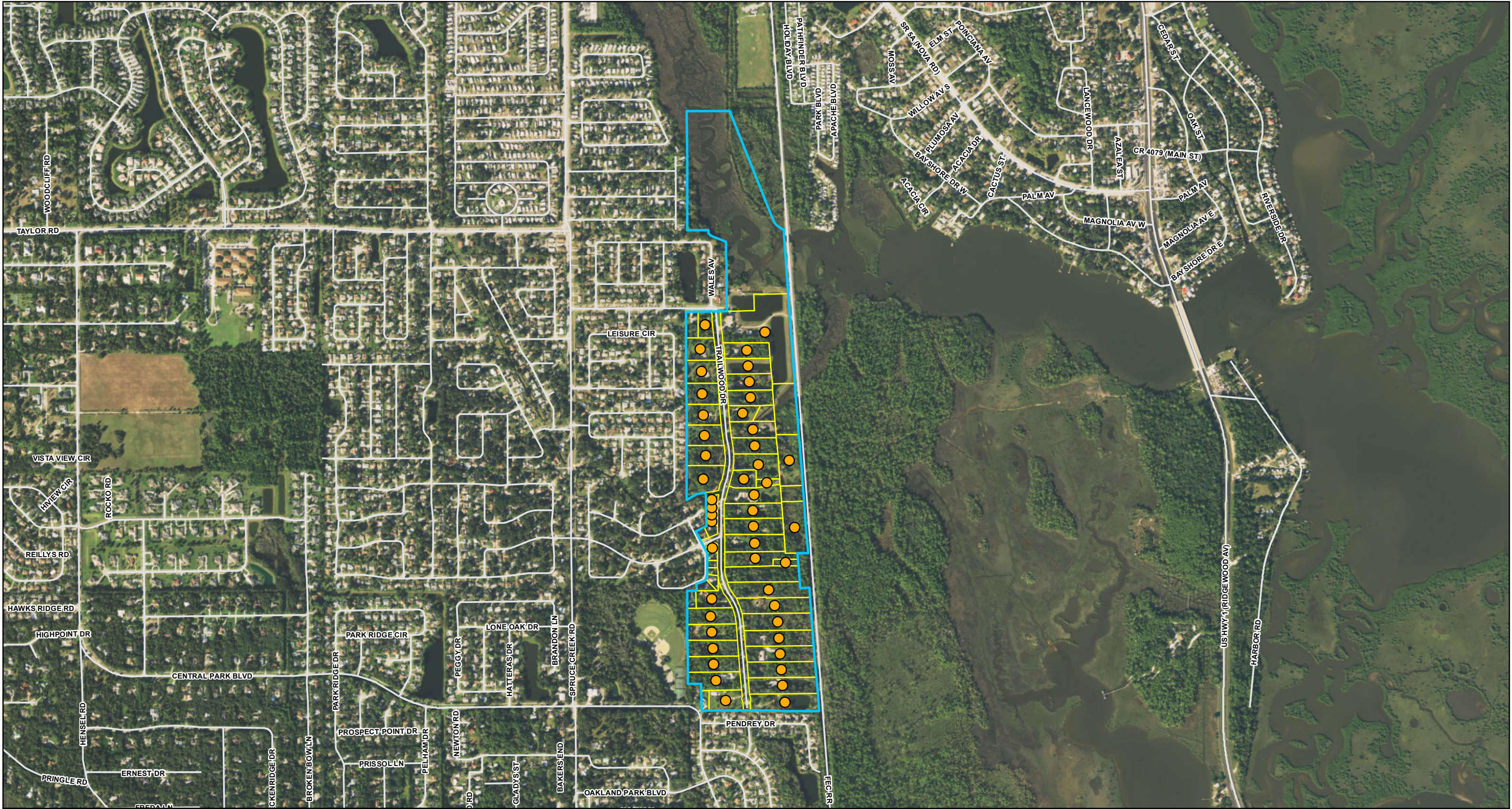


Figure 4-6
Cambridge Acres

1 in = 1,000 ft

May 18, 2017

Legend

- City of Port Orange Subdivisions/Areas
- Septic Tank Locations (1999-2016)
- Port Orange Service Area
- Streets
- Parcel

0 1,000 2,000 4,000 Feet



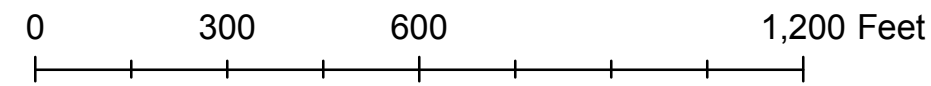
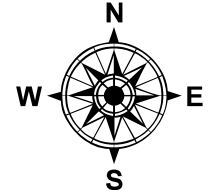
Figure 4-7
Highpoint Acres

1 in = 300 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



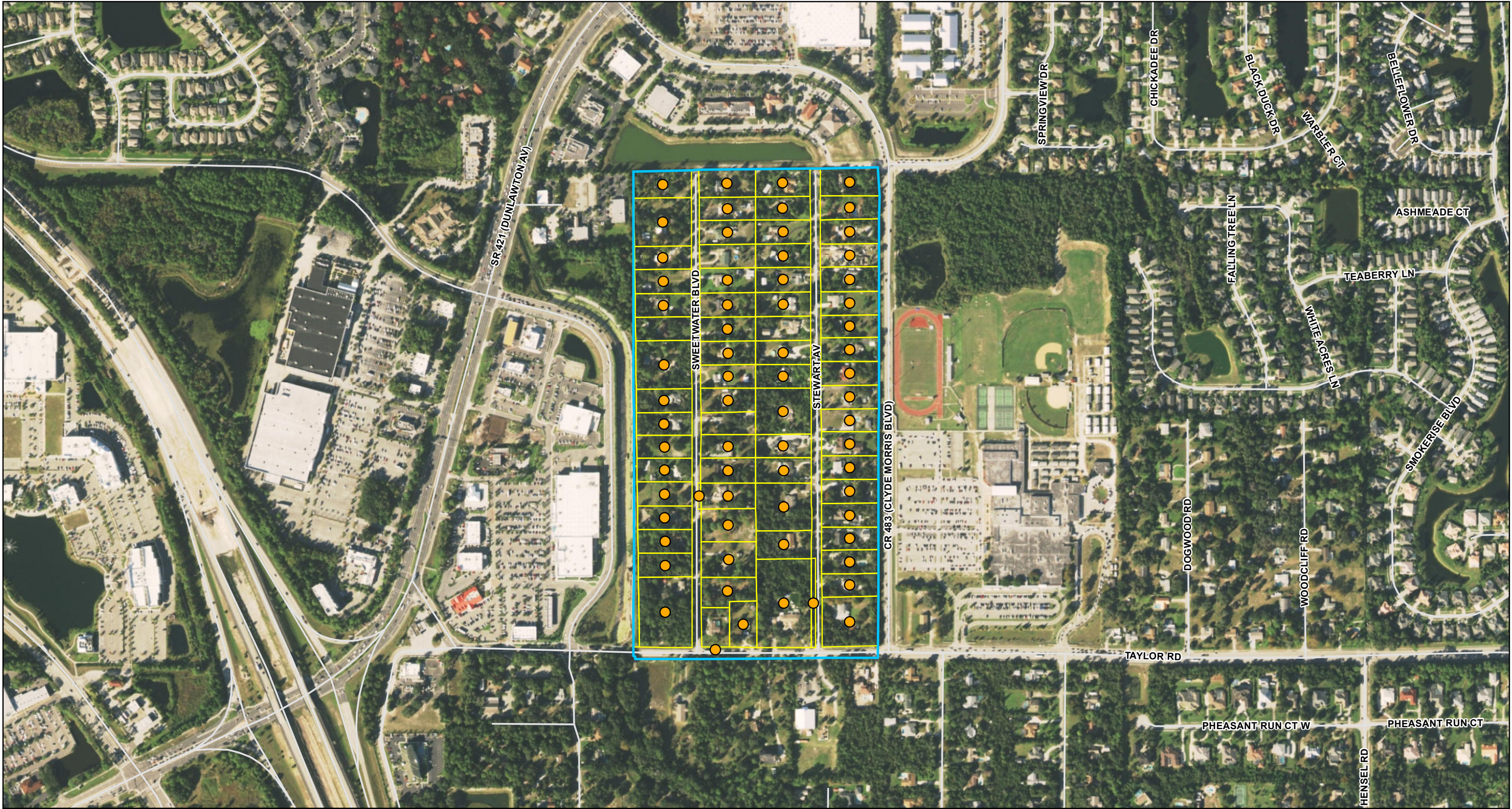


Figure 4-8
Sweetwater Estates

1 in = 500 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel

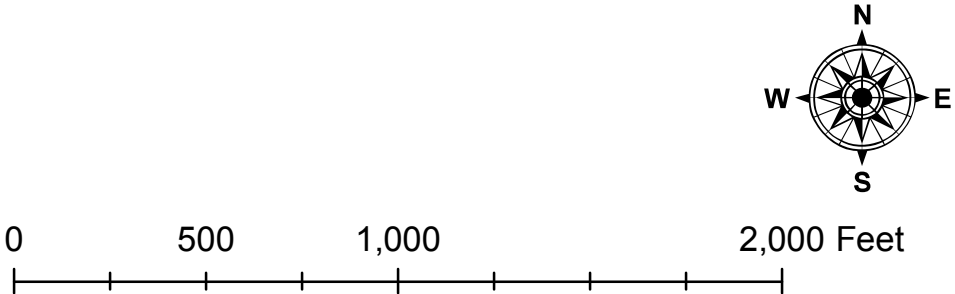




Figure 4-9
Spruce Creek Run

1 in = 500 ft

April 18, 2017

Legend

- City of Port Orange Subdivisions/Areas
- Septic Tank Locations (1999-2016)
- Port Orange Service Area
- Streets
- Parcel

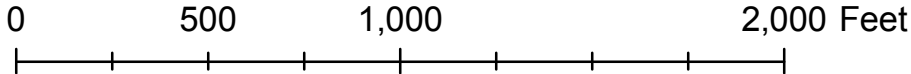
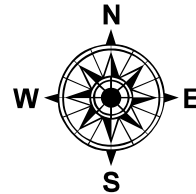




Figure 4-10
Mac-John

1 in = 500 ft

April 18, 2017

Legend

- City of Port Orange Subdivisions/Areas
- Septic Tank Locations (1999-2016)
- Port Orange Service Area
- Streets
- Parcel

0 500 1,000 2,000 Feet

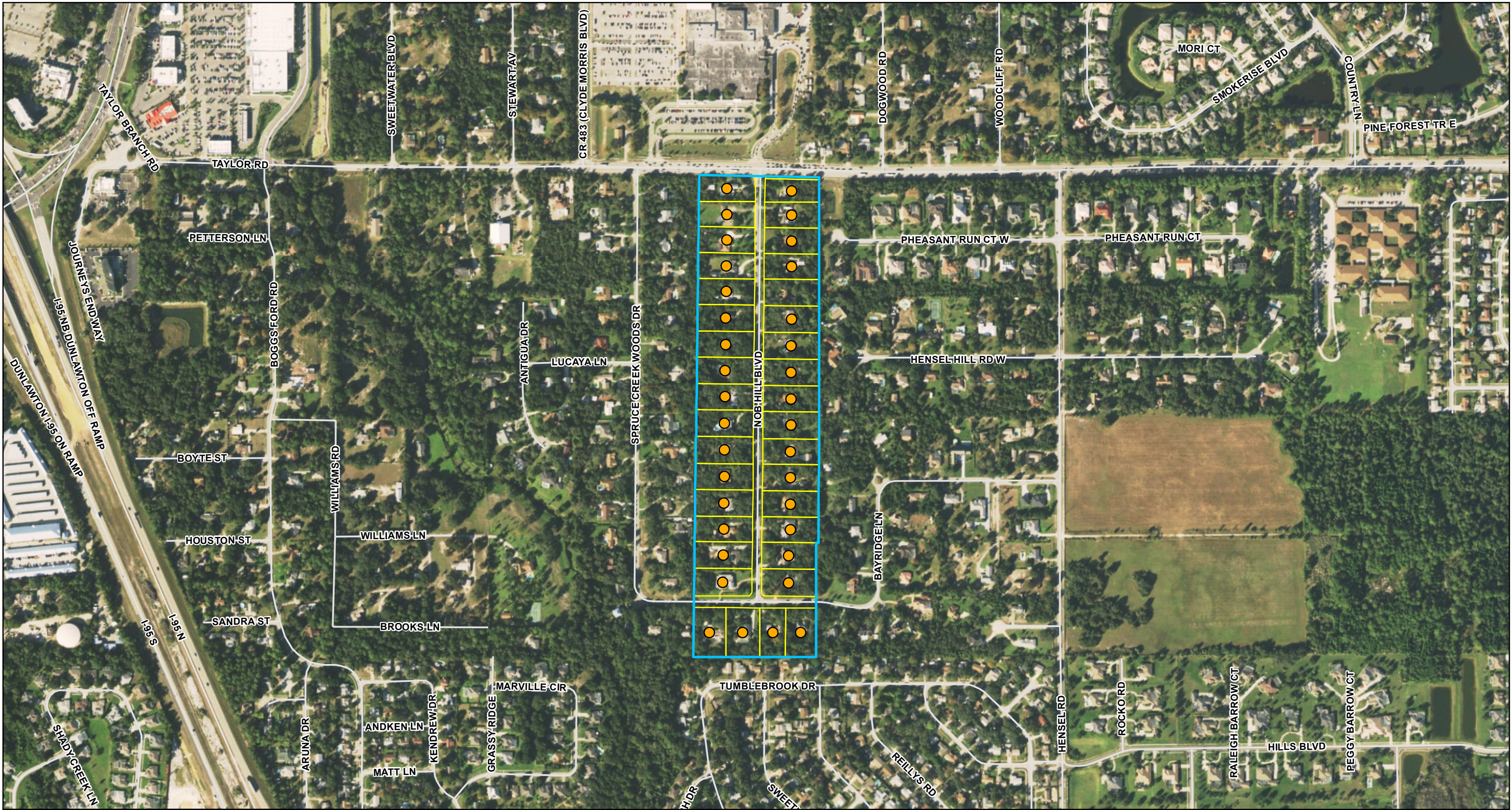


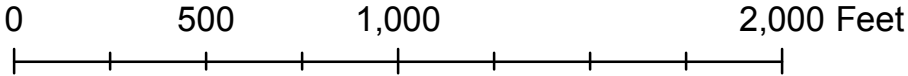
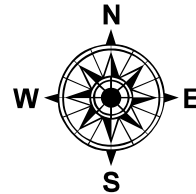
Figure 4-11
Nob Hill Estates

1 in = 500 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



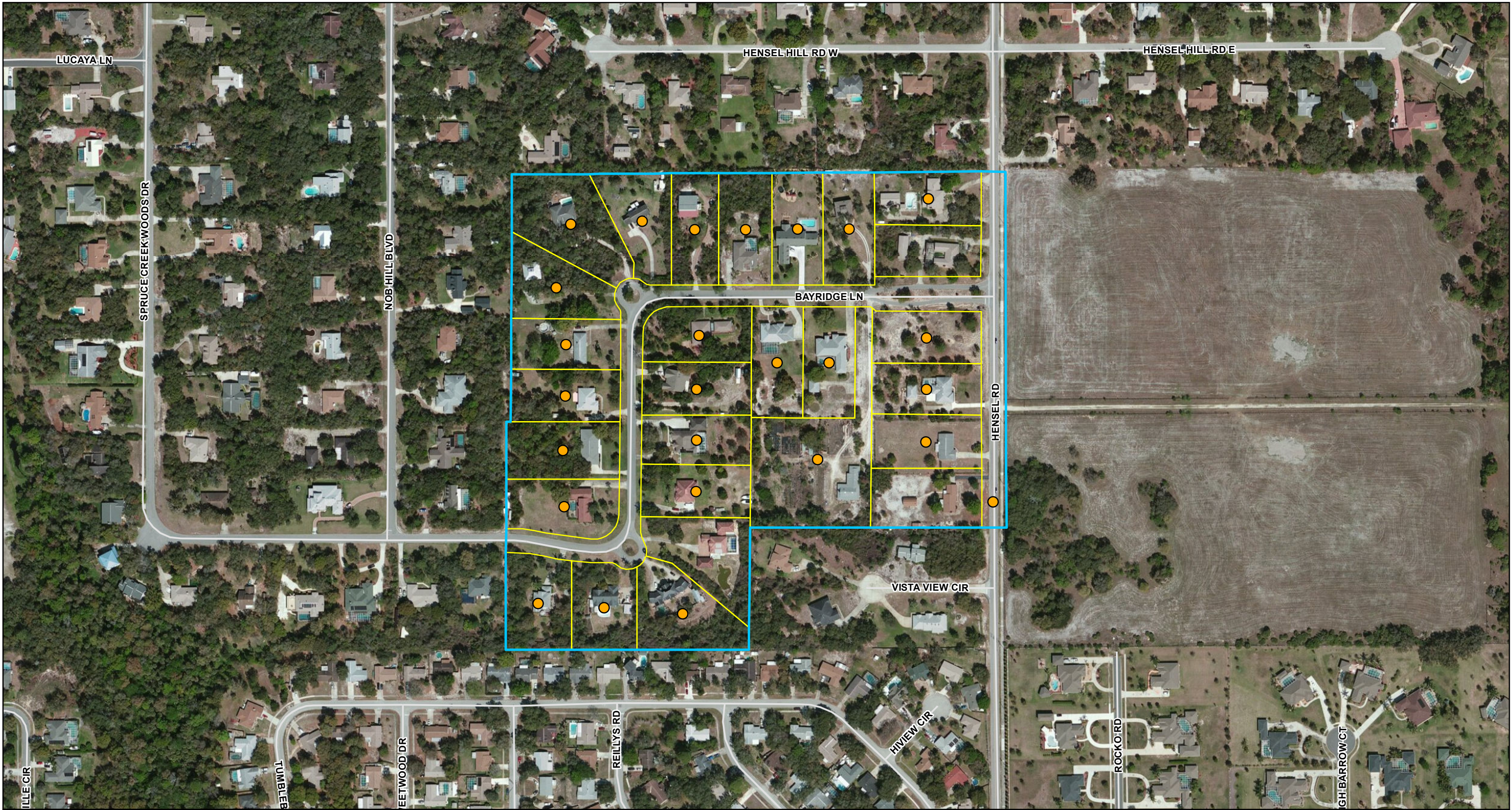


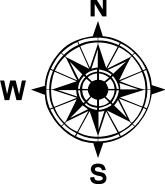
Figure 4-12
Bayridge

1 in = 250 ft

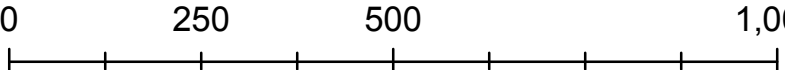
May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



0 250 500 1,000 Feet



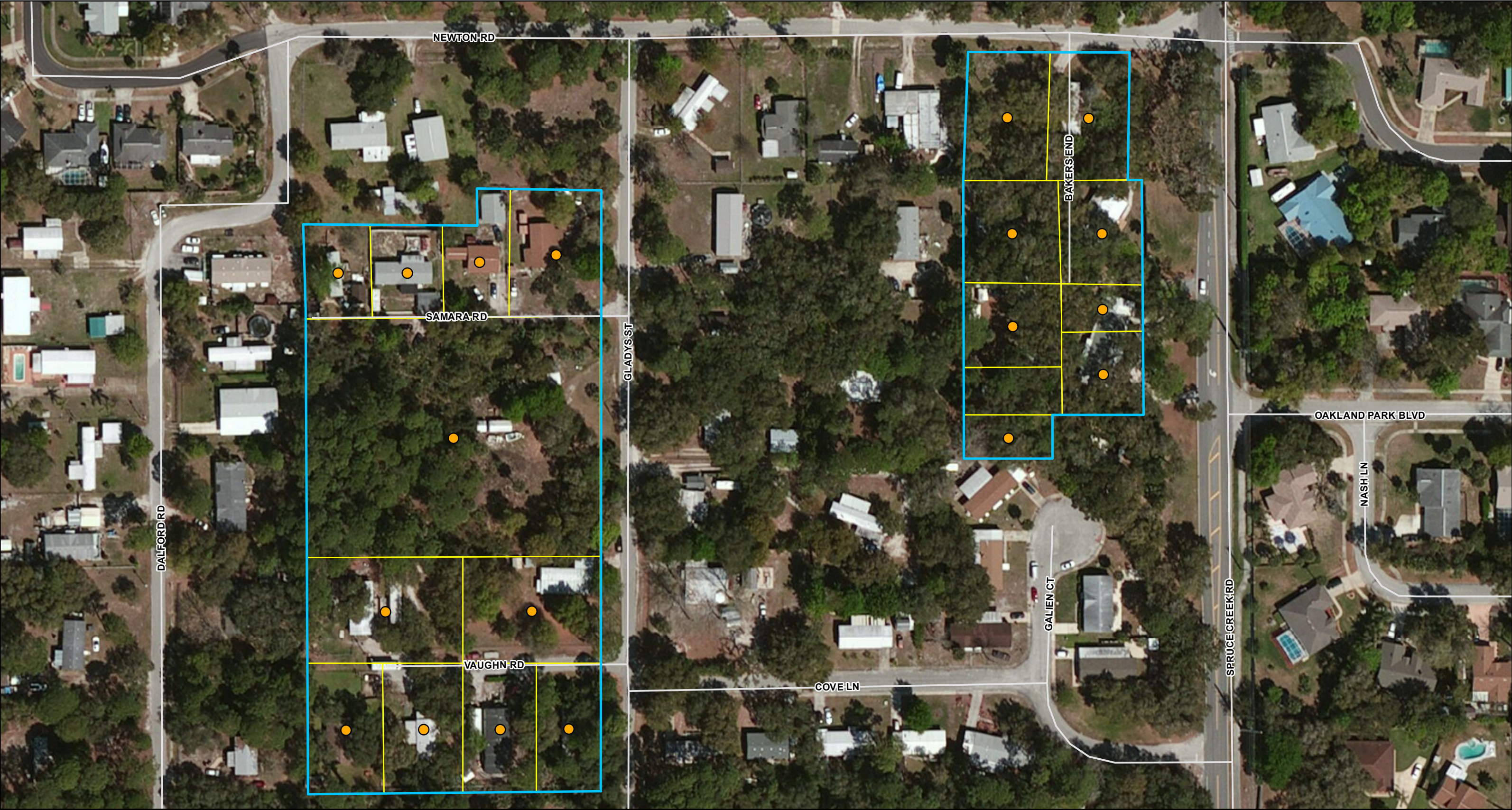


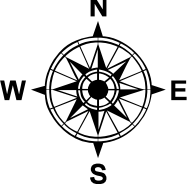
Figure 4-13
Gladys White Acres

1 in = 100 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



0 100 200 400 Feet

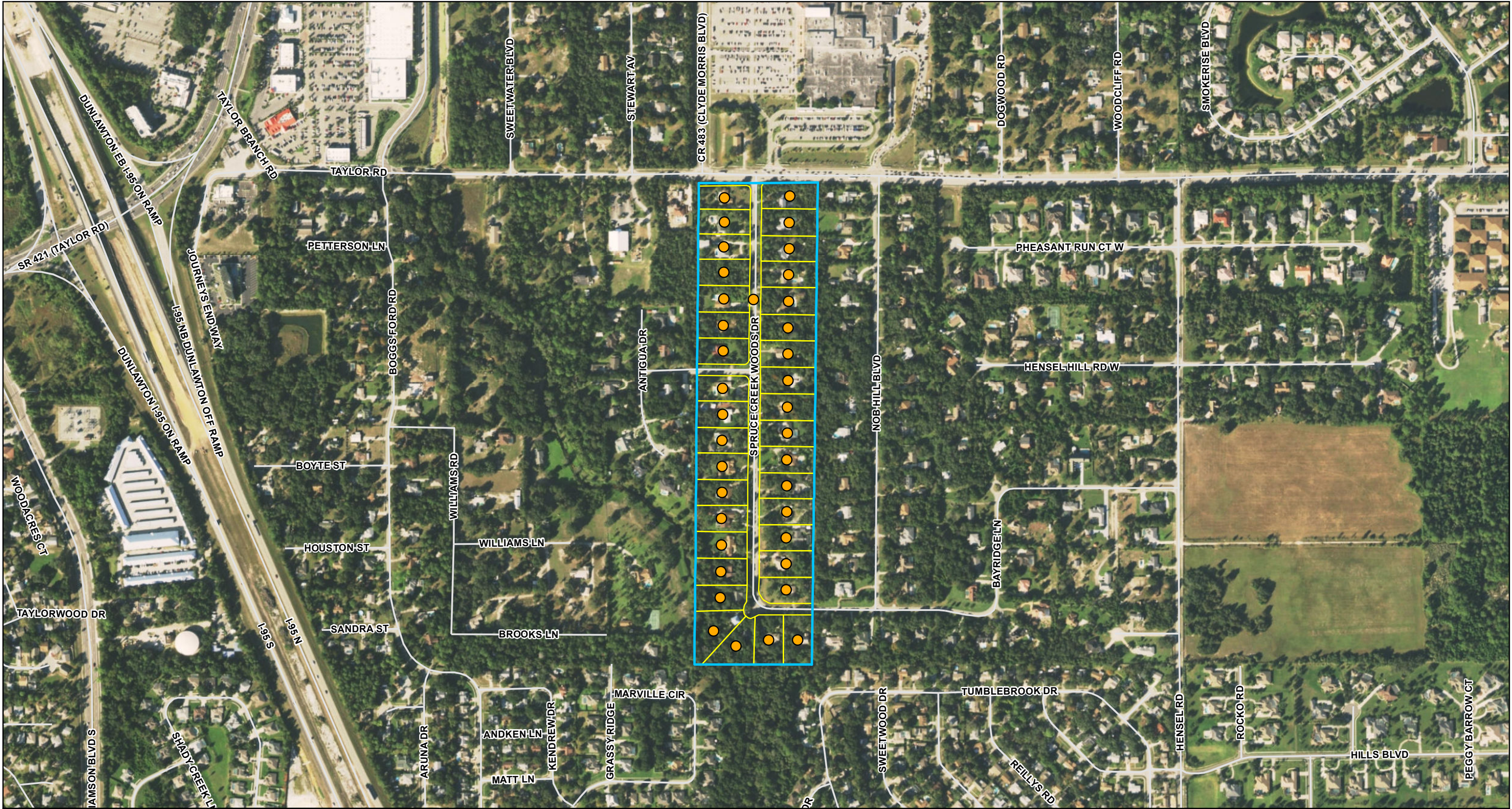
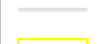


Figure 4-14
Spruce Creek Woods

1 in = 500 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel

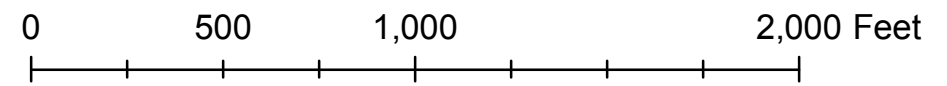
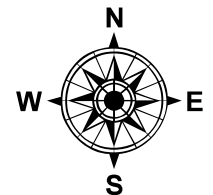




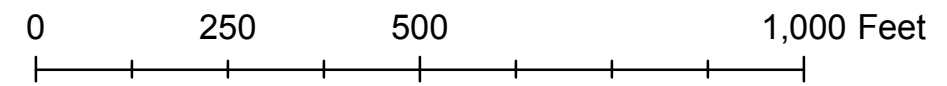
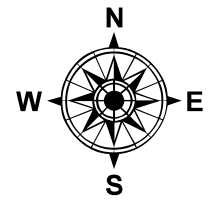
Figure 4-15
Rolling Hills Estates

1 in = 250 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



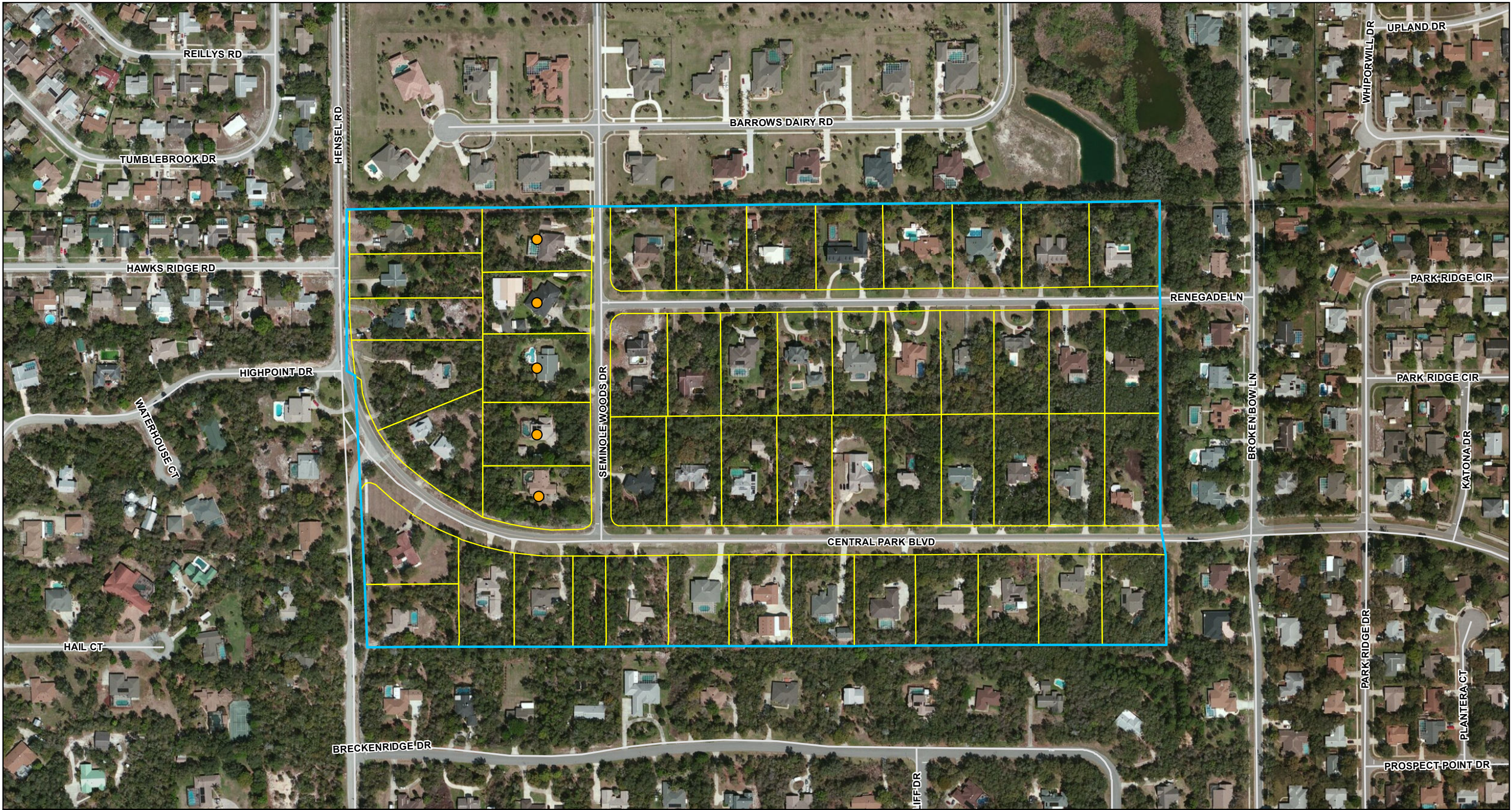


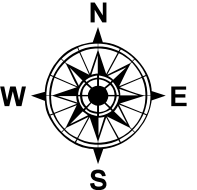
Figure 4-16
Seminole Woods

1 in = 250 ft

May 18, 2017

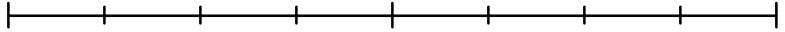
Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



N
W E
S

0 250 500 1,000 Feet



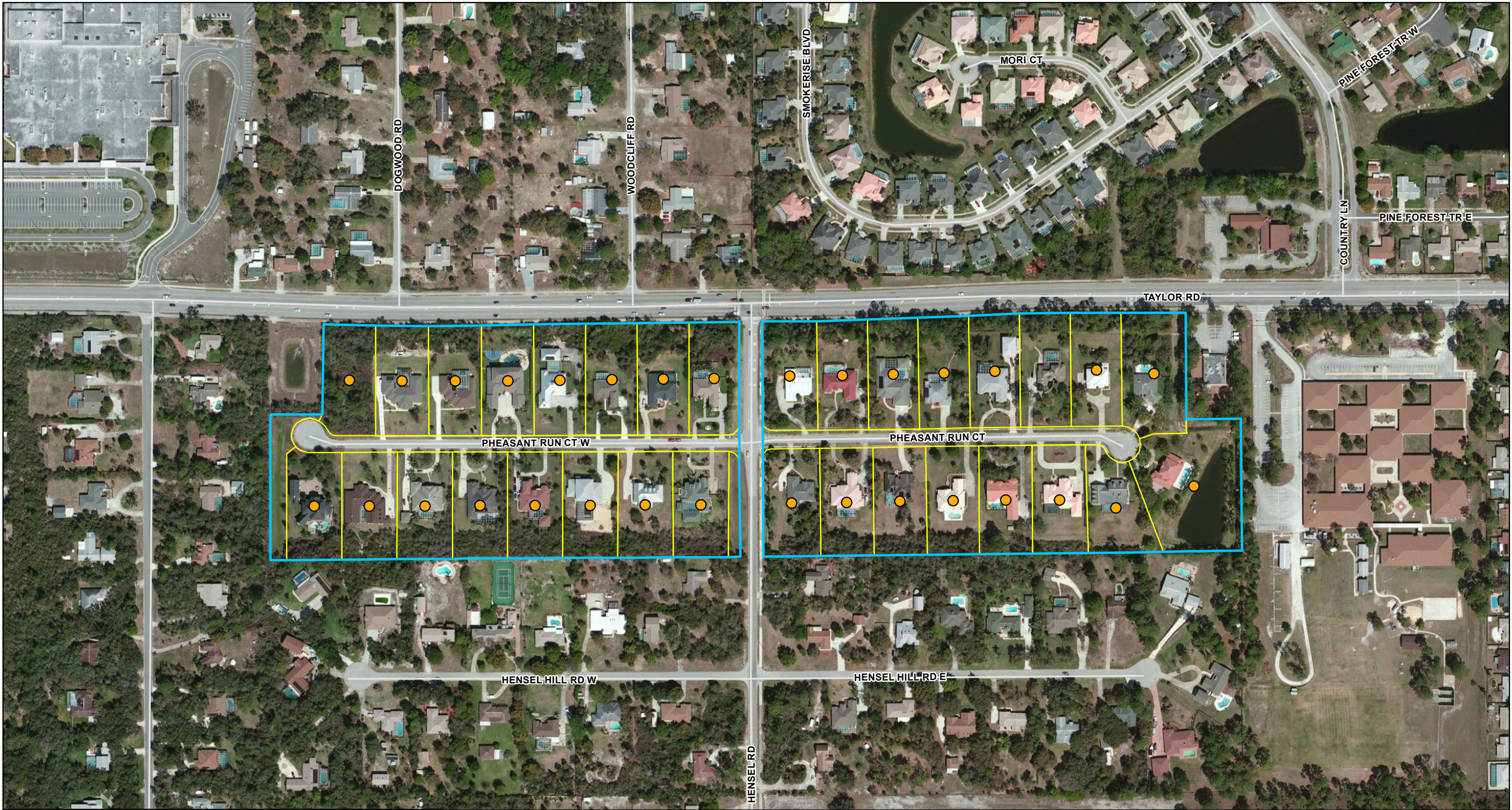


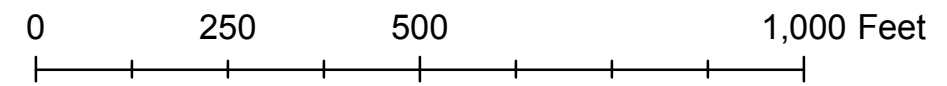
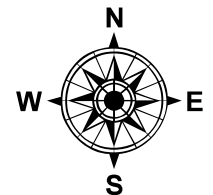
Figure 4-17
Pheasant Run

1 in = 250 ft

May 18, 2017

Legend

- City of Port Orange Subdivisions/Areas
- Septic Tank Locations (1999-2016)
- Port Orange Service Area
- Streets
- Parcel



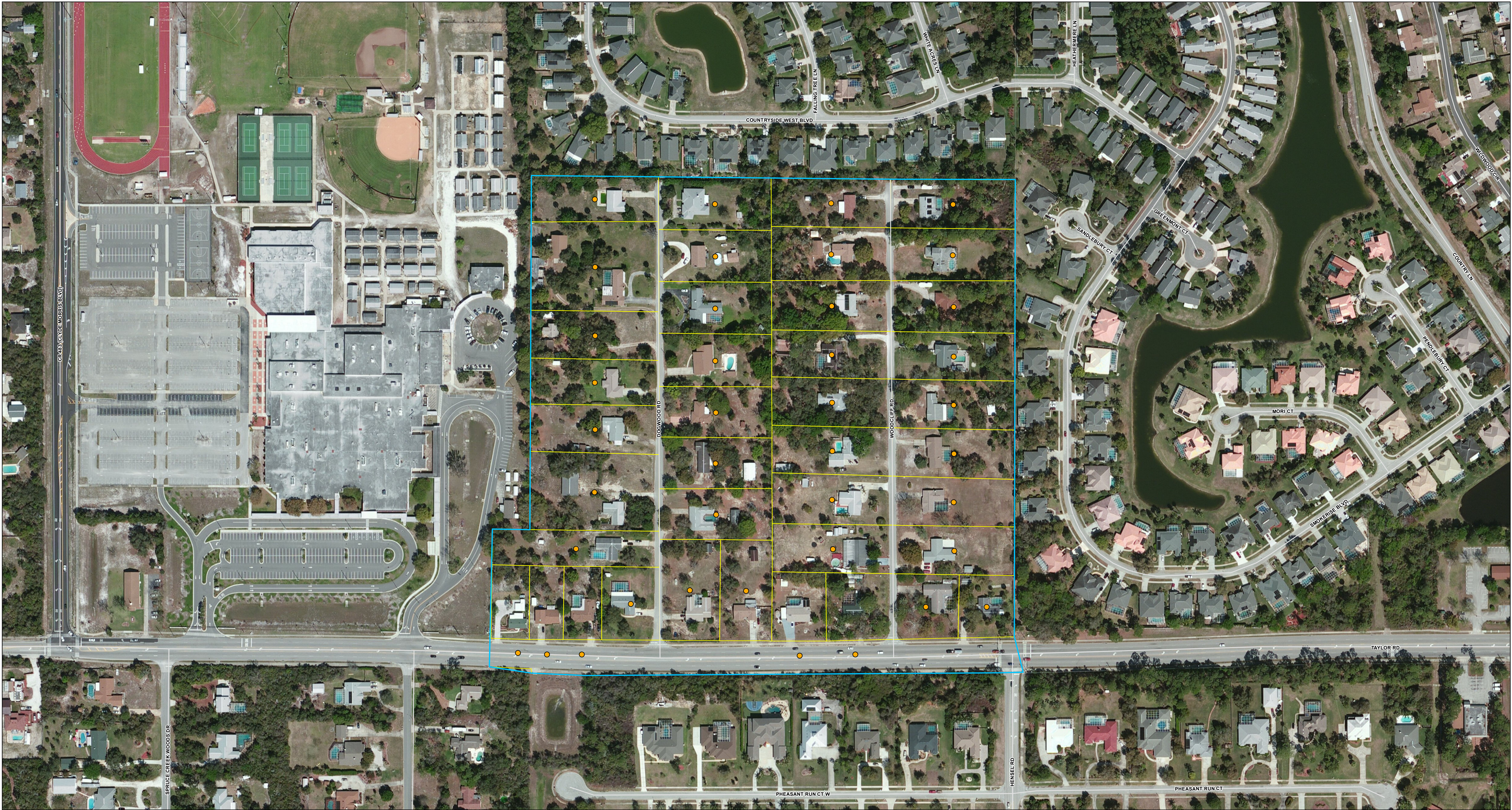
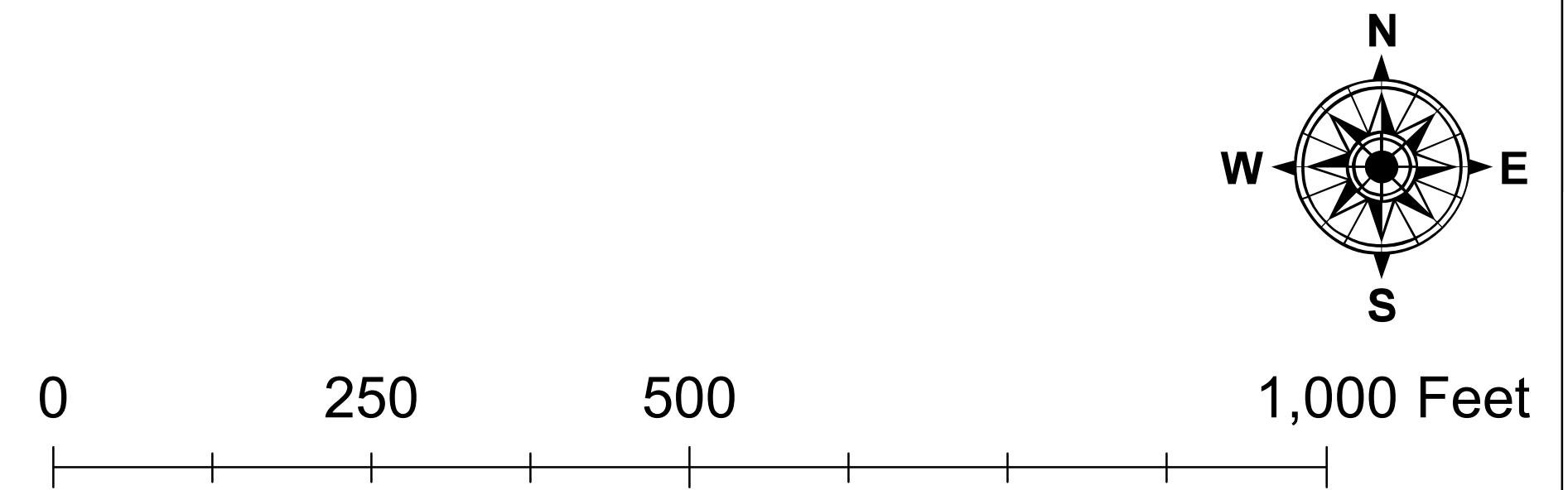


Figure 4-18
Woodcliff / Dogwood

1 in = 125 ft
May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



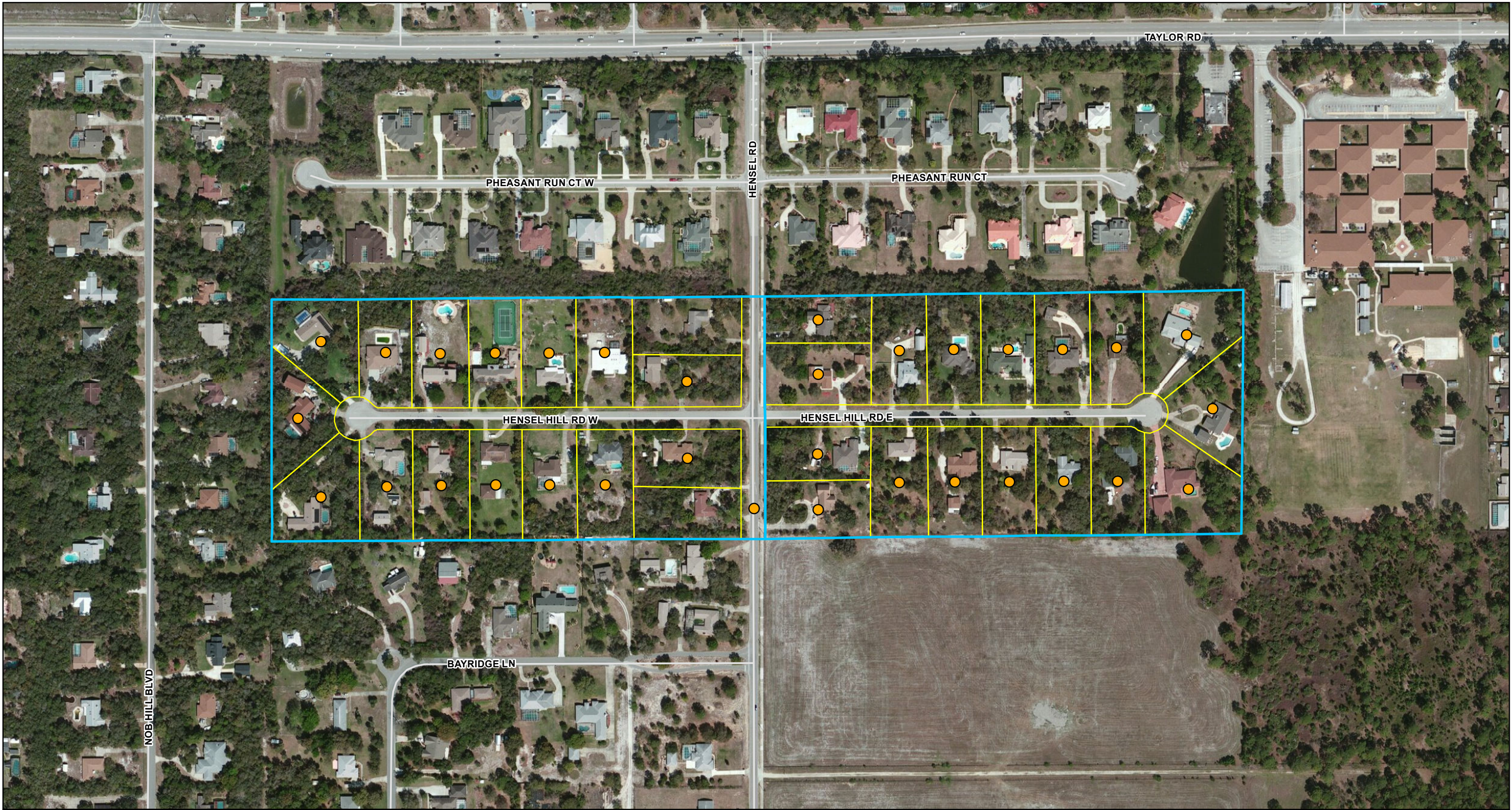


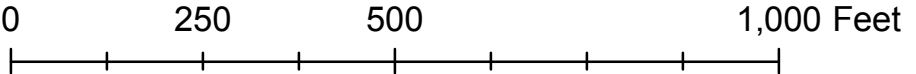
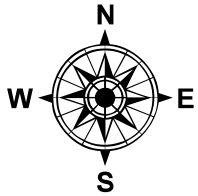
Figure 4-19
Hensel Hill Estates

1 in = 250 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel



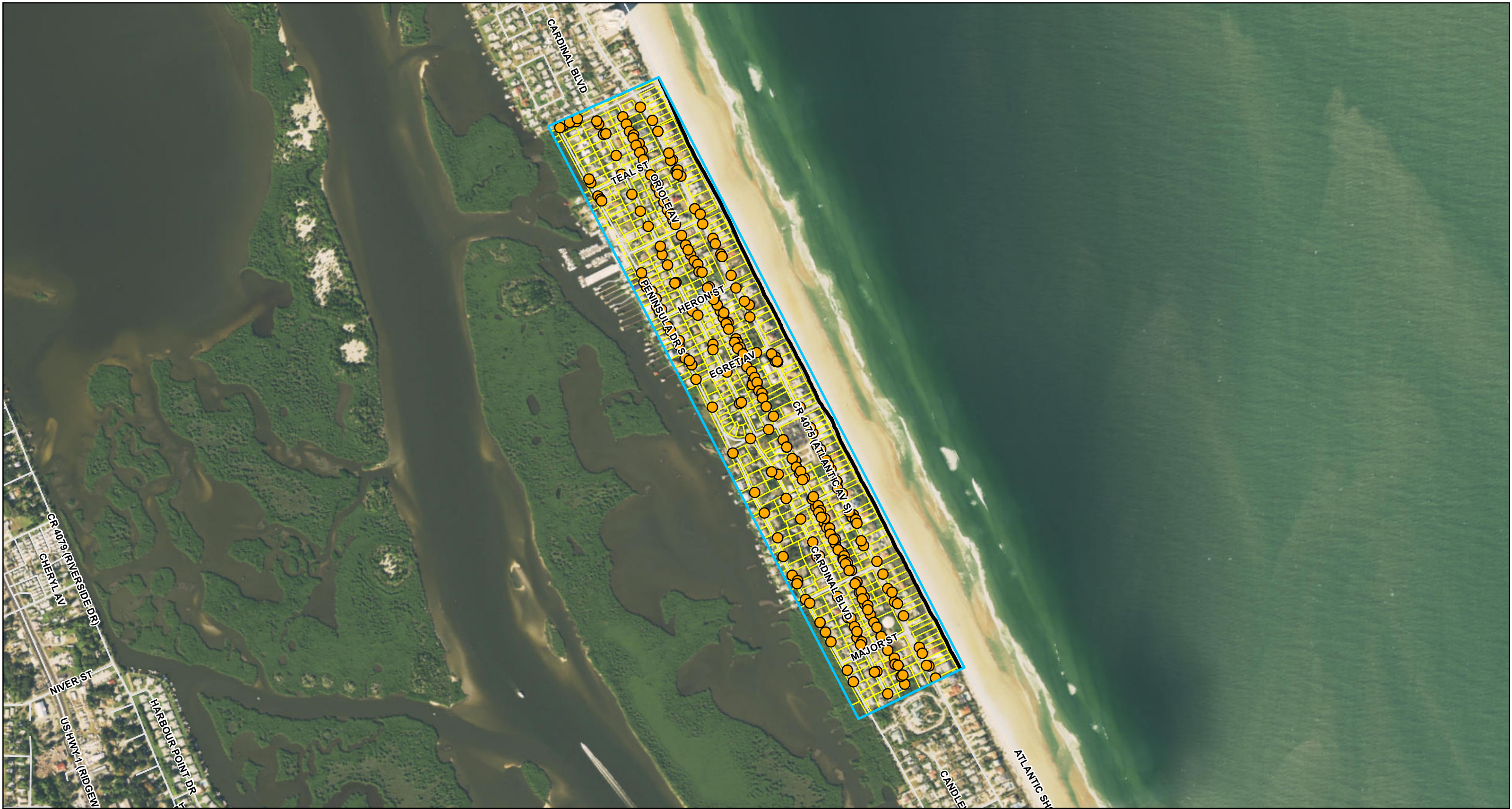


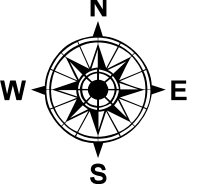
Figure 4-20
Wilbur-By-The-Sea

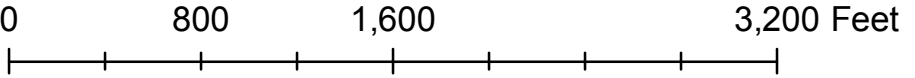
1 in = 800 ft

May 18, 2017

Legend

-  City of Port Orange Subdivisions/Areas
-  Septic Tank Locations (1999-2016)
-  Port Orange Service Area
-  Streets
-  Parcel





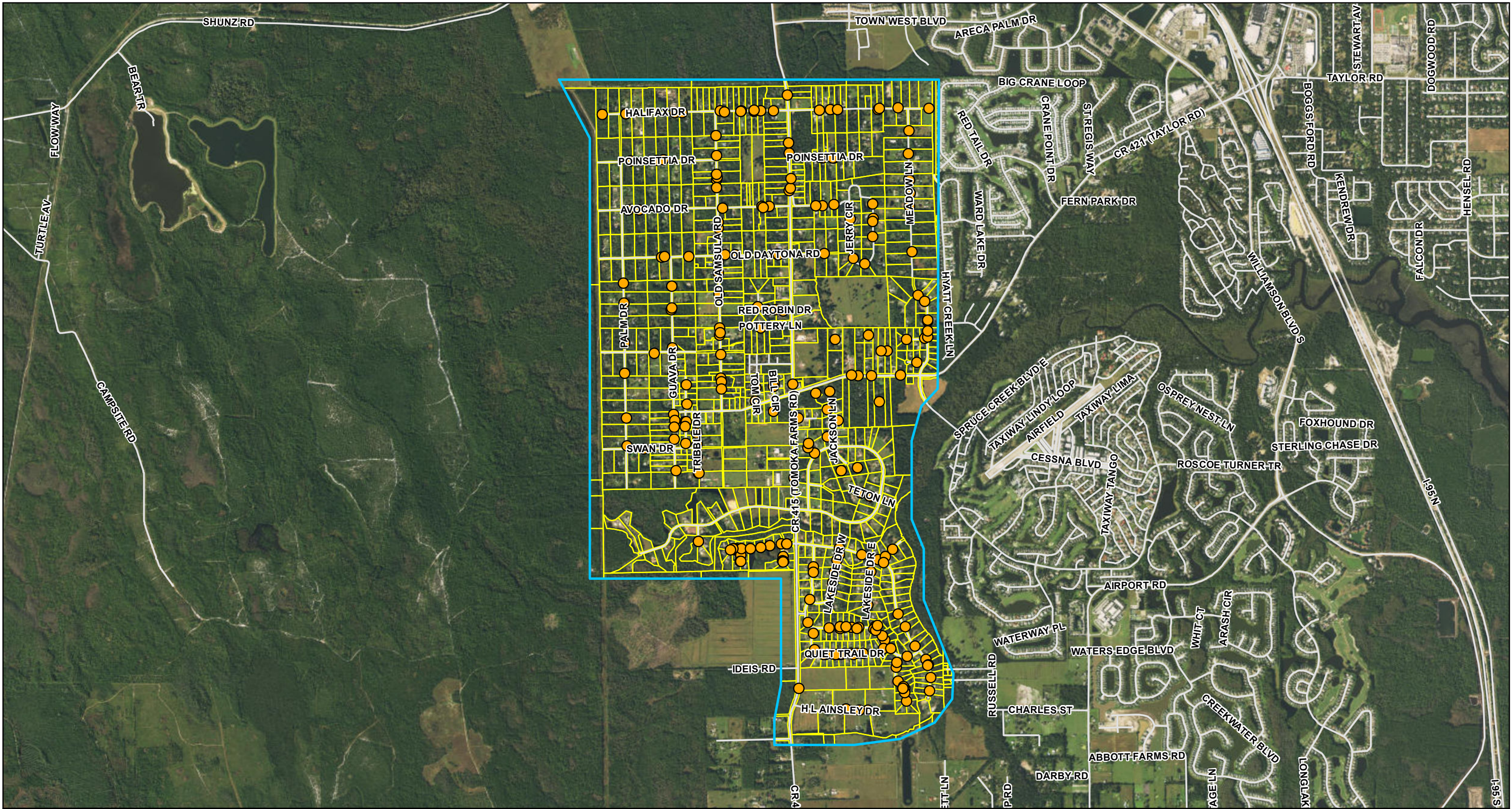


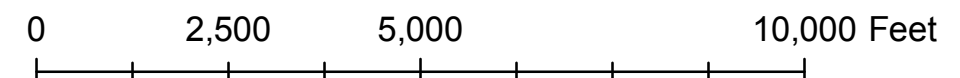
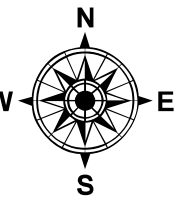
Figure 4-21
Unincorporated West

1 in = 2,500 ft

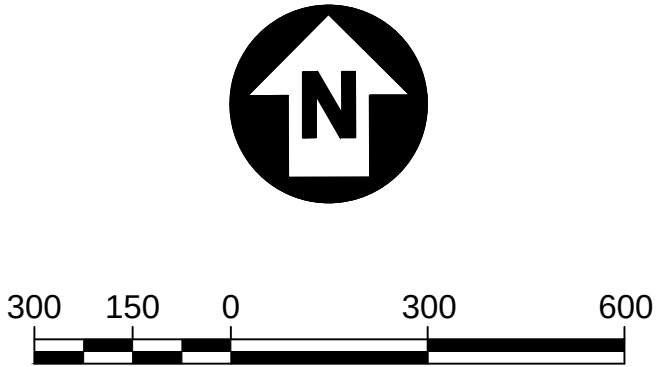
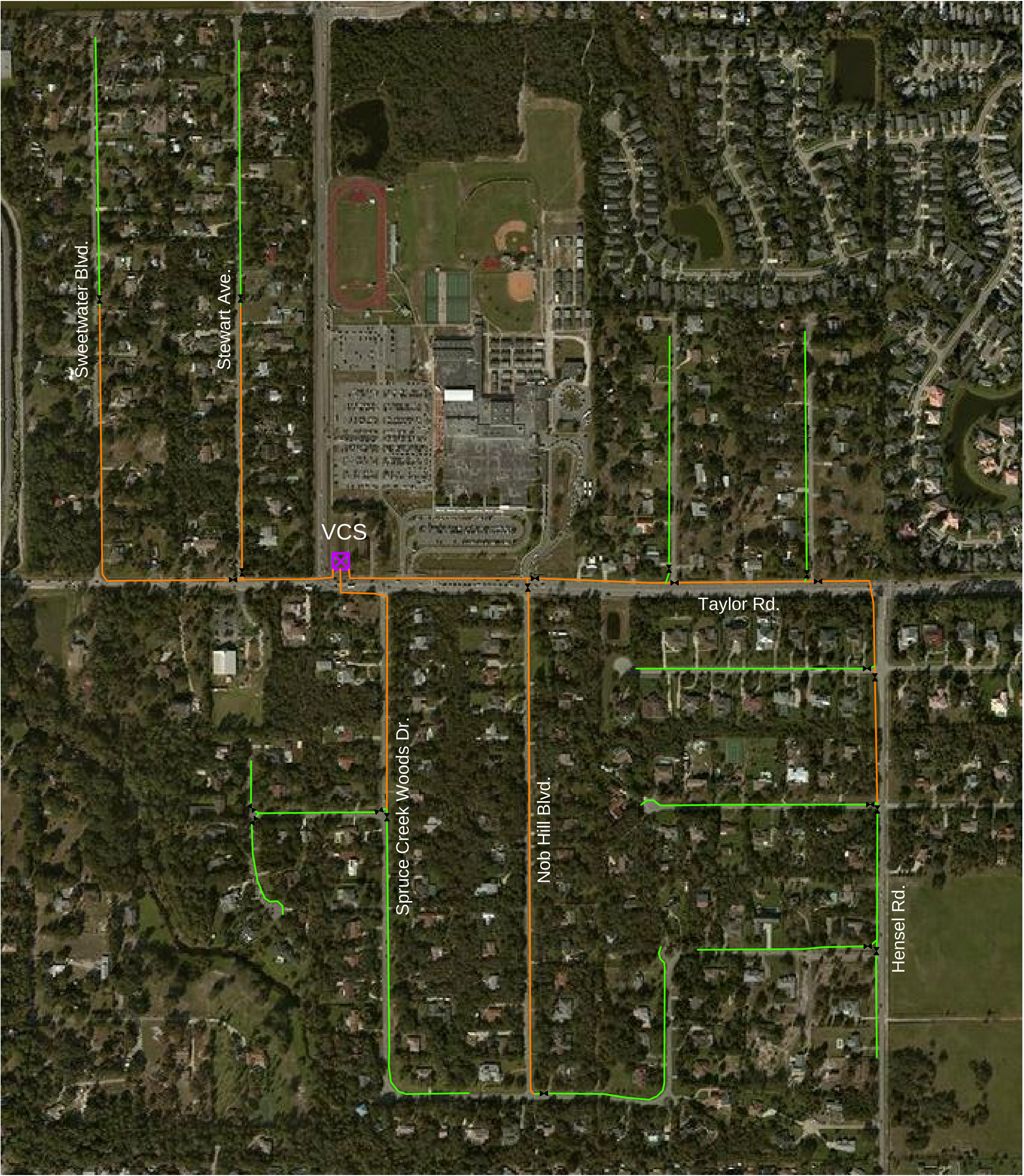
May 18, 2017

Legend

- City of Port Orange Subdivisions/Areas
- Septic Tank Locations (1999-2016)
- Port Orange Service Area
- Streets
- Parcel

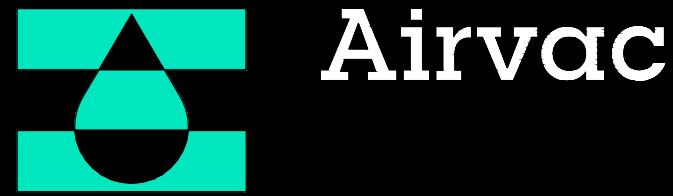


APPENDIX 4-1
VACUUM SEWER LAYOUTS
(North & South Port Orange City Limits and Unincorporated West)



LEGEND

- 4" VACUUM SEWER MAIN (green line)
- 6" VACUUM SEWER MAIN (orange line)
- DIVISION VALVE (green line with black 'X')
- VACUUM STATION (purple square with 'X')

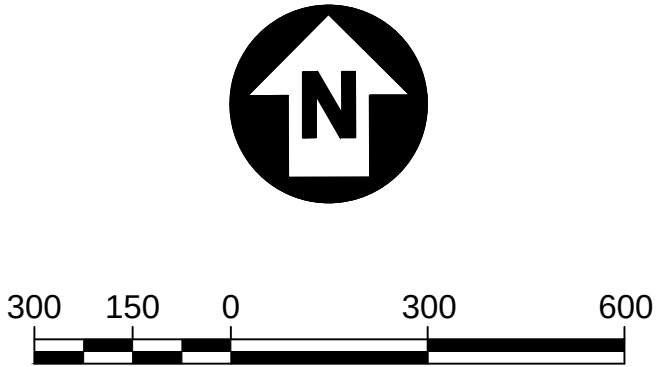
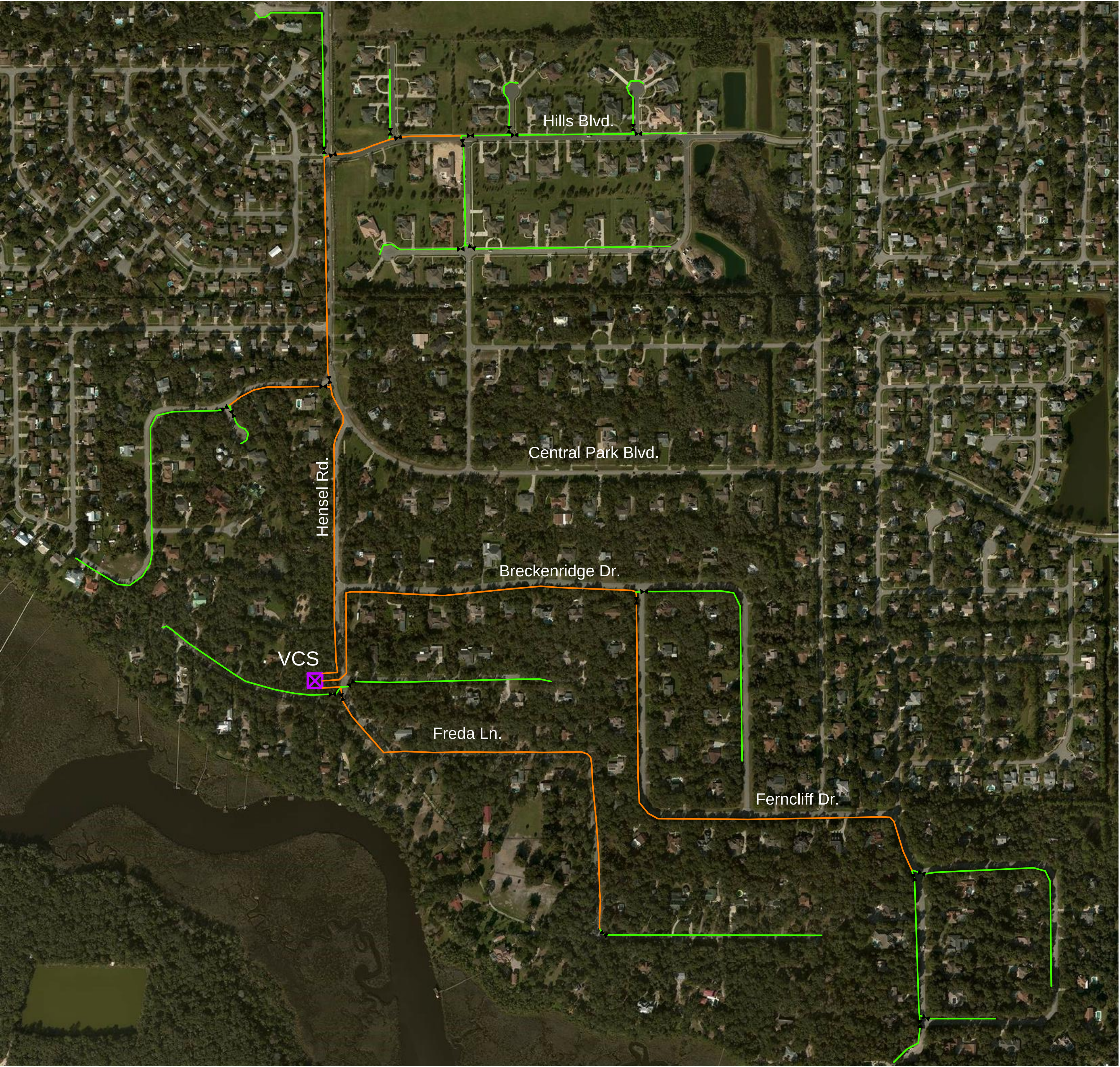


AIRVAC HAS EXPENDED EFFORT IN THE PREPARATION OF THESE DOCUMENTS ON THE UNDERSTANDING THAT THEY WILL BE USED ONLY IF AIRVAC IS CHOSEN AS THE VACUUM SYSTEM SUPPLIER. THESE DOCUMENTS CONTAIN PROPRIETARY INFORMATION OF AIRVAC AND ANY USE OF THAT INFORMATION WITHOUT AIRVAC'S PRIOR WRITTEN CONSENT IS PROHIBITED.

Vacuum Technology Systems

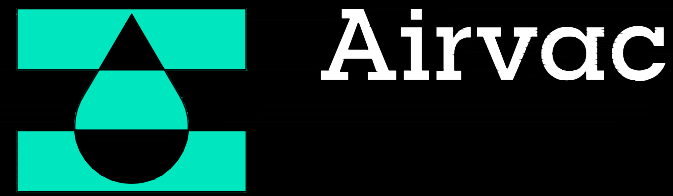
Figure A.4.1

TITLE PORT ORANGE, FL - NORTH STATION PRELIMINARY VACUUM COLLECTION SYSTEM LAYOUT			
CLIENT WADE TRIM			
DRAWN BY J. ZIMMER	DATE 12 APRIL 2017	SCALE SEE BAR SCALE	DRAWING NO.
DESIGNED BY J. ZIMMER			



LEGEND

- 4" VACUUM SEWER MAIN (green line)
- 6" VACUUM SEWER MAIN (orange line)
- DIVISION VALVE (green line with black cross)
- VACUUM STATION (purple square)



AIRVAC HAS EXPENDED EFFORT IN THE PREPARATION OF THESE DOCUMENTS ON THE UNDERSTANDING THAT THEY WILL BE USED ONLY IF AIRVAC IS CHOSEN AS THE VACUUM SYSTEM SUPPLIER. THESE DOCUMENTS CONTAIN PROPRIETARY INFORMATION OF AIRVAC AND ANY USE OF THAT INFORMATION WITHOUT AIRVAC'S PRIOR WRITTEN CONSENT IS PROHIBITED.

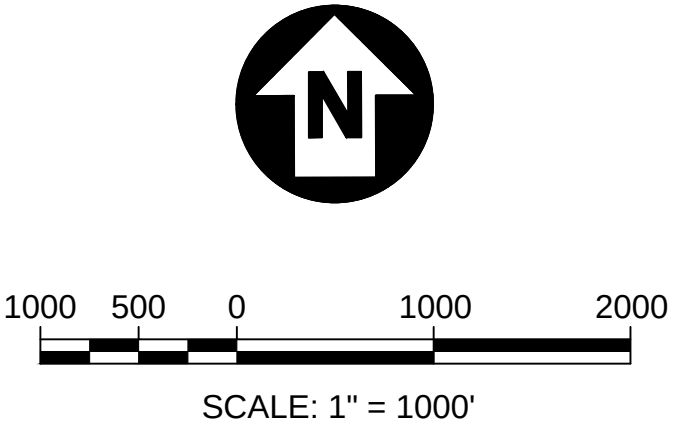
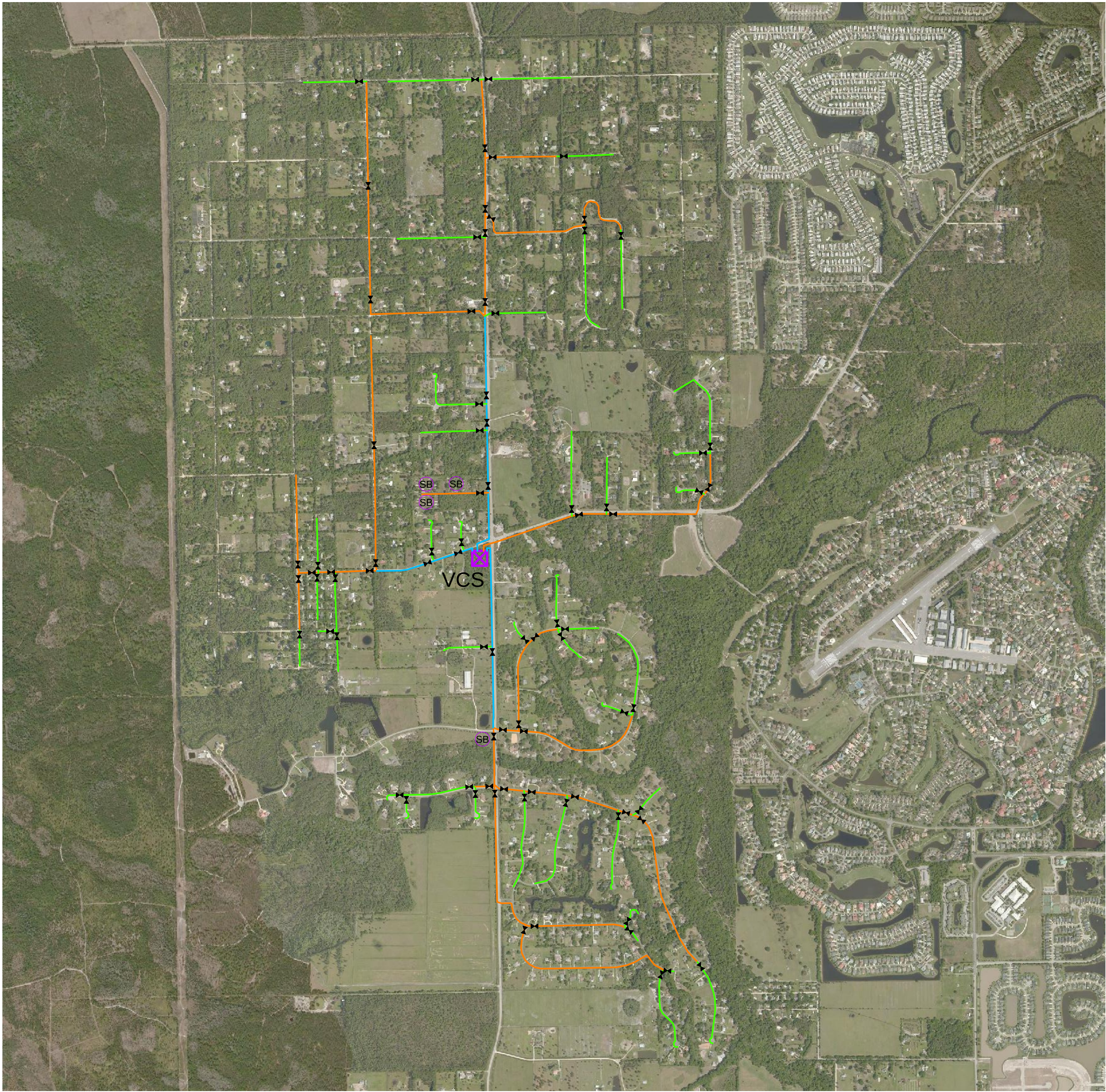
Vacuum Technology Systems

Figure A.4.2

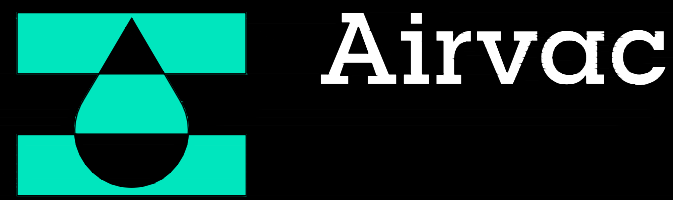
TITLE PORT ORANGE, FL - SOUTH STATION
PRELIMINARY VACUUM COLLECTION SYSTEM LAYOUT

CLIENT WADE TRIM

DRAWN BY J. ZIMMER	DATE 13 APRIL 2017	SCALE SEE BAR SCALE	DRAWING NO.
DESIGNED BY J. ZIMMER			



- LEGEND**
- 4" VACUUM SEWER MAIN
 - 6" VACUUM SEWER MAIN
 - 8" VACUUM SEWER MAIN
 - 10" VACUUM SEWER MAIN
 - DIVISION VALVE
 - VACUUM STATION
 - SINGLE BUFFER TANK



AIRVAC HAS EXPENDED EFFORT IN THE PREPARATION OF THESE DOCUMENTS ON THE UNDERSTANDING THAT THEY WILL BE USED ONLY IF AIRVAC IS CHOSEN AS THE VACUUM SYSTEM SUPPLIER. THESE DOCUMENTS CONTAIN PROPRIETARY INFORMATION OF AIRVAC AND ANY USE OF THAT INFORMATION WITHOUT AIRVAC'S PRIOR WRITTEN CONSENT IS PROHIBITED.

Vacuum Technology Systems

Airvac® - Brand of Aqseptence Group, Inc.

4217 N. Old U.S. 31, Rochester, Indiana 46975 U.S.A.

Phone (574) 223-3980 Fax (574) 231-7424

Airvac Estimate #17158

NO.

REVISIONS

DATE

Figure A.4.3

TITLE
PORT ORANGE, FL - WEST STATION
PRELIMINARY VACUUM COLLECTION SYSTEM LAYOUT

CLIENT
WADE TRIM

DRAWN BY
J. ZIMMER

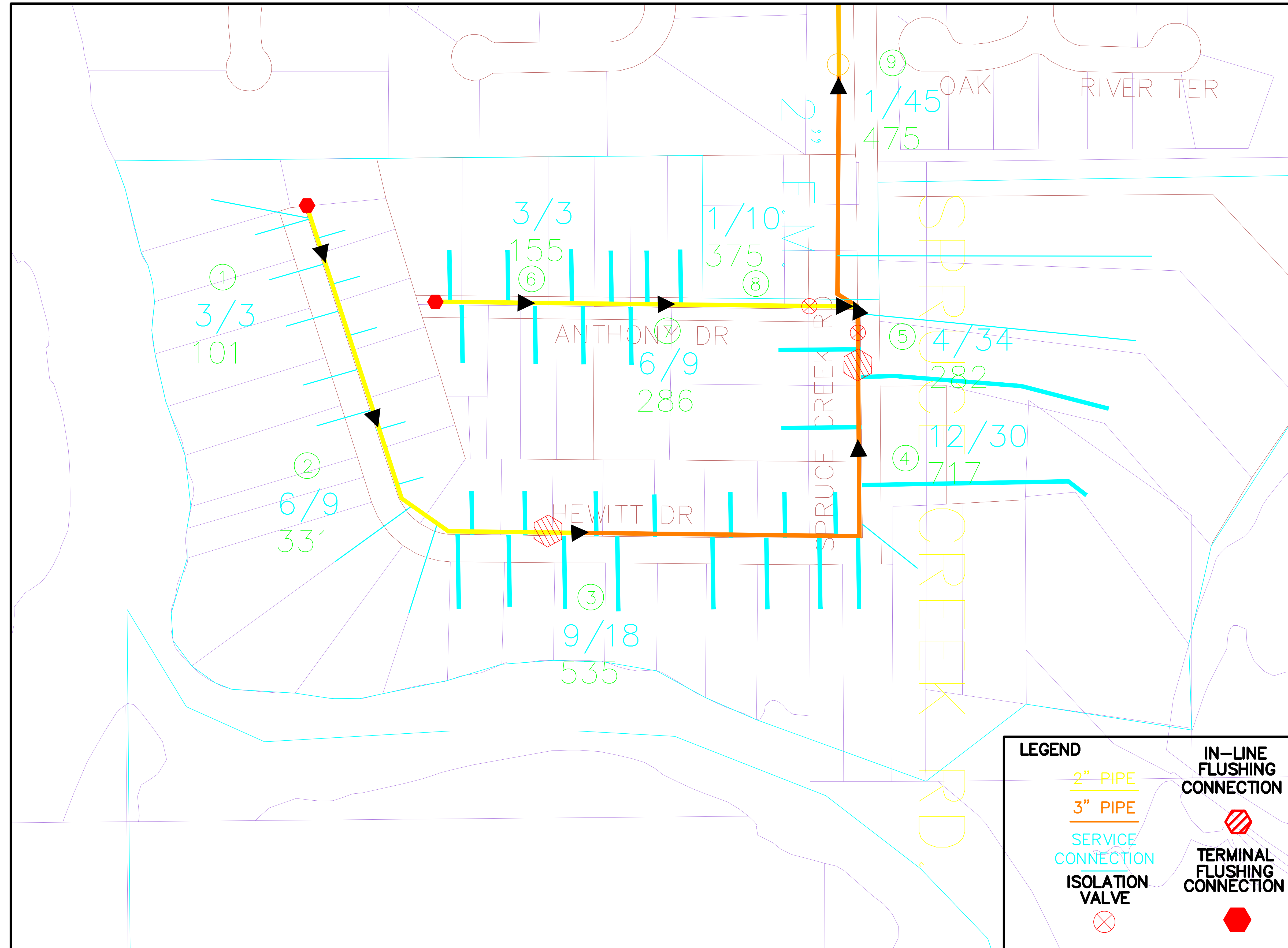
DATE
6 JUNE 2017

SCALE
1" = 1000'

DESIGNED BY
J. ZIMMER

DRAWING NO.

APPENDIX 4-2
LOW PRESSURE SEWER EXAMPLE LAYOUTS



SPRUCE CREEK SOUTH

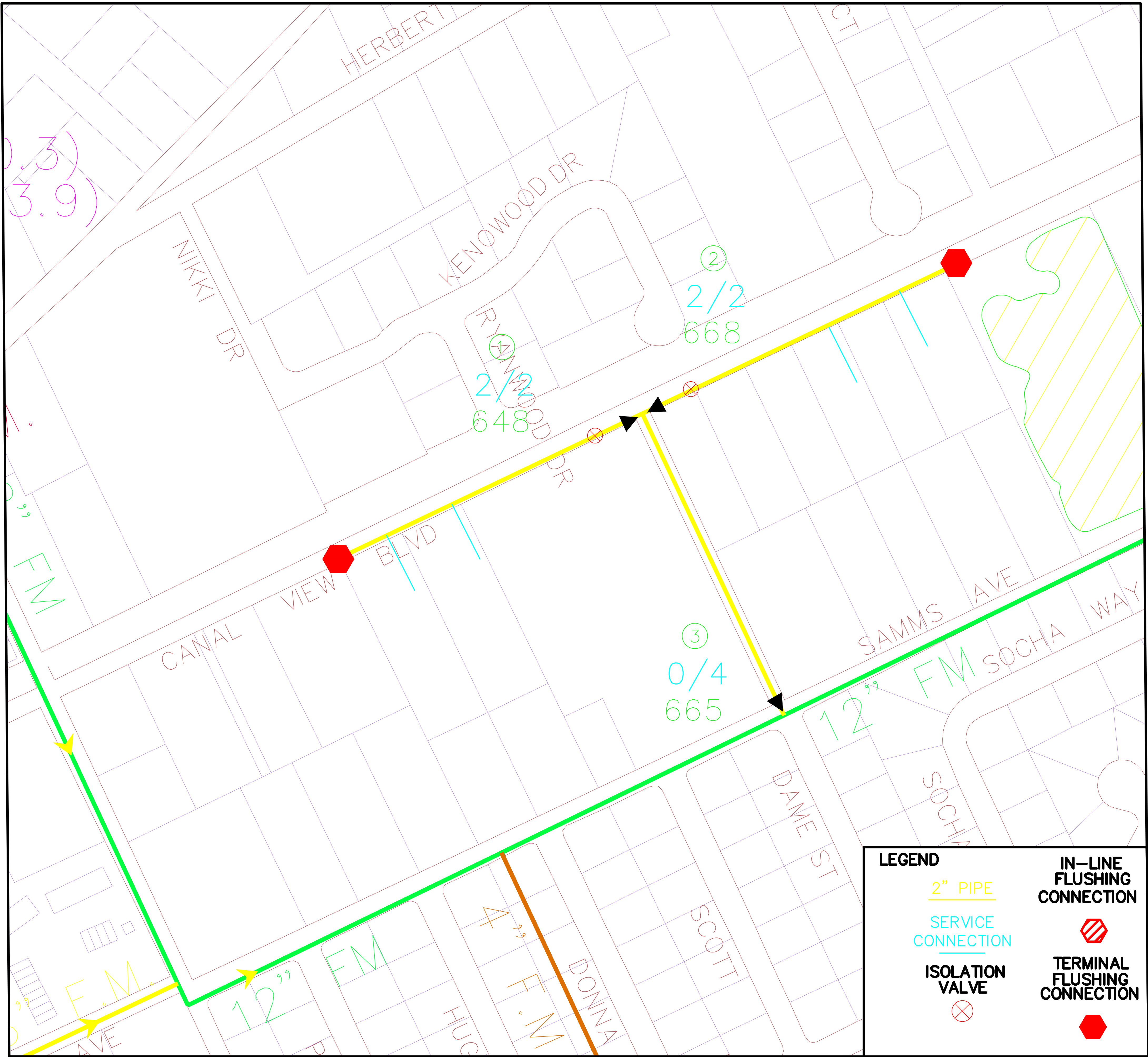
REVISIONS

SPRUCE CREEK SOUTH HYDRAULIC LAYOUT
PORT ORANGE, FLORIDA

Water ReSource Technologies, LLC.
11221 St. Johns Industrial Pkwy North
Jacksonville, FL 32246
Office: (904) 928-0700
Fax: (904) 928-0790
WWW.WRTLCC.COM

Water
ReSource
Technologies
Protecting our groundwater

HA
1 of 1



DUNLAWTON

REVISIONS	

DUNLAWTON HYDRAULIC LAYOUT

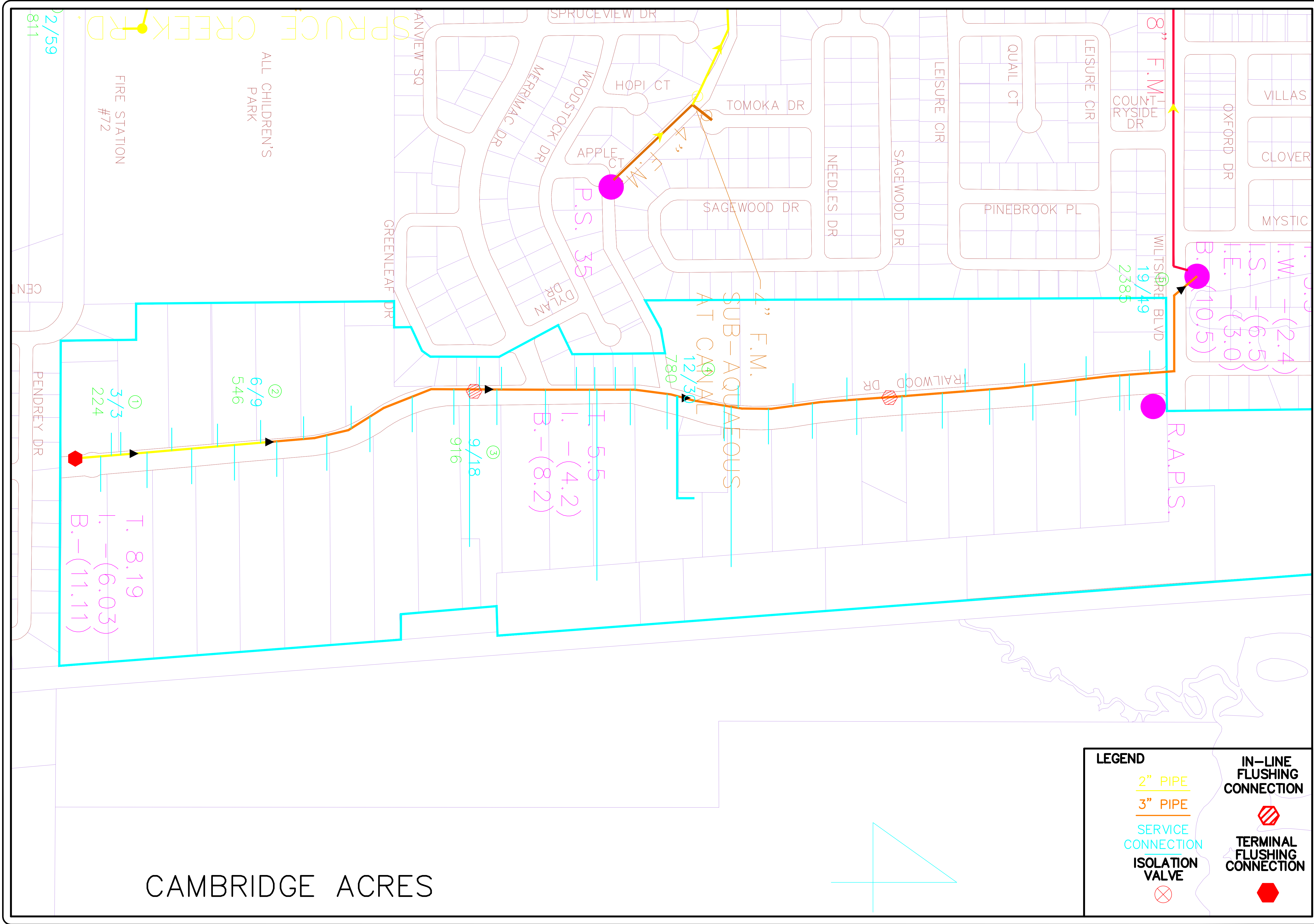
PORT ORANGE, FL

Water ReSource Technologies, LLC.
11221 St. Johns Industrial Pkwy North
Jacksonville, FL 32246
Office: (904) 928-0700
Fax: (904) 928-0790
WWW.WRTLTC.COM

Water
ReSource
Technologies

Protecting our groundwater





CAMBRIDGE ACRES

LEGEND

2" PIPE

3" PIPE

SERVICE CONNECTION

ISOLATION VALVE

IN-LINE FLUSHING CONNECTION

TERMINAL FLUSHING CONNECTION

Water ReSource Technologies, LLC.

11221 St. Johns Industrial Pkwy North

Jacksonville, FL 32246

Office: (904) 928-0700

Fax: (904) 928-0790

WWW.WRTLIC.COM

Water ReSource Technologies

Protecting our groundwater

HA

1 of 1

CAMBRIDGE ACRES HYDRAULIC LAYOUT

PORT ORANGE, FLORIDA

REVISIONS

DRAWN BY: BBS

DATE: 6/21/2011

TECHNICAL MEMORANDUM NO.5

City of Port Orange

Onsite Wastewater Treatment System Study

Task 5 – Transmission System Improvements: Force Mains & Pump Stations

1.0 INTRODUCTION

This section presents the identification of collection system improvements and upgrades required for combining and transferring wastewater flows from parcels using septic systems which are recommended for the City's centralized wastewater collection system. Collection system improvements are based on the collection system alternatives identified for each neighborhood service area in Technical Memorandum No. 4.

2.0 PORT ORANGE NEIGHBORHOOD COLLECTION SYSTEM

Preliminary collection system layouts completed as part of Technical Memorandum No. 4 were used to define transmission system requirements for converting septic systems to centralized wastewater flows. Transmission system routings were based on various criteria that included a review of wastewater utility maps, location and capacity of existing and proposed pump stations, and aerial photography. This section presents the identification of transmission system infrastructure required for constructing vacuum, low pressure, and gravity collection systems where onsite wastewater treatment systems are presently utilized in the City's wastewater service area.

Port Orange – North Vacuum Sewer System

The North VSS is comprised of eight (8) neighborhoods for an estimated total of nearly 300 connections. Estimated annual daily flow from the service area is estimated to equal 33 gpm with a peak flow of 115 gpm (**Table 5.1**).

Table 5.1. North Vacuum Sewer System

Service Area	Estimated Parcels	Est. ADF (gpm)	Est. PHF (gpm)
Port Orange North Vacuum System	296	33	115

The infrastructure requirements for the North VSS pump station were identified in Technical Memorandum No. 4 (Table 4.3). The proposed site for the vacuum pump station serving the North Vacuum Sewer System (VSS) is located at Taylor Road and Clyde Morris Boulevard. This parcel location was chosen based on a review of parcel maps, aerial photography, central location with respect to the neighborhood service area, and the length of vacuum collection lines which are limited by static (13 feet) and friction (5 feet) losses. This preliminary site location and

potential alternative sites should be re-evaluated during the design phase of the project. Site selection will also depend on available land and the required connection point with the primary transmission main.

Sewage transfer pumps (2 - 7.5 hp) from the North VSS were sized to accommodate a peak flow condition of 115 gpm for the estimated 296 residential connections being served by this vacuum pump station. The force main connection for the North VSS is the City's existing 16-inch force main located within the right-of-way on Taylor Road which lies immediately adjacent to the proposed pump station location. The estimated peak hour flow (115 gpm) from the proposed North VSS at this location accounts for less than 3% of the 16-inch force main capacity at peak hourly flow. No additional force main improvements are anticipated based on the estimated flows received from these eight neighborhoods; however, Pump Station No. 21 is recommended for rehabilitation improvements.

2.1 Port Orange – South Vacuum Sewer System

The South VSS is comprised of three (3) neighborhoods for an estimated total of nearly 200 connections. Estimated annual daily flow (ADF) from the service area is estimated to equal 23 gpm with a peak hourly flow (PHF) of 79 gpm (Table 5.2).

Table 5.2 South Vacuum Sewer System

Service Area	Estimated Parcels	Est. ADF (gpm)	Est. PHF (gpm)
Port Orange South Vacuum System	203	23	79

The infrastructure requirements for the South VSS were identified in Technical Memorandum No. 4 (Table 4.5). The proposed site for the vacuum pump station serving the South VSS is located on Hensel Road. This parcel location was chosen based on a review of parcel maps, aerial photography, the identification of a central location with respect to the neighborhood service area, and the length of vacuum collection lines which are limited by static and friction losses. This preliminary site location and potential alternative sites should be re-evaluated during the design phase of the project. Site selection will also depend on available land and the required connection point with the primary transmission main.

Sewage transfer pumps (2 – 7.5 hp) from the South VSS were sized to accommodate a peak flow condition of 80 gpm for the estimated 203 residential connection served by the vacuum pump station. From this vacuum pump station location, an additional 2,000 linear feet of new 4-inch force main will need to be constructed to connect with the City's existing 6-inch force main (FM) located on Hensel Road and Hawks Ridge Road. This existing 6-inch FM receives flow from P.S. 47 (Hawks Ridge) which serves an estimated 109 equivalent residential connections (ADF=12 gpm, PHF=42 gpm). The 6-inch FM has sufficient capacity to accommodate the South VSS average daily flow (23 gpm) and peak hourly flow (80 gpm) at this tie-in location. Pump station

(PS) replacements P.S. No. 46 and P.S. No. 32 are recommended for this section of the transmission system. Hydraulic modeling of the proposed transmission system is recommended prior to completing final design of the South VSS sewage pumps.

2.2 Low Pressure Sewers

Low pressure sewers (e.g. grinder pumps) were identified for five (5) unsewered neighborhood areas within the Port Orange City Limits. Estimated wastewater flows for each neighborhood are provided in **Table 5.3**. Transmission infrastructure required for each service area using low pressure sewers is discussed below.

**Table 5.3. Low Pressure Sewer System Service Areas
(located in the City of Port Orange Service Area)**

Service Area	Estimated Parcels	Est. ADF (gpm)	Est. PHF (gpm)
Spruce Creek South	42	5	16
Taylor West	24	3	10
Dunlawton Northeast	34	4	13
Cambridge Acres	47	5	18
Mac-John	17	2	7

Spruce Creek South. Constructing sewers in this neighborhood will involve the installation of single, individual low pressure pump station outside each single family residence; for a total of 42 grinder pump stations. Each individual grinder pump station is connected with the low pressure sewer system via individual 1-1/4 inch sewer laterals. The low pressure sewer system in this neighborhood requires the construction of both 2-inch and 3-inch low pressure force mains (LPFMs) which ultimately tie-in to the City's transmission system via the existing 10-inch FM located on Spruce Creek Road. No additional force main improvements are required based on the estimated flows that will be received from sewerage this service area. Rehabilitation of the Central Pump Station (No. 43) is recommended.

Table 5.4. Spruce Creek South Low Pressure Transmission System

Spruce Creek South Low Pressure Transmission System	Estimated Quantity
2-inch SDR11 HDPE LP Force Main	1,250 LF
3-inch SDR11 HDPE LP Force Main	2,000 LF

Taylor West. Low pressure sewers were recommended for providing central sewer service for 8 to 9 homes located along Anita Street. Constructing sewers in this neighborhood will be accomplished by installing grinder pump stations at each single-family residence whereby each grinder pump station is connected with a low pressure force main (2-inch or 3-inch) via 1-1/4 inch low pressure sewer laterals. Average daily flow from the Anita Street area is equivalent to 1 gpm

with a peak hourly flow estimated to equal 4 gpm. Sewer flows from this area can be directed to the City's existing lift station, Pump Station No. 16 with the installation of an estimated 1,000 LF of 2-inch low pressure force main. No additional pump station improvements are recommended for P.S.16 at Sawgrass Point Drive.

In the southwest corner of this service area, several unsewered parcels border Spruce Creek which were recommended for constructing low pressure sewers. These low pressure connections will be able to connect with the City's existing 8-inch FM located on Taylor Road.

Table 5.5. Taylor West Low Pressure Transmission System

Taylor West Low Pressure Transmission System	Estimated Quantity
2-inch SDR11 HDPE LP Force Main	7,100 LF

Dunlawton Northwest. A total of 34 parcels identified in this area will be served with low pressure sewers. Out of the 34 parcels, a total of 28 parcels are located on Samms Avenue and Canal View Boulevard (east of Jackson Street) and can be connected with the 12-inch force main located on Samms Avenue provided that the grinder pump stations can overcome the average operating pressure range of the existing force main. Alternatively, the 2-inch conveyance low pressure force main (LPFM) connecting all the parcels can be connected directly with Pump Station No. 19. This pump station connection would require the construction of an additional 1,200 linear feet of 2-inch LPFM.

Table 5.6. Dunlawton Northeast Low Pressure Transmission System

Dunlawton NE Low Pressure Transmission System	Estimated Quantity
2-inch SDR11 HDPE LP Force Main	2,650 LF

Cambridge Acres. This unsewered neighborhood consists of 47 parcels located along the Trailwood Drive corridor in the eastern half of the Port Orange service area. Parcels in this service area will be served with low pressure sewers. A 2-inch and 3-inch low pressure force main will be constructed for transferring wastewater flows from each individual grinder pump station to Pump Station No. 23 (Cambridge Villa) located at 445 Wiltshire Boulevard. This pump station (pumps and wet well) are reported to be in overall poor condition; therefore, a complete rehabilitation of this pump station is recommended.

Table 5.7. Cambridge Acres Low Pressure Transmission System

Cambridge Acres Low Pressure Transmission System	Estimated Quantity
2-inch SDR11 HDPE LP Force Main	800 LF
3-inch SDR11 HDPE LP Force Main	4,100 LF

Mac-John. Identified non-sewered homes (17 total) in this neighborhood will require the installation of low pressure sewers for wastewater service. Grinder pump stations installed in this area can tie into the existing 16-inch force main located on Boggs Ford Road or the 8-inch force main located on Taylor Road. Pressure information from neighboring pump stations should be utilized to determine the best tie-in location for the low pressure pumps designated to service this area.

Table 5.8. Mac-John Low Pressure Transmission System

Mac-John Low Pressure Transmission System	Estimated Quantity
2-inch SDR11 HDPE LP Force Main	2,200 LF
3-inch SDR11 HDPE LP Force Main	1,035 LF

2.3 Gravity Sewers

Three neighborhoods (59 parcels) with an existing gravity sewer collection systems were identified as having non-sewered parcels located within the Port Orange city limits. Additional transmission infrastructure required for constructing central sewers in these areas is identified herein.

Table 5.9. Identified Non-Sewered Parcels w/ Gravity Service

Service Area	Estimated Parcels	Est. ADF (gpm)	Est. PHF (gpm)
Gladys White Acres	19	2	7
Seminole Woods	5	0.6	2
Commonwealth NE	35	4	14

Gladys White Acres. A total of 19 non-sewered parcels in this neighborhood are located on Vaughn Road, Samara Road, and Bakers End Trail. Gravity sewers constructed on these streets can be connected with the existing gravity sewers in each neighboring area which connects with Pump Station No. 43 (Central Park). The 7.5 horsepower (hp) pumps serving this P.S. No. 43 are reported be in overall poor condition; therefore, a complete rehabilitation of this pump station is recommended.

Seminole Woods. A total of five (5) parcels located on Seminole Woods Drive were identified as non-sewered. These parcels have existing gravity sewer service available for connecting identified parcels in this neighborhood. No additional transmission improvements are required for constructing sewers in this neighborhood.

Commonwealth NE. Parcels located along the Rogers Avenue corridor were identified as having existing 8-inch gravity sewer service. These parcels have existing gravity sewer service

available for connecting identified parcels in this neighborhood. No additional improvements are required.

Identified parcels (6) located along US1 north of Orange Boulevard can be connected with the existing gravity sewer collection system to provide central sewer service. Where gravity connections cannot be made, low pressure sewer connections can be installed. These identified sewer connections can be directed to one of the City's existing lift stations located along this corridor (P.S. 20, P.S. 62, and/or P.S. 7). No additional major transmission system infrastructure is required for constructing sewers in this area.

2.4 Priority 2 Projects: Outside the Port Orange City Limits

Five (5) service areas with an estimated total of more than 1,500 parcels located outside of the Port Orange city limits were identified as Priority 2 projects. Each of the project areas and their identified collection system improvements required for transferring wastewater flows to the City's wastewater treatment facility are identified below.

2.4.1 Ponce Inlet Service Area

The Town of Ponce Inlet's Sanitary Sewer Master Plan (Quentin Hampton Associates, Inc.) identified twelve capital projects for serving more than 450 non-sewered parcels on the barrier island. Based on current information, nine (9) project areas remain to be constructed accounting for an estimated 412 parcels that remained non-sewered today. Identified project areas and their estimated flows are summarized below.

Table 5.10. Identified Sewer Construction Projects in Ponce Inlet Service Area¹

Ponce Inlet Project Location	Est. Parcels	Est. ADF (gpm)
South Atlantic	15	2
Avery Landing	5	0.6
Winter Haven Road	3	0.3
Lighthouse Shores Upgrade	130	14
Oceanside Village	150	17
Ponce de Leon Circle	22	2
Jennifer Circle/Bay Harbor Drive	65	7
Lighthouse Preservation Area	15	2
South Peninsula Drive	7	0.8

South Atlantic, Avery Landing, and Winter Haven Road. Any planned expansion of the wastewater collection system in these areas will require the developer to pay for any lift station or transmission system upgrades.

Lighthouse Shores. Construction of central sewers in this neighborhood will require tie-ins with the existing gravity sewer system which connects with Master Lift Station No. 105. No new force main or pump station upgrades are required for this wastewater system expansion.

Ocean Village. The additional 150 connections identified for this service area will be connected with Pump Station No. 113. The pump station would be at buildout capacity with the additional single family homes added to the system. Therefore, no pump station upgrades or force main improvements are required for this wastewater system expansion.

Ponce de Leon Circle. A new pump station and an estimated 700 LF of 4-inch force main would be required for sewerage these identified parcels.

Jennifer Circle/Bay Harbor Drive. Connection of these parcels with existing P.S. 105 would be required. No new force main or pump station upgrades are required for these additional parcels.

Lighthouse Preservation Area. This area was recommended for construction of gravity sewers to provide sewer service to the identified 15 parcels. Relocation of Pump Station No. 104 is required to provide gravity service to this area.

South Peninsula Drive. A total of 7 grinder pump stations would be tie-in with an existing 4-inch force main. No additional force main improvements are required for this wastewater system expansion.

2.4.2 Unincorporated West

An estimated 700+ parcels located within the Unincorporated West service area are currently utilizing septic systems. A hybrid collection system (low pressure and vacuum sewers) is recommended for sewerage the Unincorporated West service area.

Table 5.11. Unincorporated West Vacuum Sewer System

Service Area	Estimated Parcels	Est. ADF (gpm)	Est. PHF (gpm)
Unincorporated West Vacuum System	680	76	264

The proposed site for the vacuum pump station serving the West Vacuum Sewer System (VSS) is located at intersection of Taylor Road and Tomaka Farms Road. This parcel location was chosen based on a review of parcel maps, aerial photography, central location with respect to the neighborhood service area, the length of vacuum collection lines which are limited by static and friction losses, and the required connection point with the City's transmission main. This preliminary site location and potential alternative sites should be re-evaluated during the design phase of the project.

Sewage transfer pumps from the West VSS were sized to accommodate peak flow conditions (276 gpm) for the proposed sewer connections (vacuum and low pressure) being served by this vacuum pump station. The City's existing 8-inch FM located within on the western perimeter of Taylor Road was determined to have insufficient capacity for connecting the Unincorporated West service area. Two possible options exist: (1) constructing a new 4-inch FM and booster pump station for transferring flows from the Unincorporated West service area and connecting with the City's existing 12-inch FM located west of Interstate 95 or (2) constructing a new 4-inch FM and pump station to transfer flows to the existing 12-inch FM located on Town West Boulevard. Hydraulic modeling of these transmission system options is recommended prior to completing final design of the Unincorporated West sewer system design.

2.4.3 Unincorporated East

A total of 15 non-sewered parcels were identified in the Unincorporated East section of the study area. The majority of these identified parcels are located east of U.S. Highway 1 in the southeast quadrant of the City. Wastewater service to these parcels can be accomplished using low pressure sewers. Tie-ins can be accomplished with neighboring force mains or pump stations serving the area. No additional transmission system improvements are required for this service area.

2.4.4 Wilbur-by-the-Sea and Daytona Beach Shores

The non-sewered parcels located in Daytona Beach Shores and the unincorporated community of Wilbur-by-the-Sea account for approximately 370 additional equivalent connections. Wastewater service for these communities will be accomplished using low pressure and gravity sewers. In terms of average day and peak hour flows, these non-sewered parcels account for less than 3% of the total transmission system capacity utilized for conveying wastewater flows to the City of Port Orange's wastewater treatment facility. No additional transmission system improvements are anticipated when these additional connections come on-line with the centralized wastewater system; however, some potential pump station upgrades may be required once all unsewered parcel improvements are identified.

2.5 Additional Pump Station Improvements

Additional pump station upgrades will be required along the corridor between Taylor Road and the City's regional wastewater treatment facility to accommodate the increase flows resulting from the recommended sewer projects. Designated pump stations (P.S.) identified for improvements include P.S. 9 (Halifax Estates), P.S. 14 (Parkwood), P.S. 22 (Southern Pine), and P.S. 29 (Maplewood).

3.0 WASTEWATER TREATMENT FACILITY IMPROVEMENTS

The City has an existing 12.0 million gallon per day (mgd) average daily flow permitted activated sludge domestic treatment plant facility located at 817 Oak Street in Port Orange, Florida. Based

on discussions with City Utility staff, the treatment facility has sufficient plant capacity to accommodate the proposed flows (est. ADF = 0.36 gpd & PHF = 1.26 mgd) associated with sewerage both the incorporated and the unincorporated service areas identified in this study.

4.0 RECOMMENDED IMPROVEMENTS

The identified transmission system improvements required for constructing central sewers in the City of Port Orange's wastewater service areas are summarized in **Table 5.12** and **Table 5.13** below. Connection points between identified collection systems, their corresponding transmission infrastructure, and the City's primary transmission system were based on the following criteria:

- Vacuum Sewers: Force main connections between the proposed vacuum pump station serving identified neighborhoods and existing or proposed transmission systems;
- Low Pressure Sewers: Connecting low pressure force mains required for serving identified residential parcels with existing or proposed transmission infrastructure; and
- Gravity Sewers: Connecting identified areas to be served with gravity sewers with existing or proposed transmission systems

Table 5.12 Recommended Transmission System Improvements for Projects within the City Limits of Port Orange

Project Locations Located Within the City Limits	Recommended Transmission System Improvements
Vacuum Sewers	
North Vacuum System (8 neighborhoods)	Sewage Transfer Pumps (2-7.5 hp)
South Vacuum System (3 neighborhoods)	Sewage Transfer Pumps (2-7.5 hp) 2,000 LF 4-in Force Main
Low Pressure Sewers	
Spruce Creek South	1,250 LF 2-in Low Pressure Force Main 2,000 LF 3-in Low Pressure Force Main
Taylor West	7,100 LF 2-in Low Pressure Force Main
Dunlawton Northeast	2,650 LF 2-in Low Pressure Force Main
Cambridge Acres	800 LF 2-in Low Pressure Force Main 4,100 LF 3-in Low Pressure Force Main Pump Station No. 23 Rehab
Mac-John	2,200 LF 2-in Low Pressure Force Main 1,035 LF 3-in Low Pressure Force Main
Gravity Sewers	
Gladys White Acres	Pump Station No. 43 Rehab
Seminole Woods	None
Commonwealth NE	None

Table 5.13 Recommended Transmission System Improvements for Projects outside the City Limits of Port Orange

Project Locations Located Outside the City Limits	Recommended Transmission System Improvements
Town of Ponce Inlet	
South Atlantic	Developer paid
Avery Landing	Developer paid
Winter Haven Road	Developer paid
Lighthouse Shores Upgrade	None
Oceanside Village	None
Ponce de Leon Circle	700 LF 4-inch Force Main New Pump Station
Jennifer Circle/Bay Harbor Drive	None
Lighthouse Preservation Area	Relocation of P.S. 104
South Peninsula Drive	None
Unincorporated West	Sewage Transfer Pumps (2) 14,000 LF 4-in Force Main 1 - Booster Pump Station (2)
Unincorporated East	None
Wilbur-by-the Sea	Potential Pump Station Upgrades
Daytona Beach Shores	None

TECHNICAL MEMORANDUM NO.6

City of Port Orange

Onsite Wastewater Treatment System Study

Task 6 – Estimated Project Costs

1.0 INTRODUCTION

This section presents the planning level capital cost estimates prepared for each identified service area within the City of Port Orange. Estimated capital costs were based on the identified collection system improvements and transmission system upgrades required for combining and transferring wastewater flows from parcels using septic systems which are recommended for the City's centralized wastewater collection system. All project costs were based on the improvements identified for each neighborhood service area in Technical Memorandums No. 4 and No. 5.

2.0 ESTIMATED COLLECTION SYSTEM CAPITAL COSTS

Capital improvement costs were estimated for each of the identified service areas are presented in **Table 6.1** and **Table 6.2**. Estimates of probable costs are Class 4 order-of-magnitude estimates as defined by Associated for the Advancement of Cost Engineering (AACE) International and rounded to the nearest thousand dollars. All cost estimates were prepared and adjusted to reflect June 2017 dollars. Detailed costs for each service area are presented in **Appendix 6-1**. Estimated construction costs for each service area include:

- Collection system costs;
- Pump station costs;
- Transmission system improvements,
- Pump station upgrades,
- Restoration costs,
- Contingency, and
- Engineering.

Table 6.1. Capital Costs Summary for Sewering Priority 1 Project Neighborhood Service Areas within the City Limits

Service Area ^{1,2,3}	Collection System	Est. Parcels Served	Estimated Construction Costs ^{4,5}	Estimated Engineering Costs	Est. Total Project Costs ^{6,7}	Capital Cost Per Parcel
North Neighborhoods	Vacuum Sewers	296	\$3,751,000	\$750,200	\$4,501,200	\$15,200
South Neighborhoods	Vacuum Sewer	203	\$3,655,000	\$731,000	\$4,386,000	\$21,600
Spruce Creek South	Low Pressure	42	\$937,000	\$187,000	\$1,124,000	\$26,800
Taylor West	Low Pressure	24	\$666,000	\$133,000	\$799,000	\$33,300
Dunlawton NE	Low Pressure	34	\$590,000	\$118,000	\$708,000	\$20,800
Cambridge Acres	Low Pressure	47	\$1,104,000	\$221,000	\$1,325,000	\$28,200
Mac-John	Low Pressure	17	\$404,000	\$81,000	\$485,000	\$28,500
Gladys White Acres	Gravity	19	\$465,000	\$93,000	\$558,000	\$29,000
Commonwealth NE	Gravity & Low Pressure	35	\$560,000	\$112,000	\$672,000	\$19,200
Miscellaneous Parcels	Gravity & Low Pressure	11	\$236,000	\$47,000	\$283,000	\$25,700
Miscellaneous Pump Station Improvements	Vacuum, LP, & Gravity	-	\$560,000	\$112,000	\$672,000	
TOTALS		728	\$12,928,000	\$2,585,000	\$15,513,000	\$21,300

Notes:

- 1) North Neighborhoods include Sweetwater Estates, Spruce Creek Run, Pheasant Run, Woodcliff/Dogwood, Nob Hill Estates, Spruce Creek Woods, Hensel Hill Estates, and Bayridge.
- 2) South Neighborhoods include Bentwood, High Point Acres, and Rolling Hill Estates.
- 3) Seminole Woods (5 parcels), which has existing gravity service available, is not included.
- 4) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 5) Estimates of probable costs are Class 4 order-of-magnitude estimates as defined by AACE International and rounded to the nearest thousand dollars.
- 6) Estimated construction costs include a 25% contingency.
- 7) Homeowner on-lot connection costs are not included with the estimated project costs for each identified service area.

Table 6.2. Capital Costs Summary for Sewering Priority 2 Project Neighborhood Service Areas Outside the City Limits

Service Area	Collection System	Est. Parcels Served	Estimated Construction Costs ^{1, 2}	Estimated Engineering Costs	Est. Total Project Costs ^{3, 4}	Est. Capital Cost Per Parcel
Ponce Inlet	Gravity & LP Sewers	412	\$8,728,000	\$1,745,000	\$10,473,000	\$25,400
Unincorporated West	Vacuum & Low Pressure	710	\$12,431,000	\$2,486,000	\$14,917,000	\$21,000
Unincorporated East	Low Pressure	15	\$419,000	\$84,000	\$503,000	\$33,500
Wilbur-by-the-Sea	Gravity & Low Pressure	353	\$6,619,000	\$1,324,000	\$7,942,000	\$22,500
Daytona Beach Shores	Gravity & Low Pressure	19	\$356,000	\$71,000	\$427,000	\$22,500
TOTALS		1,509	\$23,017,000	\$5,803,000	\$34,820,000	\$23,100

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimates of probable costs are Class 4 order-of-magnitude estimates as defined by AACE International and rounded to the nearest thousand dollars.
- 3) Estimated construction costs include a 25% contingency.
- 4) Homeowner on-lot connection costs are not included with the estimated project costs for each identified service area.

Vacuum Collection System & Vacuum Pump Station Costs. All vacuum sewer collection system costs were based on manufacturer's cost estimates for equipment, including vacuum mains, vacuum pits, buffer tanks, valves, and appurtenances. Overall component costs were based on manufacturer quotes and compared against recent project bids in Florida.

Vacuum pump station costs included costs associated with the purchase, installation, and construction of a vacuum pump station plus the costs associated with land acquisition for each pump station site. Costs were based on manufacturer's estimates for equipment, including vacuum pumps, submersible sewage pumps, collection tank, standby generator, odor control, valve vault, electrical, instrumentation, and vacuum pump station.

Low Pressure Collection System & Pump Station Costs. Low pressure collection system costs were based on manufacturer's costs estimates for grinder simplex pump stations complete with wet well, grinder pump and control panel; low pressure force mains, lateral assemblies, flushing connections, valves and appurtenances for constructing a complete low pressure sewer collection system. Pump station costs were based on manufacturer quotes and compared with recent project bids in Florida.

Gravity Collection System Costs. Estimated gravity collection system costs were based on capital project costs identified in the Ponce Inlet Sanitary Sewer Master Plan (2009) for average single family residential connections and updated to current 2017 dollars. Gravity collection system costs include estimated costs for lift stations, pump station upgrades, and road restoration.

Transmission System Improvements & Pump Station Upgrades. Transmission system improvement costs included those costs associated with transmission mains required for transferring sewage flows from vacuum, low pressure, and gravity sewer systems to the City's existing transmission system. Low pressure transmission improvements included all 2-inch and 3-inch low pressure sewers required for each service area. Additionally, cost estimates were included for lift stations that will require pump upgrades based on significant increased flows, e.g. P.S. No. 21 (North Vacuum System), P.S. No. 32 & P.S. 46 (South Vacuum System), Regional P.S. No. 60 (Unincorporated West), and Pump Stations 9, 14, 22, and 29. Estimated costs for rehabilitation of P.S. 23 and P.S.43 were also included as costs included for upgrades.

Restoration Costs. Roadway restoration costs for each construction cost estimate were included for each collection system alternative based on the type of construction methods used with constructing vacuum, low pressure, and gravity collection systems. Costs were included restoration of neighborhood driveways and landscaping for each collection system alternative.

Engineering and Contingency Costs. Cost estimates prepared for this project are considered Class 4 estimates by AACE International. These estimates defined as cost estimates that are prepared based on limited information and subsequently have wide accuracy ranges. Typically engineering ranges from 1% to 15% complete; estimates are often prepared for strategic planning, project screening, alternative analysis, technical feasibility, and preliminary budget approval. Expected accuracy ranges are from -15% to -30% on the low side and +20% to 50% on the high side, depending on the technological complexity of the project, appropriate reference information, and the inclusion of an appropriate contingency determination. All construction cost estimates prepared for this program include a 25 percent contingency and a 20 percent allowance for engineering design and construction services, permitting, and administrative costs. Estimated costs do not include any financing costs (interest during construction) which may be incurred as a result of financing all or part of a capital project.

Homeowner Connection Costs. On-lot connection costs, such as the abandonment of the existing onsite wastewater treatment system; the installation of the sewer lateral between the residence dwelling and the vacuum, low pressure, or gravity main; and the homeowner's electrical upgrades required for installing a simplex grinder pump station (when using low pressure) were estimated to cost approximately \$4,500 per connection. These costs may vary depending on the depth of the parcel and the location of the plumbing connection for the individual residence.

4.0 UNIFORM ANNUAL COSTS

Operation and maintenance (O&M) costs developed for each collection system include operation, maintenance, repair and replacement costs. Estimates for operation and maintenance of collection systems were annualized over a 20-year operating period for comparison purposes.

Vacuum Sewer Annual Operation and Maintenance Costs. Typical O&M costs for each vacuum collection systems are presented in **Table 6-3** through **Table 6-5**. Annual operation and maintenance costs for each vacuum system was provided by the manufacturer (AIRVAC).

Table 6.3. North Vacuum System Estimated Annual O&M Costs

Description	Estimated Manhours	Annual Estimated Costs ^{1, 2}
Labor – Normal, recommended PM and Emergency Maintenance – Vacuum pump station, vacuum mains, and vacuum valves	213.0 hrs/yr	\$5,000
Labor – Emergency Maintenance Allowance (service calls based on historical data)	35.9 hrs/yr	
Power Costs – Vacuum pumps, sewage pumps, ventilation, lighting, etc.	60,000 kwhr/yr	\$7,200
Total Estimated Annual O&M Cost		\$12,200
Number of Connections		296
Estimated Cost per Connection		\$41/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Power cost estimates based on \$0.10/kwhr

Table 6.4. South Vacuum System Estimated Annual O&M Costs

Description	Estimated Manhours	Annual Estimated Costs ^{1, 2}
Labor – Normal, recommended PM and Emergency Maintenance – Vacuum pump station, vacuum mains, and vacuum valves	197.5 hrs/yr	\$4,900
Labor – Emergency Maintenance Allowance (service calls based on historical data)	46.0 hrs/yr	
Power Costs – Vacuum pumps, sewage pumps, ventilation, lighting, etc.	60,000 kwhr/yr	\$7,200
Total Estimated Annual O&M Cost		\$12,100
Number of Connections		203
Estimated Cost per Connection		\$60/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Power cost estimates based on \$0.10/kwhr

Table 6.5. West Unincorporated Vacuum System Estimated Annual O&M Costs

Description	Estimated Manhours	Annual Estimated Costs ^{1, 2}
Labor – Normal, recommended PM and Emergency Maintenance – Vacuum pump station, vacuum mains, and vacuum valves	322 hrs/yr	\$8,100
Labor – Emergency Maintenance Allowance (service calls based on historical data)	81.0 hrs/yr	
Power Costs – Vacuum pumps, sewage pumps, ventilation, lighting, etc.	121,000 kwhr/yr	\$13,300
Total Estimated Annual O&M Cost		\$21,400
Number of Connections		656
Estimated Cost per Connection		\$33/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Power cost estimates based on \$0.10/kwhr

Vacuum Sewer Renewal and Replacement Cost. Estimated renewal and replacement costs for each recommended vacuum sewer project area in the City's service area are presented in **Tables 6.6** through **Table 6.8**.

Table 6.6. North Neighborhood Vacuum System Equipment Renewal and Replacement Costs

Equipment Description	Estimated Life	Quantity	Unit Cost	Replacement Cost ^{1, 2}
Vacuum Pumps	15 yrs	2	\$18,400	\$36,800
Sewage Pumps	15 yrs	2	\$7,500	\$15,000
Collection Tank	30 yrs	1	\$17,000	\$17,000
Control Panel	20 yrs	1	\$8,400	\$8,400
Misc. Equipment	15 yrs	LS	\$2,000	\$2,000
Vacuum Valves	15 yrs	119	\$60/valve	\$7,100
Controllers	10 yrs	119	\$60/controller	\$7,100
In-sump Breathers	10 yrs	119	\$30/breather	\$3,600
Annual Equipment Renewal & Replacement Cost				\$6,100
Estimated Cost per Connection				\$21/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimated renewal and replacement costs are rounded to the nearest hundred dollars

Table 6.7. South Neighborhood Vacuum System Equipment Renewal and Replacement Costs

Equipment Description	Estimated Life	Quantity	Unit Cost	Replacement Cost ^{1, 2}
Vacuum Pumps	15 yrs.	2	\$18,400	\$36,800
Sewage Pumps	15 yrs.	2	\$7,500	\$15,000
Collection Tank	30 yrs.	1	\$17,000	\$17,000
Control Panel	20 yrs.	1	\$8,400	\$8,400
Misc. Equipment	15 yrs.	LS	\$2,000	\$2,000
Vacuum Valves	15 yrs.	83	\$60/valve	\$5,000
Controllers	10 yrs.	83	\$60/controller	\$5,000
In-sump Breathers	10 yrs.	83	\$30/breather	\$2,500
Annual Equipment Renewal & Replacement Cost				\$5,700
Estimated Cost per Connection				\$28/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimated renewal and replacement costs are rounded to the nearest hundred dollars

Table 6.8. West Unincorporated Vacuum System Equipment Renewal and Replacement Costs

Equipment Description	Estimated Life	Quantity	Unit Cost	Replacement Cost ^{1, 2}
Vacuum Pumps	15 yrs.	5	\$18,400	\$92,000
Sewage Pumps	15 yrs.	2	\$7,500	\$15,000
Collection Tank	30 yrs.	1	\$10,700	\$10,700
Control Panel	20 yrs.	1	\$9,000	\$9,000
Misc. Equipment	15 yrs.	LS	\$2,000	\$2,000
Vacuum Valves	15 yrs.	250	\$60/valve	\$15,000
Controllers	10 yrs.	250	\$60/controller	\$15,000
In-sump Breathers	10 yrs.	250	\$30/breather	\$7,500
Annual Equipment Renewal & Replacement Cost				\$11,300
Estimated Cost per Connection				\$17/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimated renewal and replacement costs are rounded to the nearest hundred dollars

A summary of estimated vacuum sewer annual operation and maintenance costs are presented in **Table 6.9** for the North and South Vacuum Sewer Systems (located within the City limits) and the Unincorporated West service area located outside the City limits. Operation and maintenance costs are summarized for labor, energy and renewal and replacement (R&R) costs identified in **Tables 6.3** through **6.8**. Estimated O&M costs were not adjusted for inflation. Detailed O&M costs for each area are presented in **Appendix 6-2**.

Table 6.9. Summary of Vacuum Sewer System Annual O&M Costs per Connection

O&M Component	North Vacuum System	South Vacuum System	West Unincorporated Vacuum System
Maintenance	\$17	\$24	\$12
Energy	\$24	\$35	\$20
R&R	\$21	\$28	\$17
Total O&M Costs¹ Per Connection	\$62	\$87	\$49

Notes:

1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)

Low Pressure Annual Operation and Maintenance (O&M) Costs. Typical O&M costs for low pressure collection systems are presented in **Tables 6.10** and **6.11**. Annual operation and maintenance costs for low pressure systems were provided by the manufacturers (EOne and Flygt).

Table 6.10. Low Pressure Sewer Estimated Annual O&M Costs for Inside the Port Orange City Limits Service Area

Description	Estimated Quantity	Estimated Unit Cost	Annual Estimated Costs ^{1, 2}
Labor – Normal, recommended PM, service calls, and standard repairs for wear parts during initial 20 years of service life	164	\$50/grinder pump station/year	\$8,200
Power Costs – Simplex, grinder pump station operated an estimated 16 kw-hr per month	164	\$20/grinder pump station/year	\$3,280
Total Estimated Annual O&M Cost			\$11,480
Number of Connections			164
Estimated Cost per Connection			\$70/yr

Notes:

1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)

2) Power cost estimates based on \$0.10/kwhr

Table 6.11. Low Pressure Sewer Estimated Annual O&M Costs for Outside the Port Orange City Limits Service Area

Description	Estimated Quantity	Estimated Unit Cost	Annual Estimated Costs ^{1, 2}
Labor – Normal, recommended PM, service calls, and standard repairs for wear parts during initial 20 years of service life	200	\$50/grinder pump station/year	\$10,000
Power Costs – Simplex, grinder pump station operated an estimated 16 kw-hr per month	200	\$20/grinder pump station/year	\$4,000
Total Estimated Annual O&M Cost			\$14,000
Number of Connections			200
Estimated Cost per Connection			\$70/yr

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Power cost estimates based on \$0.10/kwhr

Low Pressure Sewer Renewal and Replacement Costs. Estimated renewal and replacement costs for low pressure sewers used inside the Port Orange city limit service area are presented in **Table 6.12**. Costs are based on an estimated total of 164 grinder pump stations in the Spruce Creek South, Taylor West, Dunlawton Northeast, Cambridge Acres, Commonwealth Northeast, and MacJohn service areas.

Table 6.12. Low Pressure Sewer Equipment Renewal and Replacement Costs for Inside the Port Orange City Limits Service Area

Equipment Description	Estimated Life	Quantity	Unit Cost	Replacement Cost ^{1, 2}
Grinder Pump Station	15 yrs.	164	\$1,800	\$295,200
Control Panel	15 yrs.	164	\$200	\$32,800
Valves	15 yrs.	328	\$60/valve	\$19,680

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimated renewal and replacement costs are rounded to the nearest hundred dollars

Estimated renewal and replacement costs for low pressure sewers used outside the Port Orange city limit service area are presented in **Table 6.13**. Costs are based on an estimated total of 200 grinder pump stations in these identified service areas.

Table 6.13. Low Pressure Sewer Equipment Renewal and Replacement Costs for Outside the Port Orange City Limits Service Area

Equipment Description	Estimated Life	Quantity	Unit Cost	Replacement Cost ^{1, 2}
Grinder Pump Station	15 yrs.	200	\$1,800	\$360,000
Control Panel	15 yrs.	200	\$200	\$40,000
Valves	15 yrs.	400	\$60/valve	\$24,000

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimated renewal and replacement costs are rounded to the nearest hundred dollars

Operation and maintenance costs are summarized for labor, energy and renewal and replacement (R&R) costs in **Table 6.14**. Estimated O&M costs were not adjusted for inflation.

Table 6.14. Summary of Low Pressure Sewer Annual O&M Costs per Connection

O&M Component	Low Pressure Sewer
Maintenance	\$50
Energy	\$20
R&R	\$2,120
Total O&M Costs¹ Per Connection	\$2,190

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)

5.0 PROJECT COST SUMMARY

Project costs were estimated for the each of the prioritized service areas located within and outside of the Port Orange wastewater service area. Project capital costs are summarized for each service area in **Table 6.15**. Project costs do not include homeowner on-lot connection costs (cost for lateral connections and septic tank abandonment) and do not include financing costs for construction of any projects.

Table 6.15. Summary of Capital Costs for Recommended Collection Systems in the Port Orange Wastewater Service Area

Priority	Service Area	Recommended Collection System	Estimated Parcels Connected	Est. Total Project Costs ^{1,2,3,4}	Estimated Cost Per Parcel
1	City of Port Orange	Vacuum, Low Pressure, & Gravity	728	\$15,513,000	\$21,300
2	Unincorporated West	Vacuum & Low Pressure	710	\$14,917,000	\$21,000
3	Ponce Inlet	Gravity & Low Pressure	412	\$10,473,000	\$25,400
4	Wilber-by-the-Sea	Gravity & Low Pressure	353	\$7,942,000	\$22,500
5	Unincorporated East	Low Pressure	15	\$503,000	\$33,500
6	Daytona Beach Shores	Gravity & Low Pressure	19	\$427,000	\$22,500

Notes:

- 1) Pricing based on ENR Construction Cost Index = 10702 (June 2017)
- 2) Estimates of probable costs are Class 4 order-of-magnitude estimates as defined by AACE International and rounded to the nearest thousand dollars.
- 3) Estimated construction costs include a 25% contingency.
- 4) Homeowner on-lot connection costs are not included with the estimated project costs for each service area.

6.0 PROJECT IMPLEMENTATION SCHEDULE

A proposed project implementation schedule is provided in **Figure 6-1** for design and construction of identified Priority 1 projects located within the Port Orange city limits. The schedule assumes a 15-year timeframe for design and construction based on an annual cost ranging from \$1.0 to \$1.5 million. In some years, estimated annual costs are less depending on the project duration and project costs allocation. Annual project costs were not adjusted for inflation and do not include any financing costs that may be required for project implementation.

Figure 6-1. Port Orange Priority 1 Project Implementation Schedule

No	ERCs	Project Name	Construction Cost	Engineering	Year 1				Year 2				Year 3				Year 4				Year 5				Year 6				Year 7				Year 8				Year 9				Year 10				Year 11				Year 12				Year 13				Year 14				Year 15																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
					1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
1	203	South Vacuum System Bentwod, Highpoint Acres, & Rolling Hills	\$ 3,655,000	\$ 731,000	Design/Bid/OFE								Construction																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
2	42	Spruce Creek South	\$ 937,000	\$ 187,000	\$ 1,231,000				\$ 1,577,500				\$ 1,577,500				Design \$ 187,000				Construction \$ 937,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
3	24	Taylor West	\$ 666,000	\$ 133,000													Design \$ 133,000				Construction \$ 333,000				\$ 333,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
4	35	Commonwealth NE	\$ 560,000	\$ 112,000													Design \$ 112,000												Construction \$ 280,000				\$ 280,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
5	34	Dunlawton Northeast	\$ 590,000	\$ 118,000													Design \$ 118,000												Construction \$ 295,000				\$ 295,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
6	47	Cambridge Acres	\$ 1,104,000	\$ 221,000													Design \$ 221,000																Construction \$ 552,000				\$ 552,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
7	17	MacJohn	\$ 404,000	\$ 81,000													Design \$ 81,000												Construction \$ 404,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
8	296	North Vacuum System - Sweetwater Estates, Spruce	\$ 3,751,000	\$ 750,000																																	Design/Bid/OFE \$ 1,350,000				Construction \$ 3,151,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
9	19	Gladys White Acres	\$ 465,000	\$ 93,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												

APPENDIX 6-1
COST ESTIMATE SUMMARY

Service Areas in the City Limits	Estimated Connections	Collection System Construction Cost	Vacuum Pump Station Construction Cost	Grinder Pump Stations Construction Cost	Est. Force Main Construction Cost	Lift Station Upgrades	Restoration Costs	SubTotal Costs	Contractor O&P, Mob, Demob, MOT, Bonding, Ins. (20%)	Contingency (25%)	SubTotal Costs	Engineering Construction Admin, Permitting (20%)	TOTAL EST. CONSTRUCTION COSTS	Cost per Connection
Vacuum Sewers (499)														Vacuum
North Neighborhoods (8) - Sweetwater Estates, Spruce Creek Run, Pheasant Run, Woodcliff/Dogwood, Nob Hill Estates, Spruce Creek Woods, Hensel Hill Estates, & Bayridge	296	\$ 1,782,920	\$ 729,200			\$ 75,000	\$ 560,700	\$ 2,587,120	\$ 517,424	\$ 646,780	\$ 3,751,000	\$ 750,200	\$ 4,501,200	\$ 15,200
South Neighborhoods (3) - Bentwood, High Point Acres, & Rolling Hill Estates	203	\$ 1,567,740	\$ 750,950		\$ 102,000	\$ 100,000	\$ 492,000	\$ 2,520,690	\$ 504,000	\$ 630,000	\$ 3,655,000	\$ 731,000	\$ 4,386,000	\$ 21,600
Low Pressure (164)														Low Pressure
Spruce Creek South	42			\$ 378,000	\$ 128,310	\$ 75,000	\$ 39,000	\$ 620,000	\$ 162,000	\$ 155,000	\$ 937,000	\$ 187,000	\$ 1,124,000	\$ 26,800
Taylor West	24			\$ 216,000	\$ 224,000		\$ 29,000	\$ 469,000	\$ 80,000	\$ 117,000	\$ 666,000	\$ 133,000	\$ 799,000	\$ 33,300
Dunlawton NE	34			\$ 306,000	\$ 89,000		\$ 32,000	\$ 427,000	\$ 56,000	\$ 107,000	\$ 590,000	\$ 118,000	\$ 708,000	\$ 20,800
Cambridge Acres	47			\$ 423,000	\$ 197,450	\$ 75,000	\$ 43,000	\$ 738,000	\$ 181,000	\$ 185,000	\$ 1,104,000	\$ 221,000	\$ 1,325,000	\$ 28,200
Mac-John	17			\$ 153,000	\$ 114,000		\$ 19,000	\$ 286,000	\$ 46,000	\$ 72,000	\$ 404,000	\$ 81,000	\$ 485,000	\$ 28,500
Gravity Sewers (19)														Gravity
Gladys White Acres	19	\$ 246,000				\$ 75,000	\$ -	\$ 321,000	\$ 64,000	\$ 80,000	\$ 465,000	\$ 93,000	\$ 557,600	\$ 29,000
Seminole Woods	5													
Miscellaneous Pump Station Improvements														
Pump Station Upgrades	0	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 400,000	\$ 80,000	\$ 80,000	\$ 560,000	\$ 112,000	\$ 672,000	
Hybrid Sewers - Low Pressure & Gravity (35)														Hybrid
Commonwealth NE (Existing Gravity Connection)	8	\$ -			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Commonwealth NE (New Gravity Sewers)	11	\$ 279,400			\$ -	\$ 50,000		\$ 329,400	\$ 65,880	\$ 65,880	\$ 461,160	\$ 92,232	\$ 553,392	
Commonwealth NE (New LP Connections)	16	\$ -		\$ 57,000	\$ -	\$ -	\$ 12,800	\$ 69,800	\$ 15,000	\$ 13,960	\$ 98,760	\$ 19,752	\$ 118,512	
Commonwealth NE (Total Connections = 35)	35	\$ 279,400		\$ 57,000	\$ -	\$ 50,000	\$ 12,800	\$ 399,200	\$ 81,000	\$ 80,000	\$ 560,000	\$ 112,000	\$ 672,000	\$ 19,200
Miscellaneous Parcels (Gravity & LP)	11	\$ 105,000		\$ 71,000			\$ 9,000	\$ 189,000		\$ 47,000	\$ 236,000	\$ 47,000	\$ 283,000	\$ 25,700
Service Areas Outside the City Limits														
Ponce Inlet - Gravity Sewers														Gravity - P.Inlet
South Atlantic	15	\$ 96,000			\$ -	\$ -	\$ 45,000	\$ 141,000	\$ 28,200	\$ 35,000	\$ 204,000	\$ 41,000	\$ 245,000	\$ 16,300
Avery Landing	5													
Winter Haven Road	3													
Lighthouse Shores Upgrade	130	\$ 600,000					\$ 1,014,000	\$ 1,614,000	\$ 322,800	\$ 404,000	\$ 2,341,000	\$ 468,000	\$ 2,809,000	\$ 21,600
Oceanside Village	150	\$ 958,000					\$ 1,323,000	\$ 2,281,000	\$ 456,200	\$ 570,000	\$ 3,307,000	\$ 661,000	\$ 3,968,000	\$ 26,500
Ponce de Leon Circle	22	\$ 180,000			\$ 38,000	\$ 75,000	\$ 172,000	\$ 465,000	\$ 93,000	\$ 116,000	\$ 674,000	\$ 135,000	\$ 809,000	\$ 36,800
Jennifer Circle/Bay Harbour	65	\$ 401,000					\$ 593,000	\$ 994,000	\$ 198,800	\$ 249,000	\$ 1,442,000	\$ 288,000	\$ 1,730,000	\$ 26,600
Lighthouse Preservation	15	\$ 255,000				\$ 75,000	\$ 117,000	\$ 447,000	\$ 89,400	\$ 112,000	\$ 648,000	\$ 130,000	\$ 778,000	\$ 51,900
South Peninsula Drive (LP Sewers)	7			\$ 83,000			\$ 5,600	\$ 88,600	\$ 1,000	\$ 22,000	\$ 112,000	\$ 22,000	\$ 134,000	\$ 19,100
Unincorporated West - Hybrid (Vacuum/LP)														
Unincorporated West - Vacuum	656	\$ 5,498,320	\$ 1,311,400		\$ 684,000		\$ 1,388,000	\$ 7,493,720	\$ 1,499,000	\$ 1,873,000	\$ 10,866,000	\$ 2,173,000	\$ 13,039,000	\$ 19,900
Unincorporated West - Low Pressure (w/ vac)	24			\$ 284,000			\$ 19,200	\$ 303,000	\$ 4,000	\$ 76,000	\$ 383,000	\$ 77,000	\$ 460,000	\$ 19,200
Unincorporated West - Low Pressure (ind)	30			\$ 355,000	\$ 210,000	\$ 250,000	\$ 49,000	\$ 864,000	\$ 102,000	\$ 216,000	\$ 1,182,000	\$ 236,000	\$ 1,418,000	\$ 47,300
Unincorporated East - Low Pressure	15			\$ 204,000	\$ 101,000		\$ 12,000	\$ 317,000	\$ 23,000	\$ 79,000	\$ 419,000	\$ 84,000	\$ 503,000	\$ 33,500

Service Areas in the City Limits	Estimated Connections	Collection System Construction Cost	Vacuum Pump Station Construction Cost	Grinder Pump Stations Construction Cost	Est. Force Main Construction Cost	Lift Station Upgrades	Restoration Costs	SubTotal Costs	Contractor O&P, Mob, Demob, MOT, Bonding, Ins. (20%)	Contingency (25%)	SubTotal Costs	Engineering Construction Admin, Permitting (20%)	TOTAL EST. CONSTRUCTION COSTS	Cost per Connection
TOTAL - IN THE CITY LIMITS SERVICE AREA	728	\$ 3,981,060	\$ 1,480,150	\$ 1,604,000	\$ 854,760	\$ 850,000	\$ 1,236,500	\$ 8,957,000	\$ 1,771,424	\$ 2,199,780	\$ 12,928,000	\$ 2,585,200	\$ 15,513,000	\$ 21,300
PONCE INLET SERVICE AREA	412	\$ 2,490,000	\$ -	\$ 83,000	\$ 38,000	\$ 150,000	\$ 3,269,600	\$ 6,030,600	\$ 1,189,400	\$ 1,508,000	\$ 8,728,000	\$ 1,745,000	\$ 10,473,000	\$ 25,400
UNINCORPORATED WEST SERVICE AREA	710	\$ 5,498,320	\$ 1,311,400	\$ 639,000	\$ 894,000	\$ 250,000	\$ 1,456,200	\$ 8,660,720	\$ 1,605,000	\$ 2,165,000	\$ 12,431,000	\$ 2,486,000	\$ 14,917,000	\$ 21,000
UNINCORPORATED EAST	15	\$ -	\$ -	\$ 204,000	\$ 101,000	\$ -	\$ 12,000	\$ 317,000	\$ 23,000	\$ 79,000	\$ 419,000	\$ 84,000	\$ 503,000	\$ 33,500
Wilber-by-the-Sea - Gravity/LP	353	\$ 7,942,500						\$ 4,564,700	\$ 912,900	\$ 1,141,200	\$ 6,618,750	\$ 1,324,000	\$ 7,942,500	\$ 22,500
Daytona Beach Shores - Gravity/LP	19	\$ 427,500						\$ 245,700	\$ 49,100	\$ 61,400	\$ 356,250	\$ 71,000	\$ 427,500	\$ 22,500
TOTALS	2237	\$ 20,339,380	\$ 2,791,550	\$ 2,530,000	\$ 1,887,760	\$ 1,250,000	\$ 5,974,300	\$ 28,775,720	\$ 5,550,824	\$ 7,154,380	\$ 41,481,000	\$ 8,295,200	\$ 49,776,000	\$ 22,300

APPENDIX 6-2
VACUUM SEWER O&M COST SUMMARY

PRELIMINARY CONSTRUCTION COST

Port Orange North Vacuum System
City of Port Orange, FL

Connections:	296
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Item	Description	Sub Total	Unit	Unit Price	Extended Price
1	AIRVAC - Equipment Supply (Project Estimate #17145)				
2	Vacuum Mains and Valve pits	1	LS	\$403,410.00	\$403,410.00
3	Vacuum Station	1	LS	\$194,800.00	\$194,800.00
4					
5	Contractor - Furnish & Install	0			
6	Vacuum Mains and Valve pits	1	LS	\$920,510.00	\$920,510.00
7	Vacuum Station	1	LS	\$307,700.00	\$307,700.00
8					
9	Lift Station Upgrades	1	LS	\$75,000.00	\$75,000.00
10	Restoration Costs	1	LS	\$560,700.00	\$560,700.00
11	Land Acquiition	1	LS	\$125,000.00	\$125,000.00
12	SubTotal Costs	0		\$0.00	\$2,587,120.00
13	General				
14	Contractor General Conditions, O&P, Mobilization/Demob, MOT, Bonding, Insurance	1	20%	\$517,424	\$517,424.00
15	Contingency	1	25%	\$646,780	\$646,780.00
	General Construction Total				\$3,751,324.00
	Engineering				
18	Design, Permitting, Construction Services, Administration	1	20%	\$750,264.80	\$750,265.00
	Engineering Total				\$750,265.00
	Total of Items above *				\$4,501,589.00
	Total Estimated Construction Cost				\$4,502,000.00
	Cost Per Connection				\$15,200.00
	LABOR O&M COSTS (Annual)	Hrs	Qty	Rate	Extended Price
	Vacuum Pump Station - 150hrs	150	1	\$20.00	\$3,000.00
	Piping - 30hrs	30	1	\$20.00	\$600.00
	Valves - 75hrs	75	1	\$20.00	\$1,500.00
	Annual O&M Costs Total (Power not Included)				\$5,100.00
	POWER COST (ANNUAL)	kwhrs	Qty	Rate	Extended Price
	Vacuum Pumps (kwhrs)	37,000	1	\$0.10	\$3,700.00
	Sewage Pumps (kwhrs)	18,000	1	\$0.10	\$1,800.00
	HVAC/Lighting/Etc (kwhrs)	5,000	1	\$0.10	\$500.00
	Flat Rate Fee	12	1	\$100.00	\$1,200.00
	Annual Power Cost Total				\$7,200.00
	RENEWAL AND REPLACEMENT COSTS - ANNUAL	Est. Life	Qty	Unit Price	Annual Cost
	Collection tank	30	1	\$17,000.00	\$567.00
	Sewage Pumps	15	2	\$7,500.00	\$1,000.00
	Vacuum Pumps	15	2	\$18,400.00	\$2,453.00
	Control Panel	20	1	\$8,400.00	\$420.00
	Misc Equipment	15	LS	\$2,000.00	\$133.00
	Vacuum Valves	15	119	\$60.00	\$476.00
	Controller	10	119	\$60.00	\$714.00
	In-sump Breathers	10	119	\$30.00	\$357.00
	Annual Equipment Renewal & Replacement Total				\$6,120.00
	PRESENT WORTH ANALYSIS				
	Present Worth				\$4,785,166.00
	Equivalent Uniform Annual Cost				\$311,282.00
	Equivalent Uniform Annual Cost Per Connection				\$1,052

Payback Period = 30 years
Interest Rate = 5 % 0.050
P/A = 15.3725
A/P = 0.06505

PRELIMINARY CONSTRUCTION COST

Port Orange South Vacuum System
City of Port Orange, FL

Connections:	203
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Item	Description	Sub Total	Unit	Unit Price	Extended Price
1	AIRVAC - Equipment Supply (Project Estimate #17146)				
2	Vacuum Mains and Valve pits	1	LS	\$281,370.00	\$281,370.00
3	Vacuum Station	1	LS	\$194,800.00	\$194,800.00
4					
5	Contractor - Furnish & Install				
6	Vacuum Mains and Valve pits	1	LS	\$892,370.00	\$892,370.00
7	Vacuum Station	1	LS	\$307,700.00	\$307,700.00
8	Force Main Construction	1	LS	\$102,000.00	\$102,000.00
9	Lift Station Upgrades	1	LS	\$100,000.00	\$100,000.00
10	Restoration Costs	1	LS	\$492,450.00	\$492,450.00
11	Land Acquisition	1	LS	\$150,000.00	\$150,000.00
12	SubTotal Costs				\$2,520,690.00
13	General				
14	Contractor General Conditions, O&P, Mobilization/Demob, MOT, Bonding, Insurance	1	20%	\$504,138	\$504,138.00
15	Contingency	1	25%	\$630,173	\$630,173.00
	General Construction Total				\$3,655,001.00
	Engineering				
18	Design, Permitting, Construction Services, Administration	1	20%	\$731,000.10	\$731,000.00
	Engineering Total				\$731,000.00
	Total of Items above *				\$4,386,001.00
	Total Estimated Construction Cost				\$4,386,000.00
	Estimated Cost Per Connection				\$21,600.00
	LABOR O&M COSTS (ANNUAL)	Hrs	Qty	Labor Rate	Extended Price
	Vacuum Pump Station - 150hrs	150	1	\$20.00	\$3,000.00
	Piping - 45hrs	45	1	\$20.00	\$900.00
	Valves - 52hrs	52	1	\$20.00	\$1,040.00
	Annual O&M Costs Total (Power not Included)				\$4,940.00
	POWER COST (ANNUAL)	kwhrs	Qty	Rate	Extended Price
	Vacuum Pumps (kwhrs)	37,000	1	\$0.10	\$3,700.00
	Sewage Pumps (kwhrs)	18,000	1	\$0.10	\$1,800.00
	HVAC/Lighting/Etc (kwhrs)	5,000	1	\$0.10	\$500.00
	Flat Rate Fee	12	1	\$100.00	\$1,200.00
	Annual Power Cost Total				\$7,200.00
	RENEWAL AND REPLACEMENT COSTS (ANNUAL)	Est. Life	Qty	Unit Price	Annual Cost
	Collection tank	30	1	\$17,000.00	\$567.00
	Sewage Pumps	15	2	\$7,500.00	\$1,000.00
	Vacuum Pumps	15	2	\$18,400.00	\$2,453.00
	Control Panel	20	1	\$8,400.00	\$420.00
	Misc. Equipment	15	LS	\$2,000.00	\$133.00
	Vacuum Valves	15	83	\$60.00	\$332.00
	Controller	10	83	\$60.00	\$498.00
	In-sump Breathers	10	83	\$30.00	\$249.00
	Annual Equipment Renewal & Replacement Total				\$5,652.00
	PRESENT WORTH ANALYSIS				
	Present Worth				\$4,659,512.00
	Equivalent Uniform Annual Cost				\$303,108
	Equivalent Uniform Annual Cost Per Connection				\$1,493

Payback Period = 30 years
Interest Rate = 5 % 0.050
P/A = 15.37245
A/P = 0.065051

PRELIMINARY CONSTRUCTION COST

Port Orange West Unincorporated Vacuum System
City of Port Orange, FL

Connections:	680
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Item	Description	Sub Total	Unit	Unit Price	Extended Price
1	AIRVAC - Equipment Supply (Project Estimate #17145)				
2	Vacuum Mains and Valve pits	1	LS	\$842,380.00	\$842,380.00
3	Vacuum Station	1	LS	\$342,900.00	\$342,900.00
4					
5	Contractor - Furnish & Install				
6	Vacuum Mains and Valve pits	1	LS	\$3,408,940.00	\$3,408,940.00
7	Vacuum Station	1	LS	\$672,400.00	\$672,400.00
8	AC Unit	1	LS	\$5,000.00	\$5,000.00
9	Force Main Construction	1	LS	\$684,000.00	\$684,000.00
10	Lift Station Upgrades	1	LS	\$0.00	\$0.00
11	Restoration Costs	1	LS	\$1,388,000.00	\$1,388,000.00
12	Land Acquisition	1	LS	\$150,000.00	\$150,000.00
13	SubTotal Costs				\$7,493,620.00
14	General				
15	Contractor General Conditions, O&P, Mobilization/Demob, MOT, Bonding, Insurance	1	20%	\$1,498,724	\$1,498,724.00
16	Contingency	1	25%	\$1,873,405	\$1,873,405.00
17	General Construction Total				\$10,865,749.00
	Engineering				
18	Design, Permitting, Construction Services, Administration	1	20%	\$2,173,149.80	\$2,173,150.00
	Engineering Total				\$2,173,150.00
	Total of Items above *				\$13,038,899.00
	Total Estimated Construction Cost				\$13,039,000
	Cost Per Connection				\$19,200
	LABOR O&M COSTS (Annual)	Hrs	Qty	Rate	Extended Price
	Vacuum Pump Station - 165hrs	165	1	\$20.00	\$3,300.00
	Piping - 90hrs	90	1	\$20.00	\$1,800.00
	Valves - 150hrs	150	1	\$20.00	\$3,000.00
	Annual O&M Costs Total (Power not Included)				\$8,100.00
	POWER COST (ANNUAL)	kwhrs	Qty	Rate	Extended Price
	Vacuum Pumps (kwhrs)	98,000	1	\$0.10	\$9,800.00
	Sewage Pumps (kwhrs)	18,000	1	\$0.10	\$1,800.00
	HVAC/Lighting/Etc (kwhrs)	5,000	1	\$0.10	\$500.00
	Flat Rate Fee	12	1	\$100.00	\$1,200.00
	Annual Power Cost Total				\$13,300.00
	RENEWAL AND REPLACEMENT COSTS - ANNUAL	Est. Life	Qty	Unit Price	Est. Annual Cost
	Collection tank	30	1	\$10,700.00	\$357.00
	Sewage Pumps	15	2	\$7,500.00	\$1,000.00
	Vacuum Pumps	15	5	\$18,400.00	\$6,133.00
	Control Panel	20	1	\$9,000.00	\$450.00
	Misc Equipment	15	LS	\$2,000.00	\$133.00
	Vacuum Valves	15	250	\$60.00	\$1,000.00
	Controller	10	250	\$60.00	\$1,500.00
	In-sump Breathers	10	250	\$30.00	\$750.00
	Annual Equipment Renewal & Replacement Total				\$11,323.00
	PRESENT WORTH ANALYSIS				
	Present Worth				\$13,542,038.00
	Equivalent Uniform Annual Cost				\$880,929.00
	Equivalent Uniform Annual Cost Per Connection				\$1,295

Payback Period = 30 years
Interest Rate = 5 % 0.050
P/A = 15.3725
A/P = 0.06505

TECHNICAL MEMORANDUM NO. 7

City of Port Orange Onsite Wastewater Treatment System Study Task 7 – Policy and Ordinance Review

1.0 INTRODUCTION

Throughout Florida, many cities and communities have experienced water quality degradation in nearby surface waters and coastal areas resulting from onsite wastewater treatment systems (OWTS). These problems predominately occur when septic systems are constructed in residential areas located in close proximity to surface waters, where septic tanks are constructed in areas where the water table lies at or above the bottom of the drainfield, and where limited land space is available for providing treatment of wastewater. Furthermore, since properly designed septic systems don't adequately remove nutrients (e.g. nitrogen and phosphorus) from the treated wastewater makes it critically important when these systems are constructed in coastal communities and nearby surface waters.

To protect the health of its neighboring water bodies, the City of Port Orange is working toward reducing the number of septic tanks which are currently in service within its wastewater service areas. This reduction is being accomplished through the implementation of identified capital improvement projects whereby unsewered parcels will be converted to central sewers. Additionally, the City is evaluating the implementation of policies, ordinances and rulemakings that will encourage and promote the elimination of septic tanks in Port Orange. This section reviews and discusses the City's existing ordinances, land development codes, and policies as they pertain to the City's future growth and development and overall protection of natural resources within the City limits. Recommended policy changes are provided herein that are consistent with the City's goals for protecting its natural resources and improving the quality of its rivers and coastal waters.

2.0 EXISTING CITY ORDINANCES AND CODES

Onsite wastewater treatment systems constructed within the corporate limits of the City of Port Orange must be approved by the Volusia County Health Department (Port Orange Code of Ordinances, Chapter 74 – Utilities). The City's Land Development Code stipulates conditions whereby onsite wastewater treatment systems can be used (Chapter 11 – Utilities, Section 4 – Sanitary Sewer Service). Chapter 11 of the Land Development Code states where the use of onsite wastewater treatment systems (septic tanks) are permitted. Onsite wastewater treatment systems are currently permitted in the City under the following conditions:

1. On single family residential lots of one (1) acre or more with soils suitable for septic tank use as defined by the Soil Conservation Service (SCS) and where central sewer service is not available;
2. On existing infill single family residential lots where no central sewer service is accessible by right-of-way or easements within 100-ft of the nearest lot boundary; and
3. For temporary, isolated use in areas scheduled for future sewer construction.

Within suitable areas, the City's requires that the use of onsite wastewater treatment systems comply with the following criteria:

1. Located a minimum of 75-feet from the 100-year floodplain;
2. Located a minimum of 75-feet from any upland/wetland interface; and
3. Located a minimum of 120-feet from the mean high watermark of any surface water body.

3.0 COMPREHENSIVE PLAN REVIEW

Port Orange is more than 80% built out with approximately 2,900 acres of vacant land. Approximately 31% of this vacant land is available commercially. An important consideration with any additional economic development opportunities should be a requirement for constructing central sewers. The use of onsite wastewater treatment systems should be strictly prohibited, particularly for any future, redeveloped areas in the Spruce Creek and Halifax River watersheds.

Groundwater contamination via onsite wastewater treatment systems is commonplace throughout the United States and particularly prevalent in coastal states, such as Florida. Studies have demonstrated that human pathogens and nutrients found in septic tank effluent can quickly migrate and contaminate groundwater and nearby surface waters. Therefore it becomes vitally important for the City of Port Orange to protect its natural resources, in particular since groundwater is the sole water source for the City. Two water bearing aquifers provided the City's water supply – the upper, unconsolidated surficial aquifer and the deeper, confined limestone aquifer, known as the Floridan Aquifer. As such, the City should take extreme precautions to protect this invaluable resource. Protection should include avoiding excessive withdrawals, avoiding potential contamination, and protection of prime recharge areas.

The City currently requires all new developments to be served with central water and water whereby the extension of utility infrastructure is provided at the developer's expense. As the western and southwestern portions of the City face increased development pressures, the City will need to increase efforts to protect its groundwater aquifer and the watershed draining into the freshwater segment of Spruce Creek. The costs associated with expanding the City's

wastewater infrastructure should be capitalized and expanded into user fees to distribute the economic costs fairly.

4.0 RECOMMENDED POLICY CHANGES

A number of policy changes are recommended for the City's wastewater sewer program to encourage residents to connect with central sewers and provide additional conditions under which individual sewer connections are required. These recommendations will result in expediting the connection of parcels which lie within the City's unsewered wastewater service area and promote the protection and improvement of the areas water resources.

4.1 System Connection Fees. To encourage homeowners that are still utilizing OWTS yet have the central sewers connectivity available, City staff has recommended the temporary waiver of the connection fee.

Recommendation: A temporary waiver of connection fees for those unsewered parcels located in the Port Orange service area with current gravity sewer availability.

4.2 Owner On-Lot Connection Costs. Homeowner on-lot connection costs typically include: (1) the construction of a gravity service lateral which connects the home with the City's central sewer system in the right-of-way and (2) the abandonment of the homeowner's septic system. These costs can vary depending on the size of the property and the location of the City's connection point. Many communities which undergo a sewer program find that the Owner's on-lot connection costs can prohibit or place a financial strain on some homeowners from complying with the mandatory connection sewer policy.

Recommendation: Evaluate options, e.g. financing of impact fees, for providing needed financial assistance to homeowners that cannot readily afford the on-lot connection costs.

4.3 Mandatory Connection Policy. Chapter 381 of the Florida Statutes (F.S.) describes the general provisions for connecting parcels which are currently using onsite wastewater treatment systems (OWTS). Section 381.00655(1)(a), F.S. states that a property owner of a properly functioning OWTS must connect to a central sewer within 365 days of receiving written notification from a publicly owned or an investor-owned sewer system that sewer service is available.

A single-family residence or establishment with an estimated average daily of 1,000 gpd or less must connect provided that central sewer service is available as (1) a gravity sewer line, (2) a low pressure line, or (3) a vacuum sewer collection line located in a public easement or right-of-way that abuts the property line of the parcel, the residence or establishment. The property owner must be given the option of prepaying the amortized value of the connection charges in

equal monthly payments over a 2-year period from the date of the initial notification of sewer availability.

Recommendation: Parcels which are not connected with the City's central sewer system where service is currently available should be provided notification by the City of the required connection policy and be required to connect within 365 days of receiving the written notification.

4.4 New Developments. Proposed new developments or any redevelopments in the Spruce Creek and Halifax River watersheds must bear the costs for providing central sewers to these parcels.

Recommendation: Mandatory central sewer connections should be required for any new developments or redevelopments proposed in the Spruce Creek and Halifax River watersheds.



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CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/22/2017

Consent item: No

SUBJECT: (6) FY18 General Fund Budget

DEPARTMENT: Finance

GOAL:

RECOMMENDED MOTION:

SUMMARY: Staff will be presenting a balanced budget at the 4.5673 millage rate. We will present the cuts from the originally proposed budget and discuss Council's consideration of items cut and what needs to be put back in (and what should come out in place). The budget was balanced on 8/10. The budget books and presentation are attached.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	FY18 Prelim RV & XP Budget Worksheets - All Funds	FY18 Prelim Budget Prep Worksheets - RV and XP - All Funds - for CC Review on 8-22-17.pdf
2.	FY18 Budget Status Summaries	FY18 Budget Status as of 8-15-17 - Distributed to CC.pdf
3.	PowerPoint Presentation	GF Budget Presentation for 8-22-17 Workshop - Final - 8-17-17 (002).pdf

Tracey Riehm
Tracey Riehm
Jake Johansson
Robin Fenwick

Created/Initiated - 08/16/2017
Approved - 08/16/2017
Approved - 08/16/2017
Final Approval - 08/16/2017

FY18 Preliminary
Revenue & Expense Budgets
All Funds

For City Council Review
on 8/22/17

FY18 Budget Summary by Fund - as of 08/22/2017					
Fund #	Fund Name	Revenue	Expense	Variance	Comment
001	General Fund	36,726,931	36,726,931	-	Proposed Millage Rate of <u>4.5673</u>
102	Eastport TIF	199,872	199,872	-	
103	Town Center TIF	479,438	479,438	-	
106	Recreation Facilities	230,500	230,500	-	
109	Bldg. Special Revenue	1,412,570	1,412,570	-	
110	CDBG Fund	266,593	266,593	-	
214	2006 GO Bond Debt Svc	902,986	902,986	-	
217	Eastport TIF Note	177,066	177,066	-	
218	Town Center TIF Bond	402,374	402,374	-	
220	2014 Cap Imprv Bond	1,164,676	1,164,676	-	
301	Capital Projects Fund	1,337,241	1,337,241	-	
311	Fire Impact Fee	50,500	50,500	-	
312	Transportation Impact Fee	145,000	145,000	-	
317	General Capital Fund	702,500	702,500	-	
401	Water Sewer Op Fund	26,915,366	26,915,366	-	
403	W/S R&R Fund	2,505,000	2,505,000	-	
405	W/S Impact Fee	837,000	837,000	-	
410	Solid Waste	7,233,324	7,233,324	-	
412	Drainage Fund	4,762,677	4,762,677	-	
414	Drainage Bond Sinking	1,476,449	1,476,449	-	
416	Wetland Mitigation	76,775	76,775	-	
417	2012 W/S Debt Svc	4,182,768	4,182,768	-	
418	SRF Debt Service	2,604,611	2,604,611	-	
420	Forestry Management	181,507	181,507	-	
450	Golf Course Op	1,469,577	1,469,577	-	
501	Information Technology	1,993,151	1,993,151	-	
503	Vehicle Maintenance	1,069,614	1,069,614	-	
504	Risk Management	1,934,620	1,934,620	-	

FY18 Budget Summary by Fund - as of 08/22/2017					
Fund #	Fund Name	Revenue	Expense	Variance	Comment
505	Lease & Replacement	2,867,851	2,867,851	-	
506	Building Maintenance	2,375,937	2,375,937	-	
508	Loan Pool	441,409	441,409	-	
606	PD Benefit Trust Fund	7,700	7,700	-	
607	PD Forfeiture Trust	412,000	412,000	-	
611	Recreation Impact Fee	220,069	220,069	-	
615	PD Education Trust	10,000	10,000	-	
621	Recreation Scholarship	37,800	37,800	-	
625	PD Federal Forfeiture	50,000	50,000	-	
		\$ 107,863,452	\$ 107,863,452	\$ -	

FY18 General Fund 001 Summary

*Lines highlighted in blue represent changes made since 7/25/17.

# FY18 <u>Revenue</u> in System		Amount
1	Advalorem Taxes at 4.8370 millage rate	\$ 13,597,466
2	All Other Revenue	22,263,417
3	Appropriated Equity Cover 317 & 505 Funds plus \$500K for One-Time XP	1,589,851
4	Total Preliminary Revenue on 7/25/17:	\$ 37,450,734
5	Less RV: Decrease millage to 4.5673 per CC 7/25/17 Total Advalorem RV = \$12,839,302	(758,164)
6	Add: Misc. contract revenue	24,861
7	Reduce: Council Contra-RV Waiver Pool	(20,000)
8	Reduce: Art Fest Revenue	(17,000)
9	Reduce: Founder's Day Revenue	(10,500)
10	Reduce: Babe Ruth Revenue	(3,000)
11	Add: Appr. Eq. to fund add'l transfer to 317	60,000
12	Total Revenue on 8/15/17:	\$ 36,726,931
13		
14	FY18 <u>Expense</u> in System	Amount
15	Non-Departmental (1000) Except transfers	\$ 1,988,594
16	Non-Departmental (1000) Transfers to 317 & 505	1,090,000
17	Increase XP: Net increase in transfer to the 504 Risk Mgmt Fund to cover add'l insurance costs	40,027
18	Increase XP: Council Priorities Pool	42,000
19	Increase XP: Transfer to 506 Fund	923
20	Reduce: Decrease transfers to the 501 Fund in Gen Fund Non-Departmental	(37,856)
21	Reduce: Decrease miscellaneous professional services	(15,000)
22	Increase XP: Add'l transfer to 317 (see line 7 above - offset w/ Appr. Equity)	60,000

**New FY18
Proposed Expense
Budget
8/15/17**

\$ 3,168,688

FY18 General Fund 001 Summary

*Lines highlighted in blue represent changes made since 7/25/17.

			New FY18 Proposed Expense Budget 8/15/17
23	FY18 <u>Expense</u> in System	Amount	
24	Mayor & Council (1100)	214,391	192,035
25	Reduce: Travel	(2,940)	
26	Increase XP: Transfer to 506 Fund	584	
27	Remove: Waiver Pool	(20,000)	
28	City Manager (1200)	633,940	639,720
29	Increase XP: Transfer to 506 Fund	619	
30	Remove: Contingency Pool	(15,000)	
31	Remove: Reduce Travel	(2,670)	
32	Increase XP: Contingency Pool	22,831	
33	City Attorney (1300)	648,708	649,151
34	Increase XP: Transfer to 506 Fund	443	
35	City Clerk (1500)	348,931	337,325
36	Increase XP: Transfer to 506 Fund	394	
37	Remove: Waivers for Annexations	(12,000)	
38	Finance (1600)	1,241,593	1,229,672
39	Net Reduction: Reduce Audit Services / Add SmartProcure	(2,920)	
40	Decrease XP: Transfer to 506 Fund	(3,923)	
41	Decrease XP: Misc. Operating	(5,078)	
42	Human Resources (1700)	421,745	421,018
43	Increase XP: Transfer to 506 Fund	473	
44	Decrease XP: Misc. Operating	(1,200)	
45	CD - Planning (1900)	654,658	1,701,437
46	CD - Code (1902)	487,182	
47	CD - Engr (1903)	623,646	
48	Remove: Redevelopment Grants (Planning 1900)	(50,000)	
49	Decrease XP: Misc. Operating (Planning 1900)	(450)	
50	Decrease XP: Professional Services (Engr. 1903)	(15,600)	
51	Increase XP: Transfer to 506 Fund (1900, 1902, & 1903)	2,001	

FY18 General Fund 001 Summary

*Lines highlighted in blue represent changes made since 7/25/17.

			New FY18 Proposed Expense Budget 8/15/17
52	FY18 <u>Expense</u> in System	Amount	
53	Fire (3100)	8,941,256	8,605,876
54	Remove: 3 FF Positions (9 mos.)	(95,095)	
55	Remove: Public Ed. Specialist Position	(56,834)	
56	Reduce: Overtime and Benefits	(59,382)	
57	Decrease XP: Remove Stress Tests - Budgeted in FY17	(21,600)	
58	Decrease XP: Reduce Uniform Budget	(20,000)	
59	Decrease XP: Misc. Operating	(23,900)	
60	Decrease XP: Transfer to 506 Fund	(58,569)	
61	Police (3200)	13,204,368	13,017,059
62	Remove: 1 CSO Position	(40,173)	
63	Reduce: 1 Police Officer from Feb 2018 start to April 2018 start	(9,177)	
64	Remove: 1 Part-time Custodian	(13,948)	
65	Reduce: Fuel Budget	(19,000)	
66	Decrease XP: Misc. Operating	(19,547)	
67	Remove: 2 ea. Radar Replacements	(13,200)	
68	Increase XP: Transfer to 506 Fund	2,736	
69	Remove: 1 ea. Vehicle for CSO	(30,000)	
70	Remove: 1 ea. Vehicle (for a Spare)	(37,000)	
71	Remove: 1. ea. VIP Golf Cart	(8,000)	
72	Public Works (4300)	2,755,876	2,687,244
73	Reduce: Split fund Business Manager position between Public Works / Drainage / Solid Waste	(28,206)	
74	Decrease XP: Transfer to 506 Fund	(22,964)	
75	Decrease XP: Misc. Operating	(17,462)	

FY18 General Fund 001 Summary

*Lines highlighted in blue represent changes made since 7/25/17.

			New FY18 Proposed Expense Budget 8/15/17
76	FY18 <u>Expense</u> in System	Amount	
77	Parks Maintenance (4400)	2,587,654	2,514,008
78	Remove: 1 New Maintenance Worker position	(40,483)	
79	Remove: 1 Pickup Truck for new Maint. Worker	(20,000)	
80	Remove: Art Fest Overtime & Benefits	(4,712)	
81	Increase XP: Transfer to 506 Fund	2,448	
82	Decrease XP: Misc. Operating	(10,899)	
83	Recreation (51xx)	1,000,431	971,131
84	Remove: Art Fest Fees, Advertising, Bags, Prizes	(14,300)	
85	Remove: Founder's Day Advertising & Misc. Ops	(10,500)	
86	Decrease XP: Misc. Operating	(4,500)	
87	Athletics (5200)	607,761	592,567
88	Remove: Babe Ruth Fees and Travel	(15,194)	
89			
90	Total Expense on 8/15/17: \$ 36,726,931		\$ 36,726,931
91	Revenue less Expense: \$ -		

FY18 Preliminary General Fund Expense Budget by Department as of 8/11/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Non-Departmental (1000)	\$ 4,663,590	\$ 3,078,594	\$ (1,584,996)	-34.0%	\$ 3,168,688	\$ (1,494,902)	-32.1%	\$ 90,094	2.9%
Operating	1,863,888	1,805,004	(58,884)	-3.2%	1,793,098	(70,790)	-3.8%	(11,906)	
Grants and Aid	35,194	35,590	396	1.1%	35,590	396	1.1%	-	
Transfers	2,413,125	1,090,000	(1,323,125)	-54.8%	1,150,000	(1,263,125)	-52.3%	60,000	
Non-Op. (Compression Pool)	114,000	-	(114,000)	-100.0%	-	(114,000)	-100.0%	-	
Non-Op. (Contingency)	237,383	148,000	(89,383)	-37.7%	190,000	(47,383)	-20.0%	42,000	
Mayor & Council (1100)	201,830	214,391	12,561	6.2%	192,035	(9,795)	-4.9%	\$ (22,356)	-10.4%
Personnel	100,349	101,399	1,050	1.0%	101,399	1,050	1.0%	-	
Operating	101,481	92,992	(8,489)	-8.4%	90,636	(10,845)	-10.7%	(2,356)	
Non-Op. (Contingency)	-	20,000	20,000	n/a	-	-	n/a	(20,000)	
City Manager (CM) (1200) *	580,929	633,940	53,011	9.1%	639,720	58,791	10.1%	\$ 5,780	0.9%
* CM now includes pogTV budget									
Personnel	409,904	479,343	69,439	16.9%	479,343	69,439	16.9%	-	
Operating	163,499	139,597	(23,902)	-14.6%	137,546	(25,953)	-15.9%	(2,051)	
Grants and Aid	600	-	(600)	-100.0%	-	(600)	-100.0%	-	
Non-Op. (Contingency)	6,926	15,000	8,074	116.6%	22,831	15,905	229.6%	7,831	
City Attorney (1300)	652,685	648,708	(3,977)	-0.6%	649,151	(3,534)	-0.5%	\$ 443	0.1%
Personnel	458,255	455,185	(3,070)	-0.7%	455,185	(3,070)	-0.7%	-	
Operating	194,430	193,523	(907)	-0.5%	193,966	(464)	-0.2%	443	
City Clerk (1500)	339,615	348,931	9,316	2.7%	337,325	(2,290)	-0.7%	\$ (11,606)	-3.3%
Personnel	198,368	203,566	5,198	2.6%	203,566	5,198	2.6%	-	
Operating	141,247	145,365	4,118	2.9%	133,759	(7,488)	-5.3%	(11,606)	

FY18 Preliminary General Fund Expense Budget by Department as of 8/11/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Finance (1600)	1,221,245	1,241,593	20,348	1.7%	1,229,672	8,427	0.7%	\$ (11,921)	-1.0%
Personnel	1,070,382	1,102,714	32,332	3.0%	1,101,636	31,254	2.9%	(1,078)	
Operating	150,863	138,879	(11,984)	-7.9%	128,036	(22,827)	-15.1%	(10,843)	
Human Resources (1700)	408,231	421,745	13,514	3.3%	421,018	12,787	3.1%	\$ (727)	-0.2%
Personnel	279,459	284,196	4,737	1.7%	284,196	4,737	1.7%	-	
Operating	128,772	137,549	8,777	6.8%	136,822	8,050	6.3%	(727)	
CD - Planning (1900)	528,839	654,658	125,819	23.8%	604,854	76,015	14.4%	\$ (49,804)	-7.6%
Personnel	465,620	514,764	49,144	10.6%	514,764	49,144	10.6%	-	
Operating	63,219	89,894	26,675	42.2%	90,090	26,871	42.5%	196	
Grants and Aid	-	50,000	50,000	n/a	-	-	n/a	(50,000)	
CD - Code (1902)	476,135	487,182	11,047	2.3%	488,024	11,889	2.5%	\$ 842	0.2%
Personnel	367,120	354,113	(13,007)	-3.5%	354,113	(13,007)	-3.5%	-	
Operating	109,015	133,069	24,054	22.1%	133,911	24,896	22.8%	842	
CD - Engr (1903)	567,898	623,646	55,748	9.8%	608,559	40,661	7.2%	\$ (15,087)	-2.4%
Personnel	488,919	503,358	14,439	3.0%	503,358	14,439	3.0%	-	
Operating	78,979	120,288	41,309	52.3%	105,201	26,222	33.2%	(15,087)	

FY18 Preliminary General Fund Expense Budget by Department as of 8/11/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Fire (3100)	8,269,529	8,941,256	671,727	8.1%	8,605,876	336,347	4.1%	\$ (335,380)	-3.8%
Personnel	6,881,795	7,272,725	390,930	5.7%	7,061,414	179,619	2.6%	(211,311)	
Operating	1,360,734	1,662,531	301,797	22.2%	1,538,462	177,728	13.1%	(124,069)	
Capital	27,000	6,000	(21,000)	-77.8%	6,000	(21,000)	-77.8%	-	
Police (3200)	11,990,705	13,204,368	1,213,663	10.1%	13,017,059	1,026,354	8.6%	\$ (187,309)	-1.4%
Personnel	9,822,247	10,626,048	803,801	8.2%	10,562,750	740,503	7.5%	(63,298)	
Operating	2,168,458	2,436,320	267,862	12.4%	2,387,309	218,851	10.1%	(49,011)	
Capital	-	142,000	142,000	n/a	67,000	67,000	n/a	(75,000)	
Public Works (4300)	2,855,080	2,755,876	(99,204)	-3.5%	2,687,244	(167,836)	-5.9%	\$ (68,632)	-2.5%
Personnel	995,788	1,028,042	32,254	3.2%	994,234	(1,554)	-0.2%	(33,808)	
Operating	1,859,292	1,727,834	(131,458)	-7.1%	1,693,010	(166,282)	-8.9%	(34,824)	
Capital	-	-	-	n/a	-	-	n/a	-	
Parks Maintenance (4400)	2,315,185	2,587,654	272,469	11.8%	2,514,008	198,823	8.6%	\$ (73,646)	-2.8%
Personnel	1,110,874	1,281,787	170,913	15.4%	1,236,592	125,718	11.3%	(45,195)	
Operating	1,127,311	1,248,867	121,556	10.8%	1,240,416	113,105	10.0%	(8,451)	
Capital	77,000	47,000	(30,000)	-39.0%	27,000	(50,000)	-64.9%	(20,000)	
Non-Op. (Contingency)	-	10,000	10,000	n/a	10,000	10,000	n/a	-	

FY18 Preliminary General Fund Expense Budget by Department as of 8/11/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Recreation (51xx)	872,259	1,000,431	128,172	14.7%	971,131	98,872	11.3%	\$ (29,300)	-2.9%
Personnel	576,754	716,093	139,339	24.2%	716,093	139,339	24.2%	-	
Operating	295,505	272,338	(23,167)	-7.8%	255,038	(40,467)	-13.7%	(17,300)	
Grants and Aid	-	12,000	12,000	n/a	-	-	n/a	(12,000)	
Athletics (5200)	502,249	607,761	105,512	21.0%	592,567	90,318	18.0%	\$ (15,194)	-2.5%
Personnel	311,741	399,380	87,639	28.1%	399,380	87,639	28.1%	-	
Operating	184,508	208,381	23,873	12.9%	193,187	8,679	4.7%	(15,194)	
Capital	6,000	-	(6,000)	-100.0%	-	(6,000)	-100.0%	-	
Grand Total:	36,446,004	37,450,734	1,004,730	2.8%	36,726,931	280,927	0.8%	\$ (723,803)	-1.9%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Eastport Fund 102	183,573	187,767	4,194	2.3%	199,872	\$ 12,105	6.4%
Operating	6,900	6,900	-	0.0%	7,134	234	3.4%
Transfers	176,673	177,066	393	0.2%	177,066	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	-	3,801	3,801	n/a	15,672	11,871	312.3%
Town Center Fund 103	459,184	481,138	21,954	4.8%	479,438	\$ (1,700)	-0.4%
Operating	13,806	13,806	-	0.0%	14,286	480	3.5%
Loan Pool Debt Service	39,568	44,488	4,920	12.4%	44,488	-	0.0%
Grants and Aid	-	20,000	20,000	n/a	18,290	(1,710)	-8.6%
Transfers	404,591	402,374	(2,217)	-0.5%	402,374	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	1,219	470	(749)	-61.4%	-	(470)	-100.0%
Bldg. Sp. Revenue Fund 109	1,221,759	1,412,633	190,874	15.6%	1,412,570	\$ (63)	0.0%
Personnel	909,971	975,227	65,256	7.2%	975,227	-	0.0%
Operating	305,788	417,406	111,618	36.5%	417,343	(63)	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	6,000	20,000	14,000	233.3%	20,000	-	0.0%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Water Sewer Fund 401	\$ 26,697,099	\$ 27,031,863	\$ 334,764	1.3%	\$ 26,915,366	\$ (116,497)	-0.4%
Personnel	6,483,937	6,586,625	102,688	1.6%	6,586,625	-	0.0%
Operating	8,257,858	7,699,001	(558,857)	-6.8%	8,455,504	756,503	9.8%
Capital	1,792,000	2,030,000	238,000	13.3%	1,157,000	(873,000)	-43.0%
Transfers	10,116,304	10,541,237	424,933	4.2%	10,541,237	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	47,000	175,000	128,000	272.3%	175,000	-	0.0%
Solid Waste Fund 410	6,981,288	7,229,862	248,574	3.6%	7,233,324	\$ 3,462	0.0%
Personnel	224,876	221,724	(3,152)	-1.4%	233,006	11,282	5.1%
Operating	6,446,314	6,804,581	358,267	5.6%	6,796,761	(7,820)	-0.1%
Transfers	204,831	202,457	(2,374)	-1.2%	202,457	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	105,267	1,100	(104,167)	-99.0%	1,100	-	0.0%
Drainage Fund 412	4,055,740	4,807,946	752,206	18.5%	4,762,677	\$ (45,269)	-0.9%
Personnel	963,550	901,966	(61,584)	-6.4%	918,890	16,924	1.9%
Operating	1,145,998	1,198,102	52,104	4.5%	1,192,433	(5,669)	-0.5%
Capital	203,000	797,000	594,000	292.6%	797,000	-	0.0%
Transfers	1,736,192	1,754,684	18,492	1.1%	1,754,684	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	7,000	156,194	149,194	2131.3%	99,670	(56,524)	-36.2%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Golf Course Fund 450	1,328,982	1,469,577	140,595	10.6%	1,429,577	\$ (40,000)	-2.7%
Operating	1,293,982	1,409,577	115,595	8.9%	1,409,577	-	0.0%
Capital	35,000	60,000	25,000	71.4%	20,000	(40,000)	-66.7%
Info. Technology Fund 501	1,887,135	2,089,267	202,132	10.7%	1,993,151	\$ (96,116)	-4.6%
Personnel	832,418	850,828	18,410	2.2%	850,828	-	0.0%
Operating	1,047,717	1,208,439	160,722	15.3%	1,112,323	(96,116)	-8.0%
Non-Op. (Compression, Contingency, Council Priorities)	7,000	30,000	23,000	328.6%	30,000	-	0.0%
Vehicle Maintenance Fund 503	962,188	1,069,805	107,617	11.2%	1,069,614	\$ (191)	0.0%
Personnel	362,919	365,211	2,292	0.6%	365,211	-	0.0%
Operating	596,269	694,594	98,325	16.5%	694,403	(191)	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	3,000	10,000	7,000	233.3%	10,000	-	0.0%
Risk Mgmt. Fund 504	1,856,143	1,857,021	878	0.0%	1,934,620	\$ 77,599	4.2%
Personnel	291,854	277,144	(14,710)	-5.0%	277,144	-	0.0%
Operating	1,564,289	1,578,877	14,588	0.9%	1,656,476	77,599	4.9%
Non-Op. (Compression, Contingency, Council Priorities)	-	1,000	1,000	n/a	1,000	-	0.0%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Lease & Repl. Fund 505	2,618,000	2,929,311	311,311	11.9%	2,867,851	\$ (61,460)	-2.1%
Capital	2,618,000	2,729,000	111,000	4.2%	2,709,000	(20,000)	-0.7%
Non-Op. (Contingency)	-	200,311	200,311	n/a	158,851	(41,460)	-20.7%
Bldg. Maintenance Fund 506	2,344,210	2,456,622	112,412	4.8%	2,375,937	\$ (80,685)	-3.3%
Personnel	461,064	417,007	(44,057)	-9.6%	417,007	-	0.0%
Operating	1,119,773	1,260,090	140,317	12.5%	1,228,585	(31,505)	-2.5%
Capital	135,200	145,000	9,800	7.2%	95,820	(49,180)	-33.9%
Transfers	624,173	623,525	(648)	-0.1%	623,525	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	4,000	11,000	7,000	175.0%	11,000	-	0.0%
Grand Total:	50,595,301	53,022,812	2,427,511	4.8%	52,673,997	\$ (348,815)	-0.7%

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
GENERAL FUND							
001-0000-311.10-00	CURRENT AD VALOREM	10,211,115	10,751,729	11,702,984	11,702,984	11,664,373	12,839,302
	LEVEL 3					TEXT AMT	
						ESTIMATED PROP VALUE 2,982,735,229 X	
						4.45420 MILLS PER 1,000 AT 95% = 12,621,414	
						LESS TAX INCREMENT FUNDS EASTPORT = 75,965	
						LESS TAX INCREMENT FUNDS TOWN CENTER = 57,374	
						REVENUES WILL BE UPDATED WHEN FINAL VALUE IS	
						RECEIVED JULY 1ST (CLB 6/7/17)	

						INCREASE MILLAGE BY 0.0228 TO OFFSET SMALL	97,382
						REDUCTION IN DEBT MILLAGE. NEW MILLAGE OF 4.4770	
						YIELDS AN ADD'L \$97,382 AFTER BACKING OUT CRA'S.	
						\$2,990,702,263/1000 X 4.4770 * 95% = \$12,719,905	
						LESS: TOWN CENTER CRA AT \$58,092	
						LESS EASTPORT CRA AT \$76,356	
						REMAINING GEN FUND TAX RV = \$12,585,457	
						(LP 7-13-17)	

						INCREASE MILLAGE TO 4.837 TO FUND SERVICE LEVELS	1,012,009
						BEING REQUESTED	
						\$2,990,702,263/1000 X 4.837 X 95% = \$13,742,726	
						LESS TIF EASTPORT = \$82,496	
						LESS TIF TOWN CENTER = \$62,764	
						REMAINING GENERAL FUND RV = \$13,597,466	
						(LP 7-13-17)	

						DECREASE MILLAGE TO 4.5673 PER CC MTG 7-25-17	758,164-
						\$2,990,702,263/1000 X 4.5673 X 95% = \$12,976,462	
						LESS TIF EASTPORT = \$77,896	
						LESS TIF TOWN CENTER = \$59,264	
						REMAINING GENERAL FUND RV = \$12,839,302	
						(LP 7-26-17)	

							12,839,302
001-0000-311.20-00	DELINQUENT	219,158	210,516	175,000	175,000	239,967	200,000
	LEVEL 3					TEXT AMT	
						ESTIMATED BASED ON HISTORICAL	
						200,000	
						200,000	
001-0000-311.30-00	INTEREST DELINQ. TAXES	12,757	17,627	1,119	1,119	0	0
001-0000-312.51-00	INSURANCE PREMIUM TAX FF	391,117	367,918	0	0	0	0
001-0000-312.52-00	STATE POLICE RETIR CONTRB	345,822	373,343	0	0	0	0
001-0000-314.10-00	ELECTRIC	4,103,884	4,209,725	4,222,823	4,222,823	3,013,653	4,307,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3					TEXT AMT	
						4,307,000	
						4,307,000	
001-0000-314.30-00	UTILITY SERVICE TAX WATER	914,901	943,160	924,524	924,524	772,680	954,897
	LEVEL 3					TEXT AMT	
						954,897	
						954,897	
001-0000-314.40-00	UTILITY SERVICE TAXES-GAS	135,137	117,864	124,632	124,632	96,533	112,321
	LEVEL 3					TEXT AMT	
						112,321	
						112,321	
001-0000-315.20-00	COMMUNICATIONS SERVICES	1,886,648	1,784,375	1,722,687	1,722,687	1,099,687	1,618,112
	LEVEL 3					TEXT AMT	
						1,618,112	
						1,618,112	
001-0000-316.10-00	CITY-OCCUPATION	113,499	148,250	150,000	150,000	64,492	150,000
	LEVEL 3					TEXT AMT	
						150,000	
						150,000	
001-0000-323.10-00	FPL FRANCHISE FEE	3,230,972	3,171,271	3,182,037	3,182,037	1,877,856	3,124,948
	LEVEL 3					TEXT AMT	
						3,124,948	
						3,124,948	
001-0000-323.40-00	PEOPLES GAS FRANCHISE	20,870	20,670	23,747	23,747	15,138	16,835
	LEVEL 3					TEXT AMT	
						16,835	
						16,835	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
001-0000-323.75-00	RECYCLING	4,250	3,820	4,620	4,620	3,010	4,406
	LEVEL 3 TEXT BASED ON MODEL OF HISTORICAL DATA (CLB 6/7/17)					TEXT AMT 4,406	4,406
001-0000-329.10-00	FEES & PERMITS	12,980	16,110	16,039	16,039	10,945	11,848
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS THAT GENERALLY 75% OF REVENUE HAS BEEN REC. BY MAY. (CLB 6/7/17)					TEXT AMT 11,848	11,848
001-0000-329.10-08	ABANDONED PROP REG FEE	49,350	31,350	30,000	30,000	20,455	21,897
	LEVEL 3 TEXT BASED ON HISTORICAL TREND OF 74% REVENUE REC THROUGH MAY (CLB 6/7/17)					TEXT AMT 21,897	21,897
001-0000-331.20-05	JAG-VARIOUS GRANTS	10,000	7,315	0	8,652	0	0
001-0000-331.56-01	BJA-BULLETPROOF VESTS	0	2,596-	0	0	14,812	0
001-0000-334.10-11	VOCA GRANT V8004	59,719	59,786	76,500	76,500	59,985	40,000
	LEVEL 3 TEXT WILL UPDATE WHEN GRANT AWARD IS FINALIZED (CLB 6/7/17)					TEXT AMT 40,000	40,000
001-0000-335.12-00	STATE REVENUE SHARING	1,838,434	1,907,919	2,067,000	2,067,000	1,545,643	2,174,213
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS WILL UPDATE IN JULY WHEN FINAL ESTIMATES ARE REC FROM THE STATE (CLB 6/7/17)					TEXT AMT 2,174,213	2,174,213
001-0000-335.14-00	MOBILE HOME LICENSES	148,549	142,341	143,744	143,744	147,336	139,594
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS WILL UPDATE IN JULY WHEN FINAL ESTIMATES ARE REC FROM THE STATE (CLB 6/7/17)					TEXT AMT 139,594	139,594

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-0000-335.15-00	ALCOHOLIC BEV LIC	34,593	32,815	35,767	35,767	35,884	44,300
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS WILL UPDATE IN JULY WHEN FINAL ESTIMATES ARE REC FROM THE STATE (CLB 6/7/17)					TEXT AMT 44,300	
						44,300	
001-0000-335.18-00	LOCAL GOVT 1/2[SALES TAX	2,956,303	3,116,961	3,305,794	3,305,794	2,215,221	3,522,241
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS WILL UPDATE IN JULY WHEN FINAL ESTIMATES ARE REC BY THE STATE (CLB 6/7/17)					TEXT AMT 3,522,241	
						3,522,241	
001-0000-335.21-00	FIRE EDUCATION PAY	26,412	26,113	26,392	26,392	17,288	24,333
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS (CLB 6/7/17)					TEXT AMT 24,333	
						24,333	
001-0000-335.41-00	MTR FUEL TX REFUND	23,659	31,199	30,000	30,000	20,507	47,153
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS (CLB 6/7/17)					TEXT AMT 47,153	
						47,153	
001-0000-337.20-00	PUBLIC SAFETY	0	3,000	0	3,000	3,000	3,000
	LEVEL 3 TEXT PER MOA (CLB 6/7/17)					TEXT AMT 3,000	
						3,000	
001-0000-338.20-00	COUNTY-OCCUPATION	55,041	54,991	39,000	39,000	11,362	44,392
	LEVEL 3 TEXT BASED ON HISTORICAL TREND (CLB 6/7/17)					TEXT AMT 44,392	
						44,392	
001-0000-341.17-00	APPLICATION REVIEW FEES	297,792	534,076	340,000	340,000	261,488	361,134
	LEVEL 3 TEXT BASED ON HISTORICAL TREND (CLB 6/7/17)					TEXT AMT 361,134	
						361,134	
001-0000-341.17-99	CONTRA-RV-COUNCIL WAIVERS	0	0	0	0	0	20,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT					TEXT AMT	
	ESTABLISH A CONTRA-REVENUE ACCOUNT TO RECORD					20,000-	
	APPLICATION REVIEW FEES WAIVED BY CITY COUNCIL						

	(LP 8-11-17)					20,000-	
001-0000-341.31-00	ENGINEERING REVIEW FEE	9,400	9,200	9,800	9,800	4,438	4,355
	LEVEL 3 TEXT					TEXT AMT	
	BASED ON HISTORICAL DOWNWARD TREND					4,355	
	(CLB 6/7/17)					4,355	
001-0000-341.39-00	ADMIN SERVICE FEES	1,418,012	1,375,354	1,575,604	1,575,604	1,313,003	1,671,647
	LEVEL 3 TEXT					TEXT AMT	
	UPDATED FOR FY18 06/16/17						

	ADMIN FEE FROM SOLID WASTE					365,017	
	ADMIN FEE FROM VEHICLE MAINT					50,021	
	ADMIN FEE FROM WATER & SEWER					802,581	
	ADMIN FEE FROM IT					117,044	
	ADMIN FEE FROM DRAINAGE					91,679	
	ADMIN FEE FROM RISK MGMT					99,868	
	ADMIN FEE FROM BLDG MAINT					74,807	
	ADMIN FEE FROM CD BLDG					52,330	
	ADMIN FEE FROM FIRE IMPACT					1,000	
	ADMIN FEE FROM TRANS IMPACT					2,800	
	ADMIN FEE FROM WS IMPACT					12,000	
	ADMIN FEE FROM REC IMPACT FEE					2,500	
						1,671,647	
001-0000-341.42-00	CLERK'S RECORDING FEES	3,103	4,657	4,000	4,000	3,354	2,759
	LEVEL 3 TEXT					TEXT AMT	
	DEPENDENT ON PROJECTS & CUSTOMER SERVICE LIENS					2,759	
	REVENUE MODEL REFLECTS DOWNWARD TREND						
	(CLB 6/7/17)					2,759	
001-0000-342.20-00	SPECIAL FIRE SER	50,000	50,000	50,000	50,000	50,000	50,000
	LEVEL 3 TEXT					TEXT AMT	
	CONTRACT WITH VOLUSIA COUNTY					50,000	
						50,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
001-0000-342.31-00	FIRE CPR/EMS FEES	6,156	3,836	2,000	2,000		9,088	10,000
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS (CLB 6/7/17)						TEXT AMT 10,000 10,000	
001-0000-342.80-00	SPECIAL STREET SER	81,011	59,982	65,577	65,577		68,180	65,577
	LEVEL 3 TEXT HIGHWAY MAINT MOA DATED 3/6/17, 3-YR TERM (CLB 6/29/17)						TEXT AMT 65,577 65,577	
001-0000-342.82-00	OTHER FIRE SERVICES	1,450	1,175	0	0		1,200	1,106
	LEVEL 3 TEXT BASED ON HISTORICAL TREND (CLB 6/7/17)						TEXT AMT 1,106 1,106	
001-0000-342.83-00	ANNUAL FIRE INSPECTIONS	6,704	6,884	6,700	6,700		6,639	6,631
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS (CLB 6/7/17)						TEXT AMT 6,631 6,631	
001-0000-342.84-00	BLDG PLANS REVIEW FIRE	11,094	6,475	6,000	6,000		14,955	10,000
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS-(CLB 6/7/17)						TEXT AMT 10,000 10,000	
001-0000-342.86-00	FIRE HYDRANT FLOW TESTS	495	450	400	400		1,125	549
	LEVEL 3 TEXT BASED ON HISTORICAL TRENDS (CLB 6/7/17)						TEXT AMT 549 549	
001-0000-343.66-00	SERVICE CHARGE/ LATE FEE	48,983	17,612-	30,000	30,000		39,018	30,000
	LEVEL 3 TEXT BUDGET FLAT FOR FY 18 (CLB 6/7/17)						TEXT AMT 30,000 30,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-0000-343.66-05	SVC CHG BAD DEBT RESERVE	820,893-	0	0	0	0	0
001-0000-344.90-00	OTHER TRANS. REVENUE	208,492	143,513	147,787	147,787	160,140	164,932
	LEVEL 3						
	TEXT					TEXT AMT	
	FDOT TRAFFIC SIGNAL MAINTENANCE FY17					29,243	
	FDOT STATE HIGHWAY LIGHTING MAINTENANCE FY17 (CLB 6/7/17)					120,757	
	INCREASE FOR FY18 - FDOT TRAFFIC SIGNAL MAINT					13,589	
	INCREASE FOR FY18 - FDOT ST HWY LIGHTING MAINT (07-28-17 NT)					1,343	
						164,932	
001-0000-347.54-00	OTHER RECREATION REV.	10,714	26,153	16,000	16,000	10,985	20,835
	LEVEL 3						
	TEXT					TEXT AMT	
	BASED ON HISTORICAL TRENDS (CLB 6/7/17)					20,835	
						20,835	
001-0000-347.55-00	ART SHOW REVENUE	500	0	2,500	16,120	17,025	0
	LEVEL 3						
	TEXT					TEXT AMT	
	ESTIMATED BASED ON FY 17 ACTUALS NO LONGER IN PARTNERSHIP WITH NEWSJOURNAL (CLB 6/7/17)					17,000	
	***** REDUCE ARTSHOW REVENUE (CLB 8-8-17)					17,000-	
001-0000-347.56-00	SUMMER RECREATION FEES	114,583	118,512	115,500	115,500	101,802	136,428
	LEVEL 3						
	TEXT					TEXT AMT	
	BASED ON HISTORICAL UPWARD TREND WILL UPDATE BASED ON CURRENT YEAR REG (CLB 6/7/17)					136,428	
						136,428	
001-0000-347.59-00	RENTAL	126,976	110,918	128,418	128,418	85,450	109,399
	LEVEL 3						
	TEXT					TEXT AMT	
	BASED ON HISTORICAL TRENDS (CLB 6/7/17)					109,399	
						109,399	
001-0000-347.61-00	ATHLETIC REGISTRATION	184,759	214,695	153,000	153,000	154,614	222,000
	LEVEL 3						
	TEXT					TEXT AMT	
	BASED ON HISTORICAL TREND WILL UPDATE (CLB 6/7/17)					225,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP

REDUCE BABE RUTH REVENUE (CLB 8-8-17)							3,000- 222,000	
001-0000-347.62-00	SPONSOR FEES	35,056	38,168	33,000	33,000	25,291		31,027
	LEVEL 3	TEXT BASED ON HISTORICAL TREND (CLB 6/7/17)				TEXT	AMT 31,027	
							31,027	
001-0000-347.62-50	PO150 / FOUNDERS DAY	0	0	0	10,500	26,000		29,000
	LEVEL 3	TEXT NO HISTORY - BASED ON FY 17 REVENUE (CLB 6/7/17) INCREASE REVENUE - (LP 7-10-17) *****				TEXT	AMT 16,000	
							23,500	
REDUCE FOUNDER'S DAY REVENUE (CLB 8-8-17)							10,500- 29,000	
001-0000-347.69-00	BABE RUTH DISTRICTS	0	0	0	7,750	7,000		0
001-0000-347.71-00	GET FIT CHALLENGE	200	0	0	0	0		0
001-0000-347.75-00	PAVILION EVENT REVENUE	612	0	0	0	0		0
001-0000-349.18-00	MISC RECORDING (N JOURNAL	6,855	10,047	9,000	9,000	8,317		9,000
	LEVEL 3	TEXT FLAT BUDGET FY 18 (CLB 6/7/17)				TEXT	AMT 9,000 9,000	
001-0000-351.10-00	FINES AND COURT CASES	114,883	112,152	105,000	105,000	78,940		90,000
	LEVEL 3	TEXT BASED ON HISTORICAL TREND (CLB 6/7/17)				TEXT	AMT 90,000 90,000	
001-0000-354.10-00	CODE ENFORCEMENT FINES	741,639	437,093	45,000	45,000	158,792		45,000
	LEVEL 3	TEXT FLAT FY 18 BUDGET ***OFFSET BY BAD DEBT RESERVE IN 66-05*** (07-07-17 NT)				TEXT	AMT 45,000 45,000	
001-0000-354.20-01	PARKING VIOLATIONS	3,690	3,130	2,250	2,250	15,874		5,000
	LEVEL	TEXT				TEXT	AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	3	BASED ON HISTORICAL DATA (CLB 6/7/17)					5,000
							5,000
001-0000-354.20-02	ANIMAL CITATIONS	4,771	2,683	2,850	2,850	3,948	3,000
	LEVEL 3	TEXT BASED ON HISTORICAL TRENDS (CLB 6/7/17)				TEXT AMT	
							3,000
							3,000
001-0000-354.66-05	BAD DEBT RESERVE	0	327,154-	0	0	150,958-	0
	LEVEL 3	TEXT *** BAD DEBT RESERVE OFFSETS THE REVENUE IN 001-0000-354-10-00*** (07-07-17 NT)				TEXT AMT	
001-0000-359.10-01	INVESTIGATIVE RESTITUTION	1,850	2,100	2,500	2,500	1,000	2,000
	LEVEL 3	TEXT BASED ON HISTORICAL DATA (CLB 6/7/17)				TEXT AMT	
							2,000
							2,000
001-0000-361.10-00	INTEREST EARNINGS-INVESTM	93,025	78,227	100,000	100,000	47,939	75,000
	LEVEL 3	TEXT ESTIMATED BASED ON HISTORICAL DATA AND YTD (CLB 6/7/17)				TEXT AMT	
							75,000
							75,000
001-0000-361.15-00	INTERNAL INTEREST EARNING	880	880	6,770	6,770	0	6,770
	LEVEL 3	TEXT WILL UPDATE (CLB 6/7/17) INTERNAL LOANS INTEREST 07-13-17 (NT)				TEXT AMT	
							6,770
							6,770
001-0000-362.00-00	RENTS & ROYALTIES	1,200	1,200	1,200	1,200	1,000	1,200
	LEVEL 3	TEXT RON DESANTIS LOCAL OFFICE RENTAL @ \$100 PER MONTH (CLB 6/7/17)				TEXT AMT	
							1,200
							1,200
001-0000-362.10-00	PALMER LAND LEASE	80,000	80,000	80,000	80,000	80,000	81,000
	LEVEL 3	TEXT PER CONTRACT (CLB 6/7/17) CONTRACT INCREASE FOR OCT 17 - SEP 18				TEXT AMT	
							80,000
							1,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	(07-26-17 NT)					81,000	
001-0000-362.11-00	PALMER STORAGE LEASE	8,400	8,400	8,400	8,400	4,200	0
	LEVEL 3 TEXT CONTRACT NOT RENEWED FOR FY18 (CLB 6/7/17)					TEXT AMT 8,400 8,400-	
001-0000-362.12-00	PALMER RENT AGC	438,796	438,796	445,629	445,629	370,219	452,461
	LEVEL 3 TEXT PALMER RENT OCT-17 THROUGH SEP-18 ***** \$40,330.13 PALMER RENT (2,625.00) MONTHLY CREDIT \$37,705.13 (07-26-17 NT)					TEXT AMT 452,461	
						452,461	
001-0000-362.20-00	YMCA RENTAL	101,250	101,250	101,250	135,000	112,500	0
	LEVEL 3 TEXT ** NOTE: MOVE ALL YMCA RENT TO 106 TO FUND LARGE CAPITAL PROJECTS* 05-12-17 NT					TEXT AMT 101,250 101,250-	
001-0000-362.30-00	COUNCIL ON AGING	1,500	1,500	1,500	1,500	1,250	1,500
001-0000-362.40-00	VERIZON	23,805	27,376	27,376	27,376	27,376	27,376
	LEVEL 3 TEXT PER CONTRACT THROUGH 2025 (CLB 6/7/17)					TEXT AMT 27,376 27,376	
001-0000-362.60-00	AT&T RENTAL	29,486	34,688	30,000	30,000	30,331	30,000
	LEVEL 3 TEXT PER CONTRACT THROUGH 2036 (CLB 6/7/17)					TEXT AMT 30,000 30,000	
001-0000-364.23-00	SALE OF LAND	0	1,403,203	0	0	996,463	0
001-0000-365.10-00	SCRAP SALES	2,021	0	0	0	162	0
001-0000-366.45-00	TREE PLANTING	0	0	0	0	350	0
001-0000-366.51-00	YOUTH ADVISORY BOARD	411	0	0	0	0	0
001-0000-366.75-00	VETERANS PARK DONATIONS	2,300	350	0	0	350	0
001-0000-366.81-00	DONATIONS FOR FIRE SVC	0	0	0	0	300	0
001-0000-366.90-00	PRIVATE DONATIONS	500	0	0	0	193	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-0000-366.99-00	RECREATION DONATIONS	1,690-	0	0	0	0	0
001-0000-367.01-00	TREE MITIGATION	11,018	0	0	8,838	8,838	0
001-0000-367.10-00	LICENSES	3,906	3,982	3,781	3,781	2,873	3,000
	LEVEL 3					TEXT AMT	
							3,000
							3,000
001-0000-369.36-00	ICMA FORFEITURES	59,071	0	0	0	183,967	0
001-0000-369.90-00	MISC REVENUE	35,791	85,792	20,000	23,396	25,068	30,000
	LEVEL 3					TEXT AMT	
							30,000
							30,000
001-0000-369.90-02	CASH OVER/SHORT	0	119	0	0	0	0
001-0000-369.90-06	ADMIN FEES (Garnishments)	0	0	0	0	29	0
001-0000-369.90-07	POG TV	631	506	500	500	1	0
	LEVEL 3					TEXT AMT	
							500
							500-
001-0000-369.90-15	LIEN SEARCH	56,574	55,754	28,553	28,553	44,664	23,000
	LEVEL 3					TEXT AMT	
							23,000
							23,000
001-0000-369.90-16	BUS BENCH	35,753	0	0	0	0	0
	LEVEL 3					TEXT AMT	
001-0000-369.91-00	MISC REVENUE POLICE	95,208	107,075	105,000	105,000	95,694	120,000
	LEVEL 3					TEXT AMT	
							120,000
							120,000
001-0000-369.91-10	WRECKER/TOWING CNT REVENU	72,939	100,250	105,092	105,092	87,548	107,189
	LEVEL 3					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
OCT 2017 (\$8,772 PER MONTH)							8,772
NOV 2017 - SEP 2018 2% INCREASE (\$8,947 PER MONTH)							98,417
(07-26-17 NT)							107,189
001-0000-381.21-00	TRANSFER FRM DRAINAGE	63,649	0	0	0	0	0
001-0000-381.37-00	TRANS FROM 203	0	4,161	0	0	0	0
001-0000-381.73-00	TRANSFER FROM 317 FUND	0	32,000	0	0	0	0
001-0000-381.94-00	TRANSFER FROM 108	0	212,211	0	0	0	0
001-0000-381.95-00	TRANSFER FROM 632	0	10,822	0	0	0	0
001-0000-382.20-00	IN LIEU OF TAX WATER/SWR	1,260,543	1,225,404	1,219,069	1,219,069	1,015,891	1,258,858
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 1,258,858 1,258,858	
001-0000-382.21-00	IN LIEU OF TAX DRAINAGE	191,841	184,572	187,758	187,758	156,465	195,098
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 195,098 195,098	
001-0000-382.70-00	SOLID WASTE	193,875	204,425	204,831	204,831	170,693	202,457
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 202,457 202,457	
001-0000-389.10-00	APPROPRIATED FUND BAL	0	0	2,912,000	12,433,629	0	1,649,851
	LEVEL 3 TEXT					TEXT AMT	
	*FY18 INITIAL AMOUNT NEEDED TO FUND THE 317 CIP PROJECTS					640,000	
	*FY18 INITIAL AMOUNT NEEDED TO FUND THE 505 CIP LEASE & REPLACEMENT FUND					600,000	
	*REDUCE AMOUNT NEEDED TO FUND 505 - CM REDUCTION 07-10-17 (NT)					150,000-	
	*FY18 AMOUNT TO FUND ONE TIME ITEMS CITYWIDE					500,000	
	*ADJUSTMENT TO BALANCE FUND					149-	
	*INCREASE AMOUNT NEEDED TO FUND 317 07-17-17 (NT)					60,000 1,649,851	
*		32,336,740	34,877,002	36,446,004	46,057,139	28,890,899	36,726,931
**	GENERAL FUND	32,336,740	34,877,002	36,446,004	46,057,139	28,890,899	36,726,931

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

		FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP	
ACCOUNT	NUMBER	ACCOUNT	DESCRIPTION						
***	GENERAL FUND			32,336,740	34,877,002	36,446,004	46,057,139	28,890,899	36,726,931
****	GENERAL FUND			32,336,740	34,877,002	36,446,004	46,057,139	28,890,899	36,726,931

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
001-1000-519.31-13	OTHER PROF. SERVICES	93,201	54,705	50,000	161,863	53,570	65,500
	LEVEL 3						
	TEXT					TEXT	AMT
	GOVERNMENTAL CONSULTING						40,000
	5% INC ON GOVNMNTL CONSLTG FOR JULY,AUG,SEPT 2018						500
	OPEB UPDATED EVERY 2 YEARS						10,000
	(LAST DONE IN FY16, DUE IN FY18)						
	OTHER MISC PROFESSIONAL SERVICES						30,000

	(LP 5-9-17)						

	REDUCTION PER CM (CLB 8-8-17)						15,000-
							65,500
001-1000-519.31-63	PROJECT PROFESSIONAL SRVC	0	0	0	8,753,000	8,710,447	0
001-1000-519.34-14	CONTRACT SERVICES OTHER	0	0	2,500	6,300	6,300	2,500
	LEVEL 3						
	TEXT					TEXT	AMT
	DISCLOSURE/DISSEMINATION SERVICES WITH DIGITAL						2,500
	ASSURANCE CERTIFICATION LLC (DAC)						
	**THIS WAS A NEW SERVICE THAT STARTED IN FY17.						
							2,500
001-1000-519.40-00	TRAVEL PER DIEM	2,167	0	0	0	0	0
001-1000-519.40-10	EMPLOYEE TRAINING	13,487	13,828	25,000	21,200	7,298	25,000
001-1000-519.44-13	FLEET FINANCING	1,202	1,202	601	601	501	0
001-1000-519.49-19	LICENSES, TAXES & FEES	13,458	10,090	8,000	8,000	4,292	3,000
	LEVEL 3						
	TEXT					TEXT	AMT
	OTHER TAXES, LICENSES, & FEES						3,000

	PO BUSINESS PARK ASSESSMENT FEES FOR THE CITY						
	HAVE BEEN REMOVED SINCE THE PROPERTY WAS SOLD						
	IN FY17.						

							3,000
001-1000-519.49-20	EQUIP & OTHER NON-CAPITAL	6,228	0	0	0	0	0
001-1000-519.49-61	DATA PROCESSING 501	755,314	674,842	892,151	892,151	743,459	933,850
	LEVEL 3						
	TEXT					TEXT	AMT
	UPDATED FOR FY18						933,850
							933,850
001-1000-519.49-64	INSURANCE 504	810,619	832,479	564,052	564,052	470,043	656,218
	LEVEL						
	TEXT					TEXT	AMT

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	UPDATED FOR FY18					656,218 656,218	
001-1000-519.49-66	TRF TO 506 BLDG MAINT FD	264,022	272,513	321,584	321,584	267,987	107,030
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 107,030 107,030	
001-1000-519.52-00	OTHER OPERATING SUPPLIES	1,005	0	0	0	0	0
001-1000-519.52-02	SPECIAL INVENTORY ACCT	0	0	0	0	208,744	0
001-1000-519.52-17	AGRICULTURE SUPPLIES	1,875	1,920	0	21,542	0	0
001-1000-519.52-19	OTHER OPERATING-DONATED'	1,338	239	0	4,810	898	0
*	OPERATING EXPENSE	1,963,916	1,861,818	1,863,888	10,755,103	10,473,539	1,793,098
001-1000-519.63-97	PROJ CAPITAL OUTLAY	7,800	0	0	116,419	116,411	0
001-1000-519.64-00	MACH & EQUIPMENT	5,670	0	0	22,260	22,260	0
*	CAPITAL OUTLAY	13,470	0	0	138,679	138,671	0
001-1000-519.81-19	VOL CTY BUSINESS DEV CORP	33,730	34,480	35,194	35,194	35,194	35,590
LEVEL 3	TEXT TEAM VOLUSIA BUSINESS DEV PARTNERSHIP (.50 PER CAPITA BASED OFF 59,315) VOLUSIA TPO (.10 PER CAPITA BASED OFF 59,315) ***** (LP 5-9-17)					TEXT AMT 29,658 5,932 35,590	
001-1000-519.83-00	OTHER GRANTS AND AID	0	12,543	0	0	0	0
*	GRANTS & AIDE	33,730	47,023	35,194	35,194	35,194	35,590
001-1000-581.91-09	TRANSFER TO 109	2,613	0	0	0	0	0
001-1000-581.91-14	TRANSFER TO 401	9,579	0	0	0	0	0
001-1000-581.91-18	TRANSFER TO 410	888	0	0	0	0	0
001-1000-581.91-30	TRANSFER TO 505	0	0	230,000	305,000	305,000	450,000
LEVEL 3	TEXT TRANSFER TO 505 LEASE FUND FOR ADD'L FUNDING FOR NEW EQUIPMENT REQUESTS AS OF 06-01-17 REDUCE BY \$100,000 BASED ON 505 REV-EXP PROJECTION 06-16-17 NT ** REDUCE BY \$150,000 - CM REDUCTION TO 505 CIP 07-10-17 (NT)					TEXT AMT 700,000 100,000- 150,000-	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
						450,000	
001-1000-581.91-33	TRANSFER TO 412 FUND	847,500	677,000	0	0	0	0
001-1000-581.91-41	TRANSFER TO 501	1,911	0	0	0	0	0
001-1000-581.91-44	TRANSFER TO 504	4,104	0	0	0	0	0
001-1000-581.91-51	TRANSFER TO 201	1,125	1,125	1,125	1,125	938	0
	LEVEL 3 TEXT					TEXT AMT	
	TRANSFER TO 201 TO FUND ADMIN FEE AND AUDIT CONF FEE FOR 97 CAP IMPRV RV REF BNDS ***** VERIFYING THAT THIS FEE WILL END IN FY17 WHICH WOULD MEAN WE COULD ELIMINATE THIS \$1,125. (LP 6-8-17) ***** REMOVE TRANSFER - FINAL PYMT HAS BEEN MADE (LP 6-8-17)					1,125	
001-1000-581.91-70	TRANSFER TO 317 FUND	596,000	1,800,000	2,182,000	2,182,000	2,182,000	700,000
	LEVEL 3 TEXT					TEXT AMT	
	PLACEHOLDER FOR TRANSFER TO 317 FOR FY18 CIP PROJECTS. 05-16-17 NT. *INCREASE TRANSFER TO 317 07-17-17 (NT)					640,000	
						60,000	
						700,000	
*	TRANSFERS	1,463,720	2,478,125	2,413,125	2,488,125	2,487,938	1,150,000
001-1000-519.99-10	CONTINGENCY	0	0	237,383	214,567	0	190,000
	LEVEL 3 TEXT					TEXT AMT	
	CONTINGENCY POOL - COUNCIL PRIORITIES INCREASE COUNCIL PRIORITIES					148,000	
						42,000	
						190,000	
001-1000-519.99-50	COMPRESSION RESERVE	0	0	114,000	114,000	0	0
*	NON-OPERATING EXPENSE	0	0	351,383	328,567	0	190,000
**	NON DEPARTMENTAL	3,474,836	4,386,966	4,663,590	13,745,668	13,135,342	3,168,688
***	NON DEPARTMENTAL	3,474,836	4,386,966	4,663,590	13,745,668	13,135,342	3,168,688

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
001-1100-511.12-00	MAYOR & COUNCIL MAYOR & COUNCIL SALARIES AND WAGES	71,944	74,074	73,064	73,064		61,734	73,064
	LEVEL 3 TEXT CURRENT COUNCIL						TEXT AMT 73,064 73,064	
001-1100-511.21-00	FICA TAXES	4,782	4,585	5,593	5,593		4,218	5,593
	LEVEL 3 TEXT CURRENT COUNCIL						TEXT AMT 5,593 5,593	
001-1100-511.22-00	RETIREMENT CONTRIBUTION	465	465	465	465		78	465
	LEVEL 3 TEXT CURRENT COUNCIL						TEXT AMT 465 465	
001-1100-511.23-00	HEALTH INSURANCE	16,631	19,755	20,971	20,971		13,511	22,015
	LEVEL 3 TEXT HEALTH DENTAL LIFE						TEXT AMT 20,631 1,116 268 22,015	
001-1100-511.24-00	WORKER'S COMPENSATION	75	64	69	69		54	75
	LEVEL 3 TEXT CURRENT COUNCIL ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						TEXT AMT 69 6 75	
001-1100-511.26-00	EAP BENEFIT	187	187	187	187		156	187
	LEVEL 3 TEXT CURRENT COUNCIL						TEXT AMT 187 187	
* PERSONNEL SERVICES		94,084	99,130	100,349	100,349		79,751	101,399
001-1100-511.31-13	OTHER PROF. SERVICES	32,438	40,000	20,000	20,000		20,065	20,000
	LEVEL 3 TEXT CHAMBER OF COMMERCE CONTRACT						TEXT AMT 20,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
							20,000	
001-1100-511.34-14	CONTRACT SERVICES OTHER	0	0	0	800		800	0
001-1100-511.40-00	TRAVEL PER DIEM	1,876	3,787	8,510	7,710		3,098	8,000
	LEVEL 3 TEXT						TEXT AMT	
	5 COUNCIL TO FLC CONFERENCE @ \$1,288 EACH						6,440	
	5 COUNCIL TO 6 VLOC DINNERS @ \$35 EACH						1,050	
	5 COUNCIL TO THE CAPITAL @ \$690 EACH						3,450	
	***REDUCED PER CM (CLB 8-8-17)						2,940-	
							8,000	
001-1100-511.41-00	COMMUNICATION SERVICES	4,696	4,458	3,160	2,910		948	160
	LEVEL 3 TEXT						TEXT AMT	
	3 LANDLINES @ \$9/MONTH						110	
	LONG DISTANCE SERVICE @ \$4/MO						50	
							160	
001-1100-511.46-10	GENERAL EQUIP MAINT	112	119	100	100		23	100
	LEVEL 3 TEXT						TEXT AMT	
	COPIER MAINTENANCE BASED ON PRINT VOLUME 2016 ACT						100	
							100	
001-1100-511.48-04	PUB RELATION ACTIVITY	1,503	1,232	640	640		219	1,320
	LEVEL 3 TEXT						TEXT AMT	
	STUDENT GOV DAY MOVED TO OTHER OPERATING SUPPLIES							
	FAMILY DAYS PROMOTIONAL ITEMS						520	
	QUARTERLY NEWSLETTER MOVED FROM CM BUDGET AND							
	CIRCULATED VIA HOMETOWN NEWS @\$200/QTR						800	
							1,320	
001-1100-511.49-66	TRF TO 506 BLDG MAINT FD	52,719	45,840	51,951	51,951		43,293	46,026
	LEVEL 3 TEXT						TEXT AMT	
	UPDATED FOR FY18						46,026	
							46,026	
001-1100-511.51-00	OFFICE SUPPLIES	119	1,366	400	400		283	400
	LEVEL 3 TEXT						TEXT AMT	
	PAPER, PENS, BINDERS, STAPLES, ETC (ON PCARD)						400	
	BASED ON HISTORICAL ACTUALS							
							400	
001-1100-511.52-00	OTHER OPERATING SUPPLIES	410	4,510	4,080	5,042		5,462	5,580

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT FREEMANVILLE DAY HOLIDAY GATHERING FOR ALL STAFF OFFICIAL BUSINESS VISITOR REFRESH (H2O, COFFEE) STUDENT GOVERNMENT DAY FOOD (REIMBURSED BY SCHOOL) ANNUAL RETIREE CELEBRATION TEXT AMT 400 4,600 100 130 350 5,580						
001-1100-511.52-15	POSTAL SERVICE	40	4	50	50	9	30
	LEVEL 3 TEXT BASED ON HISTORICAL ACTUALS TEXT AMT 30 30						
001-1100-511.54-00	DUES & MEMBERSHIPS	7,850	12,246	12,590	11,628	8,708	9,020
	LEVEL 3 TEXT FLC DUES BASED ON EST. POP 59,315 * 0.118287792 VOLUSIA LEAGUE OF CITIES DUES (NO CHANGE) ALLIANCE FOR INNOVATION DUES (ELIMINATED) WAS \$3,980 TEXT AMT 7,020 2,000 9,020						
001-1100-511.54-01	BOOKS & SUBSCRIPTIONS	3,900	0	0	0	0	0
*	OPERATING EXPENSE	105,663	113,562	101,481	101,231	82,908	90,636
001-1100-511.83-00	OTHER GRANTS & AIDS	0	0	0	250	250	0
	LEVEL 3 TEXT CITY COUNCIL WAIVER FUND *TO FUND WAIVER REQUESTS THAT COME BEFORE CITY COUNCIL AND ARE APPROVED (ADDED PER CM 7-11-17 LP) ***REDUCED PER CM (CLB 8-8-17) TEXT AMT 20,000 20,000-						
*	GRANTS & AIDE	0	0	0	250	250	0
**	MAYOR & COUNCIL	199,747	212,692	201,830	201,830	162,909	192,035
***	MAYOR & COUNCIL	199,747	212,692	201,830	201,830	162,909	192,035

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
001-1200-512.12-00	CITY MANAGER CITY MANAGER SALARIES AND WAGES	337,806	366,303	306,772	337,895	282,601	438,609
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	356,035
						**INCREASE DUE TO PIO POSITION	
						WAGE INCREASE	6,362
						**ERP MANAGER (SALARY OFFSET IN 12-20)	76,212
							438,609
001-1200-512.12-10	CAR ALLOWANCE	905	8,464	8,400	8,400	7,107	8,400
	LEVEL 3 TEXT					TEXT AMT	
						PER CM CONTRACT @ \$500/MONTH	6,000
						PER ACM CONTRACT @ \$200/MONTH	2,400
							8,400
001-1200-512.12-12	ADD'L SALARY & BENEFITS	0	3,000	0	0	0	0
001-1200-512.12-20	CAPITAL LABOR OFFSET	0	0	0	0	0	97,209
	LEVEL 3 TEXT					TEXT AMT	
						**ERP MANAGER (SALARY CHARGED TO ZMI054)	97,209-
							97,209-
001-1200-512.14-00	OVERTIME	0	1,540	430	5,116	6,481	1,500
	LEVEL 3 TEXT					TEXT AMT	
						AMOUNT BASED ON HISTORICAL ACTUALS	1,500
							1,500
001-1200-512.21-00	FICA TAXES	25,904	27,932	24,145	26,885	20,141	34,315
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	27,996
						**INCREASE DUE TO PIO POSITION	
						WAGE INCREASE	488
						**ERP MANAGER (SALARY OFFSET IN 12-20)	5,831
							34,315
001-1200-512.22-00	RETIREMENT CONTRIBUTIONS	11,640	46,533	39,279	42,319	36,540	54,842
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	46,357
						**INCREASE DUE TO PIO POSITION	
						WAGE INCREASE	863
						**ERP MANAGER (SALARY OFFSET IN 12-20)	7,622
							54,842

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1200-512.23-00	HEALTH INSURANCE	9,905	17,307	22,399	26,425	15,068	38,256
	LEVEL 3 TEXT					TEXT AMT	
	HEALTH INS					27,508	
	**INCREASE DUE TO PIO POSITION						
	DENTAL					1,488	
	LIFE INS					1,804	
	WAGE INCREASE LIFE					24	
	**ERP MANAGER (SALARY OFFSET IN 12-20)					7,432	
						38,256	
001-1200-512.24-00	WORKER'S COMPENSATION	322	643	285	361	303	443
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)					330	
	**INCREASE DUE TO PIO POSITION						
	WAGE INCREASE					6	
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					32	
	**ERP MANAGER (SALARY OFFSET IN 12-20)					75	
						443	
001-1200-512.26-00	EAP BENEFIT	63	64	113	134	51	187
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF					150	
	**INCREASE DUE TO PIO POSITION						
	**ERP MANAGER (SALARY OFFSET IN 12-20)					37	
						187	
* PERSONNEL SERVICES		386,545	471,786	401,823	447,535	368,292	479,343
001-1200-512.31-13	PROFESSIONAL SERVICES	1,103	17,778	81,535	61,898	49,718	67,800
	LEVEL 3 TEXT					TEXT AMT	
	BROOKS AND DUNN GRANTS CONTRACT. TOTAL CONTRACT IS					67,800	
	\$67,800.						
						67,800	
001-1200-512.40-00	TRAVEL PER DIEM	6,487	2,546	7,270	10,240	5,170	7,500
	LEVEL 3 TEXT					TEXT AMT	
	CONTRACTUAL OBLIGATION FOR CM TO 3 PROF CONF					4,670	
	MID CAREER MANAGERS INSTITUTE (ACM)					2,670	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	PORT ORANGE DAYS FOR CM						810
	VLOC DINNERS FOR CM 6/YR @\$35 EACH						210
	FPRA CONFERENCE FOR PIO						1,570
	FPRA MONTHLY MEETINGS 12 @ \$20						240
	***REDUCED MID CAREER MANAGERS INSTITUTE (ACM)						2,670-
	PER CM (CLB 8-8-17)						7,500
001-1200-512.40-10	EMPLOYEE TRAINING	0	0	0	2,400	2,400	2,000
	LEVEL 3 TEXT					TEXT AMT	
	ACM MID CAREER MANAGER'S INSTITUTE						1,750
	ADMINISTRATIVE ASSISTANT TRAINING						250
							2,000
001-1200-512.41-00	COMMUNICATION SERVICES	4,426	4,694	4,080	4,170	3,062	3,360
	LEVEL 3 TEXT					TEXT AMT	
	3 CELL PHONES @ \$59/MONTH EACH						2,120
	1 FAX LINE AT \$18.50/MONTH						230
	SIGN BOARD MODEM @ \$73/MONTH						880
	SPECTRUM LONG DISTANCE@ \$30/MONTH						360
	ELIMINATE FAX LINE IN CM OFFICE						230-
							3,360
001-1200-512.46-18	CONT MAINT/COMM EQUIP	730	100	0	0	0	0
001-1200-512.47-00	PRINTING AND BINDING	0	8,463	300	900	525	0
	LEVEL 3 TEXT					TEXT AMT	
	MOVED TO CITY COUNCIL BUDGET						
001-1200-512.48-04	PUB RELATION ACTIVITY	0	3,825	5,000	5,000	5,100	5,710
	LEVEL 3 TEXT					TEXT AMT	
	WSBB RADIO SHOW AT \$425/MO						5,100
	AMOUNT CONSOLIDATED FROM POGTV						200
	NEW PUBLIC RELATIONS INITIATIVE						230
	TSHIRTS FOR PO UNIVERSITY						180
							5,710
001-1200-512.49-14	FURN & FIXTURE NON-CAP	0	10,750	7,000	1,300	453	0
	LEVEL 3 TEXT					TEXT AMT	
	REDUCTION USED FOR PIO SALARY						
001-1200-512.49-16	COMPUTER HARDWARE	0	0	0	1,443	1,442	0
001-1200-512.49-19	LICENSES, TAXES & FEES	0	0	0	200	200	0
001-1200-512.49-66	TFR TO 506 BLDG MAINT FD	52,493	45,644	51,729	51,729	43,108	45,986
	LEVEL 3 TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	UPDATED FOR FY18						45,986 45,986
001-1200-512.51-00	OFFICE SUPPLIES	1,798	2,270	2,000	2,000	867	1,500
	LEVEL 3 TEXT BASED ON HISTORICAL ACTUALS AND POSSIBLE REDUCTION DUE TO PAPERLESS INITIATIVE					TEXT AMT 1,500 1,500	
001-1200-512.52-00	OTHER OPERATING SUPPLIES	558	467	1,000	1,500	389	700
	LEVEL 3 TEXT REDUCED BASED ON PRIOR YEAR ACTUALS					TEXT AMT 700 700	
001-1200-512.52-15	POSTAL SERVICE	410	15,516	660	660	62	210
	LEVEL 3 TEXT BASED ON HISTORICAL ACTUALS AND POSSIBLE INCREASE IN POSTAGE RATES OF 4.25%					TEXT AMT 210 210	
001-1200-512.54-00	DUES AND MEMBERSHIPS	2,000	4,585	1,885	2,335	2,278	2,280
	LEVEL 3 TEXT ICMA FOR CITY MANAGER (BASED ON SALARY) FCCMA FOR CITY MANAGER (BASED ON SALARY) FCCMA FOR ACM (BASED ON SALARY) FPRA FOR PIO					TEXT AMT 1,120 420 370 370 2,280	
001-1200-512.54-01	BOOKS & SUBSCRIPTIONS	0	0	500	500	159	500
	LEVEL 3 TEXT PER CITY MANAGER CONTRACT					TEXT AMT 500 500	
* OPERATING EXPENSE		70,005	116,638	162,959	146,275	114,933	137,546
001-1200-512.64-00	MACH & EQUIPMENT	0	0	0	8,047	0	0
* CAPITAL OUTLAY		0	0	0	8,047	0	0
001-1200-512.83-00	OTHER GRANTS & AIDS	0	100	0	0	0	0
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	3	BRIGHTHOUSE SPONSORED THE FILM FESTIVAL. SPECTRUM HAS REFUSED TO DO SO. THIS HAS BEEN ELIMINATED FROM REVENUE AND EXPENDITURE. PREVIOUSLY \$600					
*	GRANTS & AIDE	0	100	0	0	0	0
001-1200-512.99-10	CONTINGENCY	0	0	6,926	1,972	0	22,831
	LEVEL 3	TEXT CONTINGENCY ***REDUCED PER CM (CLB 8-8-17) ***** ADD CONTINGENCY BACK (LP 8-11-17) *****					TEXT AMT 15,000 15,000- 22,831 22,831
*	NON-OPERATING EXPENSE	0	0	6,926	1,972	0	22,831
**	CITY MANAGER	456,550	588,524	571,708	603,829	483,225	639,720
***	CITY MANAGER	456,550	588,524	571,708	603,829	483,225	639,720

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
001-1300-514.12-00	LEGAL SERVICES LEGAL SERVICES SALARIES AND WAGES	245,941	275,067	339,697	341,269	268,619	335,819
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	326,672
						WAGE INCREASE	1,219
						NEW: PARALEGAL CERTIFICATION	2,928
						NEW: PARALEGAL POSITION (JAN 2018)	31,284
						NEW: CITY ATTORNEY SALARY INCREASE	5,000
						REDUCTION OF PARALEGAL POSITION PER CM (CLB 7-11-17)	31,284-
							335,819
001-1300-514.12-10	CAR ALLOWANCE	0	2,354	3,600	3,600	3,046	3,600
	LEVEL 3 TEXT					TEXT AMT	
						ALLOWANCE FOR DEPUTY CITY ATTORNEY (\$300/MONTH)	3,600
							3,600
001-1300-514.12-20	CAP/OTHER LABOR OFFSET	12,150-	16,680-	0	2,775-	2,775-	0
001-1300-514.14-00	OVERTIME	8,695	4,215	8,700	9,027	6,323	8,700
	LEVEL 3 TEXT					TEXT AMT	
						ORIGINAL OVERTIME REQUEST	8,700
						*REDUCED PER DEPARTMENT HEAD (CLB 6-30-17)	8,200-
						*INCREASE OVERTIME PER CM DUE TO PARALEGAL POSITION BEING REDUCED (CLB 7-11-17)	8,000
						*INCREASE OVERTIME BACK TO ORIGINAL REQUEST (LP 7-12-17)	200
							8,700
001-1300-514.15-10	CERTIFICATION/LICENSES	185	1,401	1,500	2,100	1,065	1,650
	LEVEL 3 TEXT					TEXT AMT	
						FLORIDA BAR ASSOC - \$400 PER ATTORNEY	1,200
						FL BAR REGISTERED PARALEGAL - \$150 PER PARALEGAL 3 (ALL DUES PAID LAST QTR OF FY)	450
							1,650
001-1300-514.21-00	FICA TAXES	18,200	20,138	26,933	27,080	19,839	26,621
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	25,653
						WAGE INCREASE	367
						NEW: PARALEGAL CERTIFICATION	218
						NEW: PARALEGAL POSITION (JAN 2018)	2,394

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	NEW: POSSIBLE ADD'L STAFF INCREASES						383
	REDUCTION OF PARALEGAL POSITION PER CM (CLB 7-11-17)						2,394-
							26,621
001-1300-514.22-00	RETIREMENT CONTRIBUTIONS	29,602	32,847	45,213	45,372	30,121	44,601
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF						42,980
	WAGE INCREASE						578
	NEW: PARALEGAL CERTIFICATION						293
	NEW: PARALEGAL POSITION (JAN 2018)						3,050
	NEW: POSSIBLE ADD'L STAFF INCREASES						750
	REDUCTION OF PARALEGAL POSITION PER CM (CLB 7-11-17)						3,050-
							44,601
001-1300-514.23-00	HEALTH INSURANCE	24,957	26,787	32,156	32,156	26,518	33,714
	LEVEL 3 TEXT					TEXT AMT	
	HEALTH						30,947
	DENTAL						1,674
	LIFE						1,066
	INCREASE ON LIFE						9
	NEW: PARALEGAL CERTIFICATION						6
	NEW: CITY ATTORNEY INCREASE						12
	NEW: PARALEGAL POSITION (JAN 2018)						5,494
	REDUCTION OF PARALEGAL POSITION PER CM (CLB 7-11-17)						5,494-
							33,714
001-1300-514.24-00	WORKER'S COMPENSATION	214	217	288	289	225	312
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)						300
	WAGE INCREASE						4
	NEW: PARALEGAL CERTIFICATION						3
	NEW: PARALEGAL POSITION						28
	NEW: POSSIBLE ADD'L STAFF INCREASES						4
	REDUCTION OF PARALEGAL POSITION PER CM (CLB 7-11-17)						28-
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						29
							312
001-1300-514.25-00	UNEMPLOYMENT COMP	2,799	0	0	0	0	0
001-1300-514.26-00	EAP BENEFIT	152	149	168	168	140	168
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	CURRENT STAFF						168
	NEW: PARALEGAL POSITION (JAN 2018)						28
	REDUCTION OF PARALEGAL POSITION PER CM (CLB 7-11-17)						28-
							168
* PERSONNEL SERVICES		318,595	346,495	458,255	458,286	353,121	455,185
001-1300-514.31-12	LEGAL SERVICES	111,986	151,275	125,000	130,000	117,424	125,000
LEVEL 3	TEXT					TEXT AMT	
	PROFESSIONAL SERVICES INCLUDES PRIVATE ATTORNEYS SERVING AS SPECIAL LEGAL COUNSEL FOR LABOR AND EMPLOYMENT, PENSION, ECONOMIC DEV. INCENTIVES, CONSTRUCTION LITIGATION, LOCAL PROSECUTIONS, COURT REPORTERS, REAL ESTATE CLOSING/TITLE AND OTHER PROFESSIONAL SERVICES.					125,000	
						125,000	
001-1300-514.31-13	OTHER PROF. SERVICES	0	1,269	0	3,878	2,999	0
001-1300-514.34-15	TEMP HELP SERVICE FEE	5,861	1,656	0	25,753	10,910	6,000
LEVEL 3	TEXT					TEXT AMT	
	TEMPORARY HELP IS ENABLING THE WORK REQUIRED FOR FILE FINALIZATION, STORAGE AND DISPOSAL. THE TEMP HELP IS IN ADDITION TO THE OVERTIME INCURRED BY CURRENTLY 2 STAFF MEMBERS. THE LEGAL OFFICES HAVE A BACKLOG OF WORK AND APPROXIMATELY 5% OF THE WORK OF 3 STAFF MEMBERS IS INCOMPLETE. THE VOLUME OF WORK IS APPROXIMATELY 312 HOURS. THIS BODY OF WORK INVOLVES THE FINAL REVIEW OF EACH FILE, INCLUDING SAVING DIGITAL RECORDS, PREPARING AND SAVING DOCUMENTS FOR STORAGE OF THE CLOSED FILE, REVIEWING THE FILE AND ASSIGNING THE CATEGORY FOR RETENTION AS REQUIRED BY LAW, OBTAINING ATTORNEY SIGNOFF AND DELIVERY OF THE FILE FOR STORAGE *****					6,000	
	REDUCED PER DEPARTMENT HEAD (CLB 6-30-17) *****						5,500-
	RESTORE ORIGINAL REQUEST PER CA & CM (7-12-17 LP) *****						5,500
							6,000
001-1300-514.40-00	TRAVEL PER DIEM	4,471	2,907	6,270	6,270	3,240	6,270
LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	FL MUNICIPAL ATTORNEYS ASSOC (FMAA) JULY FL ASSOC OF POLICE ATTORNEYS (FAPA) SEPT-OCT FL LEAGUE OF CITIES CERTIFICATION REVIEW COURSE ANNUAL GOV'T LAW IN FL NATL ASSOC OF LEGAL ASSISTANTS (NALA)						1,636 592 48 1,790 914 1,290 6,270
001-1300-514.40-10	EMPLOYEE TRAINING	0	435	2,000	2,000	1,315	2,000
LEVEL 3	TEXT REGISTRATION FOR VARIOUS REQUIRED TRAINING					TEXT AMT 2,000 2,000	
001-1300-514.41-00	COMMUNICATION SERVICE	3,252	2,565	3,000	3,000	1,726	2,076
LEVEL 3	TEXT TIME WARNER - CISCO DEPT PHONES (\$53/ MONTH) AT&T MOBILITY - 2 EA. CELL PHONES (\$165/MONTH) AT&T MOBILITY - ESTIMATED ANNUAL AIR CARD CHARGES ***** REDUCE AIR CARD CHARGES PER CM (LP 7-11-17) ***** REDUCE CELL PHONES TO \$120/MONTH PER CA (7-12-17 LP)					TEXT AMT 636 1,980 384 384- 540- 2,076	
001-1300-514.46-11	REGULAR MAINT/INSP EQUIP	808	478	1,200	1,200	1,000	1,200
LEVEL 3	TEXT COPY MACHINE MAINTENANCE & SUPPORT PURCHASED IN FY14					TEXT AMT 1,200 1,200	
001-1300-514.46-16	BUILDING MAINTENANCE	0	2,724	0	0	0	0
001-1300-514.46-18	CONT MAINT/COMM. EQUIP	200	0	0	0	0	0
001-1300-514.46-36	SOFTWARE MAINTENANCE	0	0	0	0	0	2,200
LEVEL 3	TEXT MAINTENANCE & SUPPORT FOR LEGAL FILES SOFTWARE 8 LICENSES TOTAL ESTIMATED AT \$310/EACH *7 CHARGED TO LEGAL \$310 X 7 = \$2,170 *1 CHARGED TO RISK MGMT FUND 504 ***** IN PREVIOUS YEARS, THIS COST WAS CHARGED TO 001-1300-514-49-02 SOFTWARE. (LP 6-19-17)					TEXT AMT 2,200	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	***** REMOVE 1 LICENSE FOR LEGAL PER CM (LP 7-11-17) ***** RESTORE 7TH LICENSE PER CITY ATTORNEY & CM (7-12-17 LP) *****						310- 310 2,200
001-1300-514.49-02	COMPUTER SOFTWARE	1,927	3,593	2,165	2,165	0	0
	LEVEL 3 TEXT MAINTENANCE & SUPPORT FOR LEGAL FILES SOFTWARE *7 LICENSES FOR LEGAL 001-1300 *1 LICENSE FOR RISK 504 FUND ***** THIS WAS MOVED TO OBJECT 46-36 SOFTWARE MAINT. (LP 6-19-17) *****					TEXT AMT 2,200 2,200-	
001-1300-514.49-20	EQUIP & OTHER NON-CAPITAL	2,113	1,670	500	500	0	500
	LEVEL 3 TEXT 2 NEW PRINTERS REDUCED PER DEPARTMENT HEAD (CLB 6-30-17)					TEXT AMT 1,000 500- 500	
001-1300-514.49-66	TFR TO 506 BLDG MAINT FD	39,353	34,221	38,780	38,780	32,317	33,940
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 33,940 33,940	
001-1300-514.51-00	OFFICE SUPPLIES	3,154	3,197	3,085	3,085	2,521	2,500
	LEVEL 3 TEXT OFFICE SUPPLIES ***** REDUCTION PER CM (LP 7-11-17) *****					TEXT AMT 3,085 585- 2,500	
001-1300-514.52-00	OTHER OPERATING SUPPLIES	464	414	400	400	310	400
	LEVEL 3 TEXT OPERATING SUPPLIES					TEXT AMT 400	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
							400
001-1300-514.52-15	POSTAL SERVICE	345	224	500	500	116	350
	LEVEL 3 TEXT POSTAL SERVICE ***** REDUCTION PER CM (LP 7-11-17) *****					TEXT AMT	500
							150-
							350
001-1300-514.54-00	DUES & MEMBERSHIPS	995	1,515	1,030	1,030	2,160	1,030
	LEVEL 3 TEXT INTERNATIONAL MUNICIPAL LAWYERS ASSOCIATION (IMLA) FLORIDA ASSOCIATION OF POLICE ATTORNEYS VOLUSIA COUNTY BAR ASSOCIATION-ADDITIONAL ATTORNEY					TEXT AMT	695 50 285 1,030
001-1300-514.54-01	BOOKS & SUBSCRIPTIONS	6,183	9,352	10,500	10,500	10,433	10,500
	LEVEL 3 TEXT THOMSON REUTERS ONLINE RESEARCH AND ONE BOOK					TEXT AMT	10,500
							10,500
*	OPERATING EXPENSE	181,112	217,495	194,430	229,061	186,471	193,966
**	LEGAL SERVICES	499,707	563,990	652,685	687,347	539,592	649,151
***	LEGAL SERVICES	499,707	563,990	652,685	687,347	539,592	649,151

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1500-513.12-00	CITY CLERK CITY CLERK SALARIES AND WAGES	118,164	137,165	143,117	142,107	109,989	146,639
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 144,166 2,473 146,639	
001-1500-513.14-00	OVERTIME	0	759	0	1,434	1,434	250
	LEVEL 3 TEXT THIS AMOUNT WILL COVER TIMES WHEN STAFF NEEDS TO WORK OVERTIME BECAUSE EXTRA HOURS WORKED CANNOT BE MADE UP DURING THAT SPECIFIC WEEK. IT IS RARE BUT HAPPENS FROM TIME TO TIME.					TEXT AMT 250 250	
001-1500-513.15-10	CERTIFICATIONS/LICENSES	0	105	150	194	190	150
	LEVEL 3 TEXT NOTARY PUBLIC CERTIFICATIONS & RENEWALS AS NEEDED					TEXT AMT 150 150	
001-1500-513.21-00	FICA TAXES	8,813	10,177	10,951	10,984	8,215	11,242
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 11,052 190 11,242	
001-1500-513.22-00	RETIREMENT CONTRIBUTIONS	11,137	14,299	15,926	15,926	11,093	15,644
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 15,365 279 15,644	
001-1500-513.23-00	HEALTH INSURANCE	18,630	23,073	27,943	27,943	18,393	29,344
	LEVEL 3 TEXT HEALTH INS DENTAL INS LIFE INS INCREASE ON LIFE					TEXT AMT 27,508 1,488 342 6 29,344	
001-1500-513.24-00	WORKER'S COMPENSATION	117	121	131	132	96	147

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT 132 2 13 147	
001-1500-513.26-00	EAP BENEFIT	112	117	150	150	97	150
*	PERSONNEL SERVICES	156,973	185,816	198,368	198,870	149,507	203,566
001-1500-513.31-13	OTHER PROF. SERVICES	16,739	10,954	0	0	0	0
001-1500-513.34-14	CONTRACT SERVICES OTHER	LEVEL 3 TEXT (MOVED TO 3414-OTHER CONTRACTING SERVICES) 0 0 14,000 39,000				TEXT AMT 38,043	15,390
	LEVEL 3 TEXT BIS DIGITAL RECORDING SYSTEM CROWN SHREDDING MUNICIPAL CODE CORP					TEXT AMT 3,390 2,000 10,000 15,390	
001-1500-513.40-00	TRAVEL PER DIEM	879	1,384	2,600	1,556	135	1,500
	LEVEL 3 TEXT FLORIDA ASSOC OF CITY CLERK'S CONFERENCES CITY CLERK TO ATTEND TWO CONFERENCES EACH YEAR FOR TRAINING.					TEXT AMT 1,500 1,500	
001-1500-513.40-10	EMPLOYEE TRAINING	2,114	1,265	1,730	1,250	674	1,500
	LEVEL 3 TEXT FLORIDA ASSOC OF CITY CLERK'S CONFERENCE (X2) FOR CITY CLERK PLUS WEBINARS AND OTHER TRAINING AS AVAILABLE					TEXT AMT 1,500 1,500	
001-1500-513.41-00	COMMUNICATION SERVICES	1,202	2,070	1,800	1,800	1,018	900
	LEVEL 3 TEXT STATE OF FLORIDA & SPECTRUM - \$15/MONTH CELL PHONE FOR CITY CLERK - \$59.37/MONTH ***** ORIGINAL REQUEST FOR FY18 WAS FOR \$1,800 BUT \$900 HAS BEEN MOVED TO ADVERTISING LINE 49-01. (LP 7-5-17)					TEXT AMT 180 720	

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1500-513.49-20	EQUIP & OTHER NON-CAPITAL	0	0	0	1,480	1,479	0
001-1500-513.49-66	TFR TO 506 BLDG MAINT FD	39,490	34,336	38,915	38,915	32,429	32,677
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 32,677 32,677	
001-1500-513.51-00	OFFICE SUPPLIES	2,984	2,265	2,500	2,000	827	1,500
	LEVEL 3 TEXT GENERAL OFFICE SUPPLIES FOR THE CLERK'S OFFICE ***** REDUCTION PER CM (LP 7-11-17) *****					TEXT AMT 2,500 1,000- 1,500	
001-1500-513.52-00	OTHER OPERATING SUPPLIES	1,320	860	750	1,250	974	844
	LEVEL 3 TEXT INCLUDES NAME PLATES, HAND SANITIZER, & OTHER MISC. SUPPLIES					TEXT AMT 844 844	
001-1500-513.52-15	POSTAL SERVICE	417	640	560	538	238	560
	LEVEL 3 TEXT POSTAGE, USPS & OVERNIGHT MAIL					TEXT AMT 560 560	
001-1500-513.54-00	DUES & MEMBERSHIPS	855	1,035	1,190	1,190	819	812
	LEVEL 3 TEXT IIMC MEMBERSHIP FOR CITY CLERK FACC MEMBERSHIP FOR CITY CLERK FIRST AMENDMENT FOUNDATION MEMBERSHIP FLORIDA RECORDS MANAGEMENT ASSOC MEMBERSHIP					TEXT AMT 200 125 300 187 812	
001-1500-513.54-01	BOOKS & SUBSCRIPTIONS	143	222	182	204	203	156
	LEVEL 3 TEXT NEWSJOURNAL SUBSCRIPTION (ONLINE ONLY)					TEXT AMT 156 156	
* OPERATING EXPENSE		134,729	142,032	141,247	166,203	150,683	133,759

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
**	CITY CLERK	291,702	327,848	339,615	365,073	300,190	337,325
***	CITY CLERK	291,702	327,848	339,615	365,073	300,190	337,325

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1600-513.12-00	SALARIES AND WAGES	575,903	636,644	787,691	782,980	607,097	815,350
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)					798,218	
	WAGE INCREASE					17,132	
	**FINANCE DIRECTOR AND COMPLIANCE MGR SPLIT FUNDED						
	70%FIN/30%PU						
						815,350	
001-1600-513.14-00	OVERTIME	8,553	2,462	15,000	16,205	12,050	10,000
	LEVEL 3						
	TEXT					TEXT AMT	
	REGULAR OVERTIME					15,000	
	REDUCE OVERTIME PER DEPT HEAD (CLB 7-11-17)					4,000-	
	***REDUCED PER CM (8-8-17)					1,000-	
						10,000	
001-1600-513.15-10	CERTIFICATIONS/LICENSES	0	0	600	600	0	600
	LEVEL 3						
	TEXT					TEXT AMT	
	CPA LICENSE					600	
						600	
001-1600-513.21-00	FICA TAXES	43,630	46,639	61,415	61,508	44,796	63,150
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)					62,219	
	WAGE INCREASE					1,314	
	**FINANCE DIRECTOR AND COMPLIANCE MGR SPLIT FUNDED						
	70%FIN/30%PU						
	REDUCTION IN OVERTIME (CLB 7-11-17)					306-	
	REDUCTION IN OVERTIME (CLB 8-8-17)					77-	
						63,150	
001-1600-513.22-00	RETIREMENT CONTRIBUTIONS	59,114	74,810	95,315	95,315	70,738	97,358
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF					95,230	
	WAGE INCREASE					2,128	
	**FINANCE DIRECTOR AND COMPLIANCE MGR SPLIT FUNDED						
	70%FIN/30%PU						
						97,358	
001-1600-513.23-00	HEALTH INSURANCE	51,939	65,544	109,056	109,056	67,819	113,783
	LEVEL						
	TEXT					TEXT AMT	

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
	CLB 7-31-17						24,200	
001-1600-513.34-14	CONTRACT SERVICES OTHER	0	862	1,000	1,000		300	1,000
	LEVEL 3 TEXT						TEXT AMT	
	MISC. SERVICE TO RUN NEW LINES DUE TO OFFICE REALIGNMENT						1,000	
							1,000	
001-1600-513.34-15	TEMP HELP SERVICE FEE	0	2,980	0	4,711		4,711	0
001-1600-513.40-00	TRAVEL PER DIEM	2,038	1,065	2,000	2,000		389	2,000
	LEVEL 3 TEXT						TEXT AMT	
	FGFOA CONFERENCES, FINANCIAL SOFTWARE CONFERENCES, UCF SCHOOL OF GOVERNMENT, FGFOA BOOT CAMP, IACPA CONFERENCE ***REDUCED PER CM (8-8-17)						3,000	
							1,000-	
							2,000	
001-1600-513.40-10	EMPLOYEE TRAINING	1,043	1,430	3,000	3,000		277	5,000
	LEVEL 3 TEXT						TEXT AMT	
	17 CURRENT STAFF MEMBERS						5,000	
							5,000	
001-1600-513.41-00	COMMUNICATION SERVICES	1,313	1,582	2,520	2,520		929	2,520
	LEVEL 3 TEXT						TEXT AMT	
	31 DEPT PHONES ESTIMATED @ \$150/MO DEPT HEAD CELL PHONE- SERVICE (\$60/MO)						1,800	
							720	
							2,520	
001-1600-513.46-11	REGULAR MAINT/INSP EQUIP	0	1,198	2,000	2,000		1,500	2,000
	LEVEL 3 TEXT						TEXT AMT	
	RICOH/KONICA						2,000	
							2,000	
001-1600-513.47-00	PRINTING AND BINDING	2,990	2,493	4,650	4,650		3,743	3,000
	LEVEL 3 TEXT						TEXT AMT	
	BUDGET BOOK						1,800	
	CAFR						1,000	
	BLANK CHECK STOCK						1,500	
	BUSINESS CARDS, MISC ITEMS						350	

	REDUCTION PER CM						650-	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	(LP 7-11-17) ***** REDUCED PER CM (CLB 8-11-17)						1,000- 3,000
001-1600-513.49-02	COMPUTER SOFTWARE	0	0	3,670	3,670	3,595	2,000
	LEVEL 3 TEXT 2 SINGLE USER MONARCH LICENSES @ \$1,595/EA ***** REDUCTION PER CM (LP 7-11-17) ***** NEW: SMARTPROCURE PURCHASING SOFTWARE CLB 7-31-17					TEXT AMT 3,190 3,190- 2,000 2,000	
001-1600-513.49-14	FURN. & FIXTURES NON-CAP	0	0	3,000	3,000	0	1,000
	LEVEL 3 TEXT MISC OFFICE FURNITURE AS NEEDED FOR STAFF OF 17					TEXT AMT 1,000 1,000	
001-1600-513.49-16	COMPUTER HARDWARE	0	1,594	2,000	2,000	1,434	2,000
	LEVEL 3 TEXT NEW: SURFACE PRO (1)					TEXT AMT 2,000 2,000	
001-1600-513.49-19	LICENSES, TAXES & FEES	264	0	100	100	0	100
001-1600-513.49-20	EQUIP & OTHER NON-CAPITAL	100	3,166	0	0	0	0
001-1600-513.49-66	TFR TO 506 BLDG MAINT FD	63,018	65,013	74,553	74,553	62,128	63,153
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 63,153 63,153	
001-1600-513.51-00	OFFICE SUPPLIES	12,866	14,106	11,000	11,000	8,620	8,000
	LEVEL 3 TEXT MISCELLANEOUS SUPPLIES AS NEEDED FOR 17 STAFF POSITIONS ***** REDUCTION PER CM (LP 7-11-17) ***** ***REDUCED PER CM (8-8-17)					TEXT AMT 11,000 1,000- 2,000- 8,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1600-513.52-00	OTHER OPERATING SUPPLIES	5,572	2,036	4,500	4,500	3,228	4,000
	LEVEL 3 TEXT MISC ITEMS FOR DEPARTMENT ***** REDUCTION PER CM (LP 7-11-17) *****					TEXT AMT 4,500 500- 4,000	
001-1600-513.52-15	POSTAL SERVICE	3,844	4,307	4,500	4,500	2,655	4,500
001-1600-513.54-00	DUES & MEMBERSHIPS	3,329	2,869	3,000	3,000	2,354	3,313
	LEVEL 3 TEXT FGFOA - \$35/PER PERSON TIMES 9 NIGP - \$185 BASE PLUS \$80 FOR 2-10 PERSON MEMBSHP FAPPO - \$50/PER PERSON TIMES 3 AICPA - \$255/PER PERSON TIMES 2 APA- \$254/PER PERSON TIMES 1 GFOA ANNUAL MEMBERSHIP GFOA CAFR AND BUDGET AWARD PROGRAM DUES VFFGFOA - \$15/PER PERSON TIMES 9					TEXT AMT 315 265 150 510 254 595 1,200 24 3,313	
001-1600-513.54-01	BOOKS & SUBSCRIPTIONS	15	445	250	250	0	250
	LEVEL 3 TEXT GAAFR UPDATES					TEXT AMT 250 250	
*	OPERATING EXPENSE	130,083	139,895	150,863	155,574	120,063	128,036
**	FINANCE	870,178	968,625	1,221,245	1,222,545	923,535	1,229,672
***	FINANCE	870,178	968,625	1,221,245	1,222,545	923,535	1,229,672

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
HUMAN RESOURCES							
HUMAN RESOURCES							
001-1700-513.12-00	SALARIES AND WAGES	179,208	148,377	207,679	188,528	130,619	207,928
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 203,023 4,905 207,928	
001-1700-513.12-12	ADD'L SALARY & BENEFITS	0	2,500	0	0	0	0
001-1700-513.14-00	OVERTIME	0	131	600	606	6	600
	LEVEL 3 TEXT TO HANDLE HIGH WORKLOAD VOLUMES AT VARIOUS POINTS THROUGHOUT THE YEAR-FY END,CY END,OPEN ENROLLMENT					TEXT AMT 600 600	
001-1700-513.15-10	CERTIFICATIONS/LICENSES	0	0	0	0	0	1,850
	LEVEL 3 TEXT FPELRA CERTIFICATION (AMANDA) \$800 PHR & IPMA RENEWAL (HEATHER) \$150 & \$100, PHR (HR ADMIN) \$800 (PREVIOUSLY BUDGETED IN 54-00)					TEXT AMT 1,850 1,850	
001-1700-513.21-00	FICA TAXES	12,223	10,336	15,936	15,937	9,353	15,954
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 15,579 375 15,954	
001-1700-513.22-00	RETIREMENT CONTRIBUTIONS	17,403	20,089	26,668	26,668	17,129	27,885
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 27,187 698 27,885	
001-1700-513.23-00	HEALTH INSURANCE	17,513	12,272	28,234	28,234	9,943	29,620
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE					TEXT AMT 27,508 1,488 609 15 29,620	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1700-513.24-00	WORKER'S COMPENSATION	151	132	192	193	112	209
	LEVEL 3 TEXT					TEXT AMT	
							188
	CURRENT STAFF						4
	WAGE INCREASE						17
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						209
001-1700-513.25-00	UNEMPLOYMENT COMP	0	259	0	0	0	0
001-1700-513.26-00	EAP BENEFIT	108	103	150	150	88	150
	LEVEL 3 TEXT					TEXT AMT	
							150
	CURRENT STAFF						150
* PERSONNEL SERVICES		226,606	194,199	279,459	260,316	167,250	284,196
001-1700-513.31-13	OTHER PROF. SERVICES	11,649	43,072	29,500	37,717	37,128	36,100
	LEVEL 3 TEXT					TEXT AMT	
							2,970
	HSA FEES 45 @ \$66						1,275
	FSA FEES 25 @ \$51						1,000
	DEGREE VERIFY 40 @ \$25						4,200
	BACKGROUND CHECKS 120 @ \$35						1,750
	PRE-EMPLOYMENT DRUG TESTS 50 @ \$35						14,000
	PRE-EMPLOYMENT PHYSICALS 20 @ \$700						3,750
	PSYCHOLOGICAL EVALUATIONS 15 @ \$250						
	**INCREASE IN COST DUE TO HIRING MORE EES						
	**PRIOR TO FY 16, THIS WAS ALL BUDGETED IN 52-16						
	OTHER SERVICES SUCH AS WRITTEN PROMOTIONAL EXAMS						9,055
	FOR PD & FD, IMMUNIZATIONS, ETC.						
	SUPPORTS GOAL 6 ORGANIZATIONAL EXCELLENCE						

	REDUCTIONS PER CM						
	*REDUCE DEGREE VERIFY						500-
	*REDUCE PRE-EMPLOYMENT PHYSICALS						1,400-
	(LP 7-11-17)						

							36,100
001-1700-513.34-14	CONTRACT SERVICES OTHER	0	0	0	3,200	2,850	0
001-1700-513.34-15	TEMP HELP SERVICE FEE	7,372	15,774	0	0	0	0
001-1700-513.40-00	TRAVEL PER DIEM	2,814	2,730	6,000	6,000	4,459	3,000
	LEVEL 3 TEXT					TEXT AMT	
							4,000
	FPELRA CONFERENCE (2EES), FPHRA CONFERENCE (2EES)						

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	OTHER INTERNAL HR STAFF TRAINING. DUE TO EVER CHANGING REGULATIONS IT IS IMPORTANT HR STAFF STAYS WELL TRAINED. SUPPORTS GOAL 6 - ORGANIZATIONAL EXCELLENCE ***** REDUCE PER CM (LP 7-11-17) *****						1,000-
							3,000
001-1700-513.40-10	EMPLOYEE TRAINING	12,687	10,216	11,500	11,500	10,048	2,500
	LEVEL 3 TEXT HR STAFF PROFESSIONAL DEVELOPMENT					TEXT AMT 2,500 2,500	
001-1700-513.40-16	CITYWIDE TRAINING	0	0	0	0	0	14,000
	LEVEL 3 TEXT CITY WIDE TRAINING PROGRAMS INCLUDING BIZLIBRARY AS WELL AS OTHER **NEW** IN-PERSON AND CLASS ROOM TRAINING ***REDUCED PER CM (8-8-17)					TEXT AMT 11,500 3,500 1,000- 14,000	
001-1700-513.41-00	COMMUNICATION SERVICES	1,147	1,062	750	750	650	750
	LEVEL 3 TEXT DEP'T DIRECTOR CELL PHONE					TEXT AMT 750 750	
001-1700-513.44-10	EQUIP/OTHER RENTAL/LEASE	0	721	0	866	865	865
	LEVEL 3 TEXT COPIER LEASE FEE					TEXT AMT 865 865	
001-1700-513.46-16	BUILDING MAINT	0	0	0	984	983	0
001-1700-513.47-00	PRINTING AND BINDING	0	550	0	750	974	750
	LEVEL 3 TEXT PRINTING FEES FOR COPIER CURRENTLY AVERAGING \$70 PER MONTH ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT 1,000 250- 750	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1700-513.49-01	ADVERTISING	2,278	1,086	1,500	1,500	240	1,500
	LEVEL 3 TEXT ADVERTISING					TEXT AMT 1,500 1,500	
001-1700-513.49-02	COMPUTER SOFTWARE	0	0	0	5,500	0	15,815
	LEVEL 3 TEXT GOVERNMENTJOBS.COM(NEOGOV(MOVED FROM 31-13)ONGOING PROPOSED PRICE INCREASE FROM VENDOR ~15% PCHSD FY 17 WORKBRIGHT(ONBOARDING SOFTWARE)ONGOING **NEW-PAY SCALE (COMP & CLASS SOFTWARE)					TEXT AMT 8,815 1,500 5,500 15,815	
001-1700-513.49-03	SERVICE AWARDS	8,262	9,077	12,000	12,000	9,138	8,000
	LEVEL 3 TEXT SERVICE AWARDS BASED UPON EMPLOYEES RECEIVING AN AWARD THIS YEAR ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT 11,000 3,000- 8,000	
001-1700-513.49-14	FURN. & FIXTURES NON-CAP	0	0	0	1,000	337	0
	LEVEL 3 TEXT NEW FILE CABINETS FOR FILE ROOM THAT WILL ELEVATE FILES AT LEAST 4 INCHES OFF THE FLOOR PER GSL GUIDELINES FOR RECORD RETENTION 6 @ \$770 ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT 4,620 4,620-	
001-1700-513.49-19	LICENSES, TAXES & FEES	75	83	0	250	213	0
001-1700-513.49-66	TFR TO 506 BLDG MAINT FD	59,487	51,727	58,622	58,622	48,852	45,872
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 45,872 45,872	
001-1700-513.51-00	OFFICE SUPPLIES	2,554	3,006	3,000	3,000	2,252	3,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT OFFICE SUPPLIES					TEXT AMT 3,000 3,000	
001-1700-513.52-00	OTHER OPERATING SUPPLIES	2,531	2,334	3,000	1,384	911	2,500
	LEVEL 3 TEXT MISCELLANEOUS EXPENSES ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT 3,000 500- 2,500	
001-1700-513.52-10	GAS, DIESEL, OIL, & GREASE	60	32	200	200	0	200
	LEVEL 3 TEXT FOR MAINTENANCE OF CITY VEHICLE					TEXT AMT 200 200	
001-1700-513.52-15	POSTAL SERVICE	539	475	700	700	301	500
	LEVEL 3 TEXT POSTAL ***REDUCED PER CM (8-8-17)					TEXT AMT 700 200- 500	
001-1700-513.52-16	MEDICAL & LAB SUPPLIES	14,228	0	0	0	0	0
	LEVEL 3 TEXT PRE-EMPLOYMENT DRUG TESTS, PHYSICALS, PSYCH EVALS MOVED TO 31-13 PROFESSIONAL SERVICES					TEXT AMT	
001-1700-513.54-00	DUES & MEMBERSHIPS	660	2,141	2,000	2,000	1,368	1,470
	LEVEL 3 TEXT SHRM NAT'L 4@\$190 SHRM LOCAL 4@\$50 IPMA 1@\$150 FPELRA \$225 AGENCY MEMBERSHIP, FPHRA FPHRA \$135 AGENCY MEMBERSHIP ALL HR STAFF NEED TO BE EDUCATED WITH THE VAST AMOUNT OF CHANGES THAT OCCUR EACH YEAR (FLSA, ACA, ADA, EEOC, ETC)IN ORDER TO STAY COMPLIANT WITH THESE LAWS. 1 ADDITIONAL STAFF MEMBER HAS BEEN ADDED. MOVED ~\$1,050 TO 15-10 SUPPORTS GOAL 6- ORGANIZATIONAL EXCELLENCE					TEXT AMT 760 200 150 225 135 1,470	

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ACCOUNTING PERIOD 11/2017

ACCOUNT	NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
*		OPERATING EXPENSE	126,343	144,086	128,772	147,923	121,569		136,822
**		HUMAN RESOURCES	352,949	338,285	408,231	408,239	288,819		421,018
***		HUMAN RESOURCES	352,949	338,285	408,231	408,239	288,819		421,018

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
COMMUNITY DEVELOPMENT PLANNING & DEV DIVISION							
001-1900-515.12-00	SALARIES AND WAGES	304,028	300,345	356,453	356,453	273,222	392,505
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 382,832 9,673 392,505	
001-1900-515.14-00	OVERTIME	9	0	0	3,060	1,320	0
001-1900-515.15-10	CERTIFICATIONS/LICENSES	0	0	725	725	585	725
	LEVEL 3 TEXT AICP CERTIFICATION RENEWALS FOR PLANNING STAFF AND DIRECTOR.					TEXT AMT 725 725	
001-1900-515.21-00	FICA TAXES	22,146	21,162	27,272	27,354	19,508	30,030
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 29,290 740 30,030	
001-1900-515.22-00	RETIREMENT CONTRIBUTIONS	32,098	27,950	35,881	35,881	29,791	39,764
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 38,767 997 39,764	
001-1900-515.23-00	HEALTH INSURANCE	35,691	29,314	42,340	40,340	27,824	48,149
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE					TEXT AMT 44,701 2,418 1,003 27 48,149	
001-1900-515.24-00	WORKER'S COMPENSATION	307	1,890	2,724	2,725	2,136	3,348
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT 2,980 75 293 3,348	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1900-515.25-00	UNEMPLOYMENT COMP	0	189	0	0	0	0
001-1900-515.26-00	EAP BENEFIT	213	166	225	225	146	243
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT	243 243
-----		394,492	381,016	465,620	466,763	354,532	514,764
* PERSONNEL SERVICES							
001-1900-515.31-13	OTHER PROF. SERVICES	4,061	3,055	5,000	5,000	0	10,000
	LEVEL 3 TEXT					TEXT AMT	5,000
	INCLUDES FUNDS FOR THE 10% MATCH FOR TPO FEASIBILITY STUDIES FOR SIDEWALK, TRAIL, TURN LANES, INTERSECTION ANALYSIS & TRAFFIC LIGHT IMPROVEMENTS. MATCH IS NOT CHARGED UNTIL LATE IN FY AFTER PROJECTS ARE RANKED IN THE SUMMER. **INCREASE IS REQUESTED FOR FUNDING OF CONSULTANT TRAFFIC IMPACT ANALYSIS REPORTS, TRAFFIC MODELS FOR WESTSIDE BUILDOUT TO SUPPORT GRANT APPLICATIONS AND NEW ROADWAY PROPOSALS AND TRAFFIC ENGINEERING REVIEW OF DEVELOPMENT PROPOSALS. PRIOR TO THE RECESSION, TRAFFIC ENGINEERING CONSULTANTS REVIEWED ALL DEVELOPMENT PROPOSALS AND THIS LINE WAS SUBSTANTIALLY LARGER AT ABOUT \$150,000 IN THE PRE-RECESSION YEARS. CURRENTLY, STAFF CONDUCTS TRAFFIC ANALYSES FOR SMALLER PROJECTS AND THE CONSULTANT SERVICES ARE NEEDED FOR MAJOR PROJECTS LIKE RESIDENTIAL SUBDIVISIONS AND LARGER COMMERCIAL DEVELOPMENTS. ESTABLISH FAIR-SHARE PROJECTS TO ADDRESS CONCURRENCY ON ROADWAYS AND CREATING METHODOLOGY TO COLLECT FUNDS FROM LAND DEVELOPMENT. OTHER CONSULTANT SERVICES MAY INCLUDE: ANNUAL TRAFFIC REPORT FOR PLANNED COMMUNITY NO. 1, AS REQUIRED IN THE LDC, THE INTERLOCAL AGREEMENT WITH VOLUSIA COUNTY AS WELL AS OTHER TRAFFIC STUDIES REQUIRED AS PART OF THE COMPREHENSIVE PLAN. ALSO INCLUDES OCCASIONAL SURVEY COSTS FOR CITY BOUNDARY UPDATES, VOLUNTARY ANNEXATIONS AND ADMINISTRATIVE REZONINGS. FUNDS HAVE NOT BEEN USED IN RECENT YEARS BECAUSE MAJOR WESTSIDE DEVELOPMENT (WOODHAVEN) HAS NOT MOVED AT THE PACE ORIGINALLY EXPECTED BUT ARE NOW ANTICIPATED TO MOVE FORWARD IN FY 18. ***					25,000	
	REDUCE CONSULTANT FOR TRAFFIC ANALYSIS PER CM						20,000-

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	(LP 7-11-17) *****						
						10,000	
001-1900-515.34-14	CONTRACT SERVICES OTHER	0	0	0	0	0	13,500
	LEVEL 3 TEXT PROPOSED OUTSOURCING SCANNING OF DECADES OF ARCHIVED SUBDIVISION, SITE PLANS, ZONING AND OTHER NON-BUILDING DEVELOPMENT PLANS. FLORIDA STATUTES REQUIRES RETAINING INFRASTRUCTURE RECORDS FOR THE LIFE OF THE STRUCTURE AND STORING HARD COPIES IS INEFFICIENT FOR RETRIEVAL AND TAKES UP VALUABLE SPACE. ***** BREAK UP SCANNING PROJECT OVER FY18 & FY19 AND CHARGE 10% TO 109 BUILDING FUND (\$30,000/2 X 90% = \$13,500) PER CM (7-11-17 LP) *****					30,000	
						16,500-	
						13,500	
001-1900-515.40-00	TRAVEL PER DIEM	9,108	7,670	9,000	9,000	5,235	10,000
	LEVEL 3 TEXT THIS LINE CONTAINS FUNDING FOR ALL TRAINING AND REQUIRED CONTINUING EDUCATION CLASSES FOR THE PLANNING STAFF AND DEPARTMENT DIRECTOR. THE LINE INCLUDES FUNDS FOR REGISTRATIONS AND TRAVEL WHEN NEEDED. MOST TRAINING FOR THE PLANNING STAFF OCCUR AFTER THE MIDPOINT OF THE FY INCLUDING THE STATE PLANNING CONFERENCE IN SEPT. ALSO INCLUDES FUNDS FOR WEBINARS. 6 AICP PLANNERS REQUIRE CONTINUING EDUCATION FOR AICP CREDITS. INCREASE DUE TO NEW TRANSPORTATION PLANNER POSITION. GOAL 6; OBJECTIVE 4					9,000	
						1,000	
						10,000	
001-1900-515.41-00	COMMUNICATION SERVICES	2,125	2,565	2,500	2,500	1,488	2,500
	LEVEL 3 TEXT PHONE LINES, MOBILE PHONES, AND OTHER COMMUNICATIONS. GOAL 6; OBJECTIVE 2					2,500	
						2,500	
001-1900-515.44-13	FLEET FINANCING	2,572	2,572	2,572	2,572	2,143	1,286

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	LEVEL 3 TEXT					TEXT AMT	
	CLICK2GOV PLANNING & ENGINEERING AND CLICK2GOV BUSINESS LICENSES MODULES GOAL 6; OBJECTIVE 2					1,286	
						1,286	
001-1900-515.45-19	VEHICLE INSURANCE	394	0	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
001-1900-515.46-11	REGULAR MAINT/INSP EQUIP	1,995	2,122	2,100	2,100	2,100	2,100
	LEVEL 3 TEXT					TEXT AMT	
	SERVICE CONTRACTS/OFFICE EQUIPMENT OFFICE COPY MACHINES INCL MTHLY MAINT & OVERAGE CHARGES. GOAL 6; OBJECTIVE 2					2,100	
						2,100	
001-1900-515.46-12	VEH MAINT/REPAIR	371	0	0	0	0	0
001-1900-515.46-18	CONT MAINT/COMM EQUIP	100	0	0	0	0	0
001-1900-515.47-00	PRINTING & BINDING	494	60	500	500	576	500
	LEVEL 3 TEXT					TEXT AMT	
	ZONING CHANGE SIGNS, BUSINESS CARDS, PLANS AND MAPS THAT ARE SENT OUT DUE TO SIZE OR COPIER MAINTENANCE, BROCHURES, AND MISC. PUBLIC EDUCATION MATERIALS. GOAL 4; OBJECTIVE 2					500	
						500	
001-1900-515.49-01	ADVERTISING	0	403	200	200	0	200
	LEVEL 3 TEXT					TEXT AMT	
	COSTS INCURRED FOR ADVERTISING OPEN STAFF POSITIONS ON TRADE ORGANIZATION SITES (APA,FAPA, ETC.) GOAL 6; OBJECTIVE 1					200	
						200	
001-1900-515.49-02	COMPUTER SOFTWARE	0	0	0	0	0	3,500
	LEVEL 3 TEXT					TEXT AMT	
	INCREASE DUE TO PURCHASE OF 2 GIS LICENSES FOR PLANNERS. THERE IS A ONE TIME PURCHASE COST AND THEN IT WILL COVER MAINTENANCE OF LICENSES IN FUTURE FY. THIS WILL INCREASE NUMBER OF					7,000	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	GIS LICENSES FROM 1 TO 3 FOR 6 PLANNERS. GOAL 6; OBJECTIVE 2 ***** REDUCE PER CM (LP 7-11-17) *****						3,500-
							3,500
001-1900-515.49-66	TFR TO 506 BLDG MAINT FD	30,537	26,604	30,097	30,097	25,081	34,779
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 34,779 34,779	
001-1900-515.51-00	OFFICE SUPPLIES	1,859	3,488	2,250	2,250	1,598	2,250
	LEVEL 3 TEXT STANDARD OFFICE SUPPLIES AND OTHER GRAPHICS SUPPLIES FOR STAFF OF 6. ALSO COVERS SUPPLIES FOR PLANNING COMMISSION, DEVELOPMENT REVIEW COMMITTEE, DISTRIBUTION OF FEASIBILITY STUDIES FOR REVIEW BY CITY STAFF, AND PREPARATION OF APPLICATIONS FOR TPO PROJECTS. SMALL INCREASE TO COVER OFFICE SUPPLIES FOR NEW TRANSPORTATION PLANNER. ALSO INCLUDES PREPARATION FOR TPO APPLICATIONS. FOCUS OF TRANSPORTATION PLANNER WILL BE TO INCREASE NUMBER AND QUALITY OF TPO APPLICATIONS. GOAL 3; OBJECTIVE 2 ***REDUCE INCREASE PER CM (8-8-17)					TEXT AMT 2,250	450 450- 2,250
001-1900-515.52-00	OTHER OPERATING SUPPLIES	862	824	1,500	1,500	75	1,000
	LEVEL 3 TEXT MATERIALS SUCH AS POSTS AND PROTECTIVE SHEETING USED FOR PUBLIC HEARING SIGNS, VARIANCES, REZONINGS, PUDS, PCDS AND ZONING AMENDMENTS. OFFICE EQUIPMENT AND FURNITURE, CAMERA EQUIPMENT FOR SITE VISIT DOCUMENTATION, NOTIFICATIONS, AND FIELD TOOLS. WILL NEED TO PURCHASE OFFICE FURNITURE FOR NEW TRANSPORTATION PLANNER AS MOST OF OLD FURNITURE THROUGH PW WAS DISPOSED OF. ALSO USED TO PURCHASE LIMITED FOOD FOR NEIGHBORHOOD AND HOA MEETINGS. GOAL 6; OBJECTIVE 2 ***** REDUCE PER CM					TEXT AMT 1,500	500-

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	(LP 7-11-17) *****						
						1,000	
001-1900-515.52-10	GAS, DIESEL, OIL, & GREASE	62	0	250	250	0	225
	LEVEL 3 TEXT EST 100 GALLONS @ \$2.25 PER GAL WITH SWITCH FROM DIVISION CAR TO DEPARTMENT POOL CAR, THE USE OF A VEHICLE HAS REDUCED. GOAL 6; OBJECTIVE 4					TEXT AMT 225	
						225	
001-1900-515.52-15	POSTAL SERVICE	420	2,161	2,000	2,000	405	2,000
	LEVEL 3 TEXT POSTAGE FOR GENERAL OFFICE MAIL, CERTIFIED MAIL FOR PUBLIC HEARING NOTICES, AND STATE PLANNING TRANSMITTAL. THERE WAS AN INCREASE IN THE NUMBER OF REDEVELOPMENT PROJECTS THAT REQUIRED VARIANCES OR SPECIAL EXCEPTIONS IN THE LAST FISCAL YEAR AND IT WAS ANTICIPATED THAT THIS TREND WILL CONTINUE AS EXISTING SITES ARE REDEVELOPED. THAT INCREASE HAS NOT OCCURRED IN THE CURRENT FY TO DATE BUT IS EXPECTED TO CONTINUE IN THE FUTURE. GOAL 6; OBJECTIVE 4					TEXT AMT 2,000	
						2,000	
001-1900-515.54-00	DUES & MEMBERSHIPS	5,320	3,035	4,500	4,500	3,814	5,500
	LEVEL 3 TEXT PLANNING STAFF AND DIRECTOR MEMBERSHIPS IN PROFESSIONAL ORGANIZATIONS INCLUDING APA, URBAN LAND INSTITUTE, ICSC AND INSTITUTE OF TRANSPORTATION ENGINEERS. SEVERAL RENEWALS OCCUR AFTER THE MIDPOINT OF THE FY. NOTE: EXPENDITURES WERE LOWER IN FY16 BECUASE THE DIRECTOR'S DUES WERE NOT PAID BY PORT ORANGE BUT ARE AGAIN INCLUDED. ALSO MEMBERSHIP FOR THE NEW TRANSPORTATION PLANNER WILL BE ADDED. GOAL 6; OBJECTIVE 4					TEXT AMT 4,500	
						1,000	
						5,500	
001-1900-515.54-01	BOOKS & SUBSCRIPTIONS	706	764	750	750	319	750
	LEVEL 3 TEXT ZONING, TRANSPORTATION, TRADE MAGAZINE					TEXT AMT 750	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	SUBSCRIPTIONS, AND OTHER PUBLICATIONS SUCH AS PARKING AND TRIP GENERATION MANUALS. MONTHLY SUBSCRIPTION FEE FOR ADOBE CREATIVE CLOUD LICENSE. GOAL 6; OBJECTIVE 4						750
* OPERATING EXPENSE		60,986	55,323	63,219	63,219	42,834	90,090
001-1900-515.63-97 PROJ CAPITAL OUTLAY		0	10,000	0	0	0	0
* CAPITAL OUTLAY		0	10,000	0	0	0	0
** PLANNING & DEV DIVISION		455,478	446,339	528,839	529,982	397,366	604,854

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
001-1902-515.12-00	CODE ENFORCEMENT SALARIES AND WAGES	230,471	240,772	266,153	266,153	203,655	251,465
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	257,549
						WAGE INCREASE	6,356
						NEW: STAFF ASSISTANT	24,618
						NEW: RECLASSIFY ADMIN ASST TO PERMIT LIC TECH	37,058-
							251,465
001-1902-515.14-00	OVERTIME	62	421	1,000	1,538	1,027	1,000
	LEVEL 3 TEXT					TEXT AMT	
						FUNDING FOR OVERTIME FOR OCCASIONAL AFTER HRS	1,000
						INSPECTIONS FOR LIGHT AT NIGHT, NOISE, LED	
						SIGNS. EXEMPT MANAGER HAD DONE THESE INSPECTIONS	
						BUT NOW NO CODE STAFF IS EXEMPT.	
						PRIMARILY USED COMP TIME IN LIEU OF OVERTIME IN	
						PAST YEARS BUT NEED TO BUDGET FOR THIS DUE TO	
						IMPACT ON ACCRUED LEAVE TIME.	
							1,000
001-1902-515.21-00	FICA TAXES	16,453	16,144	20,441	20,483	13,897	19,317
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	19,783
						WAGE INCREASE	485
						NEW: STAFF ASSISTANT	1,884
						NEW: RECLASSIFY ADMIN ASST TO PERMIT LIC TECH	2,835-
							19,317
001-1902-515.22-00	RETIREMENT CONTRIBUTIONS	27,026	33,682	38,619	38,619	29,762	39,409
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	39,688
						WAGE INCREASE	965
						NEW: STAFF ASSISTANT	2,462
						NEW: RECLASSIFY ADMIN ASST TO PERMIT LIC TECH	3,706-
							39,409
001-1902-515.23-00	HEALTH INSURANCE	29,749	32,446	38,649	38,649	29,866	40,546
	LEVEL 3 TEXT					TEXT AMT	
						HEALTH	37,824
						DENTAL	2,046
						LIFE	688
						INCREASE ON LIFE	17
						NEW: STAFF ASSISTANT	7,309

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	NEW: RECLASSIFY ADMIN ASST TO PERMIT LIC TECH						7,338- 40,546
001-1902-515.24-00	WORKER'S COMPENSATION	2,032	1,815	2,052	2,059	1,492	2,170
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)						1,930
	WAGE INCREASE						61
	NEW: STAFF ASSISTANT						22
	NEW: RECLASSIFY ADMIN ASST TO PERMIT LIC TECH						34-
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						191
							2,170
001-1902-515.26-00	EAP BENEFIT	204	184	206	206	159	206
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF						206
	NEW: STAFF ASSISTANT						37
	NEW: RECLASSIFY ADMIN ASST TO PERMIT LIC TECH						37-
							206
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* PERSONNEL SERVICES		305,997	325,464	367,120	367,707	279,858	354,113
001-1902-515.31-12	LEGAL SERVICES	16,796	14,823	20,000	17,500	11,980	20,000
	LEVEL 3 TEXT					TEXT AMT	
	FUNDING FOR THE SPECIAL MAGISTRATE AND CODE ATTORNEY. THERE ARE 22 SCHEDULED MAGISTRATE HEARINGS FOR THE YEAR. HEARINGS ARE AVERAGING 1.5 HOURS LONG. SOME CASES ARE OF A COMPLEX NATURE AND REQUIRE THE ASSISTANCE OF THE CODE ATTORNEY TO PROSECUTE. IT IS ANTICIPATED THERE WILL BE 12 APPEARANCES FOR THE STAFF ATTORNEY.						20,000
	Goal:4 ; Objective:1						
							20,000
001-1902-515.31-13	OTHER PROF. SERVICES	18,352	5,384	0	0	685	0
	LEVEL 3 TEXT					TEXT AMT	
	DECREASE DUE TO FUNDS MOVED TO LINE 34-14						
001-1902-515.34-14	CONTRACT SERVICES OTHER	0	5,475	20,000	28,117	27,312	25,000
	LEVEL 3 TEXT					TEXT AMT	
	FUNDING FOR CONTRACTED VENDORS TO PROVIDE NUISANCE/CODE VIOLATION ABATEMENT SERVICE SUCH AS LAWN MOWING, DEBRIS REMOVAL, SECURING PROPERTIES, DEMOLITION, ETC.						25,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	ANTICIPATED WORKLOAD FOR VENDORS IS: 2 UNSAFE BUILDING ABATEMENTS (APPROX. \$7,000 EA) 1 MAJOR RESIDENTIAL CLEANUP (APPROX. \$4,000 EA) 50 LOT MOWINGS (AVERAGE APPROX. \$200 EA) 2 POOL ABATEMENTS (AVG. APPROX. \$1,800 EA) INCREASE BASED ON CURRENT TRENDS Goal:3 ; Objective:4						
						25,000	
001-1902-515.40-00	TRAVEL PER DIEM	3,478	3,750	4,100	4,100	2,441	4,100
	LEVEL 3 TEXT TRAINING FUNDING FOR 6 EMPLOYEES TO MAINTAIN THEIR CERTIFICATIONS FOR: FLORIDA ASSOCIATION OF CODE ENFORCEMENT, FLORIDA BENCHMARKING CONSORTIUM, FLORIDA ASSOCIATION OF BUSINESS TAX OFFICIALS 1 CODE SUPERVISOR/MANAGER: F.A.C.E., FBC & FABTO 4 CODE INSPECTORS: F.A.C.E. 1 BUSINESS TAX OFFICIAL: F.A.B.T.O. AND MANAGER AS A BACKUP. THIS IS A NEW INITIATIVE TO HAVE THE CODE MANAGER CERTIFIED AND TRAINED TO BACK UP THE BUSINESS TAX FUNCTION. THIS INCLUDES TRAVEL AND TRAINING FOR CONFERENCES,PER DIEM, LODGING. A MAJORITY OF TRAINING OPPORTUNITIES FOR CODE OCCUR LATE IN THE FY USUALLY AFTER MAY. Goal:6 ; Objective:4					TEXT AMT 4,100	
						4,100	
001-1902-515.41-00	COMMUNICATION SERVICES	5,771	6,911	6,100	6,100	6,845	6,100
	LEVEL 3 TEXT FUNDING FOR 5 MOBILE PHONES AND 5 AIR CARDS IN TABLETS. SUPPORTS COUNCIL OBJECTIVE TO HAVE MORE VISIBLE CODE ENFORCEMENT BY ALLOWING THEM TO DO MORE WORK IN THE FIELD.					TEXT AMT 6,100	
						6,100	
001-1902-515.44-13	FLEET FINANCING	8,499	11,251	15,175	15,175	12,646	17,448
001-1902-515.45-19	VEHICLE INSURANCE	2,758	2,608	1,934	1,934	1,612	2,163
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 2,163 2,163	
001-1902-515.46-11	REGULAR MAINT/INSP EQUIP	1,992	2,122	2,100	2,800	2,800	3,650
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	RICOH COPIER MAINTENANCE AGREEMENTS & SOUND METER MAINTENANCE AGREEMENT. FUNDS NEEDED FOR NEW COPIER/PRINTER AS OLD PRINTER FOR DEPARTMENT BROKE & WAS REPLACED WITH A LEASE: MONTHLY LEASE CHARGE = \$77 X 12 MONTHLY USAGE CHARGE = \$50 X 12						2,100 950 600 3,650
001-1902-515.46-12	VEH MAINT/REPAIR	8,589	6,148	4,000	4,000	5,157	4,000
LEVEL 3	TEXT TREND IS DOWN DUE TO NEWER VEHICLES FOR STAFF. MAINTENANCE COSTS WILL INCREASE AS VEHICLES AGE.					TEXT AMT 4,000 4,000	
001-1902-515.46-18	CONT MAINT/COMM EQUIP	80	210	0	0	0	0
001-1902-515.46-27	ANNUAL FLEET MAINT CHRG	0	0	0	0	0	2,650
001-1902-515.47-00	PRINTING & BINDING	1,079	1,258	500	500	89	500
LEVEL 3	TEXT FUNDS USED FOR ITEMS SUCH AS DOOR HANGERS, BUSINESS CARDS, CITATIONS, AND COURTESY CARDS.					TEXT AMT 500 500	
001-1902-515.49-04	OTHER CHARGES FOR SERVICE	750	0	0	0	0	0
001-1902-515.49-16	COMPUTER HARDWARE	4,837	2,874	0	0	0	0
001-1902-515.49-19	TAXES, LICENSES, AND FEES	174	477	0	0	628	0
001-1902-515.49-66	TFR TO 506 BLDG MAINT FD	21,212	18,479	20,906	20,906	17,422	35,050
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 35,050 35,050	
001-1902-515.51-00	OFFICE SUPPLIES	2,370	2,341	2,500	1,800	1,470	2,000
LEVEL 3	TEXT STANDARD OFFICE SUPPLIES FOR STAFF OF 6. ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT 2,500 500- 2,000	
001-1902-515.52-00	OTHER OPERATING SUPPLIES	906	486	500	500	89	500
LEVEL 3	TEXT FIELD EQUIPMENT SUCH AS STAKES FOR POSTING PROPERTIES. EMERGENCY PREPAREDNESS EQUIPMENT AND					TEXT AMT 500	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	DISASTER ASSESSMENT SUPPLIES.						500
001-1902-515.52-10	GAS, DIESEL, OIL, & GREASE	4,715	3,484	4,500	4,500	3,629	4,050
	LEVEL 3 TEXT EST 1800 GALLONS @ \$2.25 PER GALLON					TEXT AMT 4,050 4,050	
001-1902-515.52-12	UNIFORMS	1,326	657	1,000	1,000	261	1,000
	LEVEL 3 TEXT FUNDING FOR UNIFORM PURCHASE. SHIRTS, JACKETS, AND PANTS FOR CODE ENFORCEMENT OFFICERS. MAXIMUM 5 SHIRTS/YEAR FOR 5 OFFICERS. SAVINGS FROM PAST YEARS DUE TO SWITCH TO NEW COMPANY.					TEXT AMT 1,000	
							1,000
001-1902-515.52-15	POSTAL SERVICE	3,682	4,953	4,500	4,500	2,090	4,500
	LEVEL 3 TEXT FUNDING FOR MAILING OF BUSINESS TAX RENEWAL FORMS. 1ST MAILING IN JULY (APPROX. 3,000 MAILINGS) 2ND MAILING IN DEC.(APPROX. 1,500 MAILINGS) FOR ANY DELINQUENT. APPROX 3,000 BUSINESS TAX CERTIFICATES ARE EXPECTED TO BE MAILED ONCE RENEWED.					TEXT AMT 4,500	
							4,500
001-1902-515.54-00	DUES & MEMBERSHIPS	706	710	850	850	400	850
	LEVEL 3 TEXT AMERICAN ASSOCIATION OF CODE ENFORCEMENT, FLORIDA ASSOCIATION OF CODE ENFORCEMENT, FLORIDA ASSOCIATION OF BUSINESS TAX OFFICIALS, INTERNATIONAL CODE COUNCIL, AND OTHER PROFESSIONAL MEMBERSHIPS FOR 5 CODE STAFF AND 1 BUSINESS TAX OFFICER.					TEXT AMT 850	
							850
001-1902-515.54-01	BOOKS & SUBSCRIPTIONS	70	143	350	350	0	350
	LEVEL 3 TEXT SUBSCRIPTIONS FOR PROFESSIONAL JOURNALS AND MAGAZINES. TRAINING BOOKS. COPIES OF INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC). INCONSISTENT USE REFLECTS YEARS WHERE NO IPMC BOOKS WERE ORDERED.					TEXT AMT 350	

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
ESTIMATED COST \$35/IPMC BOOK. DUE TO COPYRIGHT PROTECTIONS, APPROX. 7-10 BOOKS ARE PURCHASED WITH EACH UPDATE.							350
* OPERATING EXPENSE		108,142	94,544	109,015	114,632	97,556	133,911
001-1902-515.64-15 ADP EQUIPMENT		0	8,840	0	2,040	2,040	0
* CAPITAL OUTLAY		0	8,840	0	2,040	2,040	0
** CODE ENFORCEMENT		414,139	428,848	476,135	484,379	379,454	488,024

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1903-515.12-00	ENGINEERING DIVISION SALARIES AND WAGES	238,937	365,492	371,915	371,915	298,601	375,137
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 364,474 10,663 375,137	
001-1903-515.14-00	OVERTIME	417	0	2,000	3,850	4,526	6,500
	LEVEL 3 TEXT AVERAGE OF 6.5 HRS/WK FOR CONSTRUCTION INSPECTOR @ \$19/HR. (52 X 6.5 = 338 HRS) CONSTRUCTION INSPECTION INCREASED 1.4 % FROM FY16 TO FY17 & IS ANTICIPATED TO INCREASE IN FY18 WITH APPROXIMATELY 4 SUBDIVISIONS & 13 ACTIVE SITES TO VISIT EACH DAY.DUE TO A CAP ON COMP TIME WE EXPECT TO INCUR APPROXIAMTELY 6.5 HOURS PER WEEK OVERTIME FOR CONSTRUCTION INSPECTION TO MAINTAIN CURRENT PERFORMANCE. GOAL 3 OBJECTIVIES 2, 3, 4					TEXT AMT 6,500 6,500	
001-1903-515.15-10	CERTIFICATIONS/LICENSES	0	0	550	550	198	550
	LEVEL 3 TEXT PROFESSIONAL LICENSE CERTIFICATIONS FOR 2 ENGINEERS AND DEPARTMENT MANAGER. PE RENEWALS @ \$100EA IN ODD YEARS. LANDSCAPE ARCHITECTURE RENEWAL @ 350 IN ODD YEARS.					TEXT AMT 200 350 550	
001-1903-515.21-00	FICA TAXES	17,105	25,586	28,608	28,750	22,073	29,198
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 28,383 815 29,198	
001-1903-515.22-00	RETIREMENT CONTRIBUTIONS	24,744	38,055	45,194	45,194	35,842	49,059
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 47,628 1,431 49,059	
001-1903-515.23-00	HEALTH INSURANCE	21,727	35,150	36,631	36,631	31,335	38,455
	LEVEL TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	INSPECTION FEES BASED ON THE VALUE OF CONSTRUCTION. ***REDUCED PER CM (8-8-17)						15,600- 50,000
001-1903-515.34-14	CONTRACT SERVICES OTHER	0	0	0	0	0	4,500
	LEVEL 3 TEXT **NEW** OUTSOURCING SCANNING OF DECADES OF ARCHIVED SUBDIVISION, SITE PLANS, ZONING AND OTHER NON-BUILDING DEVELOPMENT PLANS. FLORIDA STATUTES REQUIRES RETAINING INFRASTRUCTURE RECORDS FOR THE LIFE OF THE STRUCTURE AND STORING HARD COPIES IS INEFFICIENT FOR RETRIEVAL AND TAKES UP VALUABLE SPACE. ***** BREAK UP SCANNING PROJECT OVER FY18 & FY19 AND CHARGE 10% TO 109 BUILDING FUND (\$10,000/2 X 90% = \$4,500) PER CM (7-11-17 LP) *****					TEXT AMT 10,000	
							5,500-
							4,500
001-1903-515.40-00	TRAVEL PER DIEM	1,186	2,440	3,175	3,175	562	3,175
	LEVEL 3 TEXT FUNDS FOR TRAINING FOR REQUIRED CEU'S FOR MANAGER /LANDSCAPE ARCHITECT & PROFESSIONAL ENGINEERS. MOST TRAINING FOR THE ENGINEERING STAFF OCCURS AFTER THE MIDPOINT OF THE FY.					TEXT AMT 3,175	
							3,175
001-1903-515.41-00	COMMUNICATION SERVICES	951	1,692	1,650	1,650	1,345	1,650
	LEVEL 3 TEXT FUNDING FOR MOBILE PHONE AND AIR CARD FOR THE CONSTRUCTION INSPECTOR. FULL TIME IN-HOUSE INSPECTOR IN THE FIELD ALL DAY.					TEXT AMT 1,650	
							1,650
001-1903-515.44-13	FLEET FINANCING	0	0	4,733	4,733	3,944	9,942
001-1903-515.45-19	VEHICLE INSURANCE	394	373	773	773	644	865
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 865 865	
001-1903-515.46-11	REGULAR MAINT/INSP EQUIP	1,992	2,122	2,100	2,100	2,100	2,100

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-1903-515.51-00	OFFICE SUPPLIES	1,849	2,334	1,750	1,750	1,536	1,750
	LEVEL 3 TEXT STANDARD OFFICE SUPPLIES FOR STAFF OF 5.					TEXT AMT 1,750 1,750	
001-1903-515.52-00	OTHER OPERATING SUPPLIES	598	162	750	750	726	750
	LEVEL 3 TEXT OFFICE EQUIPMENT INCLUDING THUMB DRIVES AND CAD ITEMS FOR SMALL DESIGN PROJECTS, DIGITAL CAMERA, SD CARDS AND READERS, AND OFFICE FURNITURE. GOAL 6; OBJECTIVE 2					TEXT AMT 750 750	
001-1903-515.52-10	GAS, DIESEL, OIL, & GREASE	413	159	1,000	1,000	1,179	1,350
	LEVEL 3 TEXT EST 600 GALLONS @ \$2.25 PER GALLON FULL TIME IN-HOUSE CONSTRUCTION INSPECTOR DRIVING VEHICLE ALL DAY AND INTERMITTENT USE BY REST OF STAFF FOR SITE INSPECTIONS.					TEXT AMT 1,350 1,350	
001-1903-515.52-12	UNIFORMS	220	0	300	300	40	300
	LEVEL 3 TEXT UNIFORMS FOR CONSTRUCTION INSPECTOR: SHIRTS, PANTS, JACKET. LOW USAGE IN CURRENT YEAR DUE TO INSPECTOR NOT NEEDING NEW UNIFORMS THIS YEAR. HE WILL BE PURCHASING NEW UNIFORMS IN FY18.					TEXT AMT 300 300	
001-1903-515.52-15	POSTAL SERVICE	87	75	325	225	146	325
	LEVEL 3 TEXT OCCASIONAL OFFICE MAILINGS, REQUIRED MAILINGS FOR CRS REPETITIVE LOSS AREA NOTIFICATIONS AND PUBLIC OUTREACH.					TEXT AMT 325 325	
001-1903-515.54-00	DUES & MEMBERSHIPS	0	570	1,125	1,125	150	1,125
	LEVEL 3 TEXT TO PAY FOR REQUIRED PROFESSIONAL MEMBERSHIPS AND PROFESSIONAL PUBLICATIONS. RENEWALS FOR ENGINEERING STAFF OCCUR AFTER THE MIDPOINT OF THE FY.					TEXT AMT 1,125	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	GOAL 6; OBJECTIVE 4						1,125
001-1903-515.54-01	BOOKS & SUBSCRIPTIONS	204	1,150	200	49	0	200
	LEVEL 3						
	TEXT CODE BOOKS, TRADE MAGAZINES AND MANUALS AND OTHER PUBLICATIONS.						200
							200
*	OPERATING EXPENSE	92,342	46,023	78,979	85,754	74,669	105,201
**	ENGINEERING DIVISION	396,703	513,361	567,898	576,700	470,058	608,559
***	COMMUNITY DEVELOPMENT	1,266,320	1,388,548	1,572,872	1,591,061	1,246,878	1,701,437

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
001-3100-522.12-00	FIRE SERVICES FIRE SERVICES SALARIES & WAGES	3,006,879	3,369,195	3,357,475	3,354,281	2,716,557	3,421,085
	LEVEL 3 TEXT					TEXT AMT	
						3,312,867	
	CURRENT STAFF (INC: SPECIALTY PAY, HOLIDAY PAY, RIDE UP PAY, ACCRUAL PAYOUT EST)						
	WAGE INCREASE					81,573	
	NEW: PUBLIC EDUCATION SPECIALIST					39,546	
	NEW: ADMIN ASSISTANT					28,197	
	NEW: FIREFIGHTER/PARAMEDIC (4 POSITIONS) START DATE JAN 2018					106,581	
	**REDUCTION OF ADMIN ASST PER CM (CLB 7-11-17)					28,197-	
	**REDUCTION OF 3 FIREFIGHTER/PARMEDIC POSITIONS					79,936-	
	**REDUCTION OF PUBLIC EDUCATION SPECIALIST PER CM (CLB 8-8-17)					39,546-	
						3,421,085	
001-3100-522.14-00	OVERTIME	144,212	224,117	210,900	239,120	152,520	220,000
	LEVEL 3 TEXT					TEXT AMT	
						198,000	
	HISTORICAL BASE OVERTIME						
	*ADD'L OT DUE TO DECREASE IN LINE PERSONNEL					25,000	
	**TRT TRAINING BACKFILL					48,000	
	**POTENTIAL COST FOR CHANGES IN CONTRACT/FSLA *4/8						
	**POTENTIAL COST FOR AHA/CPR CLASSES FOR CITIZENS					3,000	
	TRANSPORT OVERTIME WXPOSURE WILL BE 177,000 IF ADDITIONAL PERSONNEL ARE NOT HIRED. POTENTIAL REVENUES FROM THE PROGRAM COULD OFFSET COSTS. ***						
	**REDUCTION OF OVERTIME. PER CM (8-8-17)					54,000-	
						220,000	
001-3100-522.15-10	CERTIFICATION/LICENSES	2,425	1,050	2,600	2,600	2,486	2,960
	LEVEL 3 TEXT					TEXT AMT	
						2,600	
	EMT AND PM CERTIFICATION RENEWALS					360	
	** REIMBURSEMENT COSTS FOR PERSONNEL RECEIVING DE AND OFFICER STATE CERTIFICATION						
						2,960	
001-3100-522.21-00	FICA TAXES	230,519	261,709	273,011	275,170	208,206	278,577
	LEVEL 3 TEXT					TEXT AMT	
						274,426	
	CURRENT STAFF (INC: SPECIALTY PAY, HOLIDAY PAY, RIDE UP PAY, ACCRUAL PAYOUT EST, OVERTIME)						
	WAGE INCREASE					6,244	
	NEW: PUBLIC EDUCATION SPECIALIST					3,026	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	NEW: ADMIN ASSISTANT						2,158
	NEW: FIREFIGHTER (4 POSITIONS) START JAN 2018						8,154
	**REDUCTION OF ADMIN ASST PER CM (CLB 7-11-17)						2,158-
	**REDUCTION OF 3 FIREFIGHTER POSITIONS						6,116-
	**REDUCTION OF PUBLIC EDUCATION SPECIALIST						3,026-
	**REDUCTION OF OVERTIME PER CM (CLB 8-8-17)						4,131-
							278,577
001-3100-522.22-00	RETIREMENT CONTRIBUTIONS	2,725,842	2,849,858	2,553,347	2,553,347	2,050,896	2,619,896
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF					2,521,835	
	WAGE INCREASE					74,373	
	NEW: PUBLIC EDUCATION SPECIALIST					6,842	
	NEW: ADMIN ASSISTANT					4,879	
	NEW: FIREFIGHTER (4 POSITIONS) START JAN 2018					13,909	
	**REDUCTION OF ADMIN ASST PER CM (CLB 7-11-17)					4,879-	

	**REDUCTION OF PUBLIC EDUCATION SPECIALIST REDUCED PER CM (CLB 8-8-17)					6,842-	
	**CALCULATION REVISION (CLB 8-8-17)					9,779	
						2,619,896	
001-3100-522.23-00	HEALTH INSURANCE	341,937	359,740	414,701	414,701	344,667	440,895
	LEVEL 3 TEXT					TEXT AMT	
	HEALTH					405,743	
	DENTAL					21,948	
	LIFE					7,361	
	INCREASE ON LIFE					214	
	NEW: PUBLIC EDUCATION SPECIALIST					7,344	
	NEW: ADMIN ASSISTANT					7,317	
	NEW: FIREFIGHTER (4 POSITIONS) START JAN 2018					22,515	
	**REDUCTION OF ADMIN ASST PER CM (CLB 7-11-17)					7,317-	

	**REDUCTION OF 3 FIREFIGHTER POSITIONS					16,886-	
	**REDUCTION OF PUBLIC EDUCATION SPECIALIST REDUCED PER CM (CLB 8-8-17)					7,344-	
						440,895	
001-3100-522.24-00	WORKER'S COMPENSATION	67,527	56,441	67,552	68,149	54,541	75,764
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC: SPECIALTY PAY, HOLIDAY PAY, RIDE UP PAY, ACCRUAL PAYOUT EST, OVERTIME)					68,170	
	WAGE INCREASE					1,536	
	NEW: PUBLIC EDUCATION SPECIALIST					36	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	NEW: ADMIN ASSISTANT						26
	NEW: FIREFIGHTER (4 POSITIONS) START JAN 2018						2,253
	**REDUCTION OF ADMIN ASST PER CM (CLB 7-11-17)						26-
	**ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						6,911

	**REDUCTION OF 3 FIREFIGHTER POSITIONS						1,852-
	**REDUCTION OF PUBLIC EDUCATION SPECIALIST						39-
	**REDUCTION OF OVERTIME PER CM (CLB 8-8-17)						1,251-
							75,764
001-3100-522.25-00	UNEMPLOYMENT COMP	370-	0	0	0	0	0
001-3100-522.26-00	EAP BENEFIT	2,125	2,075	2,209	2,209	1,669	2,237
	LEVEL 3						
	TEXT					TEXT	AMT
	CURRENT STAFF						2,209
	NEW: PUBLIC EDUCATION SPECIALIST						37
	NEW: STAFF ASSISTANT						37
	NEW: FIREFIGHTER (4 POSITIONS) START JAN 2018						112
	**REDUCTION OF ADMIN ASST PER CM (CLB 7-11-17)						37-

	**REDUCTION OF 3 FIREFIGHTER POSITIONS						84-
	**REDUCTION OF PUBLIC EDUCATION SPECIALIST						37-
	REDUCED PER CM (CLB 8-8-17)						2,237
	-----	6,521,096	7,124,185	6,881,795	6,909,577	5,531,542	7,061,414
* PERSONNEL SERVICES							
001-3100-522.31-13	OTHER PROF. SERVICES	1,025	11,000	2,000	13,000	11,000	0
	LEVEL 3						
	TEXT					TEXT	AMT
	*MISC. ACTUARIAL AS NEEDED. THIS AMOUNT IS BASED OFF POTENTIAL CONTRACTUAL CHANGES IN THE UPCOMING YEAR. RECOMMENDATION FROM HR						3,000
	*THE DEPARTMENT CONDUCTED THE PROMOTIONAL TEST AND EXHAUSTED THE LIST CREATING A POTENTIAL CONTRACTUAL OBLIGATION TO INITIATE AN ADDITIONAL EXAM IF A POSITION BECOMES AVAILABLE. THIS IS A 3% INCREASE DUE TO INCREASED COST.						11,330
	REDUCED PER DEPT HEAD AT CM MEETING (CLB 6-30-17)						11,330-
	REDUCED PER DEPT HEAD (CLB 7-6-17)						3,000-
001-3100-522.34-13	UNIFORM CLEANING	823	1,025	1,100	1,100	1,130	1,100
	LEVEL 3						
	TEXT					TEXT	AMT
	DRY CLEANING OF UNIFORMS						1,100

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	ALTERATIONS PATCHES, HEMMING, ETC.						
						1,100	
001-3100-522.34-14	CONTRACT SERVICES OTHER	0	0	21,600	31,400	8,443	0
	LEVEL 3 TEXT					TEXT AMT	
	FIREFIGHTER STRESS TESTS 54 @ 400 PER CBA					21,600	
	**MOVED FROM 3113						
	**DETERMINE THE NUMBER BY THE LABOR AGREEMENT						
	CLARIFY WITH HR THE NEED 4/8/2017						
	**WAITING ON ADDITIONAL INFORMATION TO THE COST OF THE PHYSICALS.						

	REDUCED PER CM AS 54 STRESS TESTS ARE SCHEDULED IN FY 17 UNDER PROJECT FIR019 (CLB 8-11-17)					21,600-	
001-3100-522.34-15	TEMP HELP SERVICE FEE	0	0	0	3,194	3,193	0
001-3100-522.40-00	TRAVEL PER DIEM	2,960	6,146	5,000	5,000	1,155	5,000
	LEVEL 3 TEXT					TEXT AMT	
	FLORIDA FIRE CHIEFS ANNUAL CONFERENCE					2,600	
	GOVERNOR'S HURRICANE CONFERENCE					1,000	
	NATIONAL FIRE ACADEMY					600	
	FLSA TRAINING SEMINAR					800	
						5,000	
001-3100-522.40-10	EMPLOYEE TRAINING	6,710	11,202	16,000	42,893	39,604	29,495
	LEVEL 3 TEXT					TEXT AMT	
	TARGET SAFETY PROGRAM					6,000	
	STAFF DEVELOPMENT TRAINING					8,000	
	LEADERSHIP, CORE COMPENTENCIES, MANAGEMENT, FSLA						
	ONLINE EDUCATIONAL COURSES					5,000	
	**JOB RELATED COURSES THAT ARE NON DEGREE						
	RELATED THAT ARE APPROVED BY FIRE CHIEF AND						
	ARE PAID FROM DEPT. FUNDS PER CBA ARTICLE 31.7						
	** REID TECHNIQUE OF INVESTIGATIVE INTERVIEWING					795	
	AND ADVANCED INTERROGATION						
	**LAW ENFORCEMENT ACADEMY FOR FM					2,700	
	** TECHNICAL RESCUE TRAINING					7,000	
	FOR A TECHNICAL RESCUE TEAM TO SUPPORT ACTIVITIES						
	FOR PUBLIC UTILITIES AND PUBLIC WORKS.						
						29,495	
001-3100-522.41-00	COMMUNICATION SERVICES	23,944	25,105	12,950	12,950	17,180	19,850
	LEVEL TEXT					TEXT AMT	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
3	SATELLITE PHONE						650
	STATE OF FLORIDA (MAINTAIN 1 PHONE LINE)						300
	SPECTRUM						1,700
	EJ WARD						1,000
	AT&T						14,400
	FAX LINE IN THE EOC						300
	** ATT MONTHLY BILL 1200 A MONTH = 14,400						
	CELL PHONE REPLACEMENT AND SUPPLIES						1,500
	*NEW IPHONE FOR PUBLIC EDUCATION SPECIALIST						19,850
001-3100-522.44-13	FLEET FINANCING	294,860	359,957	426,412	426,412	355,343	470,162
001-3100-522.45-19	VEHICLE INSURANCE	15,595	15,954	7,734	7,734	6,445	8,653
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT	
							8,653
001-3100-522.46-10	GENERAL EQUIP MAINT	15,400	3,266	12,500	12,500	5,968	13,000
LEVEL 3	TEXT MOBILE/BASE/PORTABLE RADIO REPAIRS (NON WARRANTY) *INCLUDES BATTERIES, LAPEL MICS, AND HOLDERS NOZZLE REPAIRS FIRE EXTINGUISHER RECHARGE/REPAIR APPARATUS REPAIRS/SEWING CANVAS HOSE COVERS/STRAPS APPARATUS GENERATORS (PORTABLE) REPAIRS MISC REPAIRS					TEXT AMT	
							5,000
							2,500
							1,500
							2,000
							1,500
							500
							13,000
001-3100-522.46-11	REGULAR MAINT/INSP EQUIP	21,480	25,792	43,000	43,000	25,069	38,950
LEVEL 3	TEXT LIFE PAK ANNUAL MAINT.CONTRACT LADDER TESTING ANNUAL (REQ. BY NFPA 1932) CASCADE SYSTEM CONTRACT (FILL SCBA BOTTLES) FITNESS EQUIPMENT MAINTENANCE CONTRACT AMKUS/TNT TOOL MAINTENANCE ANNUAL SCBA FACE MASK/REGULATOR FLOW TESTING SCBA PARTS AND REPAIRS HYDROSTATIC TESTING OF AIR PACKS & O2 BOTTLES PUMP TESTING					TEXT AMT	
							14,800
							3,200
							4,150
							3,200
							6,000
							2,500
							2,500
							500
							2,100
							38,950
001-3100-522.46-12	VEH MAINT/REPAIR	151,974	175,231	170,000	170,000	139,950	170,000
001-3100-522.46-16	BUILDING MAINT	19,807	6,605	0	3,408	4,283	3,000
LEVEL	TEXT					TEXT AMT	

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	3 CARPET CLEANING TILE CLEANING INCREASE DUE TO ALL 5 STATIONS NEED CARPET & TILE CLEANED						3,000
							3,000
001-3100-522.46-18	CONT MAINT/COMM. EQUIP	9,613	11,037	12,000	12,000	9,888	12,000
	LEVEL 3 TEXT CELL PHONE REPLACEMENT AND SUPPLIES HARRIS CONTRACT FOR RADIOS					TEXT AMT 1,500 10,500 12,000	
001-3100-522.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	44,936
001-3100-522.47-00	PRINTING AND BINDING	1,996	2,397	2,000	2,000	1,086	2,500
	LEVEL 3 TEXT INSPECTION FORMS EMS REPORT FORMS PARS TAGS LEAVE REQUEST/SICK/SHIFT EXCHANGE FORMS					TEXT AMT 800 700 200 800 2,500	
001-3100-522.48-04	PUB RELATION ACTIVITY	4,909	916	4,000	4,000	788	2,250
	LEVEL 3 TEXT SMOKE DETECTOR REPLACEMENT PROGRAM **REDUCED SMOKE DETECTOR PROGRAM, WAS \$2,500 IN FY17, DUE TO POTENTIAL GRANTS. MISC. EDUCATIONAL ITEMS FOR CITY SPONSORED EVENTS KIDS HELMETS, PAMPHLETS, COLORING BOOKS, CRAYONS **INCREASE DUE TO PUBLIC EDUCATION SPECIALIST PROGRAMS WITHIN THE SCHOOLS **EMERGENCY MANAGEMENT OUTREACH/NATIONAL PREP VARIOUS OUTREACH SOURCES TO BE BOUGHT AND GIVEN OUT DURING COMMUNITY ENGAGEMENT ACTIVITIES AT PARKS AND RECREATION EVENTS, HOA MEETINGS, ETC. ***** REDUCE PER CM (7-11-17 LP) ***** REDUCE SMOKE DETECTOR PROGRAM AS PUB ED SPEC. POSITION REMOVED. PER CM (CLB 8-8-17)					TEXT AMT 1,250 3,250 800 1,800- 1,250- 2,250	
001-3100-522.49-02	COMPUTER SOFTWARE	0	0	0	2,700	2,700	9,000
	LEVEL 3 TEXT SOFTWARE FOR BUILDING PREPLANS AND PERFORMING FIRE					TEXT AMT 9,000	

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	INSPECTIONS IN THE COMMUNITY. 6 LICENSES @ 1500 EACH						
	MAINTENANCE FEE FOR ZOLL SOFTWARE... REQUIRED FOR TRANSPORT RELATED PATIENT CARE REPORTING SYSTEM						600
	**WEB EOC - IMPERATIVE TO OBTAIN A FORMAL INCIDENT MANAGEMENT SYSTEM IN THE EOC. USING SHAREPOINT IS NOT ADEQUATE FOR A LARGE SCALE EVENT AND LEFT A LOT OF DATA/COLLECTION TRACKING HOLES						16,500
	WEB EOC IS ALSO COMPATIBLE WITH VOLUSIA COUNTY AND THE STATE OF FLORIDA WHICH MAKES IT THE BEST TOOL FOR OUR USE (YEAR 1 OF 3)						

	REMOVE WEB EOC PER CM (7-11-17 LP)						16,500-

	ZOLL SOFTWARE REMOVED AS NO TRANSPORT SYSTEM IMPLEMENTED PER CM (CLB 8-11-17)						600-
							9,000
001-3100-522.49-14	FURN. & FIXTURES NON-CAP	0	18,589	6,800	22,385	20,197	2,000
	LEVEL 3						
	TEXT					TEXT AMT	
	OFFICE SPACE - CUBICLE ADDITIONS FOR TRAINING BLDG						4,400
	NEW KITCHEN TABLES FOR STATION 73 AND 74. THE OLD TABLES DATE BACK TO THE 80'S.						4,100
	REDUCED PER DEPT HEAD (CLB 7-6-17)						4,400-

	REDUCE TABLES PER CM (7-11-17 LP)						2,100-

							2,000
001-3100-522.49-16	COMPUTER HARDWARE	0	9,491	4,000	4,000	1,379	2,400
	LEVEL 3						
	TEXT					TEXT AMT	
	IPADS FOR USE WITH FIREHOUSE REPORTING PROGRAM						2,400
	ALLOWS INSPECTIONS AND PATIENT CARE REPORTS TO BE COMPLETED ON SCENE AND INCORPORATE WITH FIRE HOUSE INCIDENT REPORTING SOFTWARE						
	6 IPADS @ \$400.00 EACH **NEW						
	**PURCHASED SURFACE PRO FOR TRANSPORT VEHICLE INSTEAD OF IPADS IN FY17						
	**WEATHER STEM - THIS IS A COMPREHENSIVE WEATHER STATION THAT WILL ENABLE OUR EOC TO MULTIPLY IN EFFICIENCY AND NOT RELY ON COUNTY WEATHER READINGS SO THAT WE ARE ABLE TO ENSURE THE SAFETY OF FIRST RESPONDERS AND CITIZENS. ERAU UTILIZES THE SYSTEM AND IT WAS THE ONLY STANDING WEATHER SYSTEM IN HURRICANE MATTHEW IN THE COUNTY AND EXEMPLIFIES THE EFFICIENCY AND STABILITY OF THE SYSTEM.						6,250

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	UTILIZING OUR OWN WEATHER STATION WILL HELP OUR CITY TO BE INDEPENDENTLY EFFICIENT INSTEAD OF BEING RELIANT ON OTHER JURISDICTIONS OR THE COUNTY FOR WEATHER READINGS. **CREATE A PAPERLESS CALL CENTER FOR THE EOC. PURCHASE 10 LAPTOPS FOR CUSTOMER SERVICE WHO ARE LOCATED IN THE EOC. COST PROVIDED BY I.T. ***** REMOVE WEATHER STEM PER CM REMOVE LAPTOPS FOR EOC PER CM (WILL USE REPURPOSED DESKTOPS INSTEAD) (7-11-17 LP) ***** 2,400					7,500	
001-3100-522.49-20	EQUIP & OTHER NON-CAPITAL	8,994	3,821	13,500	10,800	2,672	17,025
	LEVEL 3 TEXT PURCHASE 02 BAGS (BACKPACK STYLE) 4 @ 400 PURCHASE RADIO FOR TRANSPORT VEHICLE POWER TOOL REPLACEMENT (MOVED FROM 5200) *PURCHASE AN ADULT EMS MANIKIN THAT WOULD SIMULATE MEDICAL EMERGENCIES. ***** MOVE POWER TOOL REPLACEMENT TO OBJECT 52-16 (7-11-17 LP) ***** **REDUCTION OF RADIO FOR TRANSPORT VEHICLE PER CM (CLB 8-8-17)					TEXT AMT 1,600 2,800 3,000 15,425 3,000- 2,800- 17,025	
001-3100-522.49-66	TFR TO 506 BLDG MAINT FD	354,343	245,512	380,421	380,421	317,018	460,671
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 460,671 460,671	
001-3100-522.51-00	OFFICE SUPPLIES	3,721	3,851	5,000	5,000	4,042	5,000
	LEVEL 3 TEXT PAPER SUPPLIES WRITING SUPPLIES COMPUTER/PRINTER REPLACEMENT REPAIR OFFICE MACHINE REPLACEMENT (CALCULATOR, LAMINATOR) CALENDARS & JOURNAL TYPE LOG BOOKS PRINTER CARTRIDGES ***** REDUCE PER CM (7-11-17 LP)					TEXT AMT 500 150 1,300 450 1,500 3,100 2,000-	

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						5,000	
001-3100-522.52-00	OPERATING SUPPLIES	38,426	42,606	31,000	31,000	21,960	36,300
	LEVEL 3					TEXT AMT	
						BATTERIES	3,000
						SHOVELS/BROOMS/AXES/SMALL TOOL REPLACEMENT	2,800
						FIREFIGHTING FOAM	4,800
						STORAGE SHELVES/CONTAINERS/COMPARTMENT MATTING	2,000
						STATION & FACILITY EQUIP (VACUUMS, LOCKS, FANS	2,700
						BLOWERS, WINDOW COVERINGS, BUCKETS, RAGS ETC)	
						APPARATUS EQUIP (LIGHTING, SAWS, BLADES, AXES,	2,000
						EXTINGUISHERS, RADIO ACCESSORIES, WRENCHES, ETC)	
						FOOD PREP, CONSUMPTION AND SERVING EQUIPMENT	1,450
						MSA REPLACEMENT MASKS/PARTS	1,000
						HOSE: 1000' 5"; 1000' 2-1/2"; 1000' 1-3/4"	6,000
						COFFEE AND COFFEE SUPPLIES	2,500
						POWER TOOL REPLACEMENT	4,000
						REPLACE ROPE	1,500
						SCENE LIGHTS 2 @ 625	1,250
						MISC SUPPLIES	1,300
							36,300
001-3100-522.52-10	GAS, DIESEL, OIL, & GREASE	50,945	36,191	58,065	58,065	36,059	45,000
	LEVEL 3					TEXT AMT	
						EST UNLEADED FUEL - 4500 GALS @ \$2.25 PER GALLON	10,125
						EST DIESEL FUEL - 10,000 GALS @ \$2.75 PER GALLON	27,500
						EST DIESEL FOR GENERATORS - 6000 GAL @ \$2.75 GAL	16,500

						REDUCED PER CM BASED ON 22 MONTH ACTUAL SPENT	9,125-
						HISTORICAL AVERAGES \$45,000 ANNUALLY WITH AN	
						AVERAGE OF 2500 GALLONS OF UNLEADED FUEL USED	
						LAST 2 FISCAL YEARS	
							45,000
001-3100-522.52-11	JANITORIAL SUPPLIES	8,119	7,481	7,300	7,300	7,004	7,600
	LEVEL 3					TEXT AMT	
						PAPER PRODUCTS (TOWELS, TOILET PAPER, ETC)	2,500
						CLEANING SUPPLIES FOR STATION & APPARATUS	3,000
						DRY-SORB FOR OIL SPILLS	800
						MOPS/BUCKETS/BRUSHES/COOLER/BROOMS/	1,000
						MISC SUPPLIES	300
							7,600
001-3100-522.52-12	UNIFORMS	20,710	69,681	56,872	56,872	35,755	63,625

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	LEVEL 3						
	TEXT					TEXT AMT	
	BRUSHFIRE GOGGLES, HELMETS, GEAR, RESPIRATORS						3,500
	SEARCH & RESCUE LIGHTS AND BULBS REPLACE						3,000
	NAME TAGS, COLLAR BRASS & BADGES						2,500
	NOMEX HOODS & BUNKER BOOTS						4,800
	UNIFORM T-SHIRTS, SWEATSHIRTS, KNIT CAPS, POLO						15,000
	UNIFORM PANTS, BELTS						9,500
	HELMETS AND FACESHIELDS						6,000
	UNIFORMS NEEDS MISC.						1,800
	UNIFORM BOOTS (REPLACED AS NEEDED)						4,500
	REPLACE 10 SETS BUNKER GEAR @ \$2,325 EACH NFPA						23,250
	1851 PLACES A 10 YEAR EXPIRATION DATE ON BUNKER						
	GEAR AND WE HAVE A CONTINOUS ROTATION OF EMPLOYEES						
	THAT HAVE GEAR NEARING THE EXPIRATION DATE. WE						
	REMOVE THE GEAR 2 YEARS EARLY AND PLACE IN A POOL						
	OF GEAR AVAILABLE TO ALL EMPLOYEES. EXPOSURE TO						
	CONTAINMENANTS REQUIRE GEAR TO BE TAKEN OUT OF						
	SERVICE AND CLEANED.						
	BRUSHFIRE BOOTS (1 PAIR EA - NEW HIRES)						1,800
	SURVIVOR FLASH LIGHTS (1 EA - NEW HIRES)						400
	DRESS SHOES FOR EVENTS WHERE CLASS A/B IS WORN						5,000
	*** UPDATED BUNKER GEAR... REDUCED TO 10 SETS AND						
	INCLUDED A 3% INCREASE.						
	MISC GEAR						1,900
	** 4 SETS OF BUNKER GEAR FOR THE NEW HIRES @						9,300
	\$2325						

	**REDUCE BUNKER GEAR (\$6,975),BRUSH BOOTS (\$1,350)						8,625-
	FLASHLIGHTS (\$300) FOR 3 FIREFIGHTER POSITIONS						
	PER CM (CLB 8-8-17)						

	REDUCED BASED ON HISTORICAL HIGH ACTUAL OF \$40,375						20,000-
	PLUS \$23,250 FOR BUNKER GEAR=\$63,625						
	PER CM (CLB 8-11-17)						
							63,625
001-3100-522.52-15	POSTAL SERVICE	508	404	900	900	163	500
	LEVEL 3						
	TEXT					TEXT AMT	
	BASED ON CURRENT USAGE						900
	MAILING OF HAZARDOUS USE PERMITS						
	DEPARTMENT ITEMS SENT FOR REPAIR						
	CERTIFIED MAIL ITEMS						

	REDUCE PER CM (7-11-17 LP)						400-

							500

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001-3100-522.52-16	MEDICAL & LAB SUPPLIES	50,817	40,703	48,000	48,320	30,904	53,000
	LEVEL 3 TEXT					TEXT AMT	
	OXYGEN					49,500	
	AIRWAY ADJUNCTS & RELATED RESPIRATORY EQUIPMENT						
	CARDIAC MONITOR SUPPLIES						
	BASIC LIFE SUPPORT SUPPLIES						
	DRUGS & SOLUTIONS						
	AED PUBLIC ACCESS DEFIBRILLATOR PROGRAM SUPPLIES						
	EMS TRAINING EQUIPMENT AND SUPPLIES						
	MISC. MEDICAL SUPPLIES (GLOVES, SCOPES, BACKBOARD, BANDAGING, IV, CATHETER, ETC)						
	MISC SUPPLIES					2,000	

	ADD POWER TOOL REPLACEMENT (FROM 49-20) (7-11-17 LP)					3,000	

	REDUCED PER CM (CLB 8-11-17)					1,500-	
						53,000	
001-3100-522.52-17	CPR/EMS PROGRAM SUPPLIES	5,112	6,289	6,000	6,340	5,310	8,000
	LEVEL 3 TEXT					TEXT AMT	
	CARD STOCK FOR AHA TRAINING CENTER					6,000	
	DVDS, BOOKS, INSTRUCTOR MATERIALS FOR AMERICAN HEART ASSOCIATION (AHA) TRAINING CENTER						
	*INCREASE DUE TO AHA UPDATE WHICH REQUIRES ALL NEW TRAINING MATERIALS AS WELL AS NEW AED'S FOR STUDENT/INSTRUCTOR CERTIFICATIONS						
	**INCREASE IN BUDGET DUE TO MONTHLY CPR CLASS GIVEN TO THE COMMUNITY. THIS COST WILL BE OFFSET BY THE MONIES RECEIVED FROM THE CLASSES AND RETURNED TO THE GENERAL FUND. IT ALSO INCLUDE THE PURCHASE OF 10 CPR MANIKINS.					2,000	
	***OFFSET IN REVENUE TO COVER EXPENSES (CLB 6-30-17)						
						8,000	
001-3100-522.52-18	SHARPS PROGRAM SUPPLIES	670	813	880	2,248	440	880
	LEVEL 3 TEXT					TEXT AMT	
	SHARPS DISPOSAL					880	
						880	
001-3100-522.54-00	DUES & MEMBERSHIPS	1,192	1,144	1,700	1,700	1,261	2,065
	LEVEL TEXT					TEXT AMT	

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	3 INTL. ASSOC. OF FIRE CHIEFS						750
	FLORIDA FIRE CHIEFS ASSOC. (DEPT MEMBERSHIP)						665
	VOLUSIA COUNTY FIRE CHIEFS ASSOC (DEPT MEMBERSHIP)						150
	EAST CENTRAL FLORIDA FIRE INSPECTORS ASSOC.						200
	FLORIDA EMERGENCY PREPAREDNESS ASSOC.						100
	NATIONAL FIRE PROTECTION ASSOC.						200
	**SLIGHT INCREASE IN THE FFCA						
						2,065	
001-3100-522.54-01	BOOKS & SUBSCRIPTIONS	1,949	1,480	4,000	4,000	3,195	4,500
	LEVEL 3 TEXT					TEXT AMT	
	NFPA CODES RENEWAL						1,500
	STATION LIBRARY FOR STAFF DEVELOPMENT... THE						2,500
	DEPARTMENT IS REQUIRED PER CONTRACT TO FURNISH						
	BOOKS RELATED TO PROMOTIONAL PROCESSES						
	PURCHASE INSTRUCTOR MANUALS FOR IN-HOUSE TRAINING						1,000
	CLASSES. DRIVER ENGINEER, FIRE OFFICER, AND FIRE						
	INSPECTOR SERIES.						

	REDUCE PER CM (7-11-17 LP)						500-

						4,500	
*	OPERATING EXPENSE	1,116,602	1,143,689	1,360,734	1,432,642	1,120,584	1,538,462
001-3100-522.64-00	MACH & EQUIPMENT	8,821	0	27,000	27,000	20,702	6,000
	LEVEL 3 TEXT					TEXT AMT	
	PURCHASE OF 4X4 PICK-UP FOR BATTALION CHIEF'S						38,000
	THE OLD BC VEHICLE WILL BE REDEPLOYED TO						
	PUBLIC EDUCATION SPECIALIST.						
	**PORTABLE TRAINING PROPS... FORCIBLE ENTRY AND						6,000
	CONFINED SPACE PROPS FOR TRAINING OUR PERSONNEL						

	REMOVE 4X4 PICK-UP PER CM						38,000-
	(LP 7-11-17)						

						6,000	
*	CAPITAL OUTLAY	8,821	0	27,000	27,000	20,702	6,000
**	FIRE SERVICES	7,646,519	8,267,874	8,269,529	8,369,219	6,672,828	8,605,876

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***	FIRE SERVICES	7,646,519	8,267,874	8,269,529	8,369,219	6,672,828	8,605,876

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001-3200-521.12-00	POLICE POLICE SALARIES AND WAGES	4,998,828	4,906,405	5,136,652	5,136,652	4,147,274	5,382,597
	LEVEL 3					TEXT AMT	
						CURRENT STAFF (INC: SPECIALTY PAY, HOLIDAY PAY, ACCRUAL PAYOUT EST., CLOTHING ALLOW., INCREASE)	5,143,541
						WAGE INCREASE	134,015
						SPECIAL DUTY DETAILS	60,000
						NEW: CUSTODIAN (12 MOS)	20,712
						NEW: 1 POLICE OFFICER (7 MOS)	23,484
						NEW: 3 CSO (12 MOS)	82,282
						**REDUCTION OF 1 CSO POSITION PER CM (CLB 7-11-17)	27,427-
						**REDUCTION OF CUST TO PT PER CM (CLB 7-11-17)	7,767-

						**REDUCTION OF 1 CSO POSITION PER CM (CLB 8-8-17)	27,428-
						**REDUCTION OF PT CUSTODIAN PER CHIEF (CLB 8-8-17)	12,945-
						****MOVE PATROL OFFICER START DATE TO APRIL PER CM (CLB 8-11-17)	5,870-
							5,382,597
001-3200-521.12-12	ADD. SALARY & BENEFITS	0	0	0	0	3,000	0
001-3200-521.14-00	OVERTIME	478,935	473,845	463,000	528,265	493,486	485,000
	LEVEL 3					TEXT AMT	
						DEPARTMENT OVERTIME-	485,000
						UNSCHEDULED OT (ERT, CID, SHIFT COVERAGE, CRITICAL INCIDENTS, LATE CALLS/ARREST, ETC.)	
						SCHEDULED OT (BIKE WEEK, RACE WEEK, FAIRS, BIKETOBERFEST, 4TH OF JULY, YMCA RUNS, BUBB RUN, XMAS PARADE, ETC.)	
							485,000
001-3200-521.21-00	FICA TAXES	394,623	382,443	428,436	433,430	333,927	448,923
	LEVEL 3					TEXT AMT	
						CURRENT STAFF (INC: SPECIALTY PAY, HOLIDAY PAY, ACCRUAL PAYOUT EST., CLOTHING ALLOW., INCREASE)	430,634
						WAGE INCREASE FOR THOSE NOT COVERED BY CBA	10,253
						SPECIAL DUTY DETAIL	4,590
						NEW: CUSTODIAN (12 MOS)	1,585
						NEW: 1 POLICE OFFICER (7 MOS)	1,797
						NEW: 3 CSO (12 MOS)	6,295
						**REDUCTION OF 1 CSO POSITION PER CM (CLB 7-11-17)	2,098-
						**REDUCTION OF CUST TO PT PER CM (CLB 7-11-17)	594-

						**REDUCTION OF 1 CSO POSITION PER CM (CLB 8-8-17)	2,099-
						**REDUCTION OF PT CUSTODIAN PER CHIEF (CLB 8-8-17)	991-

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	NEW: 1 POLICE OFFICER (7 MOS)						378
	NEW: 3 CSO (12 MOS)						1,322
	**REDUCTION OF CSO POSITION PER CM (CLB 7-11-17)						440-
	**REDUCTION OF CUST TO PT PER CM (CLB 7-11-17)						7-
	**ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						9,186

	**REDUCTION OF 1 CSO POSITION PER CM (CLB 8-8-17)						485-
	**REDUCTION OF PT CUSTODIAN PER CHIEF (CLB 8-8-17)						13-
	***MOVE PATROL OFFICER START DATE TO APRIL PER CM (CLB 8-11-17)						103-
							96,972
001-3200-521.25-00	UNEMPLOYMENT COMP	2,963	1,307	0	0	0	0
001-3200-521.26-00	EAP BENEFIT	3,789	3,606	4,090	4,090	3,159	4,175
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF						4,119
	NEW: CUSTODIAN						37
	NEW: 1 POLICE OFFICER (7 MOS)						25
	NEW: 3 CSO (12 MOS)						111
	**REDUCTION OF CSO POSITION PER CM (7-11-17)						37-
	**REDUCTION OF CUST TO PT PER CM (CLB 7-11-17)						37-

	**REDUCTION OF 1 CSO POSITION PER CM (CLB 8-8-17)						37-
	***MOVE PATROL OFFICER START DATE TO APRIL PER CM (CLB 8-11-17)						6-
							4,175
-----		9,674,406	9,724,200	9,822,247	9,871,559	8,010,042	10,562,750
* PERSONNEL SERVICES							
001-3200-521.31-12	LEGAL SERVICES	0	1,600	500	650	642	1,000
	LEVEL 3 TEXT					TEXT AMT	
	COURT DOCUMENTS FOR CID/SIU INVESTIGATIONS						500
	LAWSUITS/EMPLOYEE GRIEVANCES AND APPEALS						
	FEES FOR WARRANTS, COURT ORDERS, ETC TO OBTAIN						
	PHONE CALL SEARCHES AND RECORDS						
	SUBPOENA MEDICAL RECORDS FOR INVESTIGATIONS						
	DOCUMENTS FOR MOTOR VEHICLE RECORD SEARCHES						
	NEW: CM REDUCED IN FY 17 NEED TO INCREASE >1,000						1,000
	** REDUCTION PER CM 07-10-17 (NT)						500-
							1,000
001-3200-521.31-13	OTHER PROF. SERVICES	61,188	64,861	49,415	49,415	41,125	114,415
	LEVEL 3 TEXT					TEXT AMT	
	CALEA - NAT. ACCREDITATION FEES - ANNUAL FEES						4,065

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	*FY18 IS NOT A CALEA INSPECTION YEAR. DUE FY19 FLORIDA ACCREDITATION POWER STANDARDS DMS PROGRAM						300
	POLICE K-9 VET CARE/MED./SHOTS 4 DOGS						10,500
	POLICE K-9 BOARDING						1,000
	HOG TRAPPING SERVICES						500
	INTERPRETER SERVICES						500
	AGENCY TRANSCRIPTION COSTS - INVESTIGATIONS						5,000
	AFTER HOURS EMERGENCY ANIMAL CLINIC SERVICES						1,000
	FERAL CAT TNR PROGRAM - 90 COLONIES MANAGED BY CCFWA, MONTHLY COST INCREASING >\$3,000 HISTORICAL						19,000
	METH LAB CLEAN UP COSTS (FDLE NO LONGER HANDLES)						3,500
	CID/INVESTIGATIVE SERVICES & FUNDS						
	MEDICAL RECORDS SEARCHES FOR INVESTIGATIONS						1,750
	PERSONS/PHONE/ADDRESS/ASSOCIATE SEARCHES						2,500
	EQUIFAX CREDIT CHECKS (INCREASED WORKLOAD)						1,500
	SOCIAL MEDIA/CELLULAR, MISC. SERVICES						1,000
	ANNUAL NSB FIRING RANGE FEE (AGREEMENT)						300
	NEW: HALIFAX HUMANE SOCIETY (MOVED FM 81-10)						65,000

	REDUCE FERAL CAT INCREASE PER CHIEF (CLB 8-8-17)						3,000-
							114,415
001-3200-521.34-13	UNIFORM CLEANING	20,808	22,782	25,000	25,000	25,000	25,000
	LEVEL 3 TEXT					TEXT AMT	
	DRY CLEANING SERVICES FOR DEPARTMENT TO INCLUDE ALTERATIONS, UNIFORM REPAIRS, PATCH SEWING, ZIPPER REPLACEMENT, JAIL JUMPSUIT CLEANING, ETC **CONTRACT DUE IN NOV.						25,000
							25,000
001-3200-521.34-14	CONTRACT SERVICES OTHER	0	70,000	70,000	70,000	68,904	70,000
	LEVEL 3 TEXT					TEXT AMT	
	TASER INTERNATIONAL, BODY CAMERA LICENSING, EVIDENCE.COM LICENSING & DATA STORAGE						70,000
							70,000
001-3200-521.35-00	INVESTIGATIONS	368	993	3,000	3,000	32	0
	LEVEL 3 TEXT					TEXT AMT	
	CID BUY MONEY REPLENISHMENT **MOVE TO PETTY CASH ON BS PER CM 07-10-17 (NT)						3,000
							3,000-
001-3200-521.40-00	TRAVEL PER DIEM	9,502	7,468	10,000	10,000	6,703	10,000
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	TRAVEL FOR: FPCA, IACP, FDLE LAB RUNS, FBINAA, DRE, VFPCA, EVIDENCE COURIER RUNS, DRUG/GUN DESTRUCTS, CRIMINAL SUBPOENAS OUT OF COUNTY, STATE PAL, OUT OF COUNTY INTERVIEWS FOR DETECTIVES, & DEPT. TRAINING					10,000	
						10,000	
001-3200-521.40-10	EMPLOYEE TRAINING	10,909	16,156	15,000	15,000	11,483	15,000
LEVEL 3	TEXT VARIOUS TRAINING CLASSES FOR DEPARTMENT SWORN AND NON-SWORN PERSONNEL, ERT, CANINE, CSO, ACO, MOTORS, INVESTIGATIONS, ACCREDITATION, BACKGROUND INVESTIGATIONS, HIGH LIABILITY, MANAGEMENT CLASSES INTERNAL AFFAIRS TRAINING, PUBLIC RECORDS CLASSES, DEFENSIVE TACTICS, GROUND FIGHTING, COMBAT SHOOTING CLASSES, LEADERSHIP TRAINING, DUI/FSE, RADAR TRAINING, DEFENSIVE DRIVING, SEX CRIMES, HOSTAGE NEGOTIATIONS, ACCIDENT RECONSTRUCTION, TRAFFIC HOMICIDE TRAINING, FIELD TRAINING OFFICER CLASSES, INTERVIEWS AND INTERROGATIONS TRAINING, NARCOTICS TRAINING, ETC. INCREASING COST & TRAINING HOURS DUE TO DOJ & OTHER RECOMMENDED CHANGES TO TRAINING NEW: >\$5,000 DUE TO HISTORICAL/INCREASED TRAINING ***** REDUCE INCREASE PER CM (8-11-17)					TEXT AMT 15,000	
						5,000	
						5,000- 15,000	
001-3200-521.41-00	COMMUNICATION SERVICES	85,340	95,796	96,030	96,030	81,790	86,460
LEVEL 3	TEXT TELEPHONE SERVICES (AT&T, BELLSOUTH, IP PHONES) CELLULAR SERVICES (AT&T) - 41 CELL/SMART PHONES AIR CARD COSTS FOR 90 AT&T AIRCARD UNITS FOR: PATROL, MOTORS, ANIMAL CONTROL FOR VCSO CAD/RMS BRIGHTHOUSE NETWORK FOR INTERNET LINES (IT) CELL PHONE REPLACEMENT/SUPPLIES NEW: FY 18 PROJECTED INCREASE NEW: FY 17 AUDIT REDUCED COST <15,000					TEXT AMT 11,000 42,720 40,760 1,050 500 5,430 15,000- 86,460	
001-3200-521.44-10	EQUIP/OTHER RENTAL/LEASE	1,141	1,075	2,000	2,000	306	1,500
LEVEL 3	TEXT RENTAL OF VEHICLES FOR THE SPECIAL INVESTIGATIONS UNIT FOR COVERT UNDERCOVER OPERATIONS AS THEIR ASSIGNED VEHICLES BECOME KNOWN. THESE VEHICLES					TEXT AMT 2,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
CAN BE RENTED AS NEEDED BY THE DAY, WEEK OR MONTH. **** ***REDUCED PER CM (CLB 8-8-17)							
							500- 1,500
001-3200-521.44-13	FLEET FINANCING	459,021	494,043	475,954	475,954	396,628	530,654
001-3200-521.45-19	VEHICLE INSURANCE	42,158	39,492	43,312	43,312	36,093	48,457
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 48,457 48,457	
001-3200-521.45-20	MARINE UNIT INSURANCE	0	0	280	280	0	0
	LEVEL 3 TEXT REGIONAL MARINE UNIT INSURANCE ROLL TO 46-20					TEXT AMT	
001-3200-521.46-10	GENERAL EQUIP MAINT	19,946	32,267	34,300	29,551	12,052	34,300
	LEVEL 3 TEXT COPY MACHINE CHARGES-MAINTENANCE/REPAIR(8 COPIERS) MAINTENANCE ON: WINDOW TINT METERS,DUI INTOXILYZER CAMCORDERS, LASER UNITS FIRE EXTINGUISHER MAINTENANCE (CARS) FIREARM MAINTENANCE (PISTOLS, SHOTGUNS, AR-15'S) VIP GOLF CART MAINTENANCE/REPAIR (2 GOLF CARTS) LIVESCAN FINGERPRINT MAINT INCL. 12 RAPID ID UNITS PAPER SHREDDERS REPAIRS/MAINTENANCE TRAFFIC METRO COUNT DEVICES COMMUNITY SPEED TRAILER BATTERY REPLACEMENT (CY) TRAFFIC SIGN MAINT. MESSAGE BOARD MAINTENANCE/REPAIRS/BATTERIES (CY) FITNESS/GYM EQUIPMENT SERVICE/MAINT. ANNUAL CALIBRATION OF SOUND METERS ALPR ANNUAL MAINTENANCE CONTRACT, EFF MARCH FY16 EVIDENCE DRYER FILTERS REPLACED 4X ANNUALLY					TEXT AMT 6,600 1,174 1,200 3,700 2,000 4,200 500 500 1,000 2,500 1,500 1,500 600 5,184 2,142 34,300	
001-3200-521.46-12	VEH MAINT/REPAIR	259,394	259,670	290,000	290,000	196,887	290,000
	LEVEL 3 TEXT VEH. MAINTENANCE FOR PD FLEET					TEXT AMT 290,000 290,000	
001-3200-521.46-16	BUILDING MAINT	23,363	28,094	34,360	36,120	36,078	36,000
	LEVEL 3 TEXT BLDG SECURITY SYSTEM/ACCESS CONTROL MAINT CONTRACT					TEXT AMT 34,000	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	NEW 5 YEAR SERVICE CONTRACT, SOLE SOURCE BUILDING FIRE ALARM SYSTEM MONITORING > TO \$2000						2,000 36,000
001-3200-521.46-18	CONT MAINT/COMM EQUIP	44,601	39,887	54,550	54,550	39,696	54,550
	LEVEL 3 TEXT COMMUNICATIONS INT'L MONTHLY RADIO MAINTENANCE & REPAIRS FOR PORTABLE RADIOS, FLEET MOBILE RADIOS, EMERGENCY LIGHT BAR REPAIRS, SIREN REPAIRS, PA SYSTEM REPAIRS, ORION SS2000 REPAIRS LAPTOP MOUNTS/CONNECTIONS/ADAPTORS, CHARGE GUARDS, AND NECESSARY RADIO REPLACEMENT PARTS (ANTENNAS, MICS, WIRING, ETC.) >FY16 DUE TO FY15 COST REPAIRS OF MOTORS HELMET HEADSETS/PTT SYSTEMS COMM. INT'L RADAR REPAIRS FOR 2 SPEED TRAILERS SEMI-ANNUAL RADAR/LASER MANDATED CALIBRATIONS					TEXT AMT 40,050 2,000 2,000 10,500 54,550	
001-3200-521.46-20	MARINE UNIT MAINTENANCE	2,851	1,485	2,000	5,000	362	4,000
	LEVEL 3 TEXT MARINE UNIT MAINTENANCE FOR 2004 BOSTON WHALER SHARED BY POPD, SDPD, PIPD AND NSBPD NEW: COMBINE 45-20, 46-20 & 52-20 INTO ONE ACCT					TEXT AMT 4,000 4,000	
001-3200-521.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	71,420
001-3200-521.47-00	PRINTING & BINDING	3,694	6,405	10,000	10,000	6,874	8,000
	LEVEL 3 TEXT LITOCRAFT, PRIDE, COUCHMAN: VARIOUS DEPARTMENT PRINTING OF FORMS, ARREST 707'S VICTIM ADVOCATE BOOKLETS, DEPARTMENT STATIONARY, ENVELOPES, DOMESTIC VIOLENCE MATERIALS, ANNUAL REPORT, AGENCY BROCHURES, BUSINESS CARDS, ANIMAL CITATIONS, WRITTEN WARNINGS, PARKING TICKETS, RED TAGS, ACCREDITATION VEHICLE DECALS, LAW ENFORCEMENT DIRECTORY, ETC. ** REDUCTION PER CM 07-10-17 (NT)					TEXT AMT 10,000 2,000- 8,000	
001-3200-521.49-02	COMPUTER SOFTWARE	0	27,132	0	0	0	0
	LEVEL 3 TEXT NEW: ONLINE REPORTING SOFTWARE NEW: CELLEBRITE FORENSIC CELLULAR SOFTWARE *****					TEXT AMT 23,000 16,000	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	*MOVE ONLINE REPORTING SOFTWARE TO FORFEITURE FUND 607-3200-521-49-02 PER CM 07-10-17 (NT) *****					23,000-	
	*MOVE CELLEBRITE FORENSIC CELLULAR SOFTWARE TO FORFEITURE FUND 607-3200-521-49-02 PER CM (7-11-17 LP) *****					16,000-	
001-3200-521.49-14	FURN. & FIXTURES NON-CAP	0	0	0	2,989	1,538	0
001-3200-521.49-19	TAXES, LICENSES, & FEES	0	264	0	0	0	0
001-3200-521.49-20	EQUIP & OTHER NON-CAPITAL	70,511	103,786	60,931	70,727	54,018	65,975
LEVEL 3	TEXT					TEXT AMT	
	DIGITAL CAMERAS/REPLACEMENTS					1,000	
	ASP BATONS/HANDCUFFS					600	
	TASER CARTRIDGES - 25' FOR DUTY USE (150)					6,000	
	FLASHLIGHTS - DUTY BELT/CAR					2,000	
	ASP BATON AND TASER HOLSTERS					1,000	
	REPLACEMENT PORTABLE RADIO BATTERIES (JAGUARS/MRK)					3,000	
	BODY ARMOR (5 YEAR REPLACEMENT FOR 12 OFC)					15,000	
	BODY ARMOR - NEW HIRES (EST. 10)					12,000	
	DIGITAL VOICE RECORDERS, <500					500	
	HOLSTERS/DUTY GEAR, >500					1,500	
	REPLACEMENT FLARES (CRASH SCENES)					1,075	
	AUDIO/VIDEO SURVEILLANCE EQUIP UNDERCOVER OPS					3,000	
	ANIMAL CONTROL AMMONIA READER SUPPLIES					500	
	VEH. ELECTRONIC CITATION EQUIPMENT, REPLACEMENT PROGRAM, 2012 FDOT GRANT FUNDED (PRINTERS, SIG. PADS, USB HUBS, MAG READERS, CABLES, ETC.)					10,000	
	5 NEW OFC POS. EQUIPMENT (EST. \$8,800 PER OFC)					44,000	
	RADAR REPLACEMENT PROGRAM (10% ANNUALLY) *****					13,200	
	REDUCED PER CHIEF (CLB 6/5/17) *****					35,200-	
	REDUCE RADAR REPLACEMENT PROGRAM PER CHIEF (CLB 8-8-17)					13,200-	
						65,975	
001-3200-521.49-66	TFR TO 506 BLDG MAINT FD	374,587	277,053	405,094	405,094	337,578	548,946
LEVEL 3	TEXT					TEXT AMT	
	UPDATED FOR FY18					548,946	
						548,946	
001-3200-521.51-00	OFFICE SUPPLIES	19,400	31,070	35,000	35,000	18,786	30,000
LEVEL	TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP

	REDUCED PER CM BASED ON 22 MONTH OF ACTUALS AND LEAVING AN INCREASE FOR TWO NEW VEHICLES FOR FY 18 (CLB 8-11-17)						19,000-
							188,100
001-3200-521.52-11	JANITORIAL SUPPLIES	5,893	5,419	8,000	8,000	3,823	7,000
	LEVEL 3 TEXT					TEXT AMT	
	JANITORIAL SUPPLIES: MOPS, GARBAGE BAGS, MOP HEADS, TRASH BAG LINERS, FLOOR CLEANING SUPPLIES, BROOMS, COUNTER TOP CLEANER, BLEACH, SOAP DISPENSER SUPPLIES, TOILET PAPER, PAPER TOWELS, STAINLESS STEEL CLEANER, DISINFECTANTS, GLASS CLEANER, CARPET CLEANER, KITCHEN/DISHWASHER SOAP, LYSOL, TOILET SEAT COVERS, WET FLOOR SIGNS, DUSTING SUPPLIES, SCRUB PADS, DUST PANS, SPONGES, SPRAY CLEANERS, MAID CART SUPPLIES, MOP BUCKET/WRINGER REPLACEMENT BRUSHES/SQUEEGEES FOR FLOOR SCRUBBER REPLACEMENT VACUUM CLEANERS					8,000	

	REDUCE PER CHIEF (CLB 8-8-17)						1,000- 7,000
001-3200-521.52-12	UNIFORMS	38,218	39,230	39,081	45,044	45,514	40,781
	LEVEL 3 TEXT					TEXT AMT	
	POLICE UNIFORM SHIRTS LONG/SHORT, SUMMER SHIRTS, PANTS, ANIMAL CONTROL UNIFORMS, CSO UNIFORMS, VIP UNIFORMS, PATROL CSO UNIFORMS, RECORDS STAFF UNIFORMS, EMERGENCY RESPONSE TEAM BDU'S, HONOR GUARD UNIFORMS, SHOES, BOOTS, HATS, BALLCAPS DUTY BELTS, MOTOR BREECHES, TIES, TIE PINS, K-9 UNIFORMS, CUSTODIAN SHIRTS, WINTER JACKETS, DICKEYS, TRAINING INSTRUCTOR POLO'S, CPA SHIRTS, ETC					36,000	
	DEPARTMENT PATCHES FOR UNIFORMS: (POLICE, VIPS, NEW: 5 OFC & 3 CSO UNIFORMS					3,081 6,500	

	REDUCED PER CHIEF (CLB 6/5/17)						4,800- 40,781
001-3200-521.52-15	POSTAL SERVICE	2,322	2,010	2,500	2,500	1,702	2,500
	LEVEL 3 TEXT					TEXT AMT	
	POST OFFICE SUPPLIES, STAMPS, ETC					1,500	
	FEDERAL EXPRESS SHIPPING/POSTAL SUPPLIES					1,000 2,500	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
001-3200-521.52-16	MEDICAL & LAB SUPPLIES	4,268	5,614	6,850	6,850	4,874	6,850
	LEVEL 3 TEXT					TEXT AMT	
							350
	TITER TESTING FOR EMPLOYEES						675
	TETANUS SHOTS						650
	VACCINATION PROGRAM						250
	TB TESTING AND VACCINES						225
	BIO HAZARD AND EXPOSURE SUPPLIES						200
	DRUG TESTING NOT COVERED BY RISK MANAGEMENT						250
	RABIES VACCINATION FOR ANIMAL CONTROL OFFICERS						250
	PPE SUPPLIES (GLOVES, SPIT SHIELDS, FIRST AID)						1,500
	STERI-CYCLE BIO-HAZARD WASTE MONTHLY PICK UP						2,500
	REPLACE 90 RPD KIT SUPPLIES (CELOX/BANDAGES)						6,850
001-3200-521.52-20	MARINE UNIT SUPPLIES/FUEL	332	121	1,000	1,000	1,014	0
	LEVEL 3 TEXT					TEXT AMT	
	MARINE UNIT MAINTENANCE AND SUPPLIES						
	ROLL TO 46-20						
001-3200-521.54-00	DUES & MEMBERSHIP	7,277	4,833	5,460	5,460	4,590	5,460
	LEVEL 3 TEXT					TEXT AMT	
							3,960
	POWER DMS TRAINING DUES						700
	FLORIDA POLICE CHIEFS ASSOCIATION,						
	ROCIC, FBINAA, EQUIFAX, VOLUSIA POLICE CHIEFS						
	ASSOCIATION, FLORIDA SWAT, FLA-PAC, NOTARY PUBLIC						
	MEMBERSHIPS, FLORIDA ANIMAL CONTROL ASSOCIATION,						
	DATA SHARING CONSORTIUM, DRUG TRAK MEMBERSHIP,						
	INT'L CHIEFS OF POLICE ASSOCIATION, ERT TACTICAL						
	OFFICERS ASSOCIATION, PROPERTY & EVIDENCE						
	ASSOCIATION, AMERICAN POLYGRAPH ASSOCIATION,						
	LAW ENFORCEMENT EXECUTIVE DEVELOPMENT (LEEDA)						400
	3SI GPS TRACKING SYSTEM DUES						400
	ANNUAL CANINE CODE BLUE LICENSING FEE (K-9)						5,460
001-3200-521.54-01	BOOKS & SUBSCRIPTIONS	665	754	7,641	7,641	288	7,391
	LEVEL 3 TEXT					TEXT AMT	
							2,550
	ACCURINT, IPTM, DRUG BIBLES, NATIONAL NOTARY,						200
	LEXIS/NEXIS, IAPE, ETC						4,641
	CRIME REPORTS.COM (FOR WEBSITE)						
	ANNUAL REPLACEMENT OF LAW MANUALS						7,391
	ELIMINATED NEWS JOURNAL <\$250						

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
*	OPERATING EXPENSE	1,859,136	1,894,612	2,103,458	2,133,909	1,647,524	2,387,309
001-3200-521.62-00	BUILDINGS AND IMPR. TO	0	6,850	0	0	0	0
001-3200-521.64-00	MACH & EQUIPMENT	15,754	3,906	0	0	0	67,000
	LEVEL 3 TEXT					TEXT AMT	
	NEW: 8 OFC VEH (\$34,000 PER)					272,000	
	NEW: 3 CSO VEH (\$30,000 PER)					90,000	
	NEW: VIP GOLF CART (REPLACE AGING)					8,000	

	REDUCED 6 OFC VEH PER CHIEF (CLB 6/5/17)					204,000-	
	** REDUCTION OF 1 CSO VEHICLE PER CM 07-10-17 (NT)					30,000-	
	** INCREASE THE REMAINING 2 OFC VEH TO SUV'S					6,000	
	07-10-17 (NT)						

	**REDUCTION OF 1 CSO VEHICLE					30,000-	
	**REDUCTION OF 1 SPARE PATROL VEHICLE					37,000-	
	**REDUCTION OF 1 VIP GOLF CART					8,000-	
	PER CM (CLB 8-8-17)						
						67,000	
001-3200-521.64-22	GRANT CAPITAL	10,000	0	0	8,652	8,652	0
*	CAPITAL OUTLAY	25,754	10,756	0	8,652	8,652	67,000
001-3200-521.81-10	AIDS TO HUMANE SOCIETY	63,331	39,260	65,000	87,000	87,000	0
	LEVEL 3 TEXT					TEXT AMT	
	COSTS FOR ANIMALS PICKED UP EMANATING WITHIN THE					65,000	
	CITY AND DELIVERED TO HALIFAX HUMANE SOCIETY BY						
	ANIMAL CONTROL OFFICERS AND/OR A PRIVATE CITIZEN						
	(DOMESTIC ANIMALS AND WILDLIFE) TO INCLUDE:						
	1,2,AND 3 DAY IMPOUNDMENT, LIVESTOCK, DECEASED						
	ANIMALS, QUARANTINED ANIMALS, CONFISCATED						
	ANIMALS, ALL STRAY ANIMALS, RABIES IMPOUNDMENT,						
	INJURED ANIMALS, ETC, <7500						
	PER FINANCE MOVED TO 31-13					65,000-	
*	GRANTS & AIDE	63,331	39,260	65,000	87,000	87,000	0
**	POLICE	11,622,627	11,668,828	11,990,705	12,101,120	9,753,218	13,017,059
***	POLICE	11,622,627	11,668,828	11,990,705	12,101,120	9,753,218	13,017,059

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-4300-541.12-00	PUBLIC WORKS PUBLIC WORKS SALARIES AND WAGES	532,644	569,474	660,093	660,093	495,312	657,739
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)					627,831	
	WAGE INCREASE					20,728	

	REALIGN OPERATION MANAGER 60% PW/ 40% DR					29,482	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412.						
	(LP 6-9-17) (CLB 6-30-17)						

	REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW					20,302-	
	(CLB 8-11-17)						
						657,739	
001-4300-541.14-00	OVERTIME	20,832	18,777	30,000	51,805	43,957	30,000
	LEVEL 3 TEXT					TEXT AMT	
	CALL OUTS FOR ADVERSE WEATHER, DOWN TREES, ROADWAY					35,000	
	DISCREPANCIES, AND SPECIAL EVENTS. AVG MONTHLY						
	EXPENDITURES 2260 X 12 MONTHS-INCREASES IN 5K'S,						
	ADDITIONAL FUNDING FOR ADDED EXPENSES BASED ON A						
	PROJECTED INCREASE OF EVENTS (5K'S, MARATHONS,						
	RIVERWALK EVENTS)						

	**REDUCTION OF OVERTIME PER CM (CLB 8-8-17)					5,000-	
						30,000	
001-4300-541.15-10	CERTIFICATION/LICENSES	415	0	0	0	0	0
001-4300-541.21-00	FICA TAXES	40,979	42,825	52,802	54,472	39,803	52,625
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)					50,718	
	WAGE INCREASE					1,588	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					2,255	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						

	REDUCTION IN OVERTIME PER CM (CLB 8-8-17)					383-	

	REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW					1,553-	
	(CLB 8-11-17)						
						52,625	
001-4300-541.22-00	RETIREMENT CONTRIBUTIONS	61,858	85,368	96,752	96,752	68,245	90,435
	LEVEL TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	3						
	CURRENT STAFF						86,927
	WAGE INCREASE						3,200
	REALIGN OPERATION MANAGER 60% PW/ 40% DR						2,948
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						

	REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW						2,640-
	(CLB 8-11-17)						
							90,435
001-4300-541.23-00	HEALTH INSURANCE	87,900	101,385	136,128	136,128	97,991	143,645
	LEVEL 3						
	TEXT					TEXT AMT	
	HEALTH					134,102	
	DENTAL					7,254	
	LIFE					1,490	
	INCREASE ON LIFE					52	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					4,420	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						

	REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW						3,673-
	(CLB 8-11-17)						
							143,645
001-4300-541.24-00	WORKER'S COMPENSATION	18,175	15,162	19,283	20,154	12,555	19,056
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)					17,061	
	WAGE INCREASE					502	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					26	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					1,706	

	REDUCTION IN OVERTIME PER CM (CLB 8-8-17)					219-	

	REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW					20-	
	(CLB 8-11-17)						
							19,056
001-4300-541.25-00	UNEMPLOYMENT COMP	0	1,003	0	0	874	0
001-4300-541.26-00	OPEB / EAP BENEFIT	543	608	730	730	514	734
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF					730	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					22	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
IN DRAINAGE FUND 412. (CLB 6-30-17)							

REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-11-17)							18-
							734

* PERSONNEL SERVICES		763,346	834,602	995,788	1,020,134	759,251	994,234
001-4300-541.34-14	CONTRACT SERVICES OTHER	18,945	47,765	23,000	24,750	3,758	15,000
	LEVEL 3					TEXT AMT	
						UNSAFE AND LARGE TREE REMOVAL SERVICE	20,000
						**NOTE:ADDITIONAL FUNDING IS REQUESTED FOR UNSAFE AND LARGE TREE REMOVAL EXPENSES TO BE OUTSOURCED. A SERVICE CONTRACT WILL BE EXECUTED FOR ALL TREE REMOVAL THAT THE PUBLIC WORKS DEPT. DOES NOT HAVE THE RESOURCES TO COMPLETE IN-HOUSE. **THE AVERAGE COST OF TREE REMOVAL IS \$1,250 PER TREE. AS OF 5/3/2017 YTD, THERE HAVE BEEN 11 REMOVALS NOT RESULTING FROM HURRICANE DAMAGE. CABLE REPAIRS	
						**REDUCTION PER CM 07-10-17 (NT)	500
						****	1,750-
						REDUCTION PER CM (CLB 8-8-17)	3,750-
							15,000
001-4300-541.34-15	TEMP HELP SERVICE FEE	6,374	0	0	0	0	0
001-4300-541.34-20	MOWING CONTRACT SERVICE	257,322	470,548	895,732	662,232	632,851	681,929
	LEVEL 3					TEXT AMT	
						MOWING CONTRACT SECTION 1-FACILITIES	105,726
						MOWING CONTRACT SECTION 2-RIGHTS OF WAY	533,076
						MOWING CONTRACT SECTION 3-PALM TREE PRUNING	23,127
						OF APPROX. 1,400 PALM TREES IN COPO	
						**NOTE: ADDITION OF MCGINNIS RIGHT OF WAY TO MEDIAN AND RENNER ROAD TO RUSHWOOD AVE. MEDIAN THAT REQUIRES INCREASE IN COST OF RIGHT OF WAY SERVICES ESTIMATED AT \$20,000.00.	20,000

						SECTION 1-FACILITIES FIGURE REVISED TO MATCH CONTRACT. PREVIOUSLY HAD INCLUDED P&R AMT. (LP 6-2-17)	
							681,929
001-4300-541.40-00	TRAVEL PER DIEM	0	0	1,000	1,000	35	2,500

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3					TEXT AMT	
	EMPLOYEE TRAINING						
	MAINTENANCE OF TRAFFIC (MOT) TRAINING, CHAINSAW						
	SAFETY, ASPHALT INSPECTION AND MAINTENANCE,					1,000	
	HERBICIDE CERTIFICATION AND RECERTIFICATION						
	APWA CONFERENCE						
	**LODGING, MEALS, TRAVEL					1,500	
						2,500	
001-4300-541.40-10	EMPLOYEE TRAINING	385	204	2,500	2,500	172	2,859
	LEVEL 3					TEXT AMT	
	EMPLOYEE TRAINING						
	MAINTENANCE OF TRAFFIC (MOT) TRAINING						
	**SEVEN (7) ATTENDEES AT \$105 PER PERSON AS					735	
	REQUIRED BY LAW						
	BASIC CHAINSAW SAFETY						
	**FOUR (4) ATTENDEES AT \$150 PER PERSON					600	
	CHAINSAW SAFETY AND DISASTER RECOVERY						
	**ONE (1) ATTENDEE AT \$250 PER PERSON					250	
	ASPHALT INSPECTION AND MAINTENANCE						
	**ONE (1) ATTENDEE AT \$175 PER PERSON					175	
	APWA NATIONAL CONFERENCE						
	**ONE (1) ATTENDEE AT MEMBER RATE OF \$799					799	
	HERBICIDE CERTIFICATION AND RECERTIFICATION					300	
	**TWO (2) ATTENDEES AT \$150 PER PERSON						
	CDL RENEWAL						
	**TWO (2) EMPLOYEES AT \$90 PER PERSON					180	

	REDUCTION OF CLD RENEWAL PER CM (CLB 8-8-17)					180-	
						2,859	
001-4300-541.41-00	COMMUNICATION SERVICES	11,602	9,570	8,558	8,558	7,416	10,086
	LEVEL 3					TEXT AMT	
	CELL PHONES AND SERVICES					5,760	
	**NOTE EIGHT (8) PHONE LINES AT AVERAGE OF						
	\$60.00/MONTH X 12 MONTHS						
	FAX AND LAND LINE					664	
	BRIGHTHOUSE					2,160	
	GPS FLEET MONITORING SERVICES					1,502	
	**NOTE: (18) FLEET MONITORING DEVICES AT \$6.95						
	PER UNIT X 12 MONTHS, TOTAL ANNUAL COST \$1,502						
						10,086	
001-4300-541.43-10	ELECTRICAL SERVICES	625,894	615,160	660,000	660,000	550,133	672,000

LEVEL TEXT TEXT AMT

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	STREET LIGHTS -- \$55K/MONTH EST REVIEWED AND APPEARS TO BE SUFFICIENT TO COVER EXPECTED FPL INC * ADJUST TO REFLECT PROJECTED FPL RATE INCREASE 07/10/17 (NT)					660,000	
						12,000	
						672,000	
001-4300-541.44-10	EQUIP/OTHER RENTAL/LEASE	18,000	0	5,000	10,564	0	2,000
LEVEL 3	TEXT MISCELLANEOUS RENTAL OF EQUIPMENT OR TRUCKS **AS NEEDED BASIS ** REDUCTION PER CM 07-10-17 (NT)					TEXT AMT 5,000	
						3,000- 2,000	
001-4300-541.45-19	VEHICLE INSURANCE	9,062	6,334	6,574	6,574	5,478	8,220
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 8,220 8,220	
001-4300-541.46-03	TRAFFIC SIGNAL MAINT	0	0	0	0	0	38,000
LEVEL 3	TEXT ANNUAL PREVENTATIVE MAINTENANCE INSPECTIONS AND AS NEEDED REPAIRS FOR TRAFFIC CONTROL DEVICES AND SCHOOL ZONE SIGNALS. **NOTE: TWO (2) MANDATORY PREVENTATIVE MAINTENANCE INSPECTIONS AT \$6,500 EACH AND AN AVERAGE ANNUAL COST FOR UNEXPECTED REPAIRS (CABINETS, LOOPS & OPTICONS) AT \$27,000. **NOTE: MOVED EXPENSE FROM 46-11 REDUCED PER CM (CLB 8-11-17)					TEXT AMT 40,000	
						2,000- 38,000	
001-4300-541.46-10	GENERAL EQUIP MAINT	2,035	5,934	5,745	5,745	2,400	5,300
LEVEL 3	TEXT MISC. REPAIRS TO EQUIPMENT AS NEEDED FOR GRINDER, TAMP MACHINES, SIGN SHOP EQUIP, ETC.					TEXT AMT 5,300	
						5,300	
001-4300-541.46-11	REGULAR MAINT/INSP EQUIP	49,421	35,497	28,000	28,000	25,480	540
LEVEL 3	TEXT COPYTRONICS MAINT AGREEMENT **NOTE:AVERAGE \$45 PER MONTH X 12 MONTHS **NOTE:MOVED TRAFFIC CONTROL AND SCHOOL ZONE					TEXT AMT 540	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	SIGNAL REPAIR TO 46-03						540
001-4300-541.46-12	VEH MAINT/REPAIR	73,282	69,544	90,000	90,000	61,202	70,458
	LEVEL 3 TEXT AVERAGE \$5,871.00 PER MONTH X 12 MONTHS					TEXT AMT 70,458 70,458	
001-4300-541.46-18	CONT MAINT/COMM EQUIP	200	1,964	0	0	0	0
001-4300-541.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	24,649
001-4300-541.46-41	VEHICLE REPAIR - EXTERNAL	0	0	0	0	0	5,000
	LEVEL 3 TEXT DUMP TRUCK BODY REFURBISHMENT **NOTE: TWO (2) BODIES AT \$5,000 PER REFURB. ***** REDUCTION OF ONE (1) REFURB PER CM (CLB 8-8-17)					TEXT AMT 10,000 5,000- 5,000	
001-4300-541.49-02	COMPUTER SOFTWARE	0	0	1,000	1,000	495	1,000
	LEVEL 3 TEXT AUTOCAD-2D CAD DRAFTING, DRAWING AND DOCUMENTING SOFTWARE-ANNUAL SUBSCRIPTION RENEWAL IN AUGUST, PARTIAL FUNDING IN 412-1800.					TEXT AMT 1,000 1,000	
001-4300-541.49-14	FURN. & FIXTURES NON-CAP	0	16,041	0	0	0	0
001-4300-541.49-16	COMPUTER HARDWARE	0	0	0	0	0	1,200
	LEVEL 3 TEXT THREE (3) IPADS USED FOR USE WITH THE NEW LUCITY WORK AND ASSET MANAGEMENT SYSTEM FOR WORK ORDERS. THREE (3) AT \$400 EACH.					TEXT AMT 1,200 1,200	
001-4300-541.49-20	EQUIP & OTHER NON-CAPITAL	4,983	4,622	5,000	9,755	5,753	5,000
	LEVEL 3 TEXT MINOR EQUIPMENT AND PARTS - WEED EATERS, JET HEADS, GRINDERS, AND BLADES, ETC.					TEXT AMT 5,000 5,000	
001-4300-541.49-66	TRF TO 506 BLDG MAINT FD	36,455	34,599	39,196	39,196	32,663	63,576
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 63,576	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						63,576	
001-4300-541.51-00	OFFICE SUPPLIES	2,938	3,509	1,800	3,300	2,443	1,500
	LEVEL 3 TEXT MISC. OFFICE SUPPLIES					TEXT AMT 1,500 1,500	
001-4300-541.52-00	OTHER OPERATING SUPPLIES	26,810	17,952	16,400	18,129	18,512	15,500
	LEVEL 3 TEXT MISC. SUPPLIES (BLADES, CHEMICALS, SHOVELS, ETC.) ROADWAY/GROUNDS/LANDSCAPING SUPPLIES BATTERY FOR MESSAGE BOARD ***** REDUCTION PER CM (CLB 8-8-17)					TEXT AMT 13,000 2,500 900 900- 15,500	
001-4300-541.52-01	IRRIGATION	0	1,474	2,000	2,000	1,884	2,000
	LEVEL 3 TEXT IRRIGATION SUPPLIES AND EQUIPMENT					TEXT AMT 2,000 2,000	
001-4300-541.52-10	GAS, DIESEL, OIL, & GREASE	37,082	26,488	39,125	39,125	23,695	40,431
	LEVEL 3 TEXT EST UNLEADED 5,136 GAL @ \$2.25 EST DIESEL 10,000 GAL @ \$2.75 EST GENERATOR DIESEL 500 GAL @ \$2.75					TEXT AMT 11,556 27,500 1,375 40,431	
001-4300-541.52-12	UNIFORMS	3,697	4,365	4,752	6,591	5,046	4,752
	LEVEL 3 TEXT UNIFORM RENTAL FOR 18 EMPLOYEES					TEXT AMT 4,752 4,752	
001-4300-541.52-15	POSTAL SERVICE	32	75	60	60	19	30
	LEVEL 3 TEXT \$5.00 PER MONTH X 12 MONTHS ***** REDUCTION PER CM (CLB 8-8-17)					TEXT AMT 60 30- 30	
001-4300-541.52-17	AGRICULTURE SUPPLIES	3,693	1,780	10,000	10,000	4,463	6,000
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	SOD FOR VEGETATION FOR MEDIAN AND RIGHT OF WAY IMPROVEMENTS ** REDUCTION PER CM 07-10-17 (NT)						8,000 2,000- 6,000
001-4300-541.53-00	ROAD MATERIAL & SUPPLY	9,037	8,445	12,000	12,484	8,150	12,000
LEVEL 3	TEXT ASPHALT FOR POTHOLE AND SHOULDER REPAIRS TACK SHELL LIMEROCK **REDUCTION PER CM 07-10-17 (NT) **ADD BACK IN \$2K PER CM (7-11-17 LP)					TEXT AMT	7,500 1,500 2,000 3,000 4,000- 2,000 12,000
001-4300-541.54-00	DUES & MEMBERSHIPS	0	1,085	1,350	1,350	1,010	1,480
LEVEL 3	TEXT CERTIFICATIONS FOR MOT, EROSION CONTROL, AND STORMWATER INSPECTION APWA MEMBERSHIP **NOTE: THREE (3) MEMBERSHIPS AT \$160.00 EACH					TEXT AMT	1,000 480 1,480
001-4300-541.54-01	BOOKS & SUBSCRIPTIONS	0	0	500	500	0	0
*	OPERATING EXPENSE	1,197,249	1,382,955	1,859,292	1,643,413	1,393,058	1,693,010
001-4300-541.64-00	MACH & EQUIPMENT	0	35,164	0	21,275	21,275	0
LEVEL 3	TEXT TRAFFIC CONTROL MESSAGE BOARDS **NOTE: TWO (2) UNITS @ \$18,000 EACH **REMOVE - WILL PURCHASE IN FY17 FROM UNRESTRICTED 301-4300-541-64-00 07-10-17 (NT)					TEXT AMT	36,000 36,000-
*	CAPITAL OUTLAY	0	35,164	0	21,275	21,275	0
001-4300-541.99-10	CONTINGENCY	0	0	0	210,725	0	0
*	NON-OPERATING EXPENSE	0	0	0	210,725	0	0
**	PUBLIC WORKS	1,960,595	2,252,721	2,855,080	2,895,547	2,173,584	2,687,244

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
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***	PUBLIC WORKS	1,960,595	2,252,721	2,855,080	2,895,547		2,173,584	2,687,244

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-4400-572.12-00	PARKS MAINTENANCE PARKS MAINTENANCE SALARIES AND WAGES	576,781	650,929	754,231	754,231	564,443	840,402
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	821,561
						WAGE INCREASE	18,841
						NEW: MAINTENANCE WORKER	26,109

						REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)	26,109-
							840,402
001-4400-572.14-00	OVERTIME	28,613	29,490	31,595	40,207	31,979	27,295
	LEVEL 3 TEXT					TEXT AMT	
						ORIGINAL BUDGET	31,595
						***REDUCED PER DEPT HEAD (CLB 8-8-17)	4,300-
							27,295
001-4400-572.21-00	FICA TAXES	42,519	47,418	60,094	60,753	41,755	66,395
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	65,281
						WAGE INCREASE	1,443
						NEW: MAINTENANCE WORKER	1,998

						REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)	1,998-

						REDUCTION OF OVERTIME (CLB 8-8-17)	329-
							66,395
001-4400-572.22-00	RETIREMENT CONTRIBUTIONS	62,885	89,075	102,003	102,003	73,241	109,908
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	107,235
						WAGE INCREASE	2,673
						NEW: MAINTENANCE WORKER	4,517

						REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)	4,517-
							109,908
001-4400-572.23-00	HEALTH INSURANCE	88,751	111,988	148,291	148,291	104,266	174,879
	LEVEL 3 TEXT					TEXT AMT	
						HEALTH	164,141
						DENTAL	8,950
						LIFE	1,744
						INCREASE ON LIFE	44

BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	NEW: MAINTENANCE WORKER *****						7,321
	REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)						7,321- 174,879
001-4400-572.24-00	WORKER'S COMPENSATION	10,294	10,966	13,862	14,013	1,753	16,815
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)						15,083
	WAGE INCREASE						358
	NEW: MAINTENANCE WORKER						457
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						1,501

	REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)						501-

	REDUCTION OF OVERTIME (CLB 8-8-17)						83- 16,815
001-4400-572.25-00	UNEMPLOYMENT COMPENSATION	0	0	0	0	237-	0
001-4400-572.26-00	EAP BENEFIT	639	747	798	798	634	898
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF						898
	NEW: MAINTENANCE WORKER						37

	REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)						37- 898
* PERSONNEL SERVICES		810,482	940,613	1,110,874	1,120,296	817,834	1,236,592
001-4400-572.31-13	OTHER PROF. SERVICES	0	1,900	0	0	0	0
001-4400-572.34-14	CONTRACT SERVICES OTHER	97,477	69,061	83,893	90,893	77,860	122,878
	LEVEL 3 TEXT					TEXT AMT	
	TURF MAINTENANCE CONTRACT (SPRAY & FERTILIZER)						62,559
	ATHLETIC FIELDS,DOG PARK,PARK BUILDINGS						
	CORACI, RIVERWALK 1A						
	** NEW RIVERWALK 1B TURF MAINTENANCE						25,920
	TREE MAINT.(TRIMMING/REMOVAL						4,800
	POND FOUNTAIN MAINTENANCE						3,128
	FIRE EXTINGUISHER/INSPECT,EXT. FOR ADULT CENTER,						2,671
	ADULT ANNEX,LAKESIDE,GYM,PARKS BUILDING,AND						
	3 CONCESSION STAND BUILDINGS						
	PEST & RODENT REMOVAL(PIGS,RACOONS,ETC.)						1,300
	WELDING MAINTENANCE - DOCKS,SOCCER GOALS,BLEACHERS						3,500
	STRIPPING/WAXING FLOORS @ ADULT CENTER						2,685
	RIVERWALK SPLASH PAD MAINTENANCE 1 MONTH						1,250

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	NEW INCREASE RIVERWALK SPLASH PAD MAINT. 11 MOS. ALLEN GREEN CENTER - VARIOUS SERVICES ***					13,750 2,000	
	REDUCE FLOOR WAXING AT ADULT CENTER PER CM (CLB 8-8-17)					685- 122,878	
001-4400-572.34-15	TEMP HELP SERVICE FEE	3,807	333	3,000	3,000	3,000	3,000
	LEVEL 3 TEXT TEMP SERVICES SPECIAL PROJECTS,STAFF SHORTAGE COVERAGE					TEXT AMT 3,000 3,000	
001-4400-572.34-20	MOWING CONTRACT SERVICE	153,478	193,244	249,000	249,000	232,120	262,608
	LEVEL 3 TEXT MOWING CONTRACT ANNEX,LAKESIDE,AIRPORT,SPRUCE CREEK RECREATIONAL FACILITY,AMPHITEATER,CITY CENTER GYM, MEMORIAL,RIVER FRONT,SOUTHWINDS,WHITE PLACE, WILLOW RUN,HARBOR OAKS CORACI,SKATE PARK,POWER LINE AREA @ CITY CENTER POWER LINE AREA CITY CIRCLE,RIVERWALK. ** NEW MOWING RIVERWALK 1B					TEXT AMT 249,000 13,608 262,608	
001-4400-572.40-00	TRAVEL PER DIEM	60	333	600	600	0	400
	LEVEL 3 TEXT MISC TRAVEL ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT 600 200- 400	
001-4400-572.40-10	EMPLOYEE TRAINING	415	985	1,900	1,000	459	1,000
	LEVEL 3 TEXT TRAINING MEDIA (SAFETY VIDEOS, BOOKS, ETC.) SEMINARS,COURSES INSIDE AND OUTSIDE CITY ***** REDUCE PER CM (CLB 8-8-17)					TEXT AMT 1,900 900- 1,000	
001-4400-572.41-00	COMMUNICATION SERVICES	1,799	4,437	4,920	4,920	2,861	4,000
	LEVEL TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

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	3 COMMUNICATIONS SERVICES - EJ WARD						4,000 4,000
001-4400-572.43-10	ELECTRICAL SERVICES	0	0	1,100	1,100	563	0
	LEVEL 3 TEXT ALLEN GREEN CENTER -ELECTRICAL SERVICES ***** REDUCE PER CM (CLB 8-8-17)					TEXT AMT 1,100 1,100-	
001-4400-572.44-10	EQUIP/OTHER RENTAL/LEASE	12,815	15,950	15,900	15,900	14,831	21,800
	LEVEL 3 TEXT STORAGE CONTAINERS SEPTIC SERVICES 45FT LIFT RENTAL FOR TREE LIGHTS LAKESIDE ROOF & CORACI NETS LIFT RENTAL SMALL LIFT FOR GYM & LAKESIDE CEILING RENTAL **ADDITIONAL PORTABLE RESTROOMS FOR SPECIAL EVENTS ** NEW LIFT RENTAL TREE TRIMMING FOR ALL PARKS **					TEXT AMT 3,600 4,500 5,259 2,541 1,400 4,500 21,800	
001-4400-572.44-13	FLEET FINANCING	101,543	120,928	120,900	120,900	100,750	114,749
001-4400-572.45-19	VEHICLE INSURANCE	6,698	6,706	6,961	6,961	5,801	8,220
	LEVEL 3 TEXT VEHICLE INSURANCE					TEXT AMT 8,220 8,220	
001-4400-572.46-10	GENERAL EQUIP MAINT	5,223	2,423	5,500	5,500	3,682	4,000
	LEVEL 3 TEXT GENERAL EQUIPMENT MAINT/SMALL EQUIPMENT REPAIRS CHARGED BACK FROM PUBLIC WORKS ALLEN GREEN CENTER - GENERAL MAINTENANCE *****8 REDUCE PER CM (CLB 8-8-17)					TEXT AMT 2,500 3,000 1,500- 4,000	
001-4400-572.46-12	VEH MAINT/REPAIR	56,574	47,252	54,746	50,746	48,847	55,746
	LEVEL 3 TEXT VEHICLE MAINTENANCE TRSF ** NEW VEHICLE MAINT. **					TEXT AMT 54,746 1,000 55,746	
001-4400-572.46-16	BUILDING REPAIRS	14,952	83,366	117,767	130,083	108,585	116,157

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BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
001-4400-572.49-66	TRF TO 506 BLDG MAINT FD	290,853	166,233	256,058	256,058	213,382	306,022
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 306,022 306,022	
001-4400-572.52-00	OTHER OPERATING SUPPLIES	32,512	16,295	5,500	5,500	4,108	5,500
	LEVEL 3 TEXT EVENT FOOD AND SUPPLIES TAPE,ZIP TIES,CAUTION TAPE,SURVEY FLAGS,ETC.					TEXT AMT 2,500 3,000 5,500	
001-4400-572.52-10	GAS,DIESEL,OIL,& GREASE	28,424	20,662	39,910	39,910	20,370	34,050
	LEVEL 3 TEXT EST UNLEADED 7,600 @ \$2.25 PER GALLON EST DIESEL 4,000 & \$2.75 PER GALLON EST DIESEL FOR GENERATORS 1,800 @ \$2.75 PER GAL ** NEW VEHICLE FUEL **					TEXT AMT 17,100 11,000 4,950 1,000 34,050	
001-4400-572.52-11	JANITORIAL SUPPLIES	18,328	14,613	21,500	21,500	9,609	21,500
	LEVEL 3 TEXT TRASH BAGS, PAPER TOWELS, DOGGY BAGS, CLEANING SUPPLIES, VACUUM CLEANERS, ETC. ** NEW ** DOGGIE STATIONS FOR RIVERWALK (2) **REMOVE DOGGIE STATIONS AT RIVERWALK PER CM (7-11-17 LP)					TEXT AMT 21,500 4,600 4,600- 21,500	
001-4400-572.52-12	UNIFORMS	5,140	5,243	6,350	6,350	5,836	7,050
	LEVEL 3 TEXT UNIFORM PURCHASE GLOVES,SAFETY GLASSES/VESTS,RAIN GEAR,RUBBER BOOTS **NEW HIRE **					TEXT AMT 5,300 1,050 700 7,050	
001-4400-572.52-17	AGRICULTURE SUPPLIES	29,626	14,659	35,200	25,200	7,261	30,000
	LEVEL 3 TEXT MULCH, PINE BARK, SOD, PLAYGROUND MULCH FERTILIZER, TOP CHOICE, WEED CHEMICALS RYE SEED *****					TEXT AMT 14,200 17,000 4,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	REDUCE PER CM (7-11-17 LP) *****						5,200- 30,000
001-4400-572.52-18	REP & MAINT SUPPLIES	31,108	56,845	35,472	38,816	42,612	35,472
	LEVEL 3 TEXT LANDSCAPING TREES, SHRUBS, PLANTS FENCING SUPPLIES 500FT @ \$10.00 PLUMBING REPAIRS TOILET, SINKS, WATER HEATERS, FAUCETS, MIRRORS, MINOR PARTS, ETC. GLASS REPAIRS IRRIGATION PUMP REPAIRS/REPLACEMENT REPAIR SUPPLIES FOR ALL PARKS, BUILDINGS, BOARDWALKS, BOAT RAMPS, FISHING PIERS AND PLAYGROUND EQUIPMENT, HAND TOOLS, FLORESCENT BULBS, BUBBLERS, FIXTURES, SCREWS, NAILS, NUTS, BOLTS, TIES					TEXT AMT 4,000 5,400 1,000 2,000 5,672 17,400 35,472	
* OPERATING EXPENSE		916,044	905,051	1,127,311	1,157,896	973,245	1,240,416
001-4400-572.63-00	IMP. OTHER THAN BLDGS	0	0	20,500	14,500	12,530	0
	LEVEL 3 TEXT *NEW: STAGE LIGHTING REPLACEMENT AT AMPHITHEATER **REMOVE STAGE LIGHTING PER CM (LP 7-11-17) *****					TEXT AMT 29,000 29,000-	
001-4400-572.63-97	PROJ CAPITAL OUTLAY	1,643	120,000	0	38,952	10,920	0
001-4400-572.64-00	MACH & EQUIPMENT	9,865	56,155	56,500	118,965	113,591	27,000
	LEVEL 3 TEXT *NEW FLEET* 8 PASSENGER VAN *NEW FLEET* 1500 PICK-UP TRUCK ***** REDUCE MAITNENANCE WORKER PER CM (CLB 8-8-17)					TEXT AMT 27,000 20,000 20,000- 27,000	
* CAPITAL OUTLAY		11,508	176,155	77,000	172,417	137,041	27,000
001-4400-581.91-32	TRANSFER TO 450/451	0	10,000	0	0	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
* TRANSFERS		0	10,000	0	0	0	0
001-4400-572.99-10	CONTINGENCY	0	0	0	0	0	10,000
	LEVEL 3					TEXT AMT	
							10,000
							10,000
* NON-OPERATING EXPENSE		0	0	0	0	0	10,000
** PARKS MAINTENANCE		1,738,034	2,031,819	2,315,185	2,450,609	1,928,120	2,514,008
*** PARKS MAINTENANCE		1,738,034	2,031,819	2,315,185	2,450,609	1,928,120	2,514,008

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-5100-572.12-00	RECREATION RECREATION SALARIES AND WAGES	334,580	373,772	314,264	314,264	262,960	368,036
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE NEW: RECREATION SUPERVISOR					TEXT AMT 319,182 9,300 39,554 368,036	
001-5100-572.14-00	OVERTIME	233	3,985	3,000	5,804	5,521	3,000
	LEVEL 3 TEXT OVERTIME TO COVER HOLIDAYS, PROGRAM COVERAGE, EVENTS					TEXT AMT 3,000 3,000	
001-5100-572.21-00	FICA TAXES	24,821	28,191	24,275	24,490	20,088	28,388
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE NEW: RECREATION SUPERVISOR					TEXT AMT 24,649 713 3,026 28,388	
001-5100-572.22-00	RETIREMENT CONTRIBUTIONS	40,743	51,489	43,894	43,894	37,896	53,859
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE NEW: RECREATION SUPERVISOR					TEXT AMT 47,681 1,431 4,747 53,859	
001-5100-572.23-00	HEALTH INSURANCE	41,073	41,078	35,500	35,500	26,563	44,632
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE NEW: RECREATION SUPERVISOR					TEXT AMT 34,385 1,860 1,012 31 7,344 44,632	
001-5100-572.24-00	WORKER'S COMPENSATION	2,362	2,873	3,334	3,384	762	4,658
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE NEW: RECREATION SUPERVISOR					TEXT AMT 3,462 158 692	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)							346 4,658
001-5100-572.26-00	EAP BENEFIT	245	260	187	187	161	225
	LEVEL 3 TEXT CURRENT STAFF NEW: RECREATION SUPERVISOR					TEXT AMT	188 37 225
-----		444,057	501,648	424,454	427,523	353,951	502,798
* PERSONNEL SERVICES							
001-5100-572.34-14	CONTRACT SERVICES OTHER	0	680	1,000	1,000	191	750
	LEVEL 3 TEXT COPY MACHINE SERVICE ***** REDUCE PER CM (LP 7-11-17) *****					TEXT AMT	1,000 250- 750
001-5100-572.40-00	TRAVEL PER DIEM	4,623	1,328	2,041	2,041	477	2,000
	LEVEL 3 TEXT TRAVEL FOR: STATE CONFERENCE - 4 EMPLOYEES AGENCY SUMMIT - 2 EMPLOYEES NATIONAL CONFERENCE - 1 EMPLOYEE ** NEW EMPLOYEE ** ***** REDUCE PER CM (7-11-17 LP) *****					TEXT AMT	2,041 500 541- 2,000
001-5100-572.40-10	EMPLOYEE TRAINING	0	1,430	1,820	1,820	146	2,020
	LEVEL 3 TEXT FRPA PROGRAM CLASSES FOR EMPLOYEES ** NEW EMPLOYEE **					TEXT AMT	1,820 200 2,020
001-5100-572.41-00	COMMUNICATION SERVICES	14,914	15,124	14,292	14,292	12,275	15,056
	LEVEL 3 TEXT ST OF FL APPROX. \$221 MO. ANALOG LINES = 12					TEXT AMT	2,652

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	FIRE ALARMS = 2 CREDIT CARD MACHINE FAX LINES = 6 AT&T APPROX. \$835 MO. CELL PHONES = 15 FULL TIME EMPLOYEES SUMMER CAMP = 5 EMPLOYEES INTERNET LINES/ACCESS @ PARKS BUILDINGS RIVERWALK 2 EMPLOYEES 2 MONTHS APPROX. \$120 MO. ** NEW EMPLOYEE CELL PHONES (3) ** ** NEW EMPLOYEE OFFICE PHONES ***** REDUCE PER CM (7-11-17 LP) *****						10,020 1,380 240 2,004 1,240- 15,056
001-5100-572.46-10	GENERAL EQUIP MAINT	0	3,900	3,700	3,700	3,500	3,700
	LEVEL 3 TEXT REC PRO MAINTENANCE					TEXT AMT 3,700 3,700	
001-5100-572.46-18	CONT MAINT/COMM EQUIP	0	152	0	0	0	0
001-5100-572.49-02	COMPUTER SOFTWARE	105	0	100	100	0	100
	LEVEL 3 TEXT PHOTO SHOP					TEXT AMT 100 100	
001-5100-572.49-14	FURN. & FIXTURES NON-CAP	0	0	2,000	2,000	1,603	2,000
	LEVEL 3 TEXT OFFICE FURNITURE & ACCESSORIES ** NEW EMPLOYEE DESK ** ***** REDUCE PER CM (7-11-17 LP) *****					TEXT AMT 2,000 1,500 1,500- 2,000	
001-5100-572.49-19	LICENSES, TAXES & FEES	0	0	0	3,201	0	0
001-5100-572.49-20	EQUIP & OTHER NON-CAPITAL	0	2,319	0	0	0	0
001-5100-572.51-00	OFFICE SUPPLIES	3,898	4,259	4,200	4,200	3,695	4,200
	LEVEL 3 TEXT OFFICE SUPPLIES FOR P & R DEPARTMENT ** NEW 4 EMPLOYEES ** ***** REDUCE PER CM (7-11-17 LP) *****					TEXT AMT 4,200 600 600-	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
							4,200	
001-5100-572.52-00	OTHER OPERATING SUPPLIES	4,334	4,555	4,000	4,000		1,649	3,000
	LEVEL 3 TEXT MISC ITEMS FOR MEETINGS, TRAINING, PARKS BOARD, RIBBON CUTTING, ETC.						TEXT AMT 3,000	
							3,000	
001-5100-572.52-15	POSTAL SERVICE	124	252	200	200		84	200
	LEVEL 3 TEXT POSTAL SERVICE						TEXT AMT 200 200	
001-5100-572.52-19	OTHER OPERATING- DONATED	0	0	0	500		0	0
001-5100-572.54-00	DUES & MEMBERSHIPS	390	1,720	2,000	2,000		380	2,160
	LEVEL 3 TEXT DUES & MEMBERSHIPS FRPA MEMBERSHIP 4 EMPLOYEES NRPA MEMBERSHIP 2 EMPLOYEES ** NEW FRPA MEMBERSHIP NEW EMPLOYEE **						TEXT AMT 2,000 160 2,160	
*	OPERATING EXPENSE	28,388	35,719	35,353	39,054		24,000	35,186
**	RECREATION	472,445	537,367	459,807	466,577		377,951	537,984

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
001-5101-572.12-00	SPECIAL EVENTS SALARIES AND WAGES	0	0	993	993	0	14,379
	LEVEL 3 TEXT CURRENT STAFF NEW: PROGRAM LEADER					TEXT AMT 5,749 8,630 14,379	
001-5101-572.21-00	FICA TAXES	0	0	76	76	0	1,101
	LEVEL 3 TEXT CURRENT STAFF NEW: PROGRAM LEADER					TEXT AMT 440 661 1,101	
001-5101-572.24-00	WORKER'S COMPENSATION	0	0	18	18	0	277
	LEVEL 3 TEXT CURRENT STAFF NEW: PROGRAM LEADER ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT 101 166 10 277	
-----		0	0	1,087	1,087	0	15,757
*	PERSONNEL SERVICES						
001-5101-572.31-13	OTHER PROF. SERVICES	20,131	650	0	0	0	0
001-5101-572.34-14	CONTRACT SERVICES OTHER	0	20,393	22,100	23,650	16,241	28,600
	LEVEL 3 TEXT FAMILY DAYS INFLATABLES HALLOWEEN ENTERTAINMENT CONCERTS IN THE PARK ENTERTAINMENT SPRING FAIR INFLATABLES 4TH OF JULY ENTERTAINERS & INFLATABLES JAZZ FEST & ART FEST ENTERTAINMENT MUSIC LICENSES,CERTIFICATIONS, WORKSHOPS, BACKGROUND CHECKS, ETC. GET FIT INSTRUCTORS CHRISTMAS EVENTS ** NEW ARTFEST JUDGE FEES ** (MOVED \$12K FOR ARTIST PRIZES TO 83-00) (LP 5-8-17) ** NEW P0150 BANDS,HISTORIC SPEAKERS,DJ,ETC.** ***** ELIMINATE ART SHOW FEES PER CM (CLB 8-8-17)					TEXT AMT 150 600 3,500 150 8,500 1,000 3,700 500 4,000 600 6,500 600- 28,600	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-5101-572.48-03	FIREWORKS	0	19,500	20,000	20,000	19,500	30,000
	LEVEL 3 TEXT JULY 4TH FIREWORKS PROGRAM ** NEW PO 150 FIREWORKS **					TEXT AMT 20,000 10,000 30,000	
001-5101-572.49-01	ADVERTISING	13,797	14,797	16,547	21,097	13,084	16,547
	LEVEL 3 TEXT CITY EVENT ADVERTISING HALLOWEEN, GET FIT, CONCERTS, ARTFEST, 4TH OF JULY. CHRISTMAS PARADE, TREE LIGHTING, ETC. GRAPHIC DESIGN WORK ** NEW ARTFEST ** ** NEW PO 150/FOUNDERS DAY** ***** ELIMINATE ART SHOW FEES PER CM (CLB 8-8-17) ELIMINATE FOUNDER'S DAY FEES PER CM (CLB 8-8-17)					TEXT AMT 14,547 2,000 1,000 4,500 1,000- 4,500- 16,547	
001-5101-572.52-00	OTHER OPERATING SUPPLIES	8,871	22,981	23,327	29,347	16,681	38,327
	LEVEL 3 TEXT FAMILY DAYS SUPPLIES HALLOWEEN DECORATIONS, PRIZES, GIFT BAGS, SUPPLIES GET FIT EXPO BAGS, LUNCH AND LEARN FOOD, FINALE GIVEAWAY PRIZES AND LUNCH. SPRING FAIR HAND-OUTS & SUPPLIES PARK OPENING DEDICATIONS, COMMUNITY MEETINGS EQUIPMENT & SUPPLIES SUPPLIES & DECORATIONS FOR ARTFEST, JAZZFEST, 4TH OF JULY, CHRISTMAS PROGRAMS, ETC. ** NEW EVENT PARTICIPATION SHIRTS, GET FIT, HOLIDAY CHOIR ** ** NEW ARTFEST BAGS / BOOK CARDS ** ** NEW BANNERS RIVERWALK ** ** NEW PO 150 INFLATABLES, KIDS GAMES, GIVEAWAYS, BANNERS, ORANGE ZEST PROJECT. ***** REMOVE BANNERS RIVERWALK PER CM 7-11-17 LP ***** ELIMINATE ART SHOW FEES PER CM (CLB 8-8-17) ELIMINATE FOUNDER'S DAY FEES PER CM (CLB 8-8-17)					TEXT AMT 200 780 3,200 150 2,197 16,800 2,500 700 3,000 18,500 3,000- 700- 6,000- 38,327	
* OPERATING EXPENSE		42,799	78,321	81,974	94,094	65,506	113,474

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
001-5101-572.83-00	OTHER GRANTS & AIDS	0	0	0	12,000	12,000	0
	LEVEL 3						
	TEXT ** NEW ARTFEST - ARTIST CASH PRIZES **					TEXT AMT	
	*****					12,000	
	ELIMINATE ART SHOW FEES PER CM (CLB 8-8-17)					12,000-	
*	GRANTS & AIDE	0	0	0	12,000	12,000	0
**	SPECIAL EVENTS	42,799	78,321	83,061	107,181	77,506	129,231

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	SENIOR DANCES						
001-5104-572.31-13	OTHER PROF. SERVICES	1,100	0	0	0	0	0
001-5104-572.52-00	OTHER OPERATING SUPPLIES	1,349	0	0	0	0	0
		-----	-----	-----	-----	-----	-----
*	OPERATING EXPENSE	2,449	0	0	0	0	0
		-----	-----	-----	-----	-----	-----
**	SENIOR DANCES	2,449	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
001-5106-572.12-00	SUMMER RECREATION SALARIES AND WAGES	9,490	8,607	20,396	76,143	55,952	68,172
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT 68,172 68,172	
001-5106-572.14-00	OVERTIME	12	0	0	0	30	0
001-5106-572.21-00	FICA TAXES	727	658	1,561	5,813	4,282	5,216
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT 5,216 5,216	
001-5106-572.24-00	WORKER'S COMPENSATION	125	97	357	2,858	97	1,307
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT 1,189 118 1,307	
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						
-----		10,354	9,362	22,314	84,814	60,361	74,695
*	PERSONNEL SERVICES						
001-5106-572.31-13	OTHER PROF. SERVICES	51,722	0	0	0	0	0
001-5106-572.34-15	TEMP HELP SERVICE FEE	0	65,331	62,500	0	0	0
	LEVEL 3 TEXT REMEDY STAFFING - FOR PLAYGROUNDS					TEXT AMT 62,500	
	17 SEASONAL EMPLOYEES						
	** REMEDY STAFF IS NOW ON CITY PAYROLL **					62,500-	
001-5106-572.40-10	EMPLOYEE TRAINING	0	456	0	0	0	0
001-5106-572.44-10	EQUIP/OTHER RENTAL/LEASE	29,239	30,780	33,000	33,000	30,000	33,000
	LEVEL 3 TEXT VOLUSIA COUNTY BUSSES FOR FIELD TRIPS					TEXT AMT 14,500 11,000 4,500 3,000 33,000	
	CAMP T-REC BUS						
	SCHOOL RENTAL						
	JUMPING BEANS INFLATABLES RENTAL						
001-5106-572.47-00	PRINTING AND BINDING	300	300	600	600	335	0
	LEVEL 3 TEXT FLYERS & HANDBOOKS					TEXT AMT 600	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	REDUCE PER CM (7-11-17 LP) *****						600-
001-5106-572.52-00	OTHER OPERATING SUPPLIES	20,008	24,458	20,000	20,000	11,088	16,500
	LEVEL 3 TEXT FIELD TRIPS FOR TEEN SITE AND ELEMENTARY SITE ENTRY FEES FOR THEME PARKS, ETC. GAMES, MEGAPHONES, ARTS & CRAFTS, ETC. ***** REDUCE PER DEPT HEAD (CLB 8-8-17)					TEXT AMT 17,000 3,000 3,500- 16,500	
001-5106-572.52-12	UNIFORMS	1,765	2,090	2,400	2,400	2,000	2,200
	LEVEL 3 TEXT STAFF & CAMPER UNIFORMS ***** REDUCE PER CM (7-11-17 LP) *****					TEXT AMT 2,400 200- 2,200	
001-5106-572.52-13	ED. & REC. SUPPLIES	2,486	0	0	0	0	0
*	OPERATING EXPENSE	105,520	123,415	118,500	56,000	43,423	51,700
**	SUMMER RECREATION	115,874	132,777	140,814	140,814	103,784	126,395

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
X-MAS PROGRAM							
001-5108-572.31-13	OTHER PROF. SERVICES	4,088	0	0	0	0	0
001-5108-572.47-00	PRINTING AND BINDING	390	0	0	0	0	0
001-5108-572.49-01	ADVERTISING	1,775	0	0	0	0	0
001-5108-572.52-00	OTHER OPERATING SUPPLIES	6,404	0	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
*	OPERATING EXPENSE	12,657	0	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
**	X-MAS PROGRAM	12,657	0	0	0	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
ADULT ACTIVITY 001-5109-572.12-00	SALARIES AND WAGES	0	0	42,936	42,936		30,952	43,810
	LEVEL 3	TEXT					TEXT AMT	
		CURRENT STAFF					42,941	
		WAGE INCREASE					869	
							43,810	
001-5109-572.14-00	OVERTIME	0	0	1,000	1,282		754	1,000
	LEVEL 3	TEXT					TEXT AMT	
		CURRENT STAFF					1,000	
							1,000	
001-5109-572.21-00	FICA TAXES	0	0	3,364	3,386		2,291	3,431
	LEVEL 3	TEXT					TEXT AMT	
		CURRENT STAFF					3,364	
		WAGE INCREASE					67	
							3,431	
001-5109-572.22-00	RETIREMENT CONTRIBUTIONS	0	0	3,474	3,474		2,945	3,579
	LEVEL 3	TEXT					TEXT AMT	
		CURRENT STAFF					3,474	
		WAGE INCREASE					105	
							3,579	
001-5109-572.23-00	HEALTH INSURANCE	0	0	6,971	6,971		5,940	7,321
	LEVEL 3	TEXT					TEXT AMT	
		HEALTH					6,877	
		DENTAL					372	
		LIFE					70	
		INCREASE ON LIFE					2	
							7,321	
001-5109-572.24-00	WORKER'S COMPENSATION	0	0	272	273		33	300
	LEVEL 3	TEXT					TEXT AMT	
		CURRENT STAFF					272	
		WAGE INCREASE					1	
		ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					27	
							300	
001-5109-572.26-00	EAP BENEFIT	0	0	37	37		32	37
	LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	CURRENT STAFF						37 37
*	PERSONNEL SERVICES	0	0	58,054	58,359	42,947	59,478
001-5109-572.31-13	OTHER PROF. SERVICES	957	1,215	1,500	1,500	1,500	1,500
	LEVEL 3 TEXT BANDS FOR DANCES & EVENTS					TEXT AMT 1,500 1,500	
001-5109-572.34-14	CONTRACT SERVICES OTHER	0	1,892	6,500	2,564	2,542	2,000
	LEVEL 3 TEXT FLOOR WAXING & CLEANING, WINDOW CLEANING COPIER SERVICES ***** REDUCE PER CM (CLB 8-8-17)					TEXT AMT 2,000 500- 2,000	
001-5109-572.46-11	REGULAR MAINT/INSP EQUIP	226	632	800	800	590	800
	LEVEL 3 TEXT FIRE SPRINKLER INSPECTIONS					TEXT AMT 800 800	
001-5109-572.47-00	PRINTING AND BINDING	548	0	0	0	0	0
001-5109-572.49-20	EQUIP & OTHER NON-CAPITAL	0	0	0	4,486	4,486	0
001-5109-572.52-00	OTHER OPERATING SUPPLIES	2,335	7,114	6,000	5,450	824	5,500
	LEVEL 3 TEXT REFRESHMENTS/FOOD FOR CLUB PARTIES,SHELVING, CENTER SUPPLIES, DANCE DECORATIONS,ETC. ***** REDUCE PER CM (CLB 8-8-17)					TEXT AMT 6,000 500- 5,500	
*	OPERATING EXPENSE	4,066	10,853	14,800	14,800	9,942	9,800
**	ADULT ACTIVITY	4,066	10,853	72,854	73,159	52,889	69,278

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
ALLEN GREEN CENTER							
001-5124-572.34-14	CONTRACT SERVICES OTHER	2,238	0	0	0	0	0
001-5124-572.46-10	GENERAL EQUIP MAINT	555	0	0	0	0	0
001-5124-572.46-16	BUILDING REPAIRS	1,663	0	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
*	OPERATING EXPENSE	4,456	0	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
**	ALLEN GREEN CENTER	4,456	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
001-5125-572.12-00	LAKESIDE CENTER SALARIES AND WAGES	12,475	18,352	53,596	53,596		37,994	47,468
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE						AMT 46,207 1,261 47,468	
001-5125-572.14-00	OVERTIME	0	153	1,000	1,378		846	1,000
	LEVEL 3 TEXT CURRENT STAFF						AMT 1,000 1,000	
001-5125-572.21-00	FICA TAXES	954	1,416	4,179	4,208		2,966	3,711
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE						AMT 3,614 97 3,711	
001-5125-572.22-00	RETIREMENT CONTRIBUTIONS	0	0	4,703	4,703		3,051	3,547
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE						AMT 3,444 103 3,547	
001-5125-572.23-00	HEALTH INSURANCE	0	0	6,988	6,988		5,204	7,335
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE						AMT 6,877 372 83 3 7,335	
001-5125-572.24-00	WORKER'S COMPENSATION	233	299	342	343		43	267
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						AMT 240 4 23 267	
001-5125-572.26-00	EAP BENEFIT	0	0	37	37		32	37
	LEVEL TEXT						AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
3	CURRENT STAFF						37 37
-----		-----	-----	-----	-----	-----	-----
*	PERSONNEL SERVICES	13,662	20,220	70,845	71,253	50,136	63,365
001-5125-572.31-13	OTHER PROF. SERVICES	8,526	0	0	0	0	0
001-5125-572.34-14	CONTRACT SERVICES OTHER	0	7,139	6,580	7,180	6,485	6,580
LEVEL 3	TEXT					TEXT AMT	
	MONITOR SECURITY SYSTEM & BI-ANNUAL SYSTEM INSPEC						730
	COASTAL CLEAR WINDOW CLEANING						3,000
	PLANT PEOPLE SERVICES						1,500
	LINEN CLEANING SERVICES						500
	PEST SPRAY SERVICE						350
	FIRE SUPPRESSION SERVICE & INSPECTION						500
							6,580
001-5125-572.41-00	COMMUNICATION SERVICES	180	422	360	360	120	360
LEVEL 3	TEXT					TEXT AMT	
	CABLE SERVICE \$30 MONTHLY						360
							360
001-5125-572.43-10	ELECTRICAL SERVICES	21,711	15,755	16,800	16,800	13,848	16,800
LEVEL 3	TEXT					TEXT AMT	
	FPL ELECTRIC SERVICE						16,500
	TECO GAS SERVICE \$25 MONTHLY						300
							16,800
001-5125-572.46-16	BUILDING REPAIRS	6,786	9,892	10,838	13,838	13,712	13,838
LEVEL 3	TEXT					TEXT AMT	
	CEILING TILES,PAINT TOUCH-UP,ETC.						2,000
	RE-SEAL FLOORS KITCHEN & BATHROOMS						2,000
	PLUMBING REPAIRS						135
	AUDIO VISUAL EQUIPMENT MAINT - SOUND STAGE						1,630
	FRIDGE/FREEZER AND ICE MACHINE SERVICE						1,673
	CARPET CLEANING SERVICES						1,200
	ROTO ROOTER SEWER SERVICE/CLEANING						1,200
	PAINT RESTROOMS AND KITCHEN						1,000
	** ADD FROM ACCT. 5125-4901 FOR MAINT. PAINTING **						3,000
							13,838
001-5125-572.49-01	ADVERTISING	9,072	6,426	5,500	1,900	185	2,500
LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	NEWS JOURNAL, FLYERS, MARKETING MATERIALS, ETC. **NEW ** DEDUCT OF 3,000 ADD TO ACCT 5125-4616						2,500
							2,500
001-5125-572.49-14	FURN. & FIXTURES NON-CAP	0	6,465	0	0	0	0
001-5125-572.49-19	LICENSES, TAXES & FEES	0	190	200	200	160	200
LEVEL 3	TEXT HEALTH DEPT.					TEXT AMT	
							200
							200
001-5125-572.52-00	OTHER OPERATING SUPPLIES	3,734	4,215	4,600	4,600	149	4,600
LEVEL 3	TEXT BUILDING SUPPLIES, TABLE CLOTHS, TABLE & CHAIR REPLACEMENTS, TABLE DECORATIONS, MISC. KITCHEN ITEMS, SIGNAGE REPLACEMENT, ETC. STAFF UNIFORMS * 5125-5212 NEEDS ESTABLISHED *					TEXT AMT	
							4,000
							600
							4,600
*	OPERATING EXPENSE	50,009	50,504	44,878	44,878	34,659	44,878
**	LAKESIDE CENTER	63,671	70,724	115,723	116,131	84,795	108,243
***	RECREATION	718,417	830,042	872,259	903,862	696,925	971,131

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
001-5200-579.12-00	ATHLETICS ATHLETICS SALARIES AND WAGES	132,720	200,014	237,636	237,636	164,761	289,078
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	230,645
						WAGE INCREASE	5,774
						LESS: REDUCTION OF PT PROG LEADER HOURS	36,087-
						NEW: PROGRAM SPECIALIST	28,182
						NEW: RECREATION SUPERVISOR	39,554
						NEW: ADMIN ASST	28,014
						**REDUCTION OF ADMIN ASST TO PT W/BENEFITS PER CM (CLB 7-11-17)	7,004-
							289,078
001-5200-579.14-00	OVERTIME	138	1,663	5,500	6,587	3,722	5,500
	LEVEL 3 TEXT					TEXT AMT	
						OVERTIME	5,500
						TOURNAMENTS, HOLIDAYS, EVENTS	
							5,500
001-5200-579.21-00	FICA TAXES	9,760	14,560	18,610	18,694	12,060	22,544
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	18,073
						WAGE INCREASE	442
						LESS: REDUCTION OF PT PROG LEADER HOURS	2,761-
						NEW: PROGRAM SPECIALIST	2,156
						NEW: ADMIN ASST	2,144
						NEW: RECREATION SUPERVISOR	3,026
						**REDUCTION OF ADMIN ASST TO PT W/BENEFITS PER CM (CLB 7-11-17)	536-
							22,544
001-5200-579.22-00	RETIREMENT CONTRIBUTIONS	9,745	16,216	18,265	18,265	14,546	29,641
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	18,984
						WAGE INCREASE	569
						NEW: PROGRAM SPECIALIST	2,819
						NEW: ADMIN ASST	3,362
						NEW: RECREATION SUPERVISOR	4,747
						**REDUCTION OF ADMIN ASST TO PT W/BENEFITS PER CM (CLB 7-11-17)	840-
							29,641
001-5200-579.23-00	HEALTH INSURANCE	15,238	22,740	27,962	27,962	21,106	47,699

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE NEW: PROGRAM SPECIALIST NEW: ADMIN ASST NEW: RECREATION SUPERVISOR **REDUCTION OF ADMIN ASST TO PT W/BENEFITS PER CM (CLB 7-11-17)					TEXT AMT 27,508 1,488 355 11 7,317 7,317 7,344 3,641- 47,699	
001-5200-579.24-00	WORKER'S COMPENSATION	1,883	2,755	3,618	3,638	273	4,656
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE LESS: REDUCTION OF HRS PT PROGRAM LEADERS NEW: PROGRAM SPECIALIST NEW: ADMIN ASST NEW: RECREATION SPECIALIST NEW: REDUCTION OF HRS PT PROGRAM LEADERS **REDUCTION OF ADMIN ASST TO PT W/BENEFITS PER CM (CLB 7-11-17) **ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT 3,594 84 588- 493 26 692 5- 360 4,656	
001-5200-579.26-00	EAP BENEFIT	92	141	150	150	116	262
	LEVEL 3 TEXT CURRENT STAFF NEW: PROGRAM SPECIALIST NEW: ADMIN ASST NEW: RECREATION SUPERVISOR					TEXT AMT 151 37 37 37 262	
* PERSONNEL SERVICES		169,576	258,089	311,741	312,932	216,584	399,380
001-5200-579.31-13	OTHER PROF. SERVICES	67,219	0	0	0	0	0
001-5200-579.34-14	CONTRACT SERVICES OTHER	0	76,950	80,045	77,845	73,851	84,048
	LEVEL 3 TEXT YOUTH & ADULT UMPIRES AND SCOREKEEPERS BACKGROUND CHECKS @ \$15 EACH ** INCREASED FOR YOUTH & ADULT SPORTS ** ** INCREASED BACKGROUND CHECKS **					TEXT AMT 75,795 4,250 3,790 213	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						84,048	
001-5200-579.40-00	TRAVEL PER DIEM	2,857	2,647	4,500	4,500	1,075	2,300
	LEVEL 3 TEXT					TEXT AMT	
						ATHLETIC CONFERENCE / FRPA 4 EMPLOYEES	1,500
						BABE RUTH TOURNAMENTS TRAVEL	3,000
						** NEW EMPLOYEES (2) **	800

						REDUCE BABE RUTH PROGRAM PER CM (CLB 8-8-17)	3,000-
							2,300
001-5200-579.40-10	EMPLOYEE TRAINING	0	1,079	1,500	1,500	0	1,820
	LEVEL 3 TEXT					TEXT AMT	
						ATHLETIC CONFERENCE / FRPA 4 EMPLOYEES	1,500
						ATHLETIC BUSINESS CONFERENCE / 2 EMPLOYEES	320
						** NEW EMPLOYEES (2) TRAININGS	1,820
001-5200-579.49-01	ADVERTISING	0	1,716	4,000	1,000	785	2,000
	LEVEL 3 TEXT					TEXT AMT	
						ATHLETIC ADVERTISING, FLYERS, ADS, RACK CARDS, ETC.	4,000
						REDUCED PER DEPARTMENT HEAD	2,000-
							2,000
001-5200-579.49-02	COMPUTER SOFTWARE	631	2,511	2,664	2,664	1,884	2,664
	LEVEL 3 TEXT					TEXT AMT	
						SERVER FEES TO SUPPORT REC- ALERT	2,664
						AVERAGE MONTHLY FEE \$220.00	
							2,664
001-5200-579.49-14	FURN. & FIXTURES NON-CAP	0	0	0	0	0	4,500
	LEVEL 3 TEXT					TEXT AMT	
						** NEW DESKS FOR (3) EMPLOYEES **	4,500
							4,500
001-5200-579.49-19	TAXES, LICENSES, FEES	12,457	16,956	16,344	16,344	14,784	4,800
	LEVEL 3 TEXT					TEXT AMT	
						BABE RUTH STATE DUES	125
						BABE RUTH CHARTER FEES	1,475
						BABE RUTH INSURANCE	7,194
						ALL STAR TOURNAMENT FEES	3,400
						CREDIT CARD MERCHANT FEES, VISA, MASTER CARD, AM EXP,	4,800

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
TELECHECK							

REDUCE BABE RUTH PROGRAM PER CM (CLB 8-8-17)						12,194- 4,800	
001-5200-579.49-20	EQUIP & OTHER NON-CAPITAL	1,500	0	0	3,278	2,777	0
001-5200-579.52-00	OTHER OPERATING SUPPLIES	20,733	30,501	27,485	37,157	26,702	31,685
LEVEL 3		TEXT				TEXT AMT	
		YOUTH & ADULT EQUIP., BASKETBALLS, BASEBALLS, BATS, HELMETS, PITCHING MACHINE, KICKBALLS, CATCHER GLOVES, PENNIES, SOFTBALL MASKS, SOCCER, NETS, GOALS, VOLLEYBALL, ETC.				8,185	
		** NEW ADDITIONAL EQUIPMENT **				2,210	
		MISC SUPPLIES FOR SPECIAL ACTIVITIES, TRYOUTS, YOUTH CLINICS, STAFF MEETINGS, ETC.				2,800	
		** NEW ADDITIONAL SUPPLIES **				140	
		BANNERS				3,500	
		YOUTH & ADULT TROPHIES / AWARDS				11,500	
		** NEW ADDITIONAL TROPHIES/AWARDS **				575	
		SENIOR GAMES EQUIPMENT & AWARDS				1,500	
		** NEW ADDITIONAL SENIOR GAMES AWARDS, BANNERS, BACKDROP, SNACKS. **				675	
		** NEW PROGRAM PICKLEBALL **				600	
						31,685	
001-5200-579.52-12	UNIFORMS	37,074	50,694	47,220	53,970	45,922	58,620
LEVEL 3		TEXT				TEXT AMT	
		UNIFORMS FOR YOUTH SPORTS				45,700	
		**NEW ADDITIONAL **				10,000	
		ADULT SPORTS CHAMPIONSHIP SHIRTS				1,520	
		** NEW SENIOR GAMES SHIRTS **				1,200	
		** NEW (3) NEW EMPLOYEES **				200	
						58,620	
001-5200-579.52-16	MEDICAL & LAB SUPPLIES	300	304	750	0	0	750
LEVEL 3		TEXT				TEXT AMT	
		FIRST AID ITEMS -ICE PACKS, BAND-AIDS, GLOVES, ETC.				750	
						750	
* OPERATING EXPENSE		142,771	183,358	184,508	198,258	167,780	193,187
001-5200-579.64-00	MACH & EQUIPMENT	0	0	6,000	0	0	0
* CAPITAL OUTLAY		0	0	6,000	0	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015	FY2016	FY2017	FY2017	FY2017	ACTUAL ENCMBRNCE	FY2018 CM PROP
		Actual	Actual	Orig/Adopted Budget	Adjusted Budget	Y-T-D INCLD		
**	ATHLETICS	----- 312,347	----- 441,447	----- 502,249	----- 511,190	----- 384,364	----- 592,567	
***	ATHLETICS	----- 312,347	----- 441,447	----- 502,249	----- 511,190	----- 384,364	----- 592,567	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
ADMINISTRATION ADMINISTRATION 001-7000-519.12-00	SALARIES AND WAGES	2,092	2,502	7,500	0	0	0
	LEVEL 3						
	TEXT ***** THIS BUDGET WAS INCORPORATED INTO THE CITY MANAGER'S BUDGET 001-1200 IN FY17. *****						
001-7000-519.21-00	FICA TAXES	160	191	574	0	0	0
001-7000-519.24-00	WORKER'S COMPENSATION	2	2	7	0	0	0
*	PERSONNEL SERVICES	2,254	2,695	8,081	0	0	0
001-7000-519.41-00	COMMUNICATION SERVICES	90	106	90	0	0	0
001-7000-519.52-00	OTHER OPERATING SUPPLIES	539	261	450	0	0	0
*	OPERATING EXPENSE	629	367	540	0	0	0
001-7000-519.83-00	OTHER GRANTS AND AID	250	400	600	0	0	0
*	GRANTS & AIDE	250	400	600	0	0	0
**	ADMINISTRATION	3,133	3,462	9,221	0	0	0
***	ADMINISTRATION	3,133	3,462	9,221	0	0	0
****	GENERAL FUND	31,413,661	34,271,671	36,446,004	46,057,139	38,689,529	36,726,931

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	TAX INCREMENT EASTPORT						
102-0000-311.10-00	CURRENT AD VALOREM	59,471	59,699	62,310	62,310	62,311	77,896
	LEVEL 3 TEXT					TEXT AMT	
	PROPERTY VALUE 17,952,215 X 4.4542 MILLS PER 1000 AT 95% (PRELIM VALUES CLB 6-16-17)					75,965	

	ADD'L RV DUE TO INCREASE IN MILLAGE TO 4.4770 (LP 7-13-17)					391	

	ADD'L RV DUE TO INCREASE IN MILLAGE TO 4.8370 PROP VALUE AT \$17,952,879 (LP 7-13-17)					6,140	

	REDUCE RV DUE TO DECREASE IN MILLAGE TO 4.5673 FY18 ESTIMATE IS NOW \$77,896 (LP 8-7-17)					4,600-	

						77,896	
102-0000-338.15-00	TAX INCREMENT FUNDS	101,651	105,630	103,771	103,771	103,940	119,576
	LEVEL 3 TEXT					TEXT AMT	
	TIF PROPERTY VALUES - \$17,952,879 / 1000 X 6.2989 COUNTY MILLS @95%					107,429	
	HALIFAX HOSPITAL TIF @ .7122 MILL @ 95%					12,147	

	(08-07-17 NT)					119,576	
102-0000-361.10-00	INTEREST EARNINGS-INVESTM	2,368	2,403	1,500	1,500	2,053	2,400
102-0000-369.90-00	MISC REVENUE	21	15	0	0	10,684	0
102-0000-389.10-00	APPROPRIATED FUND BAL	0	0	15,992	33,108	0	0
	LEVEL 3 TEXT					TEXT AMT	
	EST FUND BALANCE REQUIRED TO BALANCE THE FUND (NT 06-29-17)					2,730	

	ADJUSTMENT (LP 7-13-17)					2,730-	

*		163,511	167,747	183,573	200,689	178,988	199,872
**	TAX INCREMENT EASTPORT	163,511	167,747	183,573	200,689	178,988	199,872

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
102-1000-552.45-10	COMMERCIAL POLICY INS	4,950	5,116	5,250	5,250	5,227	5,484
	LEVEL 3 TEXT					TEXT AMT	
	FLORIDA MUNICIPAL INSURANCE TRUST LIABILITY					5,250	
	INSURANCE FOR CRA PROPERTY.						

	INCREASE DUE TO QUOTE RECIEVED FOR \$5,484						234
	(LP 8-9-17)						

						5,484	
102-1000-552.49-03	ADVERTISING EXPENSE	679	82	1,000	1,000	0	1,000
	LEVEL 3 TEXT					TEXT AMT	
	LOOPNET ADVERTISING: \$170/QUARTER = \$680					680	
	ADDITIONAL FUNDING FOR RFP TO SELL 2 LOTS					320	
	LACK OF USAGE IN FY15 DUE TO HIRING REAL ESTATE						
	AGENT WHO ADVERTISED THE PROPERTIES. ALSO INCLUDES						
	PUBLIC HEARINGS ADVERTISEMENTS FOR ANNUAL REPORT						
	AND OTHER MEETINGS IF SCHEDULED.						
						1,000	
102-1000-552.52-15	POSTAL SERVICE	0	8	100	100	0	100
	LEVEL 3 TEXT					TEXT AMT	
	MAILING COSTS TO SEND AMENDED PLAN TO TAXING					100	
	AUTHORITIES BY CERTIFIED MAIL AS REQUIRED BY						
	FLORIDA STATUTE. FUNDS NEEDED IF PLAN IS AMENDED.						
						100	
102-1000-552.54-00	DUES & MEMBERSHIPS	548	175	550	550	548	550
	LEVEL 3 TEXT					TEXT AMT	
	FLORIDA REDEVELOPMENT ASSOCIATION MEMBERSHIP \$745						
	ANNUALLY SPLIT BETWEEN EASTPORT AND TOWN CENTER						
	CRA'S = \$372.50						375
	DEPARTMENT OF ECONOMIC OPPORTUNITY MEMBERSHIP \$175						175
	ANNUALLY AS REQUIRED BY STATE STATUTE.						
						550	
* OPERATING EXPENSE		6,177	5,381	6,900	6,900	5,775	7,134
102-1000-552.83-00	OTHER GRANTS & AIDS	0	15,000	0	8,090	0	0
* GRANTS & AIDE		0	15,000	0	8,090	0	0

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
102-1000-581.91-72	TRF TO 217 EASTPORT NOTE	180,596	181,184	176,673	176,673	147,228	177,066
	LEVEL 3 TEXT FUND FY18 DEBT SERVICE IN 217 FUND (NT 06-19-17)					TEXT AMT 177,066 177,066	
*	TRANSFERS	180,596	181,184	176,673	176,673	147,228	177,066
102-1000-552.99-10	CONTINGENCY	0	0	0	9,026	0	15,672
	LEVEL 3 TEXT BALANCE FUND (LP 7-13-17)					TEXT AMT 3,801	
	***** INCREASE DUE TO UPDATED COUNTY TIF AND HALIFAX HOSPITAL TIF (NT 8-7-17) *****					12,105	
	***** DECREASE TO FUND INCREASE IN INSURANCE ON LINE 45-10 (LP 8-9-17) *****					234-	
						15,672	
*	NON-OPERATING EXPENSE	0	0	0	9,026	0	15,672
**	NON DEPARTMENTAL	186,773	201,565	183,573	200,689	153,003	199,872
***	NON DEPARTMENTAL	186,773	201,565	183,573	200,689	153,003	199,872
****	TAX INCREMENT EASTPORT	186,773	201,565	183,573	200,689	153,003	199,872

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
TAX INCREMENT TOWN CENTER							
103-0000-311.10-00	CURRENT AD VALOREM	39,142	42,329	53,543	53,543	53,656	59,264
	LEVEL 3 TEXT					TEXT AMT	
	PROPERTY VALUE 13,558,790 X 4.4542 MILLS PER 1000 AT 95% (PRELIM VALUES CLB 6-16-17)					57,374	

	ADD'L RV DUE TO INCREASE IN MILLAGE TO 4.4770 (LP 7-13-17)					718	

	ADD'L RV DUE TO INCREASE IN MILLAGE TO 4.8370 PROP VALUE \$13,658,693 (LP 7-13-17)					4,672	

	REDUCE RV DUE TO DECREASE IN MILLAGE TO 4.5673 FY18 ESTIMATE IS NOW \$59,264 (LP 8-7-17)					3,500-	

						59,264	
103-0000-334.69-01	#VO-PO-13-98	7,750	12,127	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
	PENDING FOR FY16						
103-0000-334.69-02	#VO-PO-14-105 RIVERWALK	30,000	170,000	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
	PENDING FOR FY16						
103-0000-334.69-03	#VO-PO-14-106 RIVERWALK	43,763	35,345	0	20,892	0	0
	LEVEL 3 TEXT					TEXT AMT	
	PENDING FOR FY16						
103-0000-334.69-04	#VO-PO-15-107 RIVERWALK	0	32,720	0	217,280	0	0
103-0000-337.70-10	ECHO 15-10 RIVERWALK PH I	39,600	1,198	0	392,605	0	0
103-0000-338.15-00	TAX INCREMENT FUNDS	66,903	75,452	89,170	89,170	89,503	90,974
	LEVEL 3 TEXT					TEXT AMT	
	TIF PROPERTY VALUE - \$13,658,693 / 1000 X 6.2989 COUNTY MILLS @95%					81,733	
	HALIFAX HOSPITAL TIF @ .7211 MILLS @ 95%					9,241	

	(NT 08-07-17)						
						90,974	
103-0000-349.30-00	PROPERTY TAX RECOVERY	3,803	3,862	3,271	3,271	3,129	0
	LEVEL 3 TEXT					TEXT AMT	
	CARDWELL IS NO LONGER A TENANT AT THE PROPERTY,						

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
LOCATED AT 3571 RIDGEWOOD AVE. AND THE PROPERTY TAX RECOVERY REV IS ELIMINATED FOR FY18 (06-29-17 NT)							
103-0000-361.10-00	INTEREST EARNINGS-INVESTM	968	703	1,200	1,200	785	1,200
103-0000-362.14-00	SANDY POINT PROG SPORTS	0	200	0	0	1,200	0
103-0000-362.15-00	CARDWELL LEASE	24,000	24,000	2,000	2,000	2,000	0
LEVEL 3		TEXT LEASE EXPIRED 12/31/16 - NO REV TO BUDGET FOR FY18 (06-29-17 NT)					TEXT AMT
103-0000-369.90-00	MISC REVENUE	12	7	0	0	7	0
103-0000-381.50-00	TRANSFER FROM 508 FUND	0	0	310,000	310,000	0	328,000
LEVEL 3		TEXT TRANSFER FROM LOAN POOL 508 TO COVER DEBT SRVC ***WILL REEVALUATE ONCE THE PROPERTY APPR RELEASES THE PROPERTY VALUES (06-29-17) *ADJUSTMENT FOR ECONOMIC DEVELOPMENT INCENTIVE					TEXT AMT 308,000 20,000 328,000
103-0000-381.73-00	TRANSFER FROM 317 FUND	0	0	0	5,000	5,000	0
103-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	94,692	0	0
*		255,941	397,943	459,184	1,189,653	155,280	479,438
** TAX INCREMENT TOWN CENTER		255,941	397,943	459,184	1,189,653	155,280	479,438
*** TAX INCREMENT TOWN CENTER		255,941	397,943	459,184	1,189,653	155,280	479,438
**** TAX INCREMENT TOWN CENTER		255,941	397,943	459,184	1,189,653	155,280	479,438

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
103-1000-552.34-14	CONTRACT SERVICES OTHER	0	0	0	1,112	1,112	0
103-1000-552.43-10	ELECTRICAL SERVICES	584	422	700	600	391	700
LEVEL 3	TEXT FUNDING FOR 3999 S. RIDGEWOOD AVE. MONUMENT SIGN LIGHTING AND 3843 S. RIDGEWOOD FOR HALIFAX TRAILER PARK LIGHTING. THE HALIFAX TRAILER PARK FEES WILL BE TRANSFERRED TO THE PARKS AND REC OPERATING BUDGET WHEN THEY TAKE OVER RIVERWALK PARK.					TEXT AMT 700	
						700	
103-1000-552.43-12	LIBRARY IMPACT/UTILITY	228	833	2,056	1,056	514	2,056
LEVEL 3	TEXT FUNDING FOR WATER METERS FOR LANDSCAPING AT 3999 RIDGEWOOD AVE. FOR THE MONUMENT SIGN AREA AND 3483 RIDGEWOOD AVE. FOR WATER METERS AT THE HALIFAX TRAILER PARK AREA. THE HALIFAX TRAILER PARK FEES WILL BE TRANSFERRED TO THE PARKS AND REC OPERATING BUDGET WHEN THEY TAKE OVER RIVERWALK PARK. ***** NEW: PENNA COURT UTILITY BILL (\$129.60/MONTH) (LP 6-13-16)					TEXT AMT 500	
						1,556	
						2,056	
103-1000-552.43-13	GARBAGE	0	0	0	0	58	0
103-1000-552.43-14	DRAINAGE	0	0	0	267	233	480
LEVEL 3	TEXT 4 UNITS(ERU'S) @ \$10/MONTH X 12 MONTHS = \$480 LOCATION ID 567 3571 RIDGEWOOD AVE CUSTOMER ACCOUNT 145809-567 ***** 1 ERU = \$120 YEAR X 4 = \$480 ***** (LP 8-7-17)					TEXT AMT 480	
						480	
103-1000-552.45-10	COMMERCIAL POLICY INS	4,950	5,120	5,250	5,383	5,383	5,670
LEVEL 3	TEXT FLORIDA MUNICIPAL TRUST INSURANCE LIABILITY INSURANCE FOR CRA PROPERTY. *****					TEXT AMT 5,250	

* OPERATING EXPENSE	10,113	10,412	13,806	13,623	11,994	14,286
103-1000-552.61-00 LAND	108,575	180,039	0	0	0	0
103-1000-552.63-97 PROJ CAPITAL OUTLAY	381,325	61,703	0	736,871	731,537	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
* CAPITAL OUTLAY		489,900	241,742	0	736,871	731,537	0
103-1000-552.72-11	INTEREST INTERNAL LOANS	24,466	29,026	39,568	34,568	16,560	44,488
	LEVEL 3						
	TEXT					TEXT	AMT
	INT ON \$410K LOAN POOL LOAN						10,342
	INT ON \$294,725 LOAN POOL LOAN						5,895
	INT ON FY15 \$279,964 LOAN POOL LOAN						4,200
	INT ON FY16 \$304,029 LOAN POOL LOAN						4,561
	INT ON INTERFUND LOAN OF \$44K FROM 001 FUND						880
	INT ON FY14 \$210,000 LOAN POOL LOAN						3,150
	INT ON FY15 \$114,000 FROM 001 FUND						2,280
	INT ON FY15 \$180,500 FROM 001 FUND						3,610
	INT ON FY17 \$310,000 LOAN POOL LOAN						4,650
	INT ON FY18 \$328,000 LOAN POOL LOAN						4,920
							44,488
* DEBT SERVICE		24,466	29,026	39,568	34,568	16,560	44,488
103-1000-552.83-00	OTHER GRANTS & AIDS	0	0	0	0	0	18,290
	LEVEL 3						
	TEXT					TEXT	AMT
	PLACEHOLDER FOR ECONOMIC DEVELOPMENT INCENTIVE						20,000

	REDUCTION (08-07-17 NT)						1,710-
							18,290
* GRANTS & AIDE		0	0	0	0	0	18,290
103-1000-581.91-78	TFR TO 218 TWN CTR BOND	350,592	401,192	404,591	404,591	337,159	402,374
	LEVEL 3						
	TEXT					TEXT	AMT
	FUND FY18 DEBT SERVICE ON TOWN CENTER IN 218 FUND						399,624
	FUND OTHER DEBT SERVICE FEES IN 218 FUND						2,750
							402,374
* TRANSFERS		350,592	401,192	404,591	404,591	337,159	402,374
103-1000-552.99-10	CONTINGENCY	0	0	1,219	0	0	0
	LEVEL 3						
	TEXT					TEXT	AMT
	ADJUSTMENT TO BALANCE FUND (LP 7-13-17)						470

	REMOVED TO PARTIALLY OFFSET NEW \$480 XP IN						470-

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
				43-14 FOR DRAINAGE CHARGES (LP 8-7-17) *****			
*	NON-OPERATING EXPENSE	0	0	1,219	0	0	0
**	NON DEPARTMENTAL	875,071	682,372	459,184	1,189,653	1,097,250	479,438
***	NON DEPARTMENTAL	875,071	682,372	459,184	1,189,653	1,097,250	479,438
****	TAX INCREMENT TOWN CENTER	875,071	682,372	459,184	1,189,653	1,097,250	479,438

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
RECREATION FACILITIES							
106-0000-347.59-00	RENTAL	33,750	33,750	33,750	0	0	135,000
	LEVEL 3 TEXT YMCA RENTAL-100% OF \$11,250*12 TO FUND CAPITAL PROJECTS. 05-12-17 NT					TEXT AMT 135,000	
						135,000	
106-0000-361.10-00	INTEREST EARNINGS-INVESTM	4,858	5,874	3,000	3,000	4,532	3,000
106-0000-362.01-00	YMCA RENTAL	70,740	70,740	70,740	70,740	58,950	70,740
	LEVEL 3 TEXT YMCA R&R (\$5,895 * 12)					TEXT AMT 70,740	
						70,740	
106-0000-369.90-00	MISC REVENUE	3	0	0	0	0	0
106-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	81,861	0	21,760
*		109,351	110,364	107,490	155,601	63,482	230,500
**	RECREATION FACILITIES	109,351	110,364	107,490	155,601	63,482	230,500
***	RECREATION FACILITIES	109,351	110,364	107,490	155,601	63,482	230,500
****	RECREATION FACILITIES	109,351	110,364	107,490	155,601	63,482	230,500

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL								
NON DEPARTMENTAL								
106-1000-572.31-13	OTHER PROF. SERVICES	0	0	0	12,770		12,770	0
106-1000-572.34-14	CONTRACT SERVICES OTHER	0	0	2,000	2,000		0	2,000
106-1000-572.43-10	ELECTRICAL SERVICES	1,620	1,562	2,500	2,500		560	2,500
106-1000-572.46-15	YMCA REPAIR & MAINTENANCE	35,846	4,783	4,500	10,244		2,500	5,000
106-1000-572.46-16	BUILDING REPAIRS	0	3,987	0	4,134		0	0
		-----	-----	-----	-----	-----	-----	-----
*	OPERATING EXPENSE	37,466	10,332	9,000	31,648		15,830	9,500
106-1000-572.62-00	BUILDING AND IMP. TO	45,140	0	0	0		0	0
106-1000-572.63-97	PROJ CAPITAL OUTLAY	20,914	256,795	58,048	83,511		72,783	221,000
	LEVEL	TEXT				TEXT AMT		
	3	* PLACEHOLDER FOR FY18 CIP PROJECTS* 05-08-17 NT				221,000		
AIR CONDITIONER REPLACEMENTS QPC049 -\$16,000								
POOL RESURFACE - \$135,000								
EXTERIOR REPAIRS AND PAINTING - \$70,000.								
221,000								
106-1000-572.64-00	MACH & EQUIPMENT	240,054	0	0	0		0	0
		-----	-----	-----	-----	-----	-----	-----
*	CAPITAL OUTLAY	306,108	256,795	58,048	83,511		72,783	221,000
106-1000-572.99-10	CONTINGENCY	0	0	40,442	40,442		0	0
		-----	-----	-----	-----	-----	-----	-----
*	NON-OPERATING EXPENSE	0	0	40,442	40,442		0	0
		-----	-----	-----	-----	-----	-----	-----
**	NON DEPARTMENTAL	343,574	267,127	107,490	155,601		88,613	230,500
		-----	-----	-----	-----	-----	-----	-----
***	NON DEPARTMENTAL	343,574	267,127	107,490	155,601		88,613	230,500

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	RECREATION						
	LAKESIDE CENTER						
106-5125-572.41-00	COMMUNICATION SERVICES	287	0	0	0	0	0
*	OPERATING EXPENSE	287	0	0	0	0	0
**	LAKESIDE CENTER	287	0	0	0	0	0
***	RECREATION	287	0	0	0	0	0
****	RECREATION FACILITIES	343,861	267,127	107,490	155,601	88,613	230,500

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
BUILDING SPECIAL REV FUND							
109-0000-322.10-00	BUILDING	1,201,737	918,234	1,110,000	1,110,000	1,602,981	1,200,000
	LEVEL 3 TEXT BASE PROJECTION					TEXT AMT 1,200,000 1,200,000	
109-0000-329.10-04	EDUCATION & TRAINING FEE	4,387	3,591	4,500	4,500	1,871	4,500
	LEVEL 3 TEXT BASE PROJECTION					TEXT AMT 4,500 4,500	
109-0000-329.10-06	INSPECTION FEES	19,090	14,410	15,000	15,000	32,270	15,000
	LEVEL 3 TEXT RE-INSPECTION FEES ARE RECORDED IN THIS ACCOUNT					TEXT AMT 15,000 15,000	
109-0000-329.10-07	ARCHIVING FEE-BUILDING	25,165	25,180	22,000	22,000	27,900	22,000
	LEVEL 3 TEXT BASE PROJECTION					TEXT AMT 22,000 22,000	
109-0000-361.10-00	INTEREST EARNINGS-INVESTM	9,047	14,363	9,000	9,000	13,972	9,000
109-0000-369.90-00	MISC REVENUE	140	126	0	0	271	0
109-0000-381.16-00	TRANSFER FROM 001	2,613	0	0	0	0	0
109-0000-389.10-00	APPROPRIATED FUND BAL	0	0	25,259	466,911	0	155,070
	LEVEL 3 TEXT UTILIZED TO BALANCE THE FUND (LP 6-20-17)					TEXT AMT 134,063	
	ADJUSTMENT (LP 6-30-17)					3,397	
	ADJUSTMENT (TR 7-11-17)					2,000	
	ADJUSTMENT (LP 7-13-17)					15,673	
	ADJUSTMENT TO BALANCE FUND (LP 8-9-17)					63- 155,070	
109-0000-389.40-00	APPROPRIATED TRAINING FB	0	0	36,000	36,000	0	7,000
	LEVEL 3 TEXT TRAINING REGISTRATION					TEXT AMT 7,000	
	INSPECTOR PARTIAL SALARY (WAS \$19K FY17)						
	NEW INSPECTOR PARTIAL SALARY (WAS \$12K IN FY17)					7,000	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ACTUAL ENCMBRNCE	FY2018 CM PROP
*		1,262,179	975,904	1,221,759	1,663,411	1,679,265	1,412,570
**	BUILDING SPECIAL REV FUND	1,262,179	975,904	1,221,759	1,663,411	1,679,265	1,412,570
***	BUILDING SPECIAL REV FUND	1,262,179	975,904	1,221,759	1,663,411	1,679,265	1,412,570
****	BUILDING SPECIAL REV FUND	1,262,179	975,904	1,221,759	1,663,411	1,679,265	1,412,570

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
COMMUNITY DEVELOPMENT BUILDING DIVISION							
109-1901-515.12-00	SALARIES AND WAGES	499,332	516,462	660,881	645,881	459,620	689,906
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	627,663
						WAGE INCREASE	16,768
						NEW:RECLASSIFY ADMIN ASST TO PERMIT LIC TECH (FROM 001-1902 TO 109-1901)	35,979
						NEW:RECLASSIFY STAFF ASST TO LIC PERMIT TECH	3,577
						NEW:RECLASSIFY LIC PERMIT TECH TO SR LIC PERM TECH	5,919
							689,906
109-1901-515.14-00	OVERTIME	20,650	42,662	20,000	30,000	68,231	35,000
	LEVEL 3 TEXT					TEXT AMT	
						OVERTIME NEEDED TO ADDRESS PEAK VOLUME DAYS. WORKLOAD CONTINUES TO TYPICALLY EXCEED 20 INSPECTIONS PER DAY PER INSPECTOR WITH SOME DAYS EXCEEDING 30-35 THAT CANNOT BE COMPLETED IN 8 HOURS. WORKLOAD HAS GONE UP SUBSTANTIALLY WITH THE ECONOMIC RECOVERY AND SUBSTANTIAL WEST SIDE RESIDENTIAL DEVELOPMENT. HIGH NUMBERS IN CURRENT FY ARE DUE TO THE HURRICANE AND 2 VACANCIES IN THE FIRST QUARTER.	35,000
							35,000
109-1901-515.15-10	CERTIFICATIONS/LICENSES	0	0	650	650	125	750
	LEVEL 3 TEXT					TEXT AMT	
						LICENSE RENEWALS FOR INTERNATIONAL CODE COUNCIL, INSPECTOR/PLANS EXAMINER LICENSES FOR 7 BUILDING STAFF AND 2 SR. PERMIT TECHS AND BUILDING PERMIT COORDINATOR.	650
						INCREASE DUE TO 2 SR. PERMIT TECH'S AND 1 BUILDING PERMIT COORDINATOR OBTAINING LICENSES.	100
							750
109-1901-515.21-00	FICA TAXES	37,705	40,070	52,095	52,860	38,081	55,466
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	50,605
						WAGE INCREASE	1,376
						NEW:RECLASSIFY ADMIN ASST TO PERMIT LIC TECH (FROM 001-1902 TO 109-1901)	2,753
						NEW:RECLASSIFY STAFF ASST TO LIC PERMIT TECH	279
						NEW RECLASSIFY LIC PERMIT TECH TO SR LIC PERM TECH	453
							55,466

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
109-1901-515.22-00	RETIREMENT CONTRIBUTIONS	55,576	66,025	83,696	83,696	66,374	89,152
	LEVEL 3						
	TEXT					TEXT	AMT
	CURRENT STAFF						82,231
	WAGE INCREASE						2,366
	NEW:RECLASSIFY ADMIN ASST TO PERMIT LIC TECH (FROM 001-1902 TO 109-1901)						3,598
	NEW:RECLASSIFY STAFF ASST TO LIC PERMIT TECH						365
	NEW:RECLASSIFY LIC PERMIT TECH TO SR LIC PERM TECH						592
							89,152
109-1901-515.23-00	HEALTH INSURANCE	55,143	58,143	87,765	87,765	60,121	99,497
	LEVEL 3						
	TEXT					TEXT	AMT
	HEALTH						85,963
	DENTAL						4,650
	LIFE						1,478
	WAGE INCREASE LIFE						46
	NEW:RECLASSIFY ADMIN ASST TO PERMIT LIC TECH (FROM 001-1902 TO 109-1901)						7,336
	NEW:RECLASSIFY STAFF ASST TO LIC PERMIT TECH						9
	NEW:RECLASSIFY LIC PERMIT TECH TO SR LIC PERM TECH						15
							99,497
109-1901-515.24-00	WORKER'S COMPENSATION	4,366	3,448	4,416	4,505	4,104	4,951
	LEVEL 3						
	TEXT					TEXT	AMT
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)						4,360
	WAGE INCREASE						115
	NEW:RECLASSIFY ADMIN ASST TO PERMIT LIC TECH (FROM 001-1902 TO 109-1901)						33
	NEW:RECLASSIFY STAFF ASST TO LIC PERMIT TECH						4
	NEW:RECLASSIFY LIC PERMIT TECH TO SR LIC PERM TECH						6
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)_						433
							4,951
109-1901-515.26-00	EAP BENEFIT	313	283	468	468	259	505
	LEVEL 3						
	TEXT					TEXT	AMT
	CURRENT STAFF						468
	NEW:RECLASSIFY ADMIN ASST TO PERMIT LIC TECH FROM 001-1902 TO 109-1901)						37
							505
* PERSONNEL SERVICES		673,085	727,093	909,971	905,825	696,915	975,227

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
109-1901-515.31-13	OTHER PROF. SERVICES	9,392	58,769	0	22,500	0	0
109-1901-515.34-14	CONTRACT SERVICES OTHER	0	15,951	20,000	135,000	120,464	57,000
LEVEL 3	TEXT					TEXT AMT	
	*3RD YEAR OF 3 YEAR PROJECT TO OUTSOURCE SCANNING OF PAST YEARS (1980-2020) PLANS AND PERMITS. APPROX \$25,000 OF THE PROPOSED \$55,000 BUDGET WILL COMPLETE SCANNING OF ALL HISTORICAL FILES AND NOT BE NEEDED IN THE FUTURE.					25,000	
	*ADDITIONAL FUNDING FOR OUTSIDE AGENCIES FOR INSPECTORS, BUILDING PLAN REVIEW & OTHER SERVICES INCLUDING FRONT COUNTER TEMPORARY SUPPORT. FUNDS FOR CONTRACT INSPECTORS AND PLAN REVIEWERS ARE NOT SPENT UNLESS THERE IS STAFF TURNOVER OR HIGH WORKLOAD. THIS SUPPORT WILL REDUCE OT NEEDS AND REDUCE PHYSICAL DEMANDS ON INSPECTIONS STAFF DURING PEAK WORKLOADS. EXPENDITURES IN THIS LINE MAY BE OFFEST WITH REVENUE FROM PERMIT REVIEW FEES BECUASE USE WOULD LIKELY BE THE RESULT OF HIGHER BUILDING ACTIVITY THAN NORMAL.					22,200	
	*ALSO INCLUDES FUNDING FOR INITIAL TECHNICAL SUPPORT FROM THE SELECTED VENDOR FOR IMPLEMENTATION OF NEW ELECTRONIC PERMITTING SOFTWARE.					7,800	
	ADD 10% OF PLANNING & DEVELOPMENT SCANNING PROJECT					1,500	
	ADD 10% OF ENGINEERING SCANNING PROJECT (TR7-11-17)					500	
						57,000	
109-1901-515.34-15	TEMP HELP SERVICE FEE	548	0	0	0	0	0
109-1901-515.40-00	TRAVEL PER DIEM	0	0	500	500	250	0
109-1901-515.40-01	BUILD DIV TRAVEL & TRAIN	1,988	2,849	5,000	2,500	2,697	7,000
LEVEL 3	TEXT					TEXT AMT	
	FUNDS ARE FOR TRAINING RELATED TO ENFORCEMENT OF THE FLORIDA BUILDING CODE, SUCH AS, CODE CONFERENCES, CONTINUING EDUCATION CLASSES, LICENSE TRAINING, STATE OF FLORIDA CODE HEARINGS, AND INTERNATIONAL CODES. LOW EXPENDITURES IN PRIOR FY'S DUE TO SHORTAGE OF STAFF AND LACK OF TIME TO ATTEND TRAINING DUE TO HIGH WORKLOAD. FUNDS SUPPORT 7 BUILDING STAFF WITH MULTIPLE LICENSES REQUIRING CEU'S AND ARE AVAILABLE FOR 4 PERMIT TECHNICIANS' TRAINING. A MAJORITY OF THE TRAINING OPPORTUNITIES TYPICALLY OCCUR AFTER THE MIDPOINT OF THE FY. ALSO INCLUDES TRAINING FOR ANY NEW EMPLOYEES HIRED. TRAINING PREDICTED TO TAKE PORTION OF 1-5 YEARS TO GET THE NEW INSPECTORS					7,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	FULLY LICENSED. PORTION OF INCREASE DUE TO 2 SR. PERMIT TECHSAND 1 BUILDING PERMIT COORDINATOR NEEDING TRAINING TO OBTAIN LICENSES. (THIS TRAINING WOULD PRIMARILY BE STAFF SPENDING TIME WITH OTHER COMMUNITIES USING THIS SAME PRODUCT WHO ARE FURTHER ALONG IN THE PROCESS OF IMPLEMENTATION.) PORTION OF INCREASE DUE TO IMPLEMENTATION OF ELECTRONIC PERMITTING SOFTWARE. FUNDS WILL BE USED FOR SITE VISITS TO SEE DIFFERENT SOFTWARE OPTIONS AND TRAINING DURING AND AFTER IMPLEMENTATION. CROSS-TRAINING PROGRAMS FOR PLAN REVIEW AND INSPECTIONS. CURRENT LICENSED EMPLOYEES CAN BECOME CERTIFIED IN ADDITIONAL CATEGORIES, BUILDING, ELECTRICAL, MECHANICAL, PLUMBING. HAVING LICENSED INSPECTORS AND REVIEWER IN MULTIPLE CATEGORIES MAKES US MORE EFFICIENT IN PROVIDING INSPECTION AND REVIEW SERVICES. \$495 X 11 = \$5445.00 FOR APPLICATIONS \$80 (AVG) x 22 (EST 1 yr)=\$1760 FOR CLASSES (BOAF) THE TRAINING RESERVES BUILT UP DURING THE RECESSION YEARS WHEN TRAVEL WAS NOT ALLOWED BY CM DIRECTION HAS OVER \$50,000 THAT NEED TO BE USED.						
						7,000	
109-1901-515.41-00	COMMUNICATION SERVICES	10,030	10,535	10,400	10,400	9,578	10,400
	LEVEL 3 TEXT CHARGES FOR OFFICE AND MOBILE COMMUNICATION LINES AND FLEET GPS AIR CHARGES. FUNDS SUPPORT 7 INSPECTORS/PLANS EXAMINERS AND 4 PERMIT TECHNICIANS.					TEXT AMT 10,400	
						10,400	
109-1901-515.44-13	FLEET FINANCING	2,209	8,762	17,724	17,724	14,770	24,255
109-1901-515.45-19	VEHICLE INSURANCE	3,152	1,863	1,547	1,547	1,289	1,731
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 1,731 1,731	
109-1901-515.46-11	REGULAR MAINT/INSP EQUIP	1,992	2,123	2,100	2,100	2,100	2,100
	LEVEL 3 TEXT MAINTENANCE AGREEMENTS FOR COPIERS.					TEXT AMT 2,100 2,100	
109-1901-515.46-12	VEH MAINT/REPAIR	11,308	7,022	13,000	13,000	3,822	13,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	3 UPDATED FOR FY18					77,397 77,397	
109-1901-515.49-90	ADMIN SERVICE FEES	34,496	34,037	42,701	42,701	35,584	52,330
	LEVEL 3 TEXT 3 UPDATED FOR FY18					TEXT AMT 52,330 52,330	
109-1901-515.51-00	OFFICE SUPPLIES	2,095	2,171	3,000	3,000	2,026	3,000
	LEVEL 3 TEXT 3 STANDARD OFFICE SUPPLIES FOR A STAFF OF 11.					TEXT AMT 3,000 3,000	
109-1901-515.52-00	OTHER OPERATING SUPPLIES	384	3,253	1,500	1,500	1,611	1,500
	LEVEL 3 TEXT 3 OFFICE EQUIPMENT. FIELD TOOLS AND EQUIPMENT, MISCELLANEOUS GEAR AND EMERGENCY PREPAREDNESS EQUIPMENT, DISASTER ASSESSMENT SUPPLIES, MISC.					TEXT AMT 1,500 1,500	
109-1901-515.52-10	GAS, DIESEL, OIL, & GREASE	7,062	5,517	9,200	9,200	5,626	8,280
	LEVEL 3 TEXT 3 EST UNLEADED 3,680 GALLONS @ \$2.25 PER GALLON					TEXT AMT 8,280 8,280	
109-1901-515.52-12	UNIFORMS	2,955	609	3,000	3,000	1,076	3,000
	LEVEL 3 TEXT 3 UNIFORMS AND SAFETY BOOTS FOR BUILDING INSPECTORS, PLANS EXAMINER, AND PERMIT TECHS. 7 STAFF WITH EXTENSIVE FIELD WORK ON CONSTRUCTION SITES REQUIRES REGULAR REPLACEMENT. PRIOR YEAR EXPENSES VARIED WITH CONTRACT TYPE AND STAFF TURNOVER. DECREASE IS DUE TO CHANGE IN VENDORS.					TEXT AMT 3,000 3,000	
109-1901-515.52-15	POSTAL SERVICE	350	332	400	400	345	400
	LEVEL 3 TEXT 3 MISCELLANEOUS MAILINGS INCLUDING NOTICES TO APPLICANTS CONCERNING EXPIRATION OF PERMITS.					TEXT AMT 400 400	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
109-1901-515.54-00	DUES & MEMBERSHIPS	1,241	1,114	650	3,150	3,070	4,500
	LEVEL 3 TEXT					TEXT AMT	
	MEMBERSHIP DUES FOR PROFESSIONAL ORGANIZATIONS SUCH AS: BUILDING OFFICIALS ASSOCIATION, INTERNATIONAL ASSOCIATION OF ELECTRICAL INSPECTORS INTERNATIONAL CODE COUNCIL, AND OTHER PROFESSIONAL MEMBERSHIPS FOR 7 BUILDING STAFF AND 4 PERMIT LICENSING TECHS. *****						1,500
	INCREASE DUE TO PAYING FLORIDA BENCHMARKING CONSORTIUM (FBC) ANNUAL MEMBERSHIP. MEMBERSHIP FEE INCREASING FROM \$2,500 TO \$3,000 IN FY18. (LP/FINANCE 4-14-17) **						3,000
							4,500
109-1901-515.54-01	BOOKS & SUBSCRIPTIONS	4,862	379	2,000	2,000	953	6,000
	LEVEL 3 TEXT					TEXT AMT	
	NEW AND REQUIRED BOOKS AND MAGAZINE SUBSCRIPTIONS. NEW CODE BOOKS AND COMMENTARIES ARE PURCHASED LATE IN FY. INCONSISTENT SPENDING IN THIS LINE DUE TO PURCHASING UPDATES TO THE FL BUILDING CODE THAT TYPICALLY OCCUR IN 3 YEAR CYCLES. FY18 IS A PURCHASING CYCLE YEAR. (\$570 X 7 BOOK SETS = \$3,990)						2,000
							4,000
							6,000
* OPERATING EXPENSE		309,835	354,110	305,788	443,288	350,288	417,343
109-1901-515.64-15	ADP EQUIPMENT	0	13,700	0	308,298	4,080	0
* CAPITAL OUTLAY		0	13,700	0	308,298	4,080	0
109-1901-515.99-10	CONTINGENCY	0	0	0	0	0	20,000
	LEVEL 3 TEXT					TEXT AMT	
	CONTINGENCY POOL - COUNCIL PRIORITIES						20,000 20,000
109-1901-515.99-50	COMPRESSION RESERVE	0	0	6,000	6,000	0	0
* NON-OPERATING EXPENSE		0	0	6,000	6,000	0	20,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
**	BUILDING DIVISION	982,920	1,094,903	1,221,759	1,663,411		1,051,283	1,412,570
***	COMMUNITY DEVELOPMENT	982,920	1,094,903	1,221,759	1,663,411		1,051,283	1,412,570
****	BUILDING SPECIAL REV FUND	982,920	1,094,903	1,221,759	1,663,411		1,051,283	1,412,570

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
CDBG SPECIAL REVENUE FUND							
110-0000-331.19-27	CDBG MISCELLANEOUS	196,373	259,193	268,806	530,731	241,884	266,593
	LEVEL 3						
	TEXT CDBG FY2017 ACTION PLAN						
	*GOING TO PUBLIC HEARING ON 8/1/17						
	TO BE APPROVED BY COUNCIL						
						266,593	
110-0000-361.10-00	INTEREST EARNINGS-INVESTM	993	1,431	0	0	1,099	0
*		197,366	260,624	268,806	530,731	242,983	266,593
**	CDBG SPECIAL REVENUE FUND	197,366	260,624	268,806	530,731	242,983	266,593
***	CDBG SPECIAL REVENUE FUND	197,366	260,624	268,806	530,731	242,983	266,593
****	CDBG SPECIAL REVENUE FUND	197,366	260,624	268,806	530,731	242,983	266,593

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
110-1904-554.12-00	COMMUNITY DEVELOPMENT ADMINISTRATION SALARIES AND WAGES	21,985	18,698	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	21,235
						WAGE INCREASE	494
						*MOVED TO PROFESSIONAL SERVICES 31-13 (8/26/16 JM)	21,729-
110-1904-554.21-00	FICA TAXES	1,656	1,404	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	1,625
						WAGE INCREASE	38
						*MOVED TO PROFESSIONAL SERVICES 31-13 (8/26/16 JM)	1,663-
110-1904-554.22-00	RETIREMENT CONTRIBUTIONS	2,613	3,001	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	3,099
						WAGE INCREASE	77
						*MOVED TO PROFESSIONAL SERVICES 31-13 (8/26/16 JM)	3,176-
110-1904-554.23-00	HEALTH INSURANCE	1,601	1,952	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
						HEALTH	1,946
						DENTAL	124
						LIFE	47
						INCREASE ON LIFE	2
						*MOVED TO PROFESSIONAL SERVICES 31-13 (8/26/16 JM)	2,119-
110-1904-554.24-00	WORKER'S COMPENSATION	21	152	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	20
						*CALCULATION REVISIONS (7/22/16 JLM)	12
						*MOVED TO PROFESSIONAL SERVICES 31-13 (8/26/16 JM)	32-
110-1904-554.26-00	EAP BENEFIT	12	11	0	0	0	0
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	11

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
*MOVED TO PROFESSIONAL SERVICES 31-13 (8/26/16 JM)							11-
* PERSONNEL SERVICES		27,888	25,218	0	0	0	0
110-1904-554.31-13	OTHER PROFESSIONAL SERV	0	39,460	53,761	53,761	10,948	53,319
	LEVEL 3 TEXT PLANNING & ADMINISTRATION (P&A) BUDGET FROM THE CDBG FY2017 ACTION PLAN					TEXT AMT 53,319 53,319	
110-1904-554.34-14	CONTRACT SERVICES OTHER	0	0	0	15,037	0	0
* OPERATING EXPENSE		0	39,460	53,761	68,798	10,948	53,319
110-1904-554.61-00	LAND	100-	0	0	0	0	0
110-1904-554.63-97	PROJ CAPITAL OUTLAY	169,532	196,490	215,045	461,933	236,889	213,274
	LEVEL 3 TEXT VIRGINIA & MONROE DRAINAGE IMPROVEMENTS PROJECT CDBG08					TEXT AMT 213,274 213,274	
* CAPITAL OUTLAY		169,432	196,490	215,045	461,933	236,889	213,274
** ADMINISTRATION		197,320	261,168	268,806	530,731	247,837	266,593
*** COMMUNITY DEVELOPMENT		197,320	261,168	268,806	530,731	247,837	266,593
**** CDBG SPECIAL REVENUE FUND		197,320	261,168	268,806	530,731	247,837	266,593

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
'06 & '16 GO BOND DEBT SRV							
214-0000-311.10-00	CURRENT AD VALOREM	1,068,225	1,074,999	902,691	902,691	899,758	901,786
	LEVEL 3						
	TEXT					TEXT AMT	
	2,982,735,229 X 0.3183 MILLS PER 1,000 @ 95%					901,934	
	REVENUES WILL BE UPDATED WHEN FINAL VALUES ARE						
	RECEIVED JULY 1ST (NT 06-19-17)						
	** FROM DR420DEBT - 2,990,702,263 X 0.3174 MILLS						148-
	PER 1,000 @ 95% = \$901,786						901,786
214-0000-311.20-00	DELINQUENT	22,430	21,343	0	0	19,021	0
214-0000-311.30-00	INTEREST DELINQ. TAXES	924	1,257	0	0	0	0
214-0000-361.10-00	INTEREST EARNINGS-INVESTM	5,498	2,757	1,200	1,200	3,657	1,200
	LEVEL 3						
	TEXT					TEXT AMT	
	INTEREST EARNINGS ESTIMATE (06-19-17 NT)					1,200	
						1,200	
214-0000-385.01-00	PROCEEDS REFUNDING BONDS	0	12,895,000	0	0	0	0
214-0000-385.77-00	BOND PREMIUM	0	1,063,353	0	0	0	0
*		1,097,077	15,058,709	903,891	903,891	922,436	902,986
**	'06 & '16 GO BOND DEBT SRV	1,097,077	15,058,709	903,891	903,891	922,436	902,986
***	'06 & '16 GO BOND DEBT SRV	1,097,077	15,058,709	903,891	903,891	922,436	902,986
****	'06 & '16 GO BOND DEBT SRV	1,097,077	15,058,709	903,891	903,891	922,436	902,986

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
214-1000-517.71-10	PRINCIPAL PAYMENT BONDS	385,000	400,000	540,000	540,000	540,000	485,000
214-1000-517.72-10	INTEREST BONDS	694,598	679,775	362,668	362,668	362,668	415,870
		LEVEL	TEXT			TEXT	AMT
		3	10/01/2017 INTEREST				207,935
			04/01/2018 INTEREST				207,935
							415,870
214-1000-517.73-00	OTHER DEBT SERVICE	750	750	1,223	1,223	750	2,116
214-1000-517.73-11	ISSUE COSTS	0	144,944	0	0	0	0
214-1000-517.74-00	DEPOSIT TO ESCROW	0	13,807,115	0	0	0	0
* DEBT SERVICE		1,080,348	15,032,584	903,891	903,891	903,418	902,986
** NON DEPARTMENTAL		1,080,348	15,032,584	903,891	903,891	903,418	902,986
*** NON DEPARTMENTAL		1,080,348	15,032,584	903,891	903,891	903,418	902,986
**** '06 & '16 GO BOND DEBT SRV		1,080,348	15,032,584	903,891	903,891	903,418	902,986

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
EASTPORT TAX INC NOTE							
217-0000-361.10-00	INTEREST EARNINGS-INVESTM	289	271	0	0	300	0
217-0000-381.71-00	TRANSFER FROM EASPORT 102	180,596	181,184	176,673	176,673	147,228	177,066
*		180,885	181,455	176,673	176,673	147,528	177,066
**	EASTPORT TAX INC NOTE	180,885	181,455	176,673	176,673	147,528	177,066
***	EASTPORT TAX INC NOTE	180,885	181,455	176,673	176,673	147,528	177,066
****	EASTPORT TAX INC NOTE	180,885	181,455	176,673	176,673	147,528	177,066

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
217-1000-517.71-10	PRINCIPAL PAYMENT BONDS	110,000	115,000	115,000	115,000	115,000	120,000
217-1000-517.72-10	INTEREST BONDS	70,596	66,184	61,673	61,673	61,673	57,066
	LEVEL 3						
	TEXT						
	10/01/2017 INTEREST						29,710
	04/01/2018 INTEREST						27,356
							57,066
*	DEBT SERVICE	180,596	181,184	176,673	176,673	176,673	177,066
**	NON DEPARTMENTAL	180,596	181,184	176,673	176,673	176,673	177,066
***	NON DEPARTMENTAL	180,596	181,184	176,673	176,673	176,673	177,066
****	EASTPORT TAX INC NOTE	180,596	181,184	176,673	176,673	176,673	177,066

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
2007 TWN CTR BOND DEBT SV							
218-0000-361.10-00	INTEREST EARNINGS-INVESTM	1,180	805	0	0	823	0
218-0000-381.57-00	TRANSFER FROM 103	350,592	401,192	404,591	404,591	337,159	402,374
	LEVEL TEXT					TEXT AMT	
	3 2007 TOWN CTR FY18 DEBT SERVICE P&I					399,624	
	FUND OTHER FY18 DEBT SERV 73-00					2,750	
						402,374	
218-0000-381.81-00	TRANSFER FROM 318 FUND	0	337	0	0	0	0
*		351,772	402,334	404,591	404,591	337,982	402,374
**	2007 TWN CTR BOND DEBT SV	351,772	402,334	404,591	404,591	337,982	402,374
***	2007 TWN CTR BOND DEBT SV	351,772	402,334	404,591	404,591	337,982	402,374
****	2007 TWN CTR BOND DEBT SV	351,772	402,334	404,591	404,591	337,982	402,374

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
218-1000-517.71-10	PRINCIPAL PAYMENT BONDS	110,000	165,000	175,000	175,000	175,000	180,000
218-1000-517.72-10	INTEREST BONDS	237,841	233,441	226,841	226,841	226,841	219,624
	LEVEL 3	TEXT		TEXT		AMT	
		10/01/2017 INTEREST		10/01/2017 INTEREST		109,812	
		04/01/2018 INTEREST		04/01/2018 INTEREST		109,812	
						219,624	
218-1000-517.73-00	OTHER DEBT SERVICE	750	750	2,750	2,750	0	2,750
*	DEBT SERVICE	348,591	399,191	404,591	404,591	401,841	402,374
**	NON DEPARTMENTAL	348,591	399,191	404,591	404,591	401,841	402,374
***	NON DEPARTMENTAL	348,591	399,191	404,591	404,591	401,841	402,374
****	2007 TWN CTR BOND DEBT SV	348,591	399,191	404,591	404,591	401,841	402,374

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
2014 CAPITAL IMPV BOND							
220-0000-361.10-00	INTEREST EARNINGS-INVESTM	6,286	1,718	10,000	10,000	2,151	10,000
220-0000-381.21-00	TRANSFER FRM DRAINAGE	83,501	83,628	83,223	83,223	69,353	83,137
	LEVEL 3 TEXT 2014 CAP IMPRV BOND (7.2% OF \$1,154,676)					TEXT AMT 83,137 83,137	
220-0000-381.56-00	TRANSFER FROM 506	626,257	627,170	624,173	624,173	520,144	623,525
	LEVEL 3 TEXT 2014 CAPITAL IMPRV BOND (54% OF \$1,154,676)					TEXT AMT 623,525 623,525	
220-0000-389.10-00	APPROPRIATED FUND BAL	0	0	448,479	448,479	0	448,014
	LEVEL 3 TEXT OFFSET GENERAL FUND 001 & BUS DEVL P FND 626 AMTS WITH APPROPRIATED EQUITY IN THE 220 FUND					TEXT AMT 448,014	
	GEN FUND AMT: \$415,683						
	BUS DVLP AMT: 32,331						
	\$448,014 TOTAL					448,014	
*		716,044	712,516	1,165,875	1,165,875	591,648	1,164,676
**	2014 CAPITAL IMPV BOND	716,044	712,516	1,165,875	1,165,875	591,648	1,164,676
***	2014 CAPITAL IMPV BOND	716,044	712,516	1,165,875	1,165,875	591,648	1,164,676
****	2014 CAPITAL IMPV BOND	716,044	712,516	1,165,875	1,165,875	591,648	1,164,676

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
220-1000-517.71-10	PRINCIPAL PAYMENT BONDS	165,000	525,000	530,000	530,000	530,000	545,000
220-1000-517.72-10	INTEREST BONDS	446,249	636,425	625,875	625,875	625,875	609,676
	LEVEL 3	TEXT		TEXT		AMT	
		10/01/2017 INTEREST				310,288	
		04/01/2018 INTEREST				299,388	
						609,676	
220-1000-517.73-00	OTHER DEBT SERVICE	4,950	2,450	10,000	10,000	0	10,000
	LEVEL 3	TEXT		TEXT		AMT	
		ARBITRAGE REPORT FEE				2,500	
		ADMIN FEE FROM BNY MELLON				750	
		WIRE PROCESSING FEE FR BNY MELLON (IF APPLICABLE)				50	
		OTHER				6,700	
						10,000	
*	DEBT SERVICE	616,199	1,163,875	1,165,875	1,165,875	1,155,875	1,164,676
**	NON DEPARTMENTAL	616,199	1,163,875	1,165,875	1,165,875	1,155,875	1,164,676
***	NON DEPARTMENTAL	616,199	1,163,875	1,165,875	1,165,875	1,155,875	1,164,676
****	2014 CAPITAL IMPV BOND	616,199	1,163,875	1,165,875	1,165,875	1,155,875	1,164,676

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
CAPITAL PROJECTS FUND							
301-0000-312.41-00	1-6[LOCAL OPTION GAS TAX	660,570	718,495	681,282	681,282	494,193	703,250
	LEVEL 3 TEXT DEPT OF REVENUE 6/29/17 ESTIMATE \$740,263 @ 95% 07/12/17 NT					TEXT AMT 703,250	
						703,250	
301-0000-312.42-00	1-5[LOCAL OPTION FUEL	489,605	533,992	619,025	619,025	366,206	405,328
	LEVEL 3 TEXT DEPT OF REVENUE 6/29/17 ESTIMATE \$426,661 @ 95% 07/12/17 NT					TEXT AMT 405,328	
						405,328	
301-0000-334.49-11	FDOT LAP 4302281586801	3,185	0	0	0	0	0
301-0000-361.10-00	INTEREST EARNINGS-INVESTM	17,015	27,019	7,000	7,000	23,703	7,000
301-0000-369.90-00	MISC REVENUE	0	146	0	10,255	10,255	0
301-0000-389.10-00	APPROPRIATED FUND BAL	0	0	7,659	2,335,593	0	221,663
	LEVEL 3 TEXT PRELIMINARY ESTIMATE TO BALANCE FUND 6-7-17 NT					TEXT AMT 29,934	
	** INCREASE AS REVENUE ESTIMATES FOR THE RESTRICTED GAS TAX CAME LOWER THAN EXPECTED. 07-12-17 (NT)					191,729	
						221,663	
*		1,170,375	1,279,652	1,314,966	3,653,155	894,357	1,337,241
**	CAPITAL PROJECTS FUND	1,170,375	1,279,652	1,314,966	3,653,155	894,357	1,337,241
***	CAPITAL PROJECTS FUND	1,170,375	1,279,652	1,314,966	3,653,155	894,357	1,337,241
****	CAPITAL PROJECTS FUND	1,170,375	1,279,652	1,314,966	3,653,155	894,357	1,337,241

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
PUBLIC WORKS							
PUBLIC WORKS							
301-4300-541.31-13	OTHER PROF. SERVICES	0	1,980	0	81,110	79,890	0
301-4300-541.31-63	PROJECT PROFESSIONAL SERV	3,402	0	0	100,000	0	0
301-4300-541.44-13	FLEET FINANCING	69,089	74,722	90,064	90,064	75,053	113,089
301-4300-541.46-00	REPAIR & MAINT. SERVICES	0	3,402	3,402	3,402	3,402	3,402
LEVEL 3		TEXT				TEXT AMT	
		OMI001 OAK STREET RR CROSSING REPAIR FOR FY18				1,701	
		OMI002 CHARLES ST RR CROSSING REPAIR FOR FY18				1,701	
						3,402	
301-4300-541.46-03	TRAFFIC SIGNAL MAINT	0	8,928	47,000	73,072	0	0
301-4300-541.49-20	EQUIP & OTHER NON-CAPITAL	0	0	13,500	13,500	4,195	6,750
LEVEL 3		TEXT				TEXT AMT	
		*BARRICADES WITH SOLAR LIGHTS- QUANTITY (40)				5,000	
		*TRAFFIC CONES- \$35/EACH, QUANTITY (50)				1,750	
						6,750	
301-4300-541.53-63	PROJECT RD MATERIAL/SUPP	246,571	230,373	410,000	606,198	349,935	410,000
LEVEL 3		TEXT				TEXT AMT	
		OMI007 SIDEWALK REPAIR				300,000	
		IMI002 STRIPING PROGRAM				50,000	
		IMI001 SIGNAGE				25,000	
		IMI006 GUARDRAIL RENEWAL PROGRAM				35,000	
						410,000	
* OPERATING EXPENSE		319,062	319,405	563,966	967,346	512,475	533,241
301-4300-541.63-97	PROJ CAPITAL OUTLAY	113,604	1,100,177	751,000	2,350,502	1,243,366	804,000
LEVEL 3		TEXT				TEXT AMT	
		* PLACEHOLDER FOR FY18 CIP PROJECTS* 05-08-17				804,000	
						804,000	
301-4300-541.64-00	MACH & EQUIPMENT	0	10,268	0	0	0	0
301-4300-541.64-15	ADP EQUIPMENT	0	0	0	20,000	19,350	0
* CAPITAL OUTLAY		113,604	1,110,445	751,000	2,370,502	1,262,716	804,000
301-4300-541.81-10	CONTRIBUTIONS ROAD & STR	1,344	0	0	0	0	0
* GRANTS & AIDE		1,344	0	0	0	0	0
301-4300-541.99-10	CONTINGENCY	0	0	0	315,307	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
*	NON-OPERATING EXPENSE	0	0	0	315,307	0	0
**	PUBLIC WORKS	434,010	1,429,850	1,314,966	3,653,155	1,775,191	1,337,241
***	PUBLIC WORKS	434,010	1,429,850	1,314,966	3,653,155	1,775,191	1,337,241
****	CAPITAL PROJECTS FUND	434,010	1,429,850	1,314,966	3,653,155	1,775,191	1,337,241

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
FIRE IMPACT FEE FUND							
311-0000-324.11-00	RESIDENTIAL PUBLIC SAFETY	32,670	21,870	25,000	25,000	42,120	25,000
311-0000-324.12-00	COMMERCIAL PUBLIC SAFETY	19,890	16,599	25,000	25,000	103,884	25,000
311-0000-361.10-00	INTEREST EARNINGS-INVESTM	1,734	2,859	500	500	3,133	500
311-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	177	0	0
*-----		54,294	41,328	50,500	50,677	149,137	50,500
**-----		54,294	41,328	50,500	50,677	149,137	50,500
***-----		54,294	41,328	50,500	50,677	149,137	50,500
****-----		54,294	41,328	50,500	50,677	149,137	50,500

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
FIRE SERVICES							
FIRE SERVICES							
311-3100-522.49-90	ADMIN SERVICE FEES	1,051	769	1,000	1,000	833	1,000
*	OPERATING EXPENSE	1,051	769	1,000	1,000	833	1,000
311-3100-522.99-10	CONTINGENCY	0	0	49,500	49,677	0	49,500
*	NON-OPERATING EXPENSE	0	0	49,500	49,677	0	49,500
**	FIRE SERVICES	1,051	769	50,500	50,677	833	50,500
***	FIRE SERVICES	1,051	769	50,500	50,677	833	50,500
****	FIRE IMPACT FEE FUND	1,051	769	50,500	50,677	833	50,500

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
TRANSPORTATION IMPACT FEE							
312-0000-324.31-00	RESIDENTIAL TRANSPORTATIO	114,736	48,497	70,000	70,000	103,425	70,000
312-0000-324.32-00	COMMERCIAL TRANSPORTATION	168,809	267,641	70,000	70,000	105,324	70,000
312-0000-334.49-12	FDOT LAP 43007913801	325	13-	0	0	0	0
312-0000-334.49-13	FDOT LAP 4300791586801	279,882	244	0	0	0	0
312-0000-334.49-14	FDOT LAP 433666-1-58/6801	0	237,320	0	16,025	0	0
312-0000-334.49-15	FDOT LAP 43550013801	0	60,418	0	16,286	15,820	0
312-0000-334.49-16	FDOT LAP 435536-1-38-01	0	6,383	0	73,773	35,302	0
312-0000-334.49-19	FDOT LAP 435539-1-38-01	0	0	0	63,054	0	0
312-0000-334.49-20	FDOT LAP 4355001-58/68-01	0	0	0	350,000	0	0
312-0000-334.49-21	FDOT LAP 4355361-58/68-01	0	0	0	317,803	0	0
312-0000-361.10-00	INTEREST EARNINGS-INVESTM	9,629	9,017	5,000	5,000	10,174	5,000
312-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	522,638	0	0
*-----		573,381	629,507	145,000	1,504,579	270,045	145,000
**		573,381	629,507	145,000	1,504,579	270,045	145,000
***		573,381	629,507	145,000	1,504,579	270,045	145,000
****		573,381	629,507	145,000	1,504,579	270,045	145,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
PUBLIC WORKS							
PUBLIC WORKS							
312-4300-541.31-63	PROJECT PROFESSIONAL SERV	0	0	0	4,347	0	0
312-4300-541.49-90	ADMIN SERVICE FEES	5,671	6,323	2,800	2,800	2,333	2,800
-----		-----		-----		-----	
*	OPERATING EXPENSE	5,671	6,323	2,800	7,147	2,333	2,800
312-4300-541.63-97	PROJ CAPITAL OUTLAY	382,975	27,039	63,000	421,610	36,237	94,000
LEVEL 3		TEXT		TEXT		AMT	
		PLACEHOLDER FOR FY18 CIP PROJECTS 05-08-17 NT				91,000	
		NORTH SPRUCE CREEK RD SIDEWALK OMI017 - \$89,000					
		MADELINE AVE. (EAST) SIDEWALKS - \$2,000					
		TAYLOR RD/WILLIAMSON INTERSECTION - \$3,000				3,000	
						94,000	
-----		-----		-----		-----	
*	CAPITAL OUTLAY	382,975	27,039	63,000	421,610	36,237	94,000
312-4300-541.99-10	CONTINGENCY	0	0	79,200	239,996	0	48,200
-----		-----		-----		-----	
*	NON-OPERATING EXPENSE	0	0	79,200	239,996	0	48,200
-----		-----		-----		-----	
**	PUBLIC WORKS	388,646	33,362	145,000	668,753	38,570	145,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
312-4310-541.63-97	PUBLIC WORKS-GRANT EXP PROJ CAPITAL OUTLAY	283,351	302,051	0	835,826	130,860	0
*	CAPITAL OUTLAY	283,351	302,051	0	835,826	130,860	0
**	PUBLIC WORKS-GRANT EXP	283,351	302,051	0	835,826	130,860	0
***	PUBLIC WORKS	671,997	335,413	145,000	1,504,579	169,430	145,000
****	TRANSPORTATION IMPACT FEE	671,997	335,413	145,000	1,504,579	169,430	145,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
GENERAL CAPITAL FUND							
317-0000-334.49-17	FDOT JPA 43785415801	0	0	0	850,000	0	0
317-0000-334.49-18	FDOT JPA 43785815801	0	0	0	500,000	0	0
317-0000-337.70-08	ECHO CORACI PHASE IV	143,577	0	0	156,423	0	0
317-0000-337.70-09	ECHO 15-09 TRAIN DEPOT	0	72,699	0	0	0	0
317-0000-361.10-00	INTEREST EARNINGS-INVESTM	7,861	7,232	0	0	17,222	2,500
317-0000-381.16-00	TRANSFER FROM 001	596,000	1,800,000	2,182,000	2,182,000	2,182,000	700,000
		LEVEL	TEXT				TEXT AMT
		3	FY18 FUNDING FROM GENERAL FUND. 05-16-17 NT				640,000
			**INCREASE TRANSFER FROM GENERAL FUND 07-17-17(NT)				60,000
							700,000
317-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	2,582,375	0	0
*		747,438	1,879,931	2,182,000	6,270,798	2,199,222	702,500
** GENERAL CAPITAL FUND		747,438	1,879,931	2,182,000	6,270,798	2,199,222	702,500
*** GENERAL CAPITAL FUND		747,438	1,879,931	2,182,000	6,270,798	2,199,222	702,500
**** GENERAL CAPITAL FUND		747,438	1,879,931	2,182,000	6,270,798	2,199,222	702,500

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
317-1000-519.61-00	LAND	25,646	152,087	0	7,074	0	0
317-1000-519.62-00	BUILDINGS AND IMP. TO	0	0	0	1,800,000	76,069	0
317-1000-519.63-97	PROJ CAPITAL OUTLAY	653,233	339,853	2,182,000	3,108,724	1,537,448	682,000
LEVEL	TEXT					TEXT AMT	
3	PLACEHOLDER FOR FY17 CIP PROJECTS - 05-08-17 NT					682,000	

	AI0004 - RIVERWALK PARK - 100K						
	FIRE STATIONS FITNESS ROOM EQUIPMENT - 27K						
	QPC067 - FENCE, DUGOUT & BACKSTOP REPLAC - 76K						
	QPC062 - CAUSEWAY DOCK REFURBISHMENT - 225K						
	GYM FLOOR REPLACEMENT - 103K						
	QPC047 - RESURFACE PARKING LOT-YMCA - 80K						
	RESURFACE PARKING LOT-ATHLETIC COMPLEX - 71K						
						682,000	
317-1000-519.64-00	MACH & EQUIPMENT	14,350	1,250	0	0	0	0
317-1000-519.64-15	ADP EQUIPMENT	0	37,862	0	0	0	0
*	CAPITAL OUTLAY	693,229	531,052	2,182,000	4,915,798	1,613,517	682,000
317-1000-581.91-22	TRANSFER TO 001	0	32,000	0	0	0	0
317-1000-581.91-64	TRANSFER TO 103 FUND	0	0	0	5,000	5,000	0
*	TRANSFERS	0	32,000	0	5,000	5,000	0
317-1000-580.99-10	CONTINGENCY	0	0	0	0	0	20,500
*	NON-OPERATING EXPENSE	0	0	0	0	0	20,500
**	NON DEPARTMENTAL	693,229	563,052	2,182,000	4,920,798	1,618,517	702,500

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
GRANT ACTIVITY							
317-1010-519.63-97	PROJ CAPITAL OUTLAY	0	0	0	1,350,000	293,334	0
*	CAPITAL OUTLAY	0	0	0	1,350,000	293,334	0
**	GRANT ACTIVITY	0	0	0	1,350,000	293,334	0
***	NON DEPARTMENTAL	693,229	563,052	2,182,000	6,270,798	1,911,851	702,500
****	GENERAL CAPITAL FUND	693,229	563,052	2,182,000	6,270,798	1,911,851	702,500

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
W&S O&M REVENUE FUND							
401-0000-343.31-00	WATER SALES	10,820,451	11,602,720	10,401,471	10,401,471	9,374,049	10,600,000
	LEVEL 3						
	TEXT					TEXT AMT	
	BGT PROJ BASED ON BURTON FIN STUDY (07/22/16 LB)					10,401,471	

	ESTIMATEE INCREASE FOR FY18 (LP 6-22-17)					198,529	

						10,600,000	
401-0000-343.33-00	WATER ENGERY ADJ CHARGE	454,227	2,535-	0	0	10-	0
401-0000-343.34-00	HYDRANT RENTAL	36,164	46,423	46,010	46,010	43,318	46,010
	LEVEL 3						
	TEXT					TEXT AMT	
	INSIDE RT (UT @ 121 X \$9 X 12 MOS) 07/22/16 LB					13,070	
	DBS HYDR RENTAL (VIA AR @ 85 X \$135/YR) 07/22/16 LB					11,475	
	VC HYDR RENTAL (VIA AR @ 159 X \$135/YR) 07/22/16 LB					21,465	
	*****MATCHES BURTON ESTIMATE FOR FY17 07/22/16 LB						
	*****NOTES:						
	**RATE RESO 14-82 INSIDE RT @ \$9.00/MO						
	OUTSIDE RT @ \$11.25/MO						
	**OLD RATE RESO 13-41 INSIDE @ \$7.50/MO						
	OUTSIDE @ \$8.35/MO						
						46,010	
401-0000-343.51-00	SEWER SERVICE	9,779,178	10,597,868	9,758,533	9,758,533	8,556,718	10,100,000
	LEVEL 3						
	TEXT					TEXT AMT	
	BGT PROJ BASED ON BURTON FIN STUDY 07/22/16 LB					9,758,533	
	==> BASE CHGS @ \$4,093,647 + USAGE @ \$5,664,886						

	ESTIMATED INCREASE FOR FY18 (LP 6-22-17)					341,467	

						10,100,000	
401-0000-343.52-00	RECLAIMED WATER	1,288,785	1,381,212	1,289,324	1,289,324	1,163,387	1,300,000
	LEVEL 3						
	TEXT					TEXT AMT	
	BGT PROJ BASED ON BURTON FIN STUDY 07/22/16 LB					1,289,324	

	ESTIMATED INCREASE FOR FY18 (LP 6-22-17)					10,676	

						1,300,000	
401-0000-343.53-00	RECLAIMED BACKFLOW FEE	206,614	253,763	251,590	251,590	211,384	251,590
	LEVEL 3						
	TEXT					TEXT AMT	

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	BGT PROJ BASED ON BURTON FIN STUDY ***NOTES*** * RATE RESO #14-82 OF \$2.92 EFF DT 04/01/15 * OLD RATE RESO #13-41 OF \$1.70				07/22/16 LB	251,590	
						251,590	
401-0000-343.54-00	DAYT BCH SHORES SEWER	1,047,064	1,162,737	1,106,424	1,106,424	921,680	1,106,424
LEVEL 3	TEXT BGT PROJ BASED ON BURTON FIN STUDY ***NOTE*** RATE RESO 14-82:USAGE @ \$3.46/TGALS				07/22/16 LB 07/22/16 LB	TEXT AMT 1,106,424 1,106,424	
401-0000-343.58-00	SW SERVICE PONCE INLET	879,549	953,990	877,100	877,100	810,574	877,100
LEVEL 3	TEXT BGT PROJ BASED ON BURTON FIN STUDY ***NOTES*** RATE RESO 14-82: \$50/MO + \$4.24/TGALS INTERLOCAL AGREEMENT FOR SW SVCS EXP DT 05/12/2016				07/22/16 LB 07/22/16 LB	TEXT AMT 877,100 877,100	
401-0000-343.59-00	SEWER ENERGY ADJ CHARGE	438,651	2,597-	0	0	9-	0
401-0000-343.63-00	SEWER CONNECT	17,790	13,380	29,800	29,800	13,618	29,800
LEVEL 3	TEXT BGT PROJ BASED ON BURTON FIN STUDY				07/22/16 LB	TEXT AMT 29,800 29,800	
401-0000-343.64-00	RECLAIMED WATER CONNECT	65,525	60,547	56,200	56,200	76,036	56,200
LEVEL 3	TEXT BGT PROJ BASED ON BURTON FIN STUDY				07/22/16 LB	TEXT AMT 56,200 56,200	
401-0000-343.65-00	WATER CONNECTION	109,405	101,633	90,000	90,000	222,806	90,000
LEVEL 3	TEXT BGT PROJ BASED ON BURTON FIN STUDY				07/22/16 LB	TEXT AMT 90,000 90,000	
401-0000-343.66-00	SERVICE CHARGE/ LATE FEE	603,978	561,061	715,308	715,308	479,966	400,000
LEVEL 3	TEXT BGT PROJ BASED ON BURTON FIN STUDY **** ESTIMATED REDUCTION FOR FY18 (LP 6-22-17)				07/22/16 LB	TEXT AMT 715,308 315,308-	

*	32,386,767	37,166,301	26,697,099	28,237,776	22,087,098	26,915,366
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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
**	W&S O&M REVENUE FUND	32,386,767	37,166,301	26,697,099	28,237,776	22,087,098	26,915,366
***	W&S O&M REVENUE FUND	32,386,767	37,166,301	26,697,099	28,237,776	22,087,098	26,915,366
****	W&S O&M REVENUE FUND	32,386,767	37,166,301	26,697,099	28,237,776	22,087,098	26,915,366
		32,386,767	37,166,301	26,697,099	28,237,776	22,087,098	26,915,366

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0100-536.12-00	CUSTOMER SERVICE CUSTOMER SERVICE SALARIES AND WAGES	351,324	374,919	409,081	409,981	335,281	446,988
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	414,941
						WAGE INCREASE	8,103
						NEW: CUSTOMER SERVICE REP	23,944
						**FINANCE DIRECTOR AND COMPLIANCE MGR SPLIT FUNDED 70%FIN/30%PU	
							446,988
401-0100-536.12-11	COMPENSATED ABSENCE	86-	1,265	0	0	0	0
401-0100-536.14-00	OVERTIME	8,338	5,240	7,500	8,090	2,386	6,500
	LEVEL 3 TEXT					TEXT AMT	
						BASE AMT	6,500
							6,500
401-0100-536.21-00	FICA TAXES	26,034	26,529	31,877	31,922	22,247	34,701
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)	32,246
						WAGE INCREASE	623
						NEW: CUSTOMER SERVICE REP	1,832
						**FINANCE DIRECTOR AND COMPLIANCE MGR SPLIT FUNDED 70%FIN/30%PU	
							34,701
401-0100-536.22-00	RETIREMENT CONTRIBUTIONS	32,526	42,959	45,308	45,308	38,865	51,458
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	48,069
						WAGE INCREASE	994
						NEW: CUSTOMER SERVICE REP	2,395
							51,458
401-0100-536.23-00	HEALTH INSURANCE	58,003	66,249	80,367	80,367	64,670	92,463
	LEVEL 3 TEXT					TEXT AMT	
						HEALTH	79,774
						DENTAL	4,315
						LIFE	1,048
						WAGE INCREASE LIFE	19
						NEW: CUSTOMER SERVICE REP	7,307
							92,463
401-0100-536.24-00	WORKER'S COMPENSATION	347	333	431	431	306	453

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
401-0100-536.34-15	TEMP HELP SERVICE FEE	0	0	0	3,500	3,500	0
401-0100-536.40-00	TRAVEL PER DIEM	0	0	2,000	1,000	0	1,000
	LEVEL 3 TEXT MISCELLANEOUS TRAVEL FOR EMPLOYEE TRAINING					TEXT AMT 1,000 1,000	
401-0100-536.40-10	EMPLOYEE TRAINING	85	1,457	5,000	4,500	1,155	2,500
	LEVEL 3 TEXT CUSTOMER SERVICE TRAINING FOR 13 EMPLOYEES@ \$208EA					TEXT AMT 2,500 2,500	
401-0100-536.41-00	COMMUNICATION SERVICES	4,778	5,642	4,800	4,800	895	4,800
	LEVEL 3 TEXT BHN AND TW MONTHLY PHONE CHARGES \$400 PER MONTH					TEXT AMT 4,800 4,800	
401-0100-536.44-10	EQUIP/OTHER RENTAL/LEASE	851	1,469	1,500	1,500	1,876	1,500
	LEVEL 3 TEXT KONICA COPIER LEASE AND COPY CHARGES					TEXT AMT 1,500 1,500	
401-0100-536.44-13	FLEET CHARGES	26,482	23,327	20,171	20,171	16,809	20,171
401-0100-536.46-10	GENERAL EQUIP MAINT	1,397	3,426	4,330	4,330	3,870	4,330
	LEVEL 3 TEXT CREDITRON SCANNING MACHINE HARDWARE MAINTENANCE					TEXT AMT 830	
						1,500	
						2,000	
						4,330	
401-0100-536.46-16	BUILDING MAINT	0	13,890	0	0	0	0
401-0100-536.46-36	SOFTWARE MAINTENANCE	11,929	12,493	14,000	12,771	12,148	12,900
	LEVEL 3 TEXT CREDITRON SCANNING MACHINE SOFTWARE MAINTENANCE					TEXT AMT 12,900 12,900	
401-0100-536.47-00	PRINTING AND BINDING	30,175	30,483	38,380	38,380	36,698	40,380
	LEVEL 3 TEXT PRINT/PRODUCE UTILITY BILLS - INFOSEND (THIS IS BASED ON \$3000 PER MONTH)(WAS IN 31-13) EXTENSION FORMS - 4,000 AFTER HOURS CONNECT					TEXT AMT 36,000 380 200	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	YARD/GARAGE SALE PERMITS - 1,500						500
	ANIMAL LICENSES - 500						200
	ACTUAL ANIMAL DOG/CAT METAL TAG TS - 500						150
	BALANCE SHEET / MISC ADJUSTMENT NUMBERED FORMS						200
	PRE-NUMBERED ADJUSTMENT FORMS -10,000						500
	TAGS BLUE 2,000						150
	BUSINESS CARDS						100
	PROFESSIONAL PRINT- UTILITIES BROCHURE						2,000
							40,380
401-0100-536.49-04	OTHER CHARGES FOR SERVICE	21,384	21,361	22,300	21,529	21,528	21,917
	LEVEL 3 TEXT					TEXT AMT	
	2018 COST FOR TOWN OF PONCE BILLING- THIRD					21,917	
	AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN PONCE						
	AND THE CITY OF PORT ORANGE DATED 4/18/17						
						21,917	
401-0100-536.49-14	FURN & FIXTURE NON-CAP	695	0	0	0	0	2,500
	LEVEL 3 TEXT					TEXT AMT	
	TO REPLACE WORKSTATIONS AND CHAIRS IN CS					2,500	
						2,500	
401-0100-536.49-16	COMPUTER HARDWARE	0	0	1,200	1,500	1,380	800
	LEVEL 3 TEXT					TEXT AMT	
	REPLACE MONITORS ON CUSTOMER SERVICE COMPUTERS					800	
						800	
401-0100-536.49-19	TAXES, LICENSES, AND FEES	2,729	173,004	160,000	160,000	162,684	184,040
	LEVEL 3 TEXT					TEXT AMT	
	SUNGARD PAYMENT FEES -(CLICK2GOV WEB PAYMENTS)					4,000	
	SUNGARD PAYMENT FEES - ADD'L TO COVER INCREASE					4,000	
	OF \$0.04 PER TRANSACTION						
	(ORIGINALLY IN 31-13-MVD TO HERE/NOT NEW BUDGET)						
	CREDIT CARD FEES - AMERICAN EXPRESS, DISCOVER,					176,040	
	MERCHANT FEES, ETC. (AVERAGING APPROX.						
	\$14,670/MONTH)						

	NOTE: THE CREDIT CARD FEES, ETC. HAD PREVIOUSLY						
	BEEN CHARGED TO 401-0300-536-49-19 AND WERE						
	MOVED HERE IN FY16.						

						184,040	
401-0100-536.49-20	EQUIP & OTHER NON-CAPITAL	3,272	2,357	700	700	163	700

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	LEVEL 3 TEXT CASH RECEIPT PRINTERS- 1 @ \$550 FRONT COUNTER CREDIT CARD MACHINE 1 @ \$150					TEXT AMT 550 150 700	
401-0100-536.49-66	TFR TO 506 BLDG MAINT FD	37,533	32,633	36,987	36,987	30,823	31,796
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 31,796 31,796	
401-0100-536.51-00	OFFICE SUPPLIES	4,772	7,266	5,500	5,500	2,904	5,000
	LEVEL 3 TEXT MISC OFFICE SUPPLIES					TEXT AMT 5,000 5,000	
401-0100-536.52-00	OTHER OPERATING SUPPLIES	3,678	2,970	4,000	3,700	1,217	2,000
	LEVEL 3 TEXT PRINTER INK & TONER AND MISCELLANEOUS ITEMS					TEXT AMT 2,000 2,000	
401-0100-536.52-15	POSTAL SERVICE	134,855	133,254	143,700	143,700	138,276	146,704
	LEVEL 3 TEXT INFOSEND SERVICES- \$11,5917*12 MONTHS BULK MAIL PERMIT LOCK BOX/PO BOX FEE FED EX/CERTIFIED MAILING/POSTAGE MACHINE					TEXT AMT 143,004 200 500 3,000 146,704	
* OPERATING EXPENSE		312,314	493,393	499,468	499,468	462,470	513,790
401-0100-536.63-99	FIXED ASSET TRANSFERS	10,332	0	0	0	0	0
401-0100-536.64-00	MACH & EQUIPMENT	10,332	0	0	4,668	0	0
* CAPITAL OUTLAY		0	0	0	4,668	0	0
** CUSTOMER SERVICE		789,135	1,011,238	1,074,481	1,080,684	926,529	1,146,843
*** CUSTOMER SERVICE		789,135	1,011,238	1,074,481	1,080,684	926,529	1,146,843

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0200-533.12-00	WATER PRODUCTION 1987 BOND PROJECTS SALARIES & WAGES	612,968	635,892	934,221	934,221	752,133	940,591
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE *****					TEXT AMT 914,157 26,434	940,591
401-0200-533.12-11	COMPENSATED ABSENCE	5,571-	5,151	0	0	0	0
401-0200-533.14-00	OVERTIME	60,242	55,375	72,000	81,624	69,008	65,000
	LEVEL 3 TEXT OVERTIME FOR SHIFT COVERAGE AS NEEDED *****					TEXT AMT 65,000	65,000
401-0200-533.15-10	CERTIFICATION/LICENSES	1,183	200	2,700	2,700	1,400	2,700
	LEVEL 3 TEXT STATE CERTIFICATIONS AND CDL LICENSE RENEWALS *****					TEXT AMT 2,700	2,700
401-0200-533.21-00	FICA TAXES	48,532	50,239	76,986	77,722	59,162	76,940
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE *****					TEXT AMT 74,917 2,023	76,940
401-0200-533.22-00	RETIREMENT CONTRIBUTIONS	67,971	76,440	110,232	110,232	93,333	115,657
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE *****					TEXT AMT 112,289 3,368	115,657
401-0200-533.23-00	HEALTH INSURANCE	73,387	83,549	133,280	133,280	115,190	139,918
	LEVEL 3 TEXT HEALTH DENTAL LIFE WAGE INCREASE LIFE					TEXT AMT 130,663 7,068 2,123 64	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						139,918	
401-0200-533.24-00	WORKER'S COMPENSATION	10,885	9,999	16,645	16,735	13,319	18,214
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	16,181
						WAGE INCREASE	415
						ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)	1,618
							18,214
401-0200-533.26-00	EAP BENEFIT	456	480	711	711	618	711
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	711

							711
-----		870,053	917,325	1,346,775	1,357,225	1,104,163	1,359,731
* PERSONNEL SERVICES							
401-0200-533.31-13	OTHER PROF. SERVICES	42,186	38,132	15,140	10,400	6,070	15,140
	LEVEL 3 TEXT					TEXT AMT	
						PROFESSIONAL SERVICES DETAIL:	
						A.) VOLUSIA COUNTY HEALTH DEPARTMENT -	2,000
						PERMIT MODIFICATION FEES	
						B.) FLA DEPARTMENT OF HEALTH - TESTING REQ	840
						\$70/MONTH = \$840 ANNUAL ESTIMATE	
						C.) BIOLOGICAL CONSULTING CONTRACT - MULTI YEAR	12,300
						TOTAL CONTRACT \$24,600 ANNUAL, AMOUNT	
						IS SPLIT BETWEEN THE WATER PLANT AND THE	
						WATER RECLAMATION FACILITY	

							15,140
401-0200-533.34-11	LANDFILL SERVICES	37,778	39,227	45,000	40,000	40,001	45,000
	LEVEL 3 TEXT					TEXT AMT	
						ACET RECYCLING CONTRACT FOR LIME SLUDGE REMOVAL	45,000

							45,000
401-0200-533.34-14	CONTRACT SERVICES OTHER	0	0	100,203	100,203	65,044	110,203
	LEVEL 3 TEXT					TEXT AMT	
						VENDOR CONTRACTS FOR REPAIR/INSTALL SVC:	
						A.) HACH COMPANY- ANNUAL MAINTENANCE	22,256
						B.) CUMMINS POWER SOUTH - PREVENTATIVE MAINT	7,447

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	C.) DATA FLOW, INC - SOLE SOURCE CONTRACT						10,000
	D.) ECONOMY ELECTRIC - PIGGYBACK AGREEMENT						17,500
	E.) FLAIR INC, - PIGGYBACK AGREEMENT						5,000
	F.) SITESECURE - PIGGYBACK AGREEMENT (SECURITY)						8,000
	G.) STEWARTS ELECTRIC - PIGGYBACK AGREEMENT						25,000
	H.) GROUND STORAGE TANK INSPECTIONS *NEW*						10,000
	I.) OTHER CONTRACT SERVICES AS NEEDED						5,000

							110,203
401-0200-533.34-20	MOWING CONTRACT SERVICE	12,480	12,480	12,480	12,480	12,480	12,480
	LEVEL 3 TEXT					TEXT AMT	
	MOWING CONTRACT ON FILE WITH BRAUNS LAWNS						
	FIVE YEAR AGREEMENT						
	LOCATIONS INCLUDED ARE:						
	*ENVIRONMENTAL CONTROL (SP CRK RD - OLD WTR TANK)						270
	*NORTH BRIGHTON LIFT STATION						480
	*WILLIAMSON BOULEVARD WATER TANK						1,380
	*GARNSEY WATER PLANT						4,650
	*WASTEWATER PLANT						5,100
	*WASTEWATER LAB						600
	NOTE: THIS CONTRACT IS SPLIT BETWEEN THE 0200 &						
	0400 DIVISIONS.						

							12,480
401-0200-533.40-00	TRAVEL PER DIEM	1,603	1,646	9,500	7,000	3,999	5,500
	LEVEL 3 TEXT					TEXT AMT	
	TRAVEL DETAIL:						
	A.) CEU FOR ST LICENSING OUT OF TOWN						1,000
	B.) THREE EMPLOYEES TO ATTEND 3 DAY EVENTS						4,500
	AT A COST OF \$1500 EACH						

							5,500
401-0200-533.40-10	EMPLOYEE TRAINING	0	945	2,250	5,055	3,705	4,250
	LEVEL 3 TEXT					TEXT AMT	
	EMPLOYEE TRAINING DETAIL:						
	A.) LOCAL TRAINING - DAYTONA STATE COLLEGE CLASSES						2,250
	B.) CERTIFICATION AND TECHNICAL TRAINING CLASSES						2,000

							4,250
401-0200-533.41-00	COMMUNICATION SERVICES	14,373	15,618	17,976	17,976	13,017	15,315
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
3	COMMUNICATIONS DETAIL:						
	A.) EJ WARD - GPS BASED ON FY17 ACTUAL OF \$41.70						505
	ESTIMATED ANNUAL \$500.40						
	B.) AT&T - CELL PHONES & AIR CARDS						2,400
	BASED ON FY17 ACTUAL						
	C.) CENTREX / ST OF FLA DEPT OF MGMT - FAX LINES						2,780
	BASED ON FY17 ACTUAL						
	D.) ST OF FLA DEPT OF MGMT LOCAL AND LONG DISTANCE						100
	E.) SPECTRUM - BUSINESS VIDEO						1,010
	BASED ON FY17 ACTUAL						
	F.) SPECTRUM - BASED ON FY17 ACTUAL						8,520

							15,315
401-0200-533.43-10	ELECTRICAL SERVICES	499,587	408,128	500,000	457,946	347,745	500,000
LEVEL 3	TEXT					TEXT AMT	
	ELECTRICAL DETAIL:						500,000
	WATER PLANT, WELLS, AND GATES						
	** NOTE: FY15 TOTAL ACTUAL \$499,586.50						
	FY16 TOTAL ACTUAL \$408,128.00						
	BASED FY17 ON AVERAGE PLUS 5%						
	NO INCREASE REQUEST FOR FY18						

							500,000
401-0200-533.43-12	WATER/SEWER SERVICES	4,255	1,358	2,700	3,475	2,469	1,080
LEVEL 3	TEXT					TEXT AMT	
	UTILITY BILLS FOR THE FOLLOWING LOCATIONS:						
	#43689-24909 - 4400 WELLFIELD DR (AVG \$85/MTH)						600
	#123-11147 - 5837 TRAILWOOD DR (AVR \$20/MTH)						480
	** PONCE INLET MASTER LIFT STATIONS - EXPENSES						
	MOVED TO THE WATER RECLAMATION FACILITY						
	WATER/SEWER ACCOUNT, NO INCREASE						

							1,080
401-0200-533.43-14	DRAINAGE	1,980	1,980	1,260	3,400	3,115	4,080
LEVEL 3	TEXT					TEXT AMT	
	DRAINAGE CHARGES FOR THE FOLLOWING LOCATION:						
	#43689-24909 - 4400 WELLFIELD DRIVE (\$102 MTHLY)						1,224
	#43689-24909 - 4400 WELLFIELD DRIVE (\$181.22 MTHLY)						2,175
	BASED ON FY17 ACTUAL CHARGES						

	ADD'L DUE TO INCREASE IN DRAINAGE FEES FROM						681
	\$100/YEAR TO \$120/YEAR						

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
THIS AMOUNT IS THE WATER PLANT PORTION ONLY *****							
							345
401-0200-533.49-16	COMPUTER HARDWARE	0	1,328	0	0	0	0
401-0200-533.49-19	TAXES, LICENSE, AND FEES	21,000	21,000	21,025	21,025	21,000	21,025
LEVEL 3	TEXT WATER PLANT ANNUAL OPERATING PERMIT FEES *****					TEXT AMT 21,025	
						21,025	
401-0200-533.49-20	EQUIP & OTHER NON-CAPITAL	3,379	5,656	5,000	0	0	5,000
LEVEL 3	TEXT LAB EQUIPMENT REPLACEMENT HACH TURBIDITY METER *****					TEXT AMT 5,000	
						5,000	
401-0200-533.51-00	OFFICE SUPPLIES	2,547	412	2,500	2,500	2,504	2,500
LEVEL 3	TEXT MISC OFFICE SUPPLIES AS NEEDED *****					TEXT AMT 2,500	
						2,500	
401-0200-533.52-00	OTHER OPERATING SUPPLIES	13,397	16,339	15,000	11,659	12,008	15,000
LEVEL 3	TEXT VARIOUS LAB TOOLS, HAND TOOLS, AND OTHER NON OFFICE RELATED ITEMS *****					TEXT AMT 15,000	
						15,000	
401-0200-533.52-10	GAS, DIESEL, OIL, & GREASE	11,938	8,801	50,235	42,235	15,762	40,166
LEVEL 3	TEXT FUEL DETAIL: A.) VEHICLES, ROLLING STOCK, EQUIPMENT REGULAR FUEL: 2,000 GAL EST @ \$2.25 = \$4,500 DIESEL FUEL : 3,333 GAL EST @ \$2.75 = \$9,166 B.) GENTRY OIL - EMERGENCY GENERATOR FILL UPS C.) SPECIALIZED OILS / LUBRICANTS FLEET DETAIL: 2 - DUMP TRUCKS 1 - CAR 6 - PICKUP TRUCKS					TEXT AMT 13,666	
						24,000	
						2,500	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	1 - BACKHOE ** VAN FOR THE I&C TECH'S IS UNDER DIV 0400 ** *****						
						40,166	
401-0200-533.52-11	JANITORIAL SUPPLIES	2,593	2,496	1,750	3,750	1,750	2,000
	LEVEL 3 TEXT MISC CLEANING SUPPLIES AS NEEDED *****					TEXT AMT 2,000	
						2,000	
401-0200-533.52-12	UNIFORMS	1,980	1,489	2,000	3,341	3,462	3,500
	LEVEL 3 TEXT REPLACEMENT UNIFORMS, RUBBER BOOTS, RAIN GEAR *****					TEXT AMT 3,500	
						3,500	
401-0200-533.52-16	MEDICAL & LAB SUPPLIES	23,591	19,092	25,000	25,000	25,235	25,000
	LEVEL 3 TEXT REQUIRED LAB SUPPLIES, INCREASED IN-HOUSE TESTING INFECTIOUS CONTROL KITS, PURCHASES OF REAGENTS, INDICATORS & STANDARD CALIBRATION CHEMICALS FOR 5 APA UNITS, 3 CL17'S AND 1 TURBIDIMETER ***** CONTRACTS ON FILE: FISHER SCIENTIFIC HACH COMPANY MISC ITEMS NOT UNDER ABOVE CONTRACTS *****					TEXT AMT	
						10,000	
						10,000	
						5,000	
						25,000	
401-0200-533.52-18	REP & MAINT SUPPLIES	1,590	33,591	25,000	88,000	87,374	90,000
	LEVEL 3 TEXT VENDORS THAT ARE USED FOR REPAIR PARTS AND SUPPLIES TO MAINTAIN EXISTING EQUIPMENT A.) AAA FENCE B.) CONSOLIDATED ELECTRIC DISTRIBUTORS INC C.) DAYTONA BOLT & NUT D.) GRAINGER, INC E.) HOME DEPOT F.) INTERSTATE BATTERY G.) LOWES H.) SUMNER HARDWARE I.) MISC. PUMP AND EQUIPMENT MANUFACTURERS *****					TEXT AMT 90,000	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						90,000	
401-0200-533.52-19	CHEMICALS	493,510	502,516	532,718	524,772	434,940	582,350
	LEVEL 3 TEXT					TEXT AMT	
	A.) AIRGAS CARBONIC - LIQ CARBON DIOXIDE					35,000	
	B.) ALLIED UNIVERSAL - LQ SODIUM HYPOCHLORITE					108,000	
	C.) CARMEUSE LIME & STONE - HIGH CALCIUM QUICKLIME					385,000	
	D.) HARCROS CHEMICAL - HYDROFLUOSILICIC ACID					18,750	
	E.) POLYDYNE - ANIONIC POLYMER					8,600	
	F.) HAWKINS, INC - LIQ AMMONIUM SULFITE					27,000	

	VENDORS HAVE INDICATED AN EXPECTED INCREASE OF						
	10-12% IN CHEMICAL COSTS						
	ITB 17-23, CHEMCIAL BID OUT FOR BID						

						582,350	
401-0200-533.54-00	DUES & MEMBERSHIPS	560	1,120	1,675	1,675	560	1,000
	LEVEL 3 TEXT					TEXT AMT	
	FWPCOA, FRWA, & SEDA MEMBERSHIPS					1,000	

						1,000	
401-0200-533.54-01	BOOKS & SUBSCRIPTIONS	0	0	425	425	0	425
	LEVEL 3 TEXT					TEXT AMT	
	TRAINING & SAFETY MATERIALS					425	

						425	
* OPERATING EXPENSE		1,211,387	1,153,702	1,543,254	1,539,877	1,221,035	1,664,261
401-0200-533.63-97	PROJ CAPITAL OUTLAY	1,905	0	0	0	0	50,000
	LEVEL 3 TEXT					TEXT AMT	
	FY18 CIP: WATER SUPPLY WELLS WWW002 (NT 08-15-17)					50,000	
						50,000	
401-0200-533.63-99	FIXED ASSET TRANSFERS	100,383-	0	0	0	0	0
401-0200-533.64-00	MACH & EQUIPMENT	6,759	0	0	5,225	5,225	0
	LEVEL 3 TEXT					TEXT AMT	
	NO REQUEST IN FY18						
401-0200-533.64-97	PROFESSIONAL SERVICES	91,719	0	0	0	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
*	CAPITAL OUTLAY	0	0	0	5,225	5,225	50,000
401-0200-533.99-02	DEPRECIATION EXPENSE	35,448	0	0	0	0	0
*	NON-OPERATING EXPENSE	35,448	0	0	0	0	0
**	1987 BOND PROJECTS	2,116,888	2,071,027	2,890,029	2,902,327	2,330,423	3,073,992
***	WATER PRODUCTION	2,116,888	2,071,027	2,890,029	2,902,327	2,330,423	3,073,992

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL BOND PROJECTS							
401-0300-536.22-99	NON CASH GASB 68 EXPENSE	172,063	80,574-	0	0	0	0
401-0300-536.26-01	OPEB	48,427	97,018	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
*	PERSONNEL SERVICES	220,490	16,444	0	0	0	0
401-0300-536.31-13	OTHER PROF. SERVICES	7,974	0	0	0	0	0
401-0300-536.44-13	FLEET CHARGES	4,207	4,207	4,207	4,207	3,506	2,104
LEVEL 3	TEXT NAVILINE UTILITY IMAGING INTERFACE *****					TEXT AMT 2,104	
						2,104	
401-0300-536.49-19	TAXES, LICENSES, AND FEES	144,392	0	0	644	643	0
LEVEL 3	TEXT *BEGINNING IN FY16, THESE COSTS WERE MOVED TO ACCOUNT 401-0100-536-49-19 CUSTOMER SRVC. DIV. (CREDIT CARD FEES AND MERCHANT FEES)					TEXT AMT	
401-0300-536.49-61	DATA PROCESSING 501	412,856	410,900	411,417	411,417	342,848	412,665
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 412,665 412,665	
401-0300-536.49-64	INSURANCE 504	324,078	324,994	190,357	190,357	158,631	205,554
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 205,554 205,554	
401-0300-536.49-90	ADMIN SERVICE FEES	681,453	668,593	772,970	772,970	644,142	802,581
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 802,581 802,581	
401-0300-536.52-07	OBSOLETE INVENTORY	10,666	19,687	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
*	OPERATING EXPENSE	1,585,626	1,428,381	1,378,951	1,379,595	1,149,770	1,422,904
401-0300-536.63-97	PROJ CAPITAL OUTLAY	16,234	17,052	605,000	826,147	2,250	0
LEVEL 3	TEXT * PLACEHOLDER FOR FY18 CIP PROJECTS* NT 05-08-17 *** NOTE: REDUCTION BY PUB UTILITIES JW 06-01-17					TEXT AMT 2,620,000 925,000-	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP

MOVE CIP PROJECTS TO THE APPROPRIATE DIVISIONS (NT 08-15-17)						1,695,000-	
401-0300-536.63-99	FIXED ASSET TRANSFERS	16,234-	0	0	0	0	0
401-0300-536.69-99	FA CAP INTEREST OFFSET	0	17,052-	0	0	0	0
*	CAPITAL OUTLAY	0	0	605,000	826,147	2,250	0
401-0300-536.72-10	INTEREST BONDS	15,188-	6,525-	0	0	0	0
401-0300-536.72-11	INTEREST INTERNAL LOANS	10,039	5,069	0	0	0	0
401-0300-536.73-02	AMORTIZATION EXP	159,547	142,643	0	0	0	0
*	DEBT SERVICE	154,398	141,187	0	0	0	0
401-0300-599.96-10	SINKING (402,413,417,418)	4,774,553	4,684,557	3,892,624	3,892,624	3,243,853	4,177,768
	LEVEL 3 TEXT TRANSFER TO 417 FOR 2012 W/S DEBT *** UPDATED FOR FY18 ***					TEXT AMT 4,177,768	
						4,177,768	
401-0300-599.96-12	TO 418 SRLF DEBT SERVICE	1,574,806	1,574,806	2,604,611	2,604,611	2,170,509	2,604,611
	LEVEL 3 TEXT SRF LOAN 3030 SRF LOAN 5080 SRF LOAN 5090 SRF LOAN 513P SRF LOAN 514S					TEXT AMT 295,477 614,276 291,354 914,135 489,369 2,604,611	
401-0300-599.96-13	TO 403 W/S R&R FUND	2,400,000	2,400,000	2,400,000	2,400,000	2,000,000	2,500,000
*	TRANSFERS	8,749,359	8,659,363	8,897,235	8,897,235	7,414,362	9,282,379
401-0300-536.99-02	DEPRECIATION EXPENSE	5,473,444	5,629,144	0	0	0	0
401-0300-536.99-10	CONTINGENCY	0	0	0	0	0	175,000
	LEVEL 3 TEXT CONTINGENCY POOL - COUNCIL PRIORITIES					TEXT AMT 175,000 175,000	
401-0300-536.99-50	COMPRESSION RESERVE	0	0	47,000	47,000	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
*	NON-OPERATING EXPENSE	5,473,444	5,629,144	47,000	47,000	0	175,000
		-----	-----	-----	-----	-----	-----
**	BOND PROJECTS	16,183,317	15,874,519	10,928,186	11,149,977	8,566,382	10,880,283

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
INTER FUND TRANSFERS								
401-0301-581.91-25	IN LIEU OF TAX TRANSFER	1,260,543	1,225,404	1,219,069	1,219,069		1,015,891	1,258,858
	LEVEL 3		TEXT UPDATED FOR FY18				TEXT AMT 1,258,858 1,258,858	
*	TRANSFERS	1,260,543	1,225,404	1,219,069	1,219,069		1,015,891	1,258,858
**	INTER FUND TRANSFERS	1,260,543	1,225,404	1,219,069	1,219,069		1,015,891	1,258,858
***	NON DEPARTMENTAL	17,443,860	17,099,923	12,147,255	12,369,046		9,582,273	12,139,141

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
*WASTEWATER TREATMENT WASTEWATER TREATMENT							
401-0400-535.12-00	SALARIES AND WAGES	573,226	613,034	997,518	997,518	718,471	984,347
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	925,481
						WAGE INCREASE	22,261
						NEW: CHIEF LIFT STATION MECHANIC	36,605
							984,347
401-0400-535.12-11	COMPENSATED ABSENCE	16,426-	17,421-	0	0	0	0
401-0400-535.14-00	OVERTIME	111,427	104,253	106,000	123,525	112,815	100,000
	LEVEL 3 TEXT					TEXT AMT	
						SHIFT COVERAGE, CALL OUT FOR LIFT STATION MECH	100,000

							100,000
401-0400-535.15-10	CERTIFICATION/LICENSES	1,277	400	2,500	2,500	1,025	2,500
	LEVEL 3 TEXT					TEXT AMT	
						EMPLOYEE CERTIFICATIONS & CDL LICENSE	2,500

							2,500
401-0400-535.21-00	FICA TAXES	49,030	50,644	84,429	85,770	59,059	82,962
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	78,449
						WAGE INCREASE	1,700
						NEW: CHIEF LIFT STATION MECHANIC	2,813

							82,962
401-0400-535.22-00	RETIREMENT CONTRIBUTIONS	68,585	87,889	137,241	137,241	99,744	140,974
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	132,610
						WAGE INCREASE	3,605
						NEW: CHIEF LIFT STATION MECHANIC	4,759

							140,974
401-0400-535.23-00	HEALTH INSURANCE	73,984	81,559	154,060	154,060	121,013	168,955
	LEVEL 3 TEXT					TEXT AMT	
						HEALTH	151,294
						DENTAL	8,184

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	LIFE						2,086
	WAGE INCREASE LIFE						54
	NEW: CHIEF LIFT STATION MECHANIC						7,337
							168,955
401-0400-535.24-00	WORKER'S COMPENSATION	9,528	8,576	16,780	16,896	11,221	17,530
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)						15,314
	WAGE INCREASE						62
	NEW: CHIEF LIFT STATION MECHANIC						622
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)						1,532
							17,530
401-0400-535.26-00	EAP BENEFIT	450	472	824	824	654	861
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF						824
	NEW: CHIEF LIFT STATION MECHANIC						37

							861
-----		871,081	929,406	1,499,352	1,518,334	1,124,002	1,498,129
* PERSONNEL SERVICES							
401-0400-535.31-13	OTHER PROF. SERVICES	52,708	30,744	32,300	40,779	25,056	42,300
	LEVEL 3 TEXT					TEXT AMT	
	PROFESSIONAL SERVICES DETAIL:						
	A.) MISC ENGINEERING REQUEST						5,000
	B.) BIOLOGICAL CONSULTING SERVICES - PERMITTING						
	REQUIREMENTS FOR WELLFIELD, RECLAIM LAKES AND						12,300
	WETLAND MITIGATION						
	C.) DEP REQUIREMENTS						15,000
	E.) PERMIT RENEWAL APPLICATION (ENGINEER FEES)						10,000
	*****NEW*****						
							42,300
401-0400-535.34-11	LANDFILL SERVICES	438,870	0	0	0	0	475,000
	LEVEL 3 TEXT					TEXT AMT	
	BIOSOLIDS REMOVAL AND DISPOSAL						475,000
	SHELLEY'S ENVIRONMENTAL CONTRACT						
	MOVED FROM 3414 TO 3411 **NEW**						

							475,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0400-535.34-14	CONTRACT SERVICES OTHER	0	481,102	686,081	686,081	545,903	161,081
	LEVEL 3						
	TEXT					TEXT AMT	
	CONTRACT PROFESSIONAL SERVICES DETAL:						
	A.) CLEAR WATERS LONG LEAF - LAKE MANAGEMENT					6,050	
	B.) HACH EQUIPMENT WARRANTY PLUS SERVICE					31,181	
	CONTRACT FOR 16 NEW ANALY. PROBE						
	C.) SHELLEY'S ENVIRONMENTAL - MOVED TO LANDFILL					525,000	
	ACCOUNT 3411					525,000-	
	D.) DENORA WATER TECH					3,000	
	E.) CLEANING FIVE (5) MASTER LIFT STATIONS					50,000	
	TWICE A YEAR (BID OUT ANNUALLY)						

	VENDORS ON CONTRACT FOR REPAIR / INSTALLATION						
	SERVICES (MAINT):						
	F.) CUMMINS POWER SOUTH - GENERATOR PREVENTIVE					10,850	
	MAINTENANCE						
	G.) DATA FLOW SYSTEMS, INC					10,000	
	H.) ECONOMY ELECTRIC					10,000	
	I.) FLAIR, INC					5,000	
	J.) SITESECURE - SECURITY SYSTEM MAINTENANCE					5,000	
	K.) STEWARTS ELECTRIC, INC					25,000	
	L.) OTHER CONTRACT SERVICES AS NEEDED					5,000	

						161,081	
401-0400-535.34-20	MOWING CONTRACT SERVICE	12,480	12,480	60,840	55,916	50,880	50,880
	LEVEL 3						
	TEXT					TEXT AMT	
	MOWING CONTRACT DETAIL:						
	A.) BRAUNS LAWN ANNUAL CONTRACT FOR THE FOLLOWING						
	(COST ARE SPLIT WITH THE WATER PLANT)						
	* ENVIRONMENTAL CONTROL					270	
	* NORTH BRIGHTON LIFT STATION					480	
	* WILLIAMS BLVD WATER TANK					1,380	
	* GARNSEY WATER PLANT					4,650	
	* RECLAMATION FACILITY					5,100	
	* LAB OPERATIONS AREA					600	

	B.) KB LAWNCARE ANNUAL CONTRACT FOR THE FOLLOWING					24,600	
	* 3 PUMP STATIONS						
	* 1 AUGMENTATION STATION						
	* 55 LIFT STATIONS AT VARIOUS LOCATIONS						
	THROUGHOUT THE CITY						

	C.) ROCKING B ENTERPRISE, INC ANNUAL CONTRACT					13,800	
	FOR THE WELLFIELD / RECLAIM LAKES PER						
	BID B16-25 - CONTRACT IS SHARED WITH THE 420						

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FORESTRY MANAGEMENT FUND *****							
						50,880	
401-0400-535.40-00	TRAVEL PER DIEM	1,572	11,223	9,500	4,500	2,246	5,500
	LEVEL 3 TEXT					TEXT AMT	
	TRAVEL DETAIL:						
	OUT OF TOWN TRAINING EXPENSE					5,500	
	(HOTEL, MEALS, ETC,)						
	NOTE: ALL REGISTRATIONS ARE TO BE PAID OUT OF						
	THE EMPLOYEE TRAINING ACCOUNT 4010						

						5,500	
401-0400-535.40-10	EMPLOYEE TRAINING	818	2,665	1,000	6,000	5,209	5,000
	LEVEL 3 TEXT					TEXT AMT	
	EMPLOYEE TRAINING DETAIL:						
	A.) LOCAL TRAINING @ DATYONA STATE COLLEGE FOR					2,500	
	SAFETY CLASSES, MANAGEMENT SEMINARS, ETC						
	B.) CERTIFICATION AND TECHNICAL TRAINING CLASSES					2,500	

						5,000	
401-0400-535.41-00	COMMUNICATION SERVICES	3,861	7,043	7,063	12,281	11,007	13,535
	LEVEL 3 TEXT					TEXT AMT	
	COMMUNICATIONS SERVICES DETAIL:						
	A.) EJ WARD - GPS, BASED ON FY17 ACTUAL					920	
	B.) AT&T - CELL PHONES AND AIRCARDS, BASED ON					10,500	
	FY17 ACTUAL						
	C.) CENTREX / ST OF FLA DEPT OF MANAGEMENT					830	
	VARIOUS FAX LINES AND LAND LINES FY17 ACTUAL						
	D.) ST OF FL DEPT OF MGMT - LONG AND LOCAL DIST					100	
	E.) SPECTRUM - BUSINESS VIDEO, BASED ON FY17					915	
	ACTUAL						
	F.) SPECTRUM - CABLE TV, BASED ON FY17 ACTUAL					270	

						13,535	
401-0400-535.43-10	ELECTRICAL SERVICES	763,407	713,595	800,000	800,000	632,291	800,000
	LEVEL 3 TEXT					TEXT AMT	
	DETAILS AS FOLLOWS:					800,000	
	* RECLAIMED WATER PLANT (2 METERS)						
	* CENTRAL LAB						
	* LAB OPERATIONS (RUTH STREET)						

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	* WAREHOUSE & METER SHOP * FIELD OPERATIONS SHOP * RECHARGE RESERVOIR PUMP STATION & GST * MEMORIAL, CYPRESS HEAD POND, KEN BURNS, WILLIAMSON BLVD PUMPS * APPROX 106 VARIOUS LIFT STATIONS NOTE: FY15 ACTUAL \$763,407, FY16 ACTUAL \$713,595 AVERAGE USED PLUS 5% = \$775,426 NO INCREASE REQUESTED *****						
						800,000	
401-0400-535.43-12	WATER/SEWER SERVICES	5,084	5,769	5,160	5,160	4,569	6,349
	LEVEL 3 TEXT UTILITY BILLS FOR THE FOLLOWING LOCATIONS: * #21969-20959 825 OAK STREET 1,148 * #21967-20958 825 OAK STREET LAB 2,379 * #123-39868 RECLAIMED @ 704 DUNLAWTON 561 * #123-39869 RECLAIMED @ 539 RUTH ST 561 * #133881-38002 RECLAIMED @ 3889 SUNSET COVE 260 ***** NOTE: MOVED PONCE INLET WATER BILLS FOR LIFT STATIONS FROM THE WATER PLANT BUDGET TO THE WATER RECLAMATION FACILITY BUDGET ***** PONCE INLET WATER BILLS FOR LIFT STATIONS * 4356 SO PENINSULA DRIVE 240 * 4369 SO ATLANTIC DRIVE 240 * 4668 SO PENINSULA DRIVE (MASTER) 240 * ADDITIONAL FUNDING FOR ANY HIGH BILLS DUE TO LEAKS 720 *****						6,349
401-0400-535.43-14	DRAINAGE	1,287	1,287	1,320	1,900	1,741	2,280
	LEVEL 3 TEXT DRAINAGE UTILITY BILLS FOR FOLLOWING LOCATION: #21969-20959 OAK STREET 1,900 BASED ON FY17 ACTUAL ***** ADD'L DUE TO INCREASE IN DRAINAGE FEES FROM 380 \$100/YEAR TO \$120/YEAR 19 ERU'S X \$10 = \$190 X 12 MONTHS = \$2,280 (LP 8-7-17) *****						2,280

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401-0400-535.44-10	EQUIP/OTHER RENTAL/LEASE	0	2,755	2,925	7,925	6,805	5,040
	LEVEL 3 TEXT DETAIL: A.) BRYSON CRANE CONTACT B.) DOCUMENT TECHNOLOGIES *****					TEXT AMT 5,000 40 5,040	
401-0400-535.45-19	VEHICLE INSURANCE	1,970	1,739	1,160	1,160	967	3,894
	LEVEL 3 TEXT INSURANCE COVERAGE FOR VEHICLES AND ROLLING STOCK BASED ON FY17 ACTUAL FLEET DETAIL: 4 - TRUCKS W/HEAVY CRANES 4 - TRUCKS W/O CRANES 1 - VAN - INSTRUMENT CONTROL TECH'S *****					TEXT AMT 3,894 3,894	
401-0400-535.46-10	GENERAL EQUIP MAINT	3,979	15,945	172,500	161,602	143,139	197,500
	LEVEL 3 TEXT VENDORS UNDER CONTRACT FOR EQ MAINT SERVICES: A.) BARNEY'S PUMP B.) CARL ERIC JOHNSON C.) CUMMINS POWER SOUTH (REPAIRS) D.) DIGITAL CONTROL COMPANY E.) EUTEK / HYDRO INTERNATIONAL F.) FLUID CONTROLS G.) KELLER ANGELLIS DESIGN H.) FJ NUGENT (NEW CONTRACT IN FY17) I.) RJH TECHNICAL SERVICES J.) SANDERS COMPANY K.) WATER RESOURCE TECH L.) WATER TREATMENT & CONTROLS M.) XYLEM WATER SOLUTIONS USA N.) OTHER REPAIRS/MAINTENANCE SERVICES AS NEEDED (BELTS FOR PRESSES, MISC. REPAIR PARTS) *****					TEXT AMT 37,500 5,000 12,500 2,500 10,000 5,000 5,000 25,000 15,000 25,000 5,000 5,000 20,000 25,000 197,500	
401-0400-535.46-11	REGULAR MAINT/INSP EQUIP	86,483	44,258	33,400	12,282	2,019	30,400
	LEVEL 3 TEXT MAINTENANCE INSPECTION DETAIL:					TEXT AMT	

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	A.) COMPUTER SCADA SERVICE						6,000
	B.) FIRE EXTINGUISHERS						1,000
	C.) COPY MACHINE						700
	D.) OTHER OFFICE EQUIPMENT						700
	E.) ANNUAL EQUIPMENT CALIBRATION						7,000
	F.) TETRA FILTER CONTRACT						8,000
	TETRA FILTER CONTRACT MOVED TO 3414						8,000-
	G.) MISC. INSPECTION SERVICES AS NEEDED						7,000
	H.) EQUIPMENT TESTING						7,000
	I.) FLOW METERS - MAINTENANCE						1,000

							30,400
401-0400-535.46-12	VEH MAINT/REPAIR	9,975	14,158	26,200	21,200	17,682	20,000
	LEVEL 3 TEXT					TEXT AMT	
	VEHICLE AND ROLLING STOCK REPAIRS / MAINTENANCE						20,000
	FLEET DETAIL:						
	4 - TRUCKS W/ HEAVY CRANES						
	4 - TRUCKS NO CRANES						
	1 - VAN (FOR THE INSTRUMENT TECHS)						

							20,000
401-0400-535.46-16	BUILDING MAINT	0	0	1,000	1,246	1,246	1,000
	LEVEL 3 TEXT					TEXT AMT	
	SMALL BUILDING REPAIRS AS NEEDED						1,000

							1,000
401-0400-535.46-18	CONT MAINT/COMM EQUIP	0	585	1,000	1,000	0	1,000
	LEVEL 3 TEXT					TEXT AMT	
	COMMUNICATIONS INTERNATIONAL - 800 MHZ RADIOS						1,000

							1,000
401-0400-535.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	7,951
401-0400-535.49-01	ADVERTISING	0	0	0	30	30	0
401-0400-535.49-02	COMPUTER SOFTWARE	0	0	345	345	50	345
	LEVEL 3 TEXT					TEXT AMT	
	SITASECURE - GENETEC SOFTWARE FOR RECLAIM PLANT						345
	**** 23 CAMERA'S @ \$30.00 EACH = \$690 ANNUAL						
	SPLIT BETWEEN WATER PLANT AND RECLAIMED PLANT						

	IN THE PAST THIS WAS FUNDED BY THE IT DEPT						

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	BUT HAS BEEN MOVED TO WATER/SEWER DEPARTMENT FOR PROPER FUNDING *****						345
401-0400-535.49-16	COMPUTER HARDWARE	0	5,758	0	0	0	0
401-0400-535.49-19	TAXES, LICENSE, & FEES	7,000	7,000	7,500	7,500	7,000	7,500
	LEVEL 3 TEXT OPERATING PERMITS & LICENSES DEP ANNUAL PERMIT *****					TEXT AMT 7,500	
							7,500
401-0400-535.49-20	EQUIP & OTHER NON-CAPITAL	6,198	14,990	8,100	3,100	974	8,100
	LEVEL 3 TEXT COMPOSITE SAMPLER FOR RECHARGE RES OUTFALL *****					TEXT AMT 8,100	
							8,100
401-0400-535.51-00	OFFICE SUPPLIES	3,022	3,051	5,000	5,000	2,215	5,000
	LEVEL 3 TEXT VARIOUS OFFICE SUPPLIES AS NEEDED *****					TEXT AMT 5,000	
							5,000
401-0400-535.52-00	OTHER OPERATING SUPPLIES	14,496	45,029	30,000	30,000	18,974	30,000
	LEVEL 3 TEXT OPERATING SUPPLIES OTHER THEN OFFICE SUPPLIES EXAMPLES: GLOVES, BATTERIES, SPECIALIZED SAFETY EQUIPMENT HAND TOOLS, PAPER PRODUCTS, ETC *****					TEXT AMT 30,000	
							30,000
401-0400-535.52-10	GAS, DIESEL, OIL, & GREASE	1,291	7,980	30,405	30,405	18,043	32,166
	LEVEL 3 TEXT VEHICLES AND ROLLING STOCK, MISC EQUIPMENT A.) FLEET DETAIL: 4 - TRUCKS WITH HEAVY CRANES 4 - TRUCKS WITHOUT CRANES 1 - VAN (INSTRUMENT CONTROL TECHS) 1 - SEMI - YARD DOG REGULAR FUEL: 2,000 GAL @ \$2.25 = \$4,500					TEXT AMT 13,666	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	DIESEL FUEL: 3,333 GAL @ \$2.75 = \$9,166 *****						
	B.) GENTRY OIL - FUEL FOR EMERGENCY GENERATORS						16,000
	C.) SPECIALTIES SYNTHETIC OILS *****						2,500
							32,166
401-0400-535.52-11	JANITORIAL SUPPLIES	4,372	1,535	3,000	3,000	2,602	3,000
	LEVEL 3 TEXT SUPPLIES FOR CLEANING FACILITIES *****					TEXT AMT	3,000
							3,000
401-0400-535.52-12	UNIFORMS	5,316	3,997	3,500	5,092	5,091	3,500
	LEVEL 3 TEXT NEW / REPLACEMENT UNIFORMS FOR 20 EMPLOYEES *****					TEXT AMT	3,500
							3,500
401-0400-535.52-16	MEDICAL & LAB SUPPLIES	12,558	10,611	20,000	20,000	10,184	20,000
	LEVEL 3 TEXT LAB SUPPLIES DETIAL: A.) FISHER SCIENTIFIC B.) HACH COMPANY *****					TEXT AMT	10,000
							10,000
							20,000
401-0400-535.52-18	REP & MAINT SUPPLIES	4,517	79,352	34,000	74,000	56,850	70,000
	LEVEL 3 TEXT REPAIR AND MAINTENANCE SUPPLIES DETAIL: A.) GRAINGER B.) VENDORS THAT ARE USED FOR REPAIR PARTS AND SUPPLIES TO MAINTAIN FACILITY OPERATIONS * AAA FENCE * CONSOLIDATED ELECTRIC DITRIBUTORS INC * DAYTONA BOLT & NUT * HD SUPPLY WATERWORKS * HOME DEPOT * INTERSTATE BATTERY * LOWES * SUMNER HARDWARE * WALMART C.) MISC PUMP AND EQUIPMENT MANUFACTURER PARTS D.) MISC TUBING, PIPES, FITTINGS, VALVES,					TEXT AMT	25,000
							20,000
							15,000
							10,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
ELECTRICAL RELAYS, ETC. *****							
						70,000	
401-0400-535.52-19	CHEMICALS	579,600	525,914	764,282	762,690	573,555	765,000
	LEVEL 3 TEXT					TEXT AMT	
						222,772	
						55,991	
						141,680	
						35,521	
						164,340	
						182,160	
						32,636	

						VENDORS HAVE INDICATED AN EXPECTED INCREASE OF	
						5% YO 10% IN CHEMICAL COST FOR FY18	
						ITB 17-23 CHECMICAL BID IS OUT	

						REDUCTION PER DEPT. DIRECTOR BASED ON NEW	70,100-
						INFORMATION	
						(7-13-17 LP)	

						765,000	
401-0400-535.54-00	DUES & MEMBERSHIPS	654	864	390	390	330	390
	LEVEL 3 TEXT					TEXT AMT	
						FWPCOA	
						390	

						390	
401-0400-535.54-01	BOOKS & SUBSCRIPTIONS	335	140	1,000	1,000	0	500
	LEVEL 3 TEXT					TEXT AMT	
						SAFETY TRAINING MATERIALS	
						500	

						500	
* OPERATING EXPENSE		2,021,853	2,051,569	2,748,971	2,761,584	2,146,658	2,774,211
401-0400-535.62-00	BUILDINGS AND IMP. TO	795	0	0	0	0	0
401-0400-535.63-00	IMP. OTHER THAN BLDGS	0	9,600	0	12,800	12,800	0
401-0400-535.63-97	PROJ CAPITAL OUTLAY	3,346	358,545	1,000,000	1,940,710	38,435	697,000
	LEVEL 3 TEXT					TEXT AMT	
						CIP:RECLM FACILITY RENOVATION/REPLACEMENT SSP002	50,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	CIP:RECLM FACILITY SLUDGE TRLR STORAGE LOT SSP013					107,000	
	CIP:RECLM FACILITY ENTRY GATES REPLACEMENT SSP014					30,000	
	CIP:RECLM FACILITY OPERATIONS BLD EXPANSION SSP015					10,000	
	CIP: SEWER SYSTEM REHABILITATION URH001					500,000	
	(NT 08-15-17)					697,000	
401-0400-535.63-99	FIXED ASSET TRANSFERS	36,752-	491,244-	0	0	0	0
401-0400-535.64-00	MACH & EQUIPMENT	32,611	123,099	0	90,029	10,029	45,000
	LEVEL 3 TEXT					TEXT AMT	
	NEW VEHICLE REQUIRE FOR NEW LIFT STATION					45,000	
	POSITION						

						45,000	
*	CAPITAL OUTLAY	0	0	1,000,000	2,043,539	61,264	742,000
401-0400-535.99-02	DEPRECIATIN EXPENSE	6,722	0	0	0	0	0
*	NON-OPERATING EXPENSE	6,722	0	0	0	0	0
**	WASTEWATER TREATMENT	2,899,656	2,980,975	5,248,323	6,323,457	3,331,924	5,014,340
***	*WASTEWATER TREATMENT	2,899,656	2,980,975	5,248,323	6,323,457	3,331,924	5,014,340

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
401-0500-536.12-00	METER SHOP METER SHOP SALARIES AND WAGES	343,537	342,605	354,442	354,442	253,240	324,724
	LEVEL 3					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	341,932
						WAGE INCREASE	9,044
						NEW: RECLASSIFY METER READER TO UTILITY SYSTEM OPERATOR IN 401-0800	26,252-
							324,724
401-0500-536.12-11	COMPENSATED ABSENCE	16,373-	4,880-	0	0	0	0
401-0500-536.14-00	OVERTIME	64,960	98,045	35,000	82,886	62,502	75,000
	LEVEL 3					TEXT AMT	
						AFTER HOURS CALL OUTS AND EMERGENCIES BASED ON FY17 ACTUAL, OVERTIME CAN BE REDUCED IN FY18	35,000
						*****	5,000-
						CIP ZMI044 - MOVED FROM 401-0800-536-14-00 (NT 08-15-17)	45,000
							75,000
401-0500-536.15-10	CERTIFICATION/LICENSES	0	0	0	0	0	1,000
	LEVEL 3					TEXT AMT	
						DISTRIBUTION STATE LICENSE FOR 5 EMPLOYEES *** NEW ***	1,000

							1,000
401-0500-536.21-00	FICA TAXES	28,644	31,553	29,798	29,907	23,154	30,586
	LEVEL 3					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	28,458
						WAGE INCREASE	693
						NEW: RECLASSIFY METER READER TO UTILITY SYSTEM OPERATOR IN 401-0800	2,009-

						CIP ZMI044 FICA TAXES-MOVED FROM 401-0800-536-2100 (NT 08-15-17)	3,444
							30,586
401-0500-536.22-00	RETIREMENT CONTRIBUTIONS	36,739	48,503	47,754	47,754	35,888	45,555
	LEVEL 3					TEXT AMT	
						CURRENT STAFF	46,838
						WAGE INCREASE	1,326

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	NEW: RECLASSIFY METER READER TO UTILITY SYSTEM OPERATOR IN 401-0800						2,609- 45,555
401-0500-536.23-00	HEALTH INSURANCE	53,563	66,971	69,826	69,826	54,157	65,991
	LEVEL 3 TEXT HEALTH DENTAL LIFE WAGE INCREASE LIFE NEW: RECLASSIFY METER READER TO UTILITY SYSTEM OPERATOR IN 401-0800					TEXT AMT 68,770 3,720 790 23 7,312- 65,991	
401-0500-536.24-00	WORKER'S COMPENSATION	5,649	5,681	6,125	6,149	4,709	6,891
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE NEW: RECLASSIFY METER READER TO UTILITY SYSTEM OPERATOR IN 401-0800 ESTIMATED WC INCREASE @ 10% (CLB 7-11-17) ***** CIP ZMI044 BENEFITS-MOVED FROM 401-0800-536-2400 (NT 08-15-17)					TEXT AMT 5,824 139 445- 530 843 6,891	
401-0500-536.26-00	OPEB / EAP BENEFIT	351	382	374	374	289	337
	LEVEL 3 TEXT CURRENT STAFF NEW: RECLASSIFY METER READER TO UTILITY SYSTEM OPERATOR IN 401-0800					TEXT AMT 374 37- 337	
* PERSONNEL SERVICES		517,070	588,860	543,319	591,338	433,939	550,084
401-0500-536.31-13	OTHER PROF. SERVICES	456	0	0	2,000	489	0
401-0500-536.34-14	CONTRACT SERVICES OTHER	0	16,814	60,600	72,695	72,100	60,600
	LEVEL 3 TEXT CONTRACT PROFESSIONAL SERVICES DETAIL: A.) SENSUS TECH SUPPORT (LICENSE / BILLING FOR LOGIC B.) TOWER MAINTENANCE C.) CUSTOMER NOTIFICATION SOFTWARE SUPPORT					TEXT AMT 16,500 2,500 41,600	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
AQUAHAWK *****							
						60,600	
401-0500-536.40-00	TRAVEL PER DIEM	0	0	1,500	1,440	0	1,500
	LEVEL 3 TEXT					TEXT AMT	
	TRAVEL DETAIL:						
	SENSUS USER CONFERENCE					1,500	
	(HOTEL AND MEALS)						
	*****					1,500	
401-0500-536.40-10	EMPLOYEE TRAINING	0	0	1,500	1,500	0	1,500
	LEVEL 3 TEXT					TEXT AMT	
	EMPLOYEE TRAINING DETAIL:						
	LOCAL SCHOOL AND STATE LICENSE TRAINING					500	
	OSHA SAFETY CLASSES					500	
	CLASSES AT DAYTONA STATE					500	
	*****					1,500	
401-0500-536.41-00	COMMUNICATION SERVICES	5,148	4,855	5,300	5,300	3,318	4,160
	LEVEL 3 TEXT					TEXT AMT	
	COMMUNICATION SERVICES DETAL:						
	A.) AT&T MOBILIIY - CELL PHONES & AIRCARDS					3,000	
	BASED ON FY17 ACTUAL BILLING						
	B.) EJ WARD - GPS SERVICES					760	
	BASED ON FY17 ACTUAL BILLING						
	C.) CENTREX - ST OF FLA DEPT OF MANAGEMENT					300	
	FAX LINES AND LAND LINES						
	BASED ON FY17 ACTUAL						
	D.) SPECTRUM - CABLE SERVICES					100	
	BASED ON FY17 ACTUAL						
	*****					4,160	
401-0500-536.44-10	EQUIP/OTHER RENTAL/LEASE	0	0	0	60	18	40
	LEVEL 3 TEXT					TEXT AMT	
	RENTAL / LEASE DETAIL:						
	DOCUMENT TECHNOLOGY					40	
	BASED ON FY17 ACTUAL						
	*****					40	

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401-0500-536.45-19	VEHICLE INSURANCE	3,546	3,353	3,480	3,480	2,900	3,894
	LEVEL 3 TEXT VEHICLE INSURANCE FLEET DETAIL: 9 - PICKUP TRUCKS *****					TEXT AMT 3,894	
							3,894
401-0500-536.46-10	GENERAL EQUIP MAINT	9,091	5,545	5,000	5,000	3,000	5,000
	LEVEL 3 TEXT MAINTENANCE / REPAIR OF METER READING DEVICES *****					TEXT AMT 5,000	
							5,000
401-0500-536.46-11	REGULAR MAINT/INSP EQUIP	0	219	2,000	2,000	702	1,920
	LEVEL 3 TEXT MAINTENANCE INSPECTION SERVICES: A.) TYCO INTERGRATED BASED ON FY17 ACTUAL B.) ADDITIONAL INSPECTION SERVICES AS NEEDED *****					TEXT AMT 920 1,000 1,920	
							1,920
401-0500-536.46-12	VEH MAINT/REPAIR	24,232	16,487	23,000	18,000	7,926	8,400
	LEVEL 3 TEXT VEHICLE REPAIR SERVICES FLEET DETAIL: 9 - PICKUP TRUCKS BASED ON FY17 ACTUAL EXPENSE *****					TEXT AMT 8,400	
							8,400
401-0500-536.46-18	CONT MAINT/COMM EQUIP	402	378	500	0	0	500
	LEVEL 3 TEXT COMMUNICATIONS INTERNATIONAL - 800 MHZ RADIOS *****					TEXT AMT 500	
							500
401-0500-536.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	3,445
401-0500-536.47-00	PRINTING AND BINDING	420	0	500	0	0	500
	LEVEL 3 TEXT DOOR TAGS REQUIRED FOR CUSTOMER NOTIFICATIONS					TEXT AMT 500	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	AND BUSINESS CARDS FOR STAFF *****						500
401-0500-536.49-02	COMPUTER SOFTWARE	9,516	1,000	39,000	39,000	39,000	0
	LEVEL 3 TEXT CUSTOMER NOTIFICATION SOFTWARE (NEW FY17) ***** ONTIME EXPENSE, NO REQUIRMENTS FOR FY18 *****					TEXT AMT 39,000 39,000-	
401-0500-536.49-20	EQUIP & OTHER NON-CAPITAL	2,409	0	5,100	2,300	2,299	5,000
	LEVEL 3 TEXT REPLACEMENT OF 2 HAND HELD PROGRAMMERS *****					TEXT AMT 5,000 5,000	
401-0500-536.49-31	NON-CAP RPLMT MTR INSTALL	0	43,696	0	0	0	0
401-0500-536.49-66	TFR TO 506 BLDG MAINT FD	9,596	8,655	9,484	9,484	7,903	10,442
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 10,442 10,442	
401-0500-536.51-00	OFFICE SUPPLIES	4,097	3,107	4,000	4,000	2,357	4,000
	LEVEL 3 TEXT PURCHASE OF VARIOUS OFFICE SUPPLIES AS NEEDED *****					TEXT AMT 4,000 4,000	
401-0500-536.52-00	OTHER OPERATING SUPPLIES	7,377	10,561	8,000	8,000	4,673	8,000
	LEVEL 3 TEXT VARIOUS OPERATING SUPPLIES NOT REPLATED TO OFFICE SUPPLIES EXAMPLES: BUG SPRAY, SAFETY EQ, GLOVES, HAND TOOLS, PAPER PRODUCTS *****					TEXT AMT 8,000 8,000	
401-0500-536.52-10	GAS, DIESEL, OIL, & GREASE	17,706	12,404	18,000	13,505	11,058	13,500
	LEVEL 3 TEXT VEHICLES					TEXT AMT 13,500	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	REGULAR ONLY: 6,000 GAL @ \$2.25 FLEET DETAIL: 9 - PICKUP TRUCKS *****						
						13,500	
401-0500-536.52-12	UNIFORMS	2,163	1,089	2,000	0	0	2,000
	LEVEL 3 TEXT NEW / REPLACEMENT UNIFORMS FOR 10 EMPLOYEES INCLUDING RUBBER BOOTS, RAIN GEAR, ETC. *****					TEXT AMT 2,000	
						2,000	
401-0500-536.52-15	POSTAL SERVICE	50	0	300	0	0	300
	LEVEL 3 TEXT REQUIRED TO MAIL METER READING DEVICES TO VENDOR FOR REPAIR *****					TEXT AMT 300	
						300	
401-0500-536.52-18	REP & MAINT SUPPLIES	4,511	0	50,000	44,000	42,713	50,000
	LEVEL 3 TEXT THIS LINE ITEM IS USED TO PURCHASE REPAIR PARTS, METER BOXES, LIDS, ETC THAT ARE NOT PROJECT RELATED *****					TEXT AMT 50,000	
						50,000	
401-0500-536.54-00	DUES & MEMBERSHIPS	0	0	0	0	0	100
	LEVEL 3 TEXT MISC *****					TEXT AMT 100	
						100	
401-0500-536.55-31	NON-CAP RPLC MTR INSTALLS	19,695	0	0	0	0	0
*	OPERATING EXPENSE	120,415	128,163	239,264	231,764	200,456	184,801
401-0500-536.63-99	FIXED ASSET TRANSFERS	5,000-	0	0	0	0	0
401-0500-536.64-15	ADP EQUIPMENT	5,000	0	0	0	0	0
*	CAPITAL OUTLAY	0	0	0	0	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
**		METER SHOP	637,485	717,023	782,583	823,102	634,395	734,885
***		METER SHOP	----- 637,485	----- 717,023	----- 782,583	----- 823,102	----- 634,395	----- 734,885

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
W/S MAINTENANCE							
W/S MAINT. DIVISION							
401-0600-536.12-00	SALARIES AND WAGES	516,320	503,864	0	0	0	0
401-0600-536.12-11	COMPENSATED ABSENCE	11,832	8,208	0	0	0	0
401-0600-536.14-00	OVERTIME	56,653	50,944	0	0	0	0
401-0600-536.15-10	CERTIFICATION/LICENSES	475	0	0	0	0	0
401-0600-536.21-00	FICA TAXES	38,921	39,246	0	0	0	0
401-0600-536.22-00	RETIREMENT CONTRIBUTIONS	60,979	76,156	0	0	0	0
401-0600-536.23-00	HEALTH INSURANCE	79,208	87,627	0	0	0	0
401-0600-536.24-00	WORKER'S COMPENSATION	9,351	8,122	0	0	0	0
401-0600-536.26-00	OPEB / EAP BENEFIT	480	506	0	0	0	0
-----		-----	-----	-----	-----	-----	-----
* PERSONNEL SERVICES		750,555	774,673	0	0	0	0
401-0600-536.31-13	OTHER PROF. SERVICES	0	111	0	0	0	0
401-0600-536.34-14	CONTRACT SERVICES OTHER	1,160	68,770	0	0	0	0
401-0600-536.34-20	MOWING CONTRACT SERVICE	26,247	23,529	0	0	0	0
401-0600-536.40-00	TRAVEL PER DIEM	0	5,692	0	0	0	0
401-0600-536.40-10	EMPLOYEE TRAINING	6,090	812	0	0	0	0
401-0600-536.41-00	COMMUNICATION SERVICES	7,042	4,549	0	0	0	0
401-0600-536.43-12	WATER/SEWER SERVICES	0	519	0	0	0	0
401-0600-536.44-10	EQUIP/OTHER RENTAL/LEASE	8,791	111	0	0	0	0
401-0600-536.45-19	VEHICLE INSURANCE	4,334	2,484	0	0	0	0
401-0600-536.46-10	GENERAL EQUIP MAINT	184,491	197,575	0	0	0	0
401-0600-536.46-12	VEH MAINT/REPAIR	22,729	7,003	0	0	0	0
401-0600-536.46-16	BUILDING MAINT	1,508	1,850	0	0	0	0
401-0600-536.46-18	CONT MAINT/COMM EQUIP	0	2,146	0	0	0	0
401-0600-536.49-20	EQUIP & OTHER NON-CAPITAL	7,620	0	0	0	0	0
401-0600-536.51-00	OFFICE SUPPLIES	2,357	36	0	0	0	0
401-0600-536.52-00	OTHER OPERATING SUPPLIES	8,341	8,420	0	0	0	0
401-0600-536.52-10	GAS,DIESEL,OIL,& GREASE	33,848	24,865	0	0	0	0
401-0600-536.52-11	JANITORIAL SUPPLIES	1,322	77	0	0	0	0
401-0600-536.52-12	UNIFORMS	5,549	1,989	0	0	0	0
401-0600-536.52-18	REP & MAINT SUPPLIES	177,107	40,486	0	0	0	0
401-0600-536.52-19	CHEMICALS	161	0	0	0	0	0
401-0600-536.54-00	DUES & MEMBERSHIPS	180	30	0	0	0	0
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* OPERATING EXPENSE		498,877	390,832	0	0	0	0
401-0600-536.63-99	FIXED ASSET TRANSFERS	29,422	8,305	0	0	0	0
401-0600-536.64-00	MACH & EQUIPMENT	29,422	8,305	0	0	0	0
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* CAPITAL OUTLAY		0	0	0	0	0	0
401-0600-536.99-02	DEPRECIATION EXPENSE	4,747	0	0	0	0	0
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* NON-OPERATING EXPENSE		4,747	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015	FY2016	FY2017	FY2017	FY2017	FY2018
		Actual	Actual	Orig/Adopted	Adjusted	Y-T-D ACTUAL INCLD ENCMBRNCE	
				Budget	Budget		CM PROP
**	W/S MAINT. DIVISION	1,254,179	1,165,505	0	0	0	0
***	W/S MAINTENANCE	1,254,179	1,165,505	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0800-536.12-00	W/S DISTRIBUTION WATER DISTRIBUTION SALARIES AND WAGES	554,844	650,110	687,516	687,912	515,839	746,141
	LEVEL 3					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	691,945
						WAGE INCREASE	26,109
						NEW: UTILITY SYSTEM OPERATOR (RECLASSIFIED FROM METER READER 401 -0500)	28,087
							746,141
401-0800-536.12-11	COMPENSATED ABSENCE	13,455-	9,548	0	0	0	0
401-0800-536.14-00	OVERTIME	108,992	128,890	153,045	178,488	124,555	98,045
	LEVEL 3					TEXT AMT	
						CALLOUT AND EMERGENCIES	50,000

						CIP OVERTIME WILL BE UPDATED AT A LATER DATE	103,045

						CIP ZMI044 OVERTIME MOVE TO THE APPROPRIATE DIVISIONS (NT 08-15-17)	55,000-
						\$10,000 TO 401-0901-536-14-00	
						\$45,000 TO 401-0500-536-14-00	
							98,045
401-0800-536.15-10	CERTIFICATION/LICENSES	800	275	2,000	2,000	807	2,000
	LEVEL 3					TEXT AMT	
						BACKFLOW, CDL RENEWALS AND DISTRIBUTION LICENSES STATE LICENSING	2,000

							2,000
401-0800-536.21-00	FICA TAXES	46,899	56,795	64,312	65,021	45,405	64,588
	LEVEL 3					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	64,656
						WAGE INCREASE	1,993
						NEW: UTILITY SYSTEM OPERATOR (RECLASSIFIED FROM METER READER 401 -0500)	2,149

						CIP ZMI044 - MOVE BENEFITS TO THE APPROPRIATE DIVISIONS (NT 08-15-17)	4,210-
						\$766 TO 401-0901-536-2100	
						\$3,444 TO 401-0500-536-2100	
							64,588
401-0800-536.22-00	RETIREMENT CONTRIBUTIONS	63,948	96,384	101,331	101,331	76,533	108,902

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE NEW: UTILITY SYSTEM OPERATOR (RECLASSIFIED FROM METER READER 401 -0500)					TEXT AMT 102,447 3,662 2,793 108,902	
401-0800-536.23-00	HEALTH INSURANCE	96,778	121,699	139,644	139,644	98,251	153,988
	LEVEL 3 TEXT HEALTH DENTAL LIFE WAGE INCREASE LIFE NEW: UTILITY SYSTEM OPERATOR (RECLASSIFIED FROM METER READER 401 -0500)					TEXT AMT 137,540 7,440 1,626 65 7,317 153,988	
401-0800-536.24-00	WORKER'S COMPENSATION	9,551	9,646	12,371	12,475	8,718	13,563
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE NEW: UTILITY SYSTEM OPERATOR (RECLASSIFIED FOM METER READER 401-0500) ESTIMATED WC INCREASE @ 10% (CLB 7-11-17) ***** CIP ZMI044 - MOVE BENEFITS TO THE APPROPRIATE DIVISIONS (NT 08-15-17) \$188 TO 401-0901-536-2400 \$843 TO 401-0500-536-2400					TEXT AMT 12,468 371 477 1,278 1,031- 13,563	
401-0800-536.25-00	UNEMPLOYMENT COMP	0	245	0	0	0	0
401-0800-536.26-00	OPEB / EAP BENEFIT	613	721	749	749	578	786
	LEVEL 3 TEXT CURRENT STAFF NEW: UTILITY SYSTEM OPERATOR (RECLASSIFIED FROM METER READER 401 -0500)					TEXT AMT 749 37 786	
* PERSONNEL SERVICES		868,970	1,074,313	1,160,968	1,187,620	870,686	1,188,013
401-0800-536.31-13	OTHER PROF. SERVICES	156,638	0	0	0	0	0
401-0800-536.34-14	CONTRACT SERVICES OTHER	0	136,108	176,000	178,664	147,394	187,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT OTHER PROFESSIONAL CONTRACT SERVICES DETAIL: A.) AARONS BACKFLOW - RESIDENTIAL BACKFLOW INSPECTIONS, CURRENT CONTRACT **NEW** WILL NEED TO INCREASE THE SPENDING AUTHORITY FOR THIS CONTRACT DUE TO ADDED BACKFLOWS B.) ANNUAL CLEAING OF LIFT STATOINS C.) SUNSHINE ONE CALL - SERVICES LOCATES D.) FLAIR, INC. E.) INSTALLATION OF PORTABLE WATER LINE STOPS F.) VARIOUS PROFESSIONAL SERVICES NOT RELATED TO CONTRACTS. EXAMPLES: ABC LOCK RESIDENTIAL PLUMBING REPAIRS ***** TEXT AMT 130,000 10,000 25,000 5,000 5,000 11,000 1,000 187,000						
401-0800-536.40-00	TRAVEL PER DIEM	512	375-	12,100	12,100	0	2,000
	LEVEL 3 TEXT TRAVEL DETAIL: TRAVEL EXPENSES FOR 3 EMPLOYEES TO ATTEND 4 DAYS OUT OF TOWN, TRAINING IS FOR OPERATIONS, MAINTENANCE, AND SPECIALTY EQUIPMENT TRAINING (MEALS, HOTELS, ETC) ***** TEXT AMT 2,000 2,000						
401-0800-536.40-10	EMPLOYEE TRAINING	3,199	2,250	3,000	3,000	1,133	6,400
	LEVEL 3 TEXT EMPLOYEE TRAINING DETAIL: A.) CUES TRAINING FOR TV TRUCK, 2 EMPL @ \$1200 EA B.) OSHA SAFETY AND CERTIFICATION TRAINING CONFINED SPACE CERTIFICATIONS ***** TEXT AMT 2,400 4,000 6,400						
401-0800-536.41-00	COMMUNICATION SERVICES	6,600	8,865	6,600	8,938	7,233	7,760
	LEVEL 3 TEXT COMMUNICATION SERVICES DETAIL: A.) AT&T MOBILITY - CELL PHONES & AIR CARDS BASED ON FY17 ACTUAL B.) EJ WARD - GPS TRACKING TEXT AMT 6,060 1,700						

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
***** BASED ON FY17 ACTUAL *****							
						7,760	
401-0800-536.44-10	EQUIP/OTHER RENTAL/LEASE	1,198	11	1,200	1,200	812	1,260
	LEVEL 3 TEXT					TEXT AMT	
	EQUIPMENT RENTAL DETAIL:						
	A.) EMERGENCY FIELD EQUIPMENT					1,200	
	B.) DOCUMENT TECHNOLOGIES					60	
	BASED ON FY17 ACTUAL						

						1,260	
401-0800-536.45-19	VEHICLE INSURANCE	6,698	6,334	7,347	7,347	6,123	9,518
	LEVEL 3 TEXT					TEXT AMT	
	VEHICLE AND ROLLING STOCK INSURANCE DETAIL:					9,518	
	**BASED ON FY17 ACTUAL EXPENSES **						
	FLEET DETAIL - REQUIRES INSURANCE						
	1 - F800 TANKER						
	2 - VAC-CON TRUCKS						
	1 - DUMP TRUCK						
	7 - F250 TRUCKS						
	3 - PICKUP TRUCKS						
	3 - 3500 HD UTILITIY TRUCKS						
	1 - F500 TV TRUCK						
	1 - VAN TRANSIT (LOCATES)						
	1 - VALVE EXERCISING MACH						
	1 - 310SG BACKHOE						

						9,518	
401-0800-536.46-10	GENERAL EQUIP MAINT	2,631	10,891	10,000	11,000	11,041	30,500
	LEVEL 3 TEXT					TEXT AMT	
	GENERAL EQUIPMENT MAINTENANCE DETAIL:						
	A.) ELXSI (DBA CUES, INC) REPAIRS AND MAINT FOR					15,000	
	THE F500 TV TRUCK						
	B.) SOUTHERN SEWER SALES & EQUIPMENT					15,000	
	REPAIRS AND MAINTENANCE FOR THE VACCON						
	C.) REPAIRS AND REBUILDING OF MISC. SMALL EQ					500	

						30,500	
401-0800-536.46-11	REGULAR MAINT/INSP EQUIP	99	1,777	500	500	297	500
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	MISC INSPECTION SERVICES FOR DISTRIBUTION AND COLLECTIONS LOCATIONS *VARIOUS EQUIPMENT (SAWS, PUMPS, ETC.) *BACKFLOW TESTER INSPECTIONS * FIRE EXTINGUISHER *****						500
							500
401-0800-536.46-12	VEH MAINT/REPAIR	32,030	43,311	45,000	50,000	44,437	45,000
LEVEL 3	TEXT VEHICLE & ROLLING STOCK REPAIRS & MAINTENANCE FLEET DETAIL: 1 - F800 TANKER 2 - VAC-CON 7 - F250 TRUCKS 3 - PICKUP TRUCKS 1 - DUMP TRUCK 3 - 2500HD UTILITY TRUCKS 1 - F500 TV TRUCK 1 - VAN-TRANSIT (LOCATES) 1 - VALVE EXCERSING MACHINE W/TRAILER 1 - AIR COMPRESSOR / SULLAIR 5 - THOMPSON 6" PUMPS (ROLLING) *****					TEXT AMT 45,000	
							45,000
401-0800-536.46-16	BUILDING MAINT	1,179	1,651	2,000	3,525	2,510	3,000
LEVEL 3	TEXT SMALL BUILDING MAINTENANCE REPAIRS FOR DISTRIBUTION AND COLLECTIONS BUILDINGS *****					TEXT AMT 1,500 1,500	
							3,000
401-0800-536.46-18	CONT MAINT/COMM EQUIP	393	147	1,000	1,000	67	1,000
LEVEL 3	TEXT COMMUNICATIONS INTERNATIONAL - 800 MHZ RADIOS *****					TEXT AMT 1,000	
							1,000
401-0800-536.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	20,538
401-0800-536.46-36	SOFTWARE MAINTENANCE	0	3,000	10,000	10,000	3,000	5,000
LEVEL 3	TEXT INFRAMAP ANNUAL SOFTWARE SUPPORT *****					TEXT AMT 5,000	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						5,000	
401-0800-536.47-00	PRINTING AND BINDING	89	593	300	0	0	300
	LEVEL 3 TEXT					TEXT AMT	
						150	
	PRINTING OF MISC CUSTOMER NOTIFICATIONS					150	
	LOCATE TICKETS						

						300	
401-0800-536.49-20	EQUIP & OTHER NON-CAPITAL	4,301	24,562	5,000	3,762	1,559	5,000
	LEVEL 3 TEXT					TEXT AMT	
						5,000	
	REPLACEMENT OF AGING NON CAPITAL EQUIPMENT						
	CONCRETE SAWS						
	BLOWERS						
	PUMPS						
	ROOT CUTTER						

						5,000	
401-0800-536.49-31	NON-CAP RPLMT MTR INSTALL	0	789,674	760,500	760,500	652,934	760,500
	LEVEL 3 TEXT					TEXT AMT	
						760,500	
	CIP: METER REPLACEMENT PROGRAM ZMI044						
	(NT 08-15-17)						
						760,500	
401-0800-536.49-33	NON-CAP NEW MTR INSTALLS	0	39,493	100,000	100,000	84,597	100,000
	LEVEL 3 TEXT					TEXT AMT	
						100,000	
	NON CAPITAL NEW METER INSTALLATIONS, NEW SERVICES						
	THREE NEW SUBIDIVISIONS ARE SET FOR FY18						

						100,000	
401-0800-536.51-00	OFFICE SUPPLIES	351	165	2,000	2,000	2,000	2,000
	LEVEL 3 TEXT					TEXT AMT	
	MISC. OFFICE SUPPLIES FOR						
	DISTRIBUTION CREW						
	COLLECTIONS CREW						

						2,000	
401-0800-536.52-00	OTHER OPERATING SUPPLIES	57,375	60,606	47,000	44,475	32,831	68,500
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	OTHER OPERATING SUPPLIES DETAIL:						50,000
	A.) MISC OPERATING SUPPLIES (HAND TOOLS, RAGS, PAPER PRODUCTIONS, GLOVES, ETC.)						
	B.) BACKFLOW PARTS AND SUPPLIES						2,000
	C.) VALVE INSERTIONS, LINE STOPS, AND LATERAL REPAIRS (3 @ \$5500 EA)						16,500
	*****						68,500
401-0800-536.52-10	GAS, DIESEL, OIL, & GREASE	26,791	25,518	31,000	31,000	21,011	27,334
LEVEL 3	TEXT VEHICLES, ROLLING STOCK, AND GAS POWERED EQ REGULAR FUEL: 4,000 GAL @ \$2.25 = \$9,000 DIESEL FUEL: 6,667 GAL @ \$2.75 = \$18334 BASED ON FY17 ACTUAL FLEET DETAIL: 1 - F800 TANKER 2 - VAC-CON 1 - DUMP TRUCK 1 - VACUUM PUMP W/TRAILER 1 - F500 TV TRUCK 1 - VALVE EXERCISING MACHINE W/TRAILER 1 - AIR COMPRESSOR / SULLAIR 5 - THOMPSON 6" PUMPS MISC. GAS POWERED EQ (SAW'S, BLOWERS, ETC) *****					TEXT AMT	27,334
401-0800-536.52-11	JANITORIAL SUPPLIES	2,675	566	3,500	3,500	3,500	3,500
LEVEL 3	TEXT DISTRIBUTION AND COLLECTIONS BUILDING CLEANING SUPPLIES AND SUPPLIES TO CLEAN VEHICLES *****					TEXT AMT	3,500
							3,500
401-0800-536.52-12	UNIFORMS	6,373	5,256	6,000	9,000	7,693	6,000
LEVEL 3	TEXT NEW / REPLACEMENT UNIFORMS FOR 20 EMPLOYEES UNIFORMS, HATS, TEE SHIRTS, RUBBER BOOTS *****					TEXT AMT	6,000
							6,000
401-0800-536.52-18	REP & MAINT SUPPLIES	73,060	108,847	125,000	125,000	114,522	125,000
LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	REPAIR & MAINTENANCE DETAIL: A.) REPAIR PARTS FOR THE WATER, RECLAIMED WATER AND SEWER SYSTEM B.) HYDRANT MAINTENANCE PARTS AND SUPPLIES *****					75,000 50,000 125,000	
401-0800-536.53-00	ROAD MATERIAL & SUPPLY	22,404	27,548	27,500	27,500	20,806	27,500
LEVEL 3	TEXT ROAD MATERIALS & SUPPLIES DETAIL: A.) CONCRETE REPAIRS AFTER FIELD CREWS HAVE REPAIRED SERVICE LEAKS FOR POTABLE WATER, RECLAIMED WATER, AND SEWER B.) SOD FOR RESTORATION *****					TEXT AMT 25,000 2,500 27,500	
401-0800-536.54-00	DUES & MEMBERSHIPS	360	0	450	0	0	450
LEVEL 3	TEXT 18 MEMBERSHIPS TO FWPCOA @ \$25/EA *****					TEXT AMT 450 450	
401-0800-536.54-01	BOOKS & SUBSCRIPTIONS	0	0	350	0	210	350
LEVEL 3	TEXT SAFETY TRAINING MATERIALS *****					TEXT AMT 350 350	
401-0800-536.55-31	NON-CAP RPLC MTR INSTALLS	920,826	0	0	0	0	0
401-0800-536.55-32	NON-CAP NEW MTR INSTALLS	51,829	0	0	0	0	0
* OPERATING EXPENSE		1,377,611	1,296,798	1,383,347	1,394,011	1,165,710	1,445,910
401-0800-536.63-97	PROJ CAPITAL OUTLAY	0	0	25,000	93,000	17,988	25,000
LEVEL 3	TEXT CIP: UTILITY COORDINATION URL007 (NT 08-15-17)					TEXT AMT 25,000 25,000	
401-0800-536.63-99	FIXED ASSET TRANSFERS	52,458-	43,350-	0	0	0	0
401-0800-536.64-00	MACH & EQUIPMENT	12,845	3,905	12,000	22,865	10,865	240,000
LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
3	***NEW*** PURCHASE OF A NEW TV CAMERA TRUCK *****					240,000	
						240,000	
401-0800-536.64-15	ADP EQUIPMENT	20,714	7,475	0	0	0	0
401-0800-536.64-31	CAP NEW METER INSTALLS	0	31,970	150,000	150,000	0	100,000
LEVEL 3	TEXT REPLACEMENT OF LARGE METERS (COST OVER \$5000 EA) THIS IS BUDGETED ON AN ANNUAL BASES TO PURCHASE LARGE METERS THAT ARE IN NEED OF REPLACEMENT DUE TO AGE ***** CIP : MASTER METER REPLACEMENT PROGRAM ZMI044 (NT 08-15-17)					TEXT AMT 50,000	
						50,000	
						100,000	
401-0800-536.67-31	CAP NEW MTR INST/RPLC	18,900	0	0	0	0	0
*	CAPITAL OUTLAY	1	0	187,000	265,865	28,853	365,000
401-0800-536.99-02	DEPRECIATION EXPENSE	6,399	0	0	0	0	0
*	NON-OPERATING EXPENSE	6,399	0	0	0	0	0
**	WATER DISTRIBUTION	2,252,981	2,371,111	2,731,315	2,847,496	2,065,249	2,998,923

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
401-0824-536.12-00	UTILITIES LAB DIVISION SALARIES AND WAGES	192,837	182,021	224,654	224,654	153,019	212,177
	LEVEL 3 TEXT					TEXT AMT	
							194,062
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)						3,847
	WAGE INCREASE						
	NEW:						3,942
	RECLASSIFY ASST LAB MGR FROM GRADE 117 TO 118						10,326
	RECLASSIFY LAB TEC FROM GRADE 116 TO 118						212,177
401-0824-536.12-11	COMPENSATED ABSENCE	24,058-	1,920	0	0	0	0
401-0824-536.14-00	OVERTIME	14,097	3,579	8,500	11,500	8,604	8,500
	LEVEL 3 TEXT					TEXT AMT	
							8,500
	HOLIDAY COVERAGE, LINE BREAKS, EMERGENCIES						
	*****						8,500
401-0824-536.15-10	CERTIFICATION/LICENSES	110	0	1,500	204	75	1,500
	LEVEL 3 TEXT					TEXT AMT	
							1,500
	OPERATOR CERTIFICATIONS						
	*****						1,500
401-0824-536.21-00	FICA TAXES	13,814	14,008	17,841	17,841	12,113	16,886
	LEVEL 3 TEXT					TEXT AMT	
							15,501
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)						293
	WAGE INCREASE						
	NEW:						302
	RECLASSIFY ASST LAB MGR FROM GRADE 117 TO 118						790
	RECLASSIFY LAB TECHS FROM GRADE 116 TO 118						16,886
401-0824-536.22-00	RETIREMENT CONTRIBUTIONS	21,042	26,670	31,538	31,538	19,220	26,483
	LEVEL 3 TEXT					TEXT AMT	
							24,494
	CURRENT STAFF						196
	WAGE INCREASE						
	NEW:						491
	RECLASSIFY ASST LAB MGR FROM GRADE 117 TO 118						1,302
	RECLASSIFY LAB TECS FROM GRADE 116 TO 118						26,483
401-0824-536.23-00	HEALTH INSURANCE	18,226	20,153	35,028	35,028	16,675	36,738
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	HEALTH DENTAL LIFE WAGE INCREASE LIFE NEW: RECLASSIFY ASST LAB MGR FROM GRADE 117 TO 118 RECLASSIFY LAB TECH FROM GRADE 116 TO 118					34,385 1,860 449 9 10 25 36,738	
401-0824-536.24-00	WORKER'S COMPENSATION	2,950	2,730	3,964	3,964	2,564	4,114
LEVEL 3	TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE NEW: RECLASSIFY ASST LAB MGR FROM GRADE 117 TO 118 RECLASSIFY LAB TECH FROM GRADE 116 TO 118 ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT 3,487 4 74 193 356 4,114	
401-0824-536.26-00	OPEB / EAP BENEFIT	133	148	187	187	124	187
LEVEL 3	TEXT CURRENT STAFF *****					TEXT AMT 187 187	
* PERSONNEL SERVICES		239,151	251,229	323,212	324,916	212,394	306,585
401-0824-536.31-13	OTHER PROF. SERVICES	65,631	84,814	110,000	101,699	91,670	0
LEVEL 3	TEXT **** ALL ITEMS MOVED TO 401 0824 536 3414 ***					TEXT AMT	
401-0824-536.34-14	CONTRACT SERVICES OTHER	0	0	0	0	0	114,000
LEVEL 3	TEXT OUTSIDE LAB SERVICES (MOVED FROM 3113) A.) PACE ANALYTICAL B.) FLOWER CHEMICAL C.) MISC. OUTSIDE LABORATORY ANALYSIS AS NEEDED (EX: TOXICITY, UCMR2) D.) MANDATORY NELAC DOH AUDIT *****					TEXT AMT 50,000 50,000 10,000 4,000 114,000	
401-0824-536.34-15	TEMP HELP SERVICE FEE	0	9,885	0	0	0	0
401-0824-536.40-00	TRAVEL PER DIEM	450	373	1,500	50	50	1,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3					TEXT AMT	
						ESTIMATED TRAVEL EXPENSES FOR 2 EMPLOYEES, 3 DAYS TO ATTEND TECHNICAL CONFERENCES *****	1,000
							1,000
401-0824-536.40-10	EMPLOYEE TRAINING	310	120	500	755	0	2,000
	LEVEL 3					TEXT AMT	
						TECHNICAL TRAINING CLASSES, SAFETY TRAINING AND MANAGEMENT COURSES *****	2,000
							2,000
401-0824-536.41-00	COMMUNICATION SERVICES	212	167	500	900	576	890
	LEVEL 3					TEXT AMT	
						COMMUNICATIONS DETAIL: A.) EJ WARD (GPS) \$13.90/MTH = \$166.80 ANNUAL EST BASED ON FY17 ACTUAL	170
						B.) AT&T, CALL OUT PHONE BASED ON AN AVERAGE MONTHLY BILL OF \$60/MTH **NEW FY17 ** *****	720
							890
401-0824-536.45-19	VEHICLE INSURANCE	788	745	1,160	1,160	967	865
	LEVEL 3					TEXT AMT	
						VEHCILE INSURANCE DETAIL: FLEET DETAIL: 2 - PICKUP TRUCKS *****	865
							865
401-0824-536.46-10	GENERAL EQUIP MAINT	191	0	500	0	0	500
	LEVEL 3					TEXT AMT	
						LAB EQUIPMENT MAINT *****	500
							500
401-0824-536.46-11	REGULAR MAINT/INSP EQUIP	0	380	500	480	480	500
	LEVEL 3					TEXT AMT	
						SAFETY EQUIPMENT INSPECTIONS SERVICES *****	500
							500

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0824-536.46-12	VEH MAINT/REPAIR	3,058	1,910	4,000	4,000	371	2,000
	LEVEL 3 TEXT VEHICLE MAINTENANCE DETAIL: ALL FLEET IS NEW FLEET DETIAL: 2 - PICKUP TRUCKS *****					TEXT AMT 2,000	
							2,000
401-0824-536.46-16	BUILDING MAINT	2,495	0	2,500	500	0	2,500
	LEVEL 3 TEXT MISC UPGRADES TO THE LAB AREA *****					TEXT AMT 2,500	
							2,500
401-0824-536.46-18	CONT MAINT/COMM EQUIP	0	84	0	0	0	0
401-0824-536.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	795
401-0824-536.49-16	COMPUTER HARDWARE	0	0	0	986	0	0
401-0824-536.49-19	TAXES, LICENSES, AND FEES	1,500	1,500	2,000	2,000	1,500	2,000
	LEVEL 3 TEXT ANNUAL LICENSE FOR LAB CERTIFICATION *****					TEXT AMT 2,000	
							2,000
401-0824-536.49-20	EQUIP & OTHER NON-CAPITAL	757	592	1,000	7,542	8,275	1,000
	LEVEL 3 TEXT REPLACE SMALL LAB TOOLS OVER \$500 BUT UNDER \$5,000 *****					TEXT AMT 1,000	
							1,000
401-0824-536.51-00	OFFICE SUPPLIES	1,678	693	1,500	1,500	1,500	1,500
	LEVEL 3 TEXT PURCHASE OF VARIOUS OFFICE SUPPLIES PENS, PAPER, INK, DESK ITEMS *****					TEXT AMT 1,500	
							1,500
401-0824-536.52-00	OTHER OPERATING SUPPLIES	2,180	2,289	2,000	1,500	1,012	2,000
	LEVEL 3 TEXT MISC SUPPLIES OTHER THAN OFFICE SUPPLIES					TEXT AMT 2,000	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP

						2,000	
401-0824-536.52-10	GAS, DIESEL, OIL, & GREASE	1,244	1,093	1,938	1,938	916	1,744
	LEVEL 3 TEXT					TEXT AMT	
	VEHICLE FUEL ONLY					1,744	
	REGUAL FUEL: 775 GAL @ 2.25						
	FLEET DETAIL:						
	2 - PICKUP TRUCKS						

						1,744	
401-0824-536.52-11	JANITORIAL SUPPLIES	567	441	800	800	1,600	1,000
	LEVEL 3 TEXT					TEXT AMT	
	MISC OFFICE CLEANING SUPPLIES					1,000	

						1,000	
401-0824-536.52-12	UNIFORMS	1,007	1,001	1,500	1,500	619	1,500
	LEVEL 3 TEXT					TEXT AMT	
	NEW AND REPLACEMENT UNIFORMS, RUBBER BOOTS, RAIN					1,500	
	GEAR FOR 5 EMPLOYEES						

						1,500	
401-0824-536.52-16	MEDICAL/LAB SUPPLIES	38,704	39,405	40,000	39,000	36,088	40,000
	LEVEL 3 TEXT					TEXT AMT	
	CONTRACTS ON FILE WITH THE FOLLOWING VENDORS						
	FOR MISC. LAB SUPPLIES, CONTRACTS ARE FOR						
	MULTIPLE YEARS **						
	HARDY DIAGNOSTICS					10,000	
	IDEXX DISTRIBUTORS					10,000	
	FISHER SCIENTIFIC					5,000	
	HACH COMPANY					10,000	
	MISC LAB SUPPLIES NOT COVERED UNDER THE ABOVE					5,000	
	CONTRACTS						

						40,000	
401-0824-536.52-18	REP & MAINT SUPPLIES	295	6	400	977	905	400
	LEVEL 3 TEXT					TEXT AMT	
	MISC REPAIRS SUPPLIES					400	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
							400
401-0824-536.54-00	DUES & MEMBERSHIPS	250	180	500	500	30	500
	LEVEL 3 TEXT FWPCOA, FRWA, FIPA, FSEA ANNUAL DUES *****					TEXT AMT	500
							500
401-0824-536.54-01	BOOKS & SUBSCRIPTIONS	150	0	100	100	0	100
	LEVEL 3 TEXT SAFETY MATERIAL *****					TEXT AMT	100
							100
*	OPERATING EXPENSE	121,467	145,678	172,898	167,887	146,559	176,794
401-0824-536.64-00	MACH & EQUIPMENT	0	0	0	12,227	12,227	0
*	CAPITAL OUTLAY	0	0	0	12,227	12,227	0
**	UTILITIES LAB DIVISION	360,618	396,907	496,110	505,030	371,180	483,379
***	W/S DISTRIBUTION	2,613,599	2,768,018	3,227,425	3,352,526	2,436,429	3,482,302

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0900-536.12-00	UTILITY ADMINISTRATION UTILITY ADMINISTRATION SALARIES AND WAGES	650,464	605,725	690,738	690,738	552,768	685,606
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	665,696
						WAGE INCREASE	19,910

							685,606
401-0900-536.12-10	CAR ALLOWANCE	2,054	2,388	3,000	3,000	2,538	3,000
	LEVEL 3 TEXT					TEXT AMT	
						PER DEPT HEAD CONTRACT (\$175/MTH)	3,000

							3,000
401-0900-536.12-11	COMPENSATED ABSENCE	12,632	15,620-	0	0	0	0
401-0900-536.12-12	ADD. SALARY & BENEFITS	2,959	0	0	0	0	0
401-0900-536.14-00	OVERTIME	1,571	1,478	8,500	14,253	6,710	8,500
	LEVEL 3 TEXT					TEXT AMT	
						HOURLY EMPLOYEES:	8,500
						UTILITY INSPECTOR	
						RIGHT OF WAY AGENT	
						ADMINISTRATIVE ASSISTANT	

							8,500
401-0900-536.15-10	CERTIFICATION/LICENSES	404	0	2,000	1,000	350	2,000
	LEVEL 3 TEXT					TEXT AMT	
						FLA BOARD OF ENGINEERS (2)	500
						DEP	500
						RIGHT OF WAY AGENT	500
						WATER LICENSE RENEWAL (2)	500

							2,000
401-0900-536.21-00	FICA TAXES	48,466	43,685	53,729	54,169	40,582	53,335
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	51,813
						WAGE INCREASE	1,522

							53,335
401-0900-536.22-00	RETIREMENT CONTRIBUTIONS	79,218	82,319	95,285	95,285	75,588	98,466

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BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						100,000	
401-0900-536.34-14	CONTRACT SERVICES OTHER	0	420-	0	0	0	0
401-0900-536.40-00	TRAVEL PER DIEM	1,049	1,549	1,125	325	0	500
	LEVEL 3 TEXT					TEXT AMT	
	TRAVEL ALLOWANCE FOR MEALS / HOTEL EXPENSES					500	
	*****					500	
401-0900-536.40-10	EMPLOYEE TRAINING	3,397	2,077	4,800	2,300	942	14,100
	LEVEL 3 TEXT					TEXT AMT	
	EMPLOYEE TRAINING:						
	A.) 4 - ONE DAY EVENTS @ \$150 EACH					600	
	B.) 3 - THREE DAY EVENTS @ \$500 EACH					1,500	
	C.) UTILITY MANAGEMENT TRAINING SCHOOL					1,000	
	D.) ENGINEERS PDS (2)					1,000	
	E.) DEPARTMENT WIDE SAFETY TRAINING					10,000	
	*** NEW IN FY18***						
	*****					14,100	
401-0900-536.41-00	COMMUNICATION SERVICES	2,653	3,653	3,020	4,570	4,284	5,351
	LEVEL 3 TEXT					TEXT AMT	
	COMMUNICATIONS DETAIL:						
	A.) AT&T MOBILITY - CELL PHONE & AIR CARDS					5,100	
	BASED ON FY17 ACTUAL BILLING AVG OF \$425/MTH						
	B.) EJ WARD = GPS FOR 3 VEHICLES					251	
	BASED ON FY17 ACTUAL BILLING \$20.85/MTH						
	*****					5,351	
401-0900-536.44-10	EQUIP/OTHER RENTAL/LEASE	603	11,471	16,000	14,000	13,585	13,580
	LEVEL 3 TEXT					TEXT AMT	
	EQUIPMENT RENTAL / LEASING DETAIL:						
	A.) FEC ANNUAL RIGHT OF WAY LICENSE AGREEMENT					13,000	
	BASED ON FY17 ACTUAL BILING						
	B.) DOCUMENT TECHNOLOGY - COPIER SERVICES					580	
	BASED ON 4145/QTRLY						
	*****					13,580	
401-0900-536.45-19	VEHICLE INSURANCE	788	745	5,414	5,414	4,512	1,298
	LEVEL TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	3 VEHICLE INSURANCE						1,298
	FLEET DETAIL:						
	1 - FORD FUSION						
	1 - F150 PICKUP TRUCK						
	1 - COLORADO EX CAB						

							1,298
401-0900-536.46-10	GENERAL EQUIP MAINT	0	0	500	0	0	500
	LEVEL 3 TEXT					TEXT AMT	
	MISC OFFICE EQUIPMENT MAINTENANCE AS NEEDED					500	

						500	
401-0900-536.46-11	REGULAR MAINT/INSP EQUIP	281	333	500	0	0	600
	LEVEL 3 TEXT					TEXT AMT	
	MISC. OFFICE EQUIPMENT INSPECTION SVC					600	

						600	
401-0900-536.46-12	VEH MAINT/REPAIR	856	4,975	2,000	2,000	581	2,000
	LEVEL 3 TEXT					TEXT AMT	
	REPAIR & MAINTENANCE OF DEPT VEHICLES & EQUIP.					2,000	
	BASED ON FY17 ACTUAL						
	FLEET DETAIL:						
	1 - FORD FUSION						
	1 - F150 PICKUP						
	1 - COLORADO EX CAB						

							2,000
401-0900-536.46-18	CONT MAINT/COMM EQUIP	1,248	84	1,000	0	0	500
	LEVEL 3 TEXT					TEXT AMT	
	COMMUNICATION INTERNATIONAL					500	
	FOR 800 MHZ RADIOS UPDATE						

						500	
401-0900-536.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	1,060
401-0900-536.47-00	PRINTING AND BINDING	60	1,197	200	200	149	200
	LEVEL 3 TEXT					TEXT AMT	
	FLYERS, NOTICES, MISC FORMS, BUSINESS CARDS					200	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
							200
401-0900-536.48-04	PUB RELATION ACTIVITY	2,000	350	3,000	1,000	0	2,500
	LEVEL 3 TEXT PUBLIC INFORMATION, FAMILY DAYS *****					TEXT AMT 2,500	2,500
401-0900-536.49-01	ADVERTISING	878	1,226	0	0	0	0
401-0900-536.49-02	COMPUTER SOFTWARE	6,632	0	0	433	2,288	0
401-0900-536.49-14	FURN & FIXTURE NON-CAP	0	1,423	0	0	0	0
401-0900-536.49-19	TAXES, LICENSES, AND FEES	11,578	0	0	0	0	0
401-0900-536.49-20	EQUIP & OTHER NON-CAPITAL	6,534	0	5,000	15,700	15,612	5,000
	LEVEL 3 TEXT REPLACE COLOR PRINTERS AND VARIOUS EQUIPMENT OVER \$500 BUT UNDER \$5,000 *****					TEXT AMT 5,000	5,000
401-0900-536.49-66	TFR TO 506 BLDG MAINT FD	94,409	80,442	92,900	92,900	77,417	71,864
	LEVEL 3 TEXT BUILDING MAINTENANCE ALLOCATION UPDATED FOR FY18					TEXT AMT 71,864	71,864
401-0900-536.51-00	OFFICE SUPPLIES	7,595	5,696	5,000	7,000	5,886	6,000
	LEVEL 3 TEXT MISC OFFICE SUPPLIES PENS, PAPER, PRINTER INK, VARIOUS OFFICE SUPPLIES *****					TEXT AMT 6,000	6,000
401-0900-536.52-00	OTHER OPERATING SUPPLIES	6,381	7,953	5,000	11,539	9,549	8,000
	LEVEL 3 TEXT MISC SUPPLIES OTHER THAN OFFICE SUPPLIES *****					TEXT AMT 8,000	8,000
401-0900-536.52-10	GAS, DIESEL, OIL, & GREASE	784	625	750	1,567	1,104	1,350
	LEVEL 3 TEXT VEHICLES ONLY REGULAR FUEL: 600 GALL @ \$2.25					TEXT AMT 1,350	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
				** INCREASE IN FLEET **			
				FLEET DETAIL:			
				1 - FORD FUSION			
				1 - F150 PICKUP TRUCK			
				1 - COLORADO EX CAB			

							1,350
401-0900-536.52-11	JANITORIAL SUPPLIES	0	0	500	0	0	500
	LEVEL 3			TEXT		TEXT AMT	
				MISC CLEANING SUPPLIES AS NEEDED			500

							500
401-0900-536.52-12	UNIFORMS	0	0	500	1,345	1,098	850
	LEVEL 3			TEXT		TEXT AMT	
				NEW & REPLACEMENT UNIFORMS, RUBBER BOOTS, RAIN			850
				GEAR			

							850
401-0900-536.52-15	POSTAL SERVICE	305	319	500	2,500	1,886	800
	LEVEL 3			TEXT		TEXT AMT	
				POSTAGE			800
				INCREASE REQUEST DUE TO CERTIFIED MAILING FEES			
				FOR VARIOUS PROJECTS			

							800
401-0900-536.54-00	DUES & MEMBERSHIPS	6,143	7,092	7,780	6,780	6,500	7,110
	LEVEL 3			TEXT		TEXT AMT	
				DUES AND MEMBERSHIP DETAIL:			
				A.) ANNUAL DEPARTMENT WIDE MEMBERSHIP FOR AWWA			5,650
				B.) FLORIDA ENGINEERING SOCIETY (2 @ \$335 EA)			670
				C.) RIGHT OF WAY AGENT - IRWA			230
				D.) RIGHT OF WAY AGENT - NALA			140
				E.) DAYTONA BEACH NEWS JOURNAL			300
				F.) FWPCOA - 4 @ \$30.00 EA			120

							7,110
401-0900-536.54-01	BOOKS & SUBSCRIPTIONS	386	213	1,050	156	156	500
	LEVEL			TEXT		TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
3	SAFETY, OSHA, WATER INDUSTRY PUBLICATIONS *****						500
							500
-----		-----	-----	-----	-----	-----	-----
*	OPERATING EXPENSE	253,154	230,143	256,539	271,519	180,968	244,163
401-0900-536.62-00	BUILDINGS AND IMP. TO	0	10,379	0	0	0	0
401-0900-536.63-99	FIXED ASSET TRANSFERS	0	10,379-	0	0	0	0
401-0900-536.64-00	MACH & EQUIPMENT	0	0	0	27,300	27,225	0
-----		-----	-----	-----	-----	-----	-----
*	CAPITAL OUTLAY	0	0	0	27,300	27,225	0
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**	UTILITY ADMINSTRATION	1,114,290	1,012,310	1,188,706	1,236,250	949,115	1,177,948

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
UTILITY WAREHOUSE									
401-0901-536.12-00		SALARIES AND WAGES		65,800	69,446	68,123	68,123	59,770	69,250
		LEVEL 3	TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE *****					TEXT AMT 67,238 2,012 69,250	
401-0901-536.12-11		COMPENSATED ABSENCE		198-	471	0	0	0	0
401-0901-536.14-00		OVERTIME		13,253	11,776	5,000	17,587	12,367	15,000
		LEVEL 3	TEXT WAREHOUSE ON CALL FOR STOREKEEPER OFFICE ASSISTANT - OFFICE COVERAGE & BACKFLOW ISSUES CIP ZMI044 OVERTIME WILL BE ADDED AT A LATER DATE ***** CIP ZMI044 OVERTIME - MOVED FROM 401-0800-536-1400 (NT 08-15-17)					TEXT AMT 4,000 1,000 10,000 15,000	
401-0901-536.21-00		FICA TAXES		5,908	6,034	5,596	5,596	5,328	6,448
		LEVEL 3	TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE ***** CIP ZMI044 FICA TAXES-MOVED FROM 401-0800-536-2100 (NT 08-15-17)					TEXT AMT 5,528 154 766 6,448	
401-0901-536.22-00		RETIREMENT CONTRIBUTIONS		7,355	10,136	9,658	9,658	8,130	10,831
		LEVEL 3	TEXT CURRENT STAFF WAGE INCREASE *****					TEXT AMT 10,516 315 10,831	
401-0901-536.23-00		HEALTH INSURANCE		12,393	13,384	13,950	13,950	12,153	14,650
		LEVEL 3	TEXT HEALTH DENTAL LIFE WAGE INCREASE LIFE *****					TEXT AMT 13,754 744 146 6	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						14,650	
401-0901-536.24-00	WORKER'S COMPENSATION	737	672	729	729	627	991
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)					715	
	WAGE INCREASE					17	
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17					71	

	CIP ZMI044 BENEFITS-MOVED FROM 401-0800-536-2400					188	
	(NT 08-15-17)						
						991	
401-0901-536.26-00	OPEB / EAP BENEFIT	75	76	75	75	65	75
	LEVEL 3 TEXT					TEXT AMT	
	CURRENT STAFF					75	

						75	
* PERSONNEL SERVICES		105,323	111,995	103,131	115,718	98,440	117,245
401-0901-536.31-13	OTHER PROF. SERVICES	197	0	0	0	0	0
401-0901-536.34-14	CONTRACT SERVICES OTHER	0	658	1,200	1,200	0	500
	LEVEL 3 TEXT					TEXT AMT	
	CONTRACT SERVICES DETAIL:						
	A.) TYCO INTERGRATED - WAREHOUSE SECURITY					800	
	MOVED TO 4611					800-	
	B.) UNFORSEEN SERVICES AS NEEDED					500	

						500	
401-0901-536.40-00	TRAVEL PER DIEM	0	0	1,000	1,000	0	0
	LEVEL 3 TEXT					TEXT AMT	
	NO REQUEST FOR FY18						
401-0901-536.40-10	EMPLOYEE TRAINING	0	0	510	510	0	700
	LEVEL 3 TEXT					TEXT AMT	
	EMPLOYEE TRAINING DETAIL:						
	A.) ONE DAY DEVELOPMENT CLASSES 2 @ \$125 EA					250	
	B.) SCHOOLS, SEMINARS, CONFERENCES, STAFF TRAINING					100	
	C.) WAREHOUSE MANAGEMENT TRAINING					100	
	D.) CROSS CONNECTION TRAINING					250	

						700	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
401-0901-536.41-00	COMMUNICATION SERVICES	961	920	1,665	1,665	501	600
	LEVEL 3 TEXT					TEXT AMT	
	COMMUNICATION SERVICES AS FOLLOWS:						
	A.) EJ WARD - GPS MONITORING						575
	-NO FUNDING REQUIREMENTS - NO VEHICLE						575-
	B.) AT&T - CELL PHONE FOR ON CALL						420
	BASED ON ACTUAL FY17 \$35/MTH						
	C.) SPECTRUM - CABLE SERVICES						180
	BASED ON ACTUAL FY17 \$15/MTH						

							600
401-0901-536.44-10	EQUIP/OTHER RENTAL/LEASE	29	442	500	500	140	1,000
	LEVEL 3 TEXT					TEXT AMT	
	EQUIPMENT RENTAL / LEASING DETAIL:						
	A.) EMERGENCY FORKLIFT RENTAL						800
	B.) DOCUMENT TECHNOLOGY - COPIER SERVICES						200
	BASED ON FY17 ACTUAL \$50/QTR						

							1,000
401-0901-536.45-19	VEHICLE INSURANCE	394	373	387	387	323	0
	LEVEL 3 TEXT					TEXT AMT	
	NO VEHICLE INSURANCE REQUIRED, WAREHOUSE DOES						387
	NOT HAVE A VEHICLE ASSIGNED						387-
401-0901-536.46-10	GENERAL EQUIP MAINT	27	56	200	200	54	500
	LEVEL 3 TEXT					TEXT AMT	
	REPAIR & MAINTENANCE FOR SCANNERS/BARCODE EQUIP						500

							500
401-0901-536.46-11	REGULAR MAINT/INSP EQUIP	179	233	500	1,130	958	980
	LEVEL 3 TEXT					TEXT AMT	
	MAINTENANCE INSPECTION SERVICE DETAIL:						
	A.) TYCO INTERGRATED - WAREHOUSE SECURITY						980
	BASED ON FY17 ACTUAL \$245/QTR						
	*** MOVED F ROM 3414 ***						

							980

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
401-0901-536.46-12	VEH MAINT/REPAIR	786	556	1,000	1,000		557	1,000
	LEVEL 3 TEXT MAINTENANCE / REPAIRS FOR WAREHOUSE FORKLIFTS (2) *****						TEXT AMT 1,000 1,000	
401-0901-536.46-16	BUILDING MAINT	888	307	600	600		147	600
	LEVEL 3 TEXT VARIOUS REPAIRS/MAINTENANCE AT WAREHOUSE FACILITY *****						TEXT AMT 600 600	
401-0901-536.46-18	CONT MAINT/COMM EQUIP	0	0	300	0		0	300
	LEVEL 3 TEXT COMMUNICATIONS INTERNATIONAL - 800 MHZ RADIO UPGRADES *****						TEXT AMT 300 300	
401-0901-536.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0		0	530
401-0901-536.49-02	COMPUTER SOFTWARE	790	790	800	800		790	800
	LEVEL 3 TEXT TOKAY - CROSS CONNECTIONS SOFTWARE UPDATE *****						TEXT AMT 800 800	
401-0901-536.49-66	TFR TO 506 BLDG MAINT FD	9,393	13,839	15,929	15,929		13,274	10,060
	LEVEL 3 TEXT WAREHOUSE JANITORIAL SERVICES UPDATED FOR FY18						TEXT AMT 10,060 10,060	
401-0901-536.51-00	OFFICE SUPPLIES	2,899	1,442	2,500	2,500		2,500	2,500
	LEVEL 3 TEXT PURCHASE OF VARIOUS OFFICE SUPPLIES *****						TEXT AMT 2,500 2,500	
401-0901-536.52-00	OTHER OPERATING SUPPLIES	5,833	4,146	6,000	5,370		4,991	6,000
	LEVEL TEXT						TEXT AMT	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	PURCHASE OF VARIOUS NON-OFFICE RELATED SUPPLIES *****						6,000
							6,000
401-0901-536.52-10	GAS, DIESEL, OIL, & GREASE	395	277	500	500	327	600
LEVEL 3	TEXT PURCHASE OF LP GAS FOR FORKLIFTS APPROX. \$50.00 PER FILL *****					TEXT AMT 600	600
							600
401-0901-536.52-12	UNIFORMS	352	0	500	0	0	500
LEVEL 3	TEXT UNIFORMS FOR STORE KEEPER & PARTTIME REPAIR TECH *****					TEXT AMT 500	500
							500
401-0901-536.52-15	POSTAL SERVICE	676	922	675	1,128	1,017	1,200
LEVEL 3	TEXT MAILING OF BACKFLOW LETTERS FOR COMPLIANCE - CERTIFIED MAILING *****					TEXT AMT 1,200	1,200
							1,200
401-0901-536.54-00	DUES & MEMBERSHIPS	226	0	100	0	0	0
401-0901-536.54-01	BOOKS & SUBSCRIPTIONS	0	226	300	247	247	300
LEVEL 3	TEXT DAYTONA BEACH NEWS JOURNAL SUBSCRIPTION *****					TEXT AMT 300	300
							300
*	OPERATING EXPENSE	24,025	25,187	35,166	34,666	25,826	28,670
**	UTILITY WAREHOUSE	129,348	137,182	138,297	150,384	124,266	145,915
***	UTILITY ADMINSTRATION	1,243,638	1,149,492	1,327,003	1,386,634	1,073,381	1,323,863
****	W&S O&M REVENUE FUND	28,998,440	28,963,201	26,697,099	28,237,776	20,315,354	26,915,366
		28,998,440	28,963,201	26,697,099	28,237,776	20,315,354	26,915,366

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
W/S R&R FUND (A)								
403-0000-334.38-00	ST JOHNS WATER MANAGEMENT	0	135,135	0	503,511		216,611	0
403-0000-361.10-00	INTEREST EARNINGS-INVESTM	12,058	13,602	5,000	5,000		19,192	5,000
403-0000-369.90-00	MISC REVENUE	0	0	0	0		29,820	0
403-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	2,871,420		0	0
403-0000-399.10-12	FRM 401 WATER/SEWER REV	2,400,000	2,400,000	2,400,000	2,400,000		2,000,000	2,500,000
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*		2,412,058	2,548,737	2,405,000	5,779,931		2,265,623	2,505,000
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**	W/S R&R FUND (A)	2,412,058	2,548,737	2,405,000	5,779,931		2,265,623	2,505,000
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***	W/S R&R FUND (A)	2,412,058	2,548,737	2,405,000	5,779,931		2,265,623	2,505,000
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****	W/S R&R FUND (A)	2,412,058	2,548,737	2,405,000	5,779,931		2,265,623	2,505,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
WATER PRODUCTION							
1987 BOND PROJECTS							
403-0200-533.44-13	FLEET FINANCING	245,876	296,972	316,294	316,294	263,578	299,747
*	OPERATING EXPENSE	245,876	296,972	316,294	316,294	263,578	299,747
403-0200-533.63-97	PROJ CAPITAL OUTLAY	345,439	211,226	680,000	1,178,558	185,873	150,000
LEVEL 3		TEXT				TEXT AMT	
		PLACEHOLDER FOR FY18 PROJECTS 05-08-17 NT					
		CIP: WATER SYSTEM REPLACEMENTS-URP001				300,000	
		CIP: WATER TREATMENT PLANT R&R EQUIPMENT - WWP003				150,000	
		MOVE URP001 TO 0800 06-5-17 NT				300,000-	
						150,000	
403-0200-533.63-99	FIXED ASSET TRANSFERS	351,999-	269,194-	0	0	0	0
403-0200-533.64-97	PROFESSIONAL SERVICES	9,010	57,969	0	89,912	27,034	0
*	CAPITAL OUTLAY	2,450	1	680,000	1,268,470	212,907	150,000
**	1987 BOND PROJECTS	248,326	296,973	996,294	1,584,764	476,485	449,747
***	WATER PRODUCTION	248,326	296,973	996,294	1,584,764	476,485	449,747

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
NON DEPARTMENTAL							
BOND PROJECTS							
403-0300-536.63-97	PROJ CAPITAL OUTLAY	0	0	0	750,000	0	0
403-0300-536.63-99	FIXED ASSET TRANSFERS	2,450-	0	0	0	0	0
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*	CAPITAL OUTLAY	2,450-	0	0	750,000	0	0
403-0300-536.99-10	CONTINGENCY	0	0	223,706	223,706	0	170,253
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*	NON-OPERATING EXPENSE	0	0	223,706	223,706	0	170,253
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**	BOND PROJECTS	2,450-	0	223,706	973,706	0	170,253
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***	NON DEPARTMENTAL	2,450-	0	223,706	973,706	0	170,253

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
*WASTEWATER TREATMENT							
WASTEWATER TREATMENT							
403-0400-535.63-97	PROJ CAPITAL OUTLAY	144,489	146,968	885,000	1,551,012	156,456	1,385,000
LEVEL 3		TEXT				TEXT AMT	
		PLACEHOLDER FOR FY18 CIP PROJECTS 05-08-17 NT					
		CIP: WRF - R&R - SSP002				450,000	
		CIP: WRF-ELECTRIC SYSTEM REPAIR/REPLACEMENT SSP012				575,000	
		CIP: WRF- REPLACE EXISTING LIFT STATIONS- SLS002				360,000	
						1,385,000	
403-0400-535.63-99	FIXED ASSET TRANSFERS	144,489-	306,954-	0	0	0	0
403-0400-535.64-97	PROFESSIONAL SERVICES	0	0	0	200,950	6,077	200,000
LEVEL 3		TEXT				TEXT AMT	
		CIP: WRF - TELEMETRY INSTRUMENT/CTRL SYS- MME003				200,000	
						200,000	
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*	CAPITAL OUTLAY	0	159,986-	885,000	1,751,962	162,533	1,585,000
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**	WASTEWATER TREATMENT	0	159,986-	885,000	1,751,962	162,533	1,585,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	WASTEWATER COLLECTION						
403-0401-535.63-97	PROJ CAPITAL OUTLAY	494,366	683,062	0	0	0	0
403-0401-535.63-99	FIXED ASSET TRANSFERS	494,366-	683,062-	0	0	0	0
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*	CAPITAL OUTLAY	0	0	0	0	0	0
		-----	-----	-----	-----	-----	-----
**	WASTEWATER COLLECTION	0	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	SRF PROJECTS/OTHR GRANTS						
403-0410-535.63-97	PROJ CAPITAL OUTLAY	0	159,986	0	478,660	191,760	0
*	CAPITAL OUTLAY	0	159,986	0	478,660	191,760	0
**	SRF PROJECTS/OTHR GRANTS	0	159,986	0	478,660	191,760	0
***	*WASTEWATER TREATMENT	0	0	885,000	2,230,622	354,293	1,585,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
METER SHOP							
METER SHOP							
403-0500-536.49-31	NON-CAP RPLMT MTR INSTALL	0	246,687	0	41,977	41,935	0
403-0500-536.55-31	NON-CAP RPLC MTR INSTALLS	186,576	8,681	0	0	0	0
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*	OPERATING EXPENSE	186,576	255,368	0	41,977	41,935	0
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**	METER SHOP	186,576	255,368	0	41,977	41,935	0
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***	METER SHOP	186,576	255,368	0	41,977	41,935	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
W/S DISTRIBUTION								
WATER DISTRIBUTION								
403-0800-533.63-97	PROJ CAPITAL OUTLAY	33,468	257,116	300,000	948,862		134,285	300,000
	LEVEL 3							
	TEXT CIP: WATER SYSTEM REPLACEMENTS URP001							
							TEXT AMT	
							300,000	
							300,000	
403-0800-533.63-99	FIXED ASSET TRANSFERS	33,468-	257,116-	0	0		0	0
*	CAPITAL OUTLAY	0	0	300,000	948,862		134,285	300,000
**	WATER DISTRIBUTION	0	0	300,000	948,862		134,285	300,000
***	W/S DISTRIBUTION	0	0	300,000	948,862		134,285	300,000
****	W/S R&R FUND (A)	432,452	552,341	2,405,000	5,779,931		1,006,998	2,505,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
IMPACT FEE							
405-0000-324.21-00	RESIDENTIAL PHYSICAL ENVI	0	0	0	0	10,830	0
405-0000-324.21-30	RESIDENTIAL WATER	228,475	204,303	150,000	150,000	167,885	150,000
	LEVEL 3 TEXT INITIAL ESTIMATE FOR FY18					TEXT AMT 150,000	
	*****					150,000	
405-0000-324.21-50	RESIDENTIAL SEWER	233,616	239,623	150,000	150,000	189,205	150,000
	LEVEL 3 TEXT INITIAL ESTIMATE FOR FY18					TEXT AMT 150,000	
	*****					150,000	
405-0000-324.22-00	COMMERCIAL PHYSICAL ENVIR	0	0	0	0	22,548	0
405-0000-324.22-30	COMMERCIAL WATER	189,956	72,425	150,000	150,000	211,799	150,000
	LEVEL 3 TEXT INITIAL ESTIMATE FOR FY18					TEXT AMT 150,000	
						150,000	
405-0000-324.22-50	COMMERCIAL SEWER	159,532	134,296	150,000	150,000	233,105	150,000
	LEVEL 3 TEXT INITIAL ESTIMATE FOR FY18					TEXT AMT 150,000	
						150,000	
405-0000-361.10-00	INTEREST EARNINGS-INVESTM	24,088	16,777	1,000	1,000	15,770	1,000
405-0000-369.90-00	MISC REVENUE	7,533	0	0	0	38,477	0
405-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	1,791,261	0	236,000
	LEVEL 3 TEXT AMOUNT NEEDED TO BALANCE THE FUND 06-06-17 NT					TEXT AMT 236,000	
						236,000	
405-0000-389.40-01	OTHER GRANTS/DONATIONS	6,000	0	0	0	0	0
*		849,200	667,424	601,000	2,392,261	889,619	837,000
**	IMPACT FEE	849,200	667,424	601,000	2,392,261	889,619	837,000
***	IMPACT FEE	849,200	667,424	601,000	2,392,261	889,619	837,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	WATER PRODUCTION						
	1987 BOND PROJECTS						
405-0200-533.63-97	PROJ CAPITAL OUTLAY	0	0	0	158,552	0	0
*	CAPITAL OUTLAY	0	0	0	158,552	0	0
**	1987 BOND PROJECTS	0	0	0	158,552	0	0
***	WATER PRODUCTION	0	0	0	158,552	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
NON DEPARTMENTAL							
BOND PROJECTS							
405-0300-536.49-90	ADMIN SERVICE FEES	16,037	11,396	12,000	12,000	10,000	12,000
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*	OPERATING EXPENSE	16,037	11,396	12,000	12,000	10,000	12,000
405-0300-536.99-10	CONTINGENCY	0	0	64,000	64,000	0	0
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*	NON-OPERATING EXPENSE	0	0	64,000	64,000	0	0
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**	BOND PROJECTS	16,037	11,396	76,000	76,000	10,000	12,000
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***	NON DEPARTMENTAL	16,037	11,396	76,000	76,000	10,000	12,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
*WASTEWATER TREATMENT								
WASTEWATER TREATMENT								
405-0400-535.63-97	PROJ CAPITAL OUTLAY	1,030,143	1,682,995	0	1,221,044		39,171	300,000
	LEVEL 3							
	TEXT CIP: SEWER SYSTEM EXPANSION UET023							
							TEXT AMT	
							300,000	
							300,000	
405-0400-535.63-99	FIXED ASSET TRANSFERS	1,030,143-	1,682,995-	0	0		0	0
*	CAPITAL OUTLAY	0	0	0	1,221,044		39,171	300,000
**	WASTEWATER TREATMENT	0	0	0	1,221,044		39,171	300,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
WASTEWATER COLLECTION							
405-0401-535.63-97	PROJ CAPITAL OUTLAY	194,340	80,252	50,000	122,608	0	50,000
	LEVEL 3 TEXT CIP: CITY COST PARTICIPATION UCP001					TEXT AMT 50,000 50,000	
405-0401-535.63-99	FIXED ASSET TRANSFERS	194,340-	80,252-	0	0	0	0
*	CAPITAL OUTLAY	0	0	50,000	122,608	0	50,000
**	WASTEWATER COLLECTION	0	0	50,000	122,608	0	50,000
***	*WASTEWATER TREATMENT	0	0	50,000	1,343,652	39,171	350,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
W/S DISTRIBUTION							
WATER DISTRIBUTION							
405-0800-533.63-97	PROJ CAPITAL OUTLAY	76,700	350,041	475,000	814,057	84,905	475,000
	LEVEL 3						
	TEXT					TEXT AMT	
	CIP: WATER SYSTEM REPLACEMENT URP001					375,000	
	CIP: WATER SYSTEM EXTENSION /UPSIZING UET001					50,000	
	CIP: CITY COST PARTICIPATION UCP001					50,000	
						475,000	
405-0800-533.63-99	FIXED ASSET TRANSFERS	76,700-	350,041-	0	0	0	0
*	CAPITAL OUTLAY	0	0	475,000	814,057	84,905	475,000
**	WATER DISTRIBUTION	0	0	475,000	814,057	84,905	475,000
***	W/S DISTRIBUTION	0	0	475,000	814,057	84,905	475,000
****	IMPACT FEE	16,037	11,396	601,000	2,392,261	134,076	837,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
SOLID WASTE							
410-0000-343.41-00	GARBAGE-CURBSIDE	5,289,926	5,349,794	5,200,000	5,200,000	4,228,210	5,300,000
	LEVEL 3 TEXT PROJ REV BASED ON FY15/16 AVERAGE ***DOES NOT ASSUME AN INCR***				06/23/17 CLB	TEXT AMT 5,300,000	
						5,300,000	
410-0000-343.42-00	ENERGY FEE-GARBAGE	612,058	622,625	613,359	613,359	496,699	612,759
	LEVEL 3 TEXT PROJ REV BASED ON FY15/16 AVERAGE ***DOES NOT ASSUME A RATE INCR***				06/23/17 CLB	TEXT AMT 612,759	
						612,759	
410-0000-343.43-00	LANDFILL FEE	0	739-	0	0	21-	0
410-0000-343.44-00	COMMERCIAL-GARBAGE CONTAI	1,118,817	1,161,135	1,128,629	1,128,629	956,861	1,139,976
	LEVEL 3 TEXT PROJ REV BASED ON FY15/16 AVERAGE ***DOES NOT ASSUME A RATE INCR***				06/23/17 CLB	TEXT AMT 1,139,976	
						1,139,976	
410-0000-343.46-00	COMMERCIAL-ROLL OFF	16,265	17,605	17,000	17,000	22,195	17,000
	LEVEL 3 TEXT FLAT PROJ BASED ON FY15/16 AVERAGE				06/23/17 CLB	TEXT AMT 17,000	
						17,000	
410-0000-343.66-00	SERVICE CHARGE/ LATE FEE	0	39	0	0	0	0
410-0000-361.10-00	INTEREST EARNINGS-INVESTM	13,809	24,128	14,000	14,000	19,224	20,000
	LEVEL 3 TEXT FLAT PROJBASED ON FY15/16 AVERAGE ***** INCREASE RV BASED ON ACTUALS *TO HELP OFFSET THE XP INCREASE DUE TO SPLIT-FUNDING SALARY & BENES OF PW BUSINESS MANAGER POSITION BETWEEN 001/410/412 BEGINNING IN FY18 (LP 8-11-17) *****				06/23/17 CLB	TEXT AMT 14,000	
						6,000	
						20,000	
410-0000-369.90-00	MISC REVENUE	42	809	0	0	5	0
410-0000-369.97-00	RECYCLING PROCEEDS	15,273	18,621	8,300	8,300	26,913	20,282
	LEVEL 3 TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
3	PROJ REV BASED ON FY15/16 AVERAGE 06/23/17 CLB *****					15,000	
	INCREASE RV BASED ON ACTUALS *TO HELP OFFSET THE XP INCREASE DUE TO SPLIT-FUNDING SALARY & BENES OF PW BUSINESS MANAGER POSITION BETWEEN 001/410/412 BEGINNING IN FY18 (LP 8-11-17) *****					5,282	
						20,282	
410-0000-381.16-00	TRANSFER FROM 001	888	0	0	0	0	0
410-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	17,954	0	123,307
LEVEL 3	TEXT PLACEHOLDER TO BALANCE FUND (CLB 6-23-17) ADJUSTMENT (LP 7-13-17) ADJUSTMENT (CLB 7-31-17) ADJUSTMENT TO BALANCE FUND (LP 8-9-17)					TEXT AMT 136,906 5,779- 495- 7,325- 123,307	
*		7,067,078	7,194,017	6,981,288	6,999,242	5,750,086	7,233,324
**	SOLID WASTE	7,067,078	7,194,017	6,981,288	6,999,242	5,750,086	7,233,324
***	SOLID WASTE	7,067,078	7,194,017	6,981,288	6,999,242	5,750,086	7,233,324
****	SOLID WASTE	7,067,078	7,194,017	6,981,288	6,999,242	5,750,086	7,233,324

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
410-6100-534.12-00	SOLID WASTE SOLID WASTE ADMIN. SALARIES & WAGES	168,173	188,320	168,007	161,589	145,433	172,637
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	160,603
						WAGE INCREASE	3,913
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-11-17)	8,121
							172,637
410-6100-534.12-11	COMPENSATED ABSENCE	5,267-	0	0	0	0	0
410-6100-534.14-00	OVERTIME	101	21	0	1,800	1,874	0
	LEVEL 3 TEXT					TEXT AMT	
						NONE ANTICIPATED	
410-6100-534.21-00	FICA TAXES	12,257	13,857	12,855	12,503	10,811	13,208
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	12,288
						WAGE INCREASE	299
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-11-17)	621
							13,208
410-6100-534.22-00	RETIREMENT CONTRIBUTIONS	18,386	25,067	19,591	19,299	15,136	20,152
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	18,616
						WAGE INCREASE	480
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-11-17)	1,056
							20,152
410-6100-534.22-99	NON CASH GASB 68 EXPENSE	5,091	2,384-	0	0	0	0
410-6100-534.23-00	HEALTH INSURANCE	19,388	23,119	23,235	23,235	17,268	25,855
	LEVEL 3 TEXT					TEXT AMT	
						HEALTH	22,694
						DENTAL	1,228
						LIFE	452
						WAGE INCREASE LIFE	12
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-8-17)	1,469
							25,855
410-6100-534.24-00	WORKER'S COMPENSATION	3,530	2,992	1,064	1,080	691	1,023
	LEVEL 3 TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17 ****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-11-17)						906 19 90 8 1,023
410-6100-534.26-00	OPEB / EAP BENEFIT	117	130	124	124	88	131
LEVEL 3	TEXT CURRENT STAFF ****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW (CLB 8-11-17)					TEXT AMT	124 7 131
410-6100-534.26-01	OPEB	1,589	3,183	0	0	0	0
*	PERSONNEL SERVICES	223,365	254,305	224,876	219,630	191,301	233,006
410-6100-534.31-13	OTHER PROF. SERVICES	0	0	0	16,000	0	0
410-6100-534.31-16	AUDIT FEE	13,703	5,350	5,445	5,445	4,950	4,950
LEVEL 3	TEXT 9% OF ANNUAL AUDIT FEE OF \$60,500 (THIS HAD BEEN 25% PRIOR TO FY16) ----- THE ANNUAL AUDIT FEE IS NOW ALLOCATED BASED ON REVENUE AS FOLLOWS: 44% GENERAL FUND 40% WATER SEWER FUND 9% SOLID WASTE FUND 7% DRAINAGE FUND ----- 100% TOTAL **UPDATED WITH FY 18 CONTRACT 9% OF \$55,000 (CLB 7-31-17)					TEXT AMT	5,445 495- 4,950
410-6100-534.34-11	LANDFILL SERVICES	1,393,923	1,413,273	1,430,000	1,430,000	1,429,350	1,518,900
LEVEL 3	TEXT *AVG PAYMENTS TO VOLUSIA COUNTY LANDFILL \$126,575 X 12 MONTHS					TEXT AMT	1,518,900 1,518,900
410-6100-534.34-14	CONTRACT SERVICES OTHER	4,375,170	4,511,966	4,482,163	4,482,163	4,482,163	4,680,763
LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
3	AVG PMT WASTE PRO \$371,103 PER MONTH X 12 **AVG MONTHLY RATE FROM NOV 2017 TO APRIL 2017 STREET SWEEPING CONTRACT					4,453,236 227,527 4,680,763	
410-6100-534.34-15	TEMP HELP SERVICE FEE	0	2,851	0	7,200	7,200	0
410-6100-534.40-00	TRAVEL PER DIEM	0	0	0	0	0	1,000
LEVEL 3	TEXT TRAVEL EXPENSE FOR ATTENDANCE AT MUNICIPAL SOLID WASTE COLLECTION SYSTEM TRAINING IN SOUTH CAROLINA **NOTE: AIRFARE, FOOD, AND HOTEL					TEXT AMT 1,000 1,000	
410-6100-534.40-10	EMPLOYEE TRAINING	0	0	0	799	0	1,259
LEVEL 3	TEXT SWANA SOLID WASTE TRAINING-MUNICIPAL SOLID WASTE COLLECTION SYSTEMS TRAINING **NOTE: ONE (1) ATTENDEE (SOLID WASTE MANAGER) AT \$1,259.00 PER PERSON FOR A 3 DAY EVENT.					TEXT AMT 1,259 1,259	
410-6100-534.41-00	TELECOMMUNICATION	0	223	85	85	703	804
LEVEL 3	TEXT 1 GPS FLEET MONITORING DEVICES AT \$6.95/MONTH **NOTE: ONE (1) UNIT AT \$6.95 PER MONTH X 12 MONTHS 1 CELL PHONE-SOLID WASTE MANAGER **NOTE: AVG \$60 PER MONTH X 12 MONTHS					TEXT AMT 84 720 804	
410-6100-534.43-10	ELECTRICAL SERVICES	858	518	720	720	793	0
LEVEL 3	TEXT ELECTRIC - APPROX. \$60.00 A MONTH X 12 **NOTE:DECREASE-FPL SERVICES AT 500 OAK STREET (PUBLIC UTILITIES STORAGE FACILITY) WILL BE MOVED TO PUBLIC UTILITIES BUDGET. AVERAGE ANNUAL COST OF \$720.					TEXT AMT	
410-6100-534.44-13	FLEET FINANCING	2,630	5,168	0	0	0	4,475
410-6100-534.45-19	VEHICLE INSURANCE	394	373	387	387	323	433
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 433 433	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
410-6100-534.46-12	VEH MAINT/REPAIR	1,970	252	2,250	2,250	1,539	2,250
	LEVEL 3 TEXT PARTS LABOR					TEXT AMT 1,000 1,250 2,250	
410-6100-534.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	265
410-6100-534.47-00	PRINTING AND BINDING	11,360	0	0	0	0	0
410-6100-534.48-03	FIREWORKS	19,500	0	0	0	0	0
410-6100-534.49-02	COMPUTER SOFTWARE	0	0	0	0	0	1,595
	LEVEL 3 TEXT RISI TECHNOLOGY SOFTWARE					TEXT AMT 1,595	
	**NOTE: FOUR (4) YEAR CONTRACT WITH ANNUAL SUBSCRIPTION FEE OF \$1,595.00. RISI SOFTWARE WILL ALLOW THE SOLID WASTE MANAGER TO CONFIRM THAT THE CITY'S REIMBURSEMENT FOR MONTHLY RECYCLABLES PICKED UP AT EACH RESIDENCE IS ACCURATE ACCORDING TO THE CURRENT PUBLISHED RATE (RATE ONLY AVAILABLE FROM THIS SOURCE AND ONLY WITH A SUBSCRIPTION).						1,595
410-6100-534.49-61	DATA PROCESSING 501	179,732	182,305	171,132	171,132	142,610	194,319
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 194,319 194,319	
410-6100-534.49-64	INSURANCE 504	10,332	10,611	6,295	6,295	5,246	6,678
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 6,678 6,678	
410-6100-534.49-66	TFR TO 506 BLDG MAINT FD	5,281	4,356	6,628	6,628	5,523	10,105
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 10,105 10,105	
410-6100-534.49-90	ADMIN SERVICE FEES	310,217	309,387	336,904	336,904	280,753	365,017
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 365,017 365,017	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
410-6100-534.51-00	OFFICE SUPPLIES	0	0	0	0	0	250
	LEVEL 3 TEXT					TEXT AMT	
							250
	OFFICE SUPPLIES-PAPER, PENS, ETC.						250
	**NOTE: ONE EMPLOYE FUNDED FROM THIS ACCOUNT						
							250
410-6100-534.52-00	OTHER OPERATING SUPPLIES	0	8,571	1,325	335	245	1,000
	LEVEL 3 TEXT					TEXT AMT	
							1,000
	OPERATING SUPPLIES						1,000
410-6100-534.52-10	GAS, DIESEL, OIL, & GREASE	2,022	829	2,680	2,680	1,196	2,415
	LEVEL 3 TEXT					TEXT AMT	
							2,250
	EST UNLEADED 1,000 GAL @ \$2.25 PER GALLON						165
	EST DIESEL 60 GAL @ \$2.75 PER GALLON						2,415
410-6100-534.52-12	UNIFORMS	159	38	0	191	190	123
	LEVEL 3 TEXT					TEXT AMT	
							123
	UNIFORM RENTAL EXPENSE FOR THE SOLID WASTE MANAGER						123
	**NOTE: AVG \$2.36 PER WEEK						
							123
410-6100-534.52-15	POSTAL SERVICE	21,195	0	0	0	0	0
410-6100-534.54-00	DUES & MEMBERSHIPS	644	0	300	300	300	160
	LEVEL 3 TEXT					TEXT AMT	
							160
	ANNUAL MEMBERSHIP FEES FOR AMERICAN PUBLIC WORKS						
	ASSOCIATION. FEES ARE BASED ON POPULATION AND						
	WE FALL INTO THE 50,000 TO 100,000 RANGE.						
	*ESTIMATE PER EMPLOYEE IS APPROX. \$160/EACH						
	TOTAL COMES TO \$1,600 AND WILL BE CHARGED AS						
	FOLLOWS TO DEPARTMENTS:						
	1 EA SOLID WASTE FUND 410 \$160						
	1 EA. BUILDING MAINTENANCE FUND 506 \$160						
	4 EA. DRAINAGE FUND 412 \$640						
	3 EA. IN GENERAL FUND 001-4300 \$480						
	1 EA. IN FLEET FUND 503-4500 \$160						
							160
* OPERATING EXPENSE		6,349,090	6,456,071	6,446,314	6,469,514	6,363,084	6,796,761
410-6100-534.64-15	ADP EQUIPMENT	0	0	0	30,500	30,500	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
* CAPITAL OUTLAY		0	0	0	30,500	30,500	0
410-6100-534.99-02	DEPRECIATION EXPENSE	957	957	0	0	0	0
410-6100-534.99-10	CONTINGENCY	0	0	105,267	74,767	0	1,100
	LEVEL 3 TEXT CONTINGENCY POOL - COUNCIL PRIORITIES					TEXT AMT	1,100 1,100
* NON-OPERATING EXPENSE		957	957	105,267	74,767	0	1,100
** SOLID WASTE ADMIN.		6,573,412	6,711,333	6,776,457	6,794,411	6,584,885	7,030,867

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
INTERFUND TRANSFERS							
410-6101-581.91-25	IN LIEU OF TAX TRANSFER	193,875	204,425	204,831	204,831	170,693	202,457
		LEVEL 3	TEXT UPDATED FOR FY18			TEXT AMT 202,457 202,457	
*	TRANSFERS	193,875	204,425	204,831	204,831	170,693	202,457
**	INTERFUND TRANSFERS	193,875	204,425	204,831	204,831	170,693	202,457
***	SOLID WASTE	6,767,287	6,915,758	6,981,288	6,999,242	6,755,578	7,233,324
****	SOLID WASTE	6,767,287	6,915,758	6,981,288	6,999,242	6,755,578	7,233,324

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
DRAINAGE CONST OPERATING							
412-0000-325.10-00	CAPITAL IMPROVEMENT	0	0	0	0	3,341	0
412-0000-325.20-00	CHARGES FOR PUBLIC SERVIC	3,860,256	3,846,382	3,967,009	3,967,009	3,871,067	4,735,977
LEVEL	TEXT						TEXT AMT
3	38,333 ERU'S X \$120 X 97% = \$4,461,961						4,461,961
	*BILLED ON PROP. TAX BILLS THROUGH COUNTY						

	2,743 ERU'S X 120 X 97% = \$319,285						319,285
	*BILLED ON UTILITY BILLS THROUGH CUST. SRVC.						

	TOTAL ESTIMATE FOR FY18 IS \$4,781,246						

	(NT 7-13-17)						

	REDUCE BGT BASED ON REVISED STATS UB BILLS (LB):						
	DC: \$43.64/U X 2,284 UNITS = \$99,673.76						
	DC25 = 30 UNITS * \$10.91 = \$327.30						
	DC50 = 59 UNITS * \$21.82 = \$1,287.38						
	DR = 2,373 UNITS * \$76.36 = \$181,202.28						
	UB TOTAL = \$282,490.72						
	REVISED UB EST: \$282,490.72 * .97= \$274,016						45,269-
	UB REVISIONS: LB 8/2/2017						
	LEGEND FOR UTILITY BILLING ESTIMATES (LB) 8/2/2017						
	DR CAP (DC) EST AT 36.4% OF \$120 = \$43.64						
	DR CAP .75 DSCT (DC25) = 25% * 43.64= \$10.91						
	DR CAP .50 DSCT (DC50) = 50% * 43.64= \$21.82						
	DR OPER (DR) EST AT 63.6% OF \$120 = \$76.36						
							4,735,977
412-0000-334.21-16	CAMBRIDGE CANAL LP64041	255,496	535,467	0	506,537	0	0
412-0000-334.36-02	WHITE ACRES FY16	0	165,391	0	584,609	439,786	0
412-0000-361.10-00	INTEREST EARNINGS-INVESTM	22,783	20,992	26,700	26,700	20,843	26,700
412-0000-364.49-00	GAIN/(LOSS) ON SALE F/A	0	32,301	0	0	0	0
412-0000-369.90-00	MISC REVENUE	218	5,494	0	0	260	0
412-0000-381.16-00	TRANSFER FROM 001	847,500	677,000	0	0	0	0
412-0000-389.10-00	APPROPRIATED FUND BAL	0	0	62,031	2,162,017	0	0
412-0000-399.10-59	FRM 414 DRNAGE BOND SINKN	1,340,469	2,440,585	0	0	0	0
*		6,326,722	7,723,612	4,055,740	7,246,872	4,335,297	4,762,677
**	DRAINAGE CONST OPERATING	6,326,722	7,723,612	4,055,740	7,246,872	4,335,297	4,762,677
***	DRAINAGE CONST OPERATING	6,326,722	7,723,612	4,055,740	7,246,872	4,335,297	4,762,677

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
412-1800-541.12-00	DRAINAGE UTILITY DRAINAGE UTILITY SALARIES AND WAGES	517,397	536,095	679,700	679,700	420,914	644,686
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	650,142
						WAGE INCREASE	12,013
						REALIGN OPERATION MANAGER 60% PW/ 40% DR	29,650-
						OPERATIONS MANAGER CURRENTLY 100% FUNDED	
						IN DRAINAGE FUND 412. (CLB 6-30-17)	
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW	12,181
						(CLB 8-11-17)	
							644,686
412-1800-541.12-11	COMPENSATED ABSENSE	14,753-	9,796-	0	0	0	0
412-1800-541.14-00	OVERTIME	3,223	2,101	5,000	16,189	15,488	5,000
	LEVEL 3 TEXT					TEXT AMT	
						FLOOD CONTROL, AFTER HOUR CALL OUTS, & SUPPORT OF	5,000
						SPECIAL EVENT; FAMILY DAYS, FIREWORKS, ART FEST	
						NON-CITY EVENTS; 5K RUNS AND SOCIAL EVENTS.	
							5,000
412-1800-541.21-00	FICA TAXES	35,634	37,482	52,388	53,244	31,369	49,716
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY)	50,128
						WAGE INCREASE	919
						REALIGN OPERATION MANAGER 60% PW/ 40% DR	2,263-
						OPERATIONS MANAGER CURRENTLY 100% FUNDED	
						IN DRAINAGE FUND 412. (CLB 6-30-17)	
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW	932
						(CLB 8-11-17)	
							49,716
412-1800-541.22-00	RETIREMENT CONTRIBUTIONS	59,994	72,653	94,320	94,320	54,214	87,299
	LEVEL 3 TEXT					TEXT AMT	
						CURRENT STAFF	87,255
						WAGE INCREASE	1,408
						REALIGN OPERATION MANAGER 60% PW/ 40% DR	2,948-
						OPERATIONS MANAGER CURRENTLY 100% FUNDED	
						IN DRAINAGE FUND 412. (CLB 6-30-17)	
						****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW	1,584
						(CLB 8-11-17)	
							87,299
412-1800-541.22-99	NON CASH GASB 68 EXPENSE	24,951	11,683-	0	0	0	0

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
412-1800-541.23-00	HEALTH INSURANCE	82,528	81,456	117,027	117,027	71,215	120,595
	LEVEL 3						
	TEXT					TEXT AMT	
	HEALTH					114,846	
	DENTAL					6,212	
	LIFE					1,730	
	WAGE INCREASE					23	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					4,420-	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						
	****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW					2,204	
	(CLB 8-11-17)						
						120,595	
412-1800-541.24-00	WORKER'S COMPENSATION	15,794	9,946	14,490	14,601	6,245	10,980
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)					9,607	
	WAGE INCREASE					429	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					29-	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						
	ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					961	
	****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW					12	
	(CLB 8-11-17)						
						10,980	
412-1800-541.25-00	UNEMPLOYMENT COMP	0	0	0	0	819	0
412-1800-541.26-00	OPEB / EAP BENEFIT	536	512	625	625	406	614
	LEVEL 3						
	TEXT					TEXT AMT	
	CURRENT STAFF					625	
	REALIGN OPERATION MANAGER 60% PW/ 40% DR					22-	
	OPERATIONS MANAGER CURRENTLY 100% FUNDED						
	IN DRAINAGE FUND 412. (CLB 6-30-17)						
	****REALIGN PW BUSINESS MGR TO 50%PW/30%DR/20%SW					11	
	(CLB 8-11-17)						
						614	
412-1800-541.26-01	OPEB	8,522	16,109	0	0	0	0
*	PERSONNEL SERVICES	733,826	734,875	963,550	975,706	600,670	918,890
412-1800-541.31-13	OTHER PROF. SERVICES	14,255	14,272	83,500	101,000	29,296	42,000
	LEVEL 3						
	TEXT					TEXT AMT	
	*FEC WATCHMAN NEEDED WHEN CLEANING DITCH ALONG RR					3,000	
	TRACKS AT 2ND & 3RD ST. AND CANAL & OAK ST						

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	*NAVA - PROPERTY APPRAISER FEE TO CHARGE STORMWATER FEE ON TAX BILL - FY17 RATE WAS \$0.77 TIME 22,194 UNITS/PARCELS = \$17,090						19,000
	*NAVA - TAX COLLECTOR FEE TO CHARGE STORMWATER FEE ON TAX BILL (MOVED THIS HERE FROM 34-14) FY17 RATE WAS \$0.55 TIMES 22,194 UNITS/PARCELS = \$12,207						15,000
	MISC. ENGINEERING SURVEYS **NOTE: MOVED FROM 34-14 *****						5,000
	NOTE: DECREASE OF \$60,000 DUE TO REMOVAL OF ONE TIME STORMWATER UTILITY METHODOLOGY UPDATE						42,000
412-1800-541.31-16	AUDIT FEE	13,703	3,745	4,235	4,235	3,850	3,850
	LEVEL 3 TEXT 7% OF ANNUAL AUDIT FEE OF \$60,500 (THIS HAD BEEN 25% PRIOR TO FY16) ----- THE ANNUAL AUDIT FEE IS NOW ALLOCATED BASED ON REVENUE AS FOLLOWS: 44% GENERAL FUND 40% WATER SEWER FUND 9% SOLID WASTE FUND 7% DRAINAGE FUND ----- 100% TOTAL UPDATED WITH FY 18 CONTRACT 7% OF \$55,000 (CLB 7-31-17)					TEXT AMT 4,235	
							385- 3,850
412-1800-541.31-63	PROJECT PROFESSIONAL SERV	7,089	4,570	10,000	9,505	630	40,000
	LEVEL 3 TEXT EMERGENCY DRAINAGE ENGINEERING SERVICE **NOTE: INCREASED DUE TO ENGINEERING SERVICES NEEDS FOR DRAINAGE PIPE FAILURES. FUTURE NEEDS WILL BE ADDRESSED FOLLOWING THE COMPLETION OF THE STORMWATER MASTER PLAN. ENGINEERING DESIGN FOR BARHYDT AND TURTON DRAINAGE IMPROVEMENTS					TEXT AMT 20,000	
							20,000 40,000
412-1800-541.34-14	CONTRACT SERVICES OTHER	48,982	38,826	106,142	108,642	87,146	109,430
	LEVEL 3 TEXT CONTRACT AQUATIC SPRAYING OF RETENTION PONDS					TEXT AMT 45,000	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	NOTE: INCREASE DUE TO ADDED AREAS TO BE INCLUDED IN THE NEW CONTRACT TERMS (MAY 2018) TECHNICAL SERVICE OF ALUM STATION 9,430 CONCRETE REPAIR AND REPLACEMENT 10,000 RETENTION PONDS FOUNTAIN MAINTENANCE, REPAIR AND INSTALLATION. 20,000 NEW-CAMBRIDGE CANAL PUMP STATION PREP, PRIME, PAINT 25,000 **NOTE: MAINTENANCE UPDATES ARE TO MITIGATE DETERIORATION. FUTURE YEAR PREVENTATIVE MAINTENANCE EXPENSE OF \$750 ANNUALLY. *** *NAVA FEES CONSOLIDATED INTO OBJECT 31-13 (LP 5-24-17) *****						
						109,430	
412-1800-541.34-20	MOWING CONTRACT SERVICE	21,936	11,442	77,000	60,256	0	77,000
	LEVEL 3 TEXT ANNUAL MOWING PROGRAM FOR RETENTION PONDS. 77,000 **NOTE: PROGRAM APPROVED FOR FY17. BID OPENINGS ARE SCHEDULED FOR 5/18/17 AND A CONTRACT IS EXPECTED TO BE EXECUTED BY JULY 2017 WITH SERVICES TO BEGIN IMMEDIATELY AFTER.						
						77,000	
412-1800-541.40-00	TRAVEL PER DIEM	0	0	200	200	0	2,250
	LEVEL 3 TEXT TRAINING TRAVEL-MAINTENANCE OF TRAFFIC (MOT), STORMWATER EROSION & SEDIMENT CONTROL (NPDES), ADVANCED MOT TRAINING. 1,000 APWA CONFERENCE 1,250						
						2,250	
412-1800-541.40-10	EMPLOYEE TRAINING	837	1,100	1,100	5,844	96	2,819
	LEVEL 3 TEXT STORMWATER OPERATOR CERTIFICATION 500 **TWO (2) ATTENDEES AT \$250 PER PERSON MAINTENANCE OF TRAFFIC CERTIFICATION 630 **SIX (6) ATTENDEES AT \$105 PER PERSON PUMP OPERATOR COURSE 300 **TWO (2) ATTENDEES AT \$150 PER PERSON APWA CONFERENCE 799 **ONE (1) ATTENDEE AT MEMBER RATE OF \$799 VACCON OPERATOR COURSE 300 **ONE (1) ATTENDEE AT \$150 PER PERSON						

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	STORMWATER EROSION AND SEDIMENT CONTROL (NPDES) **ONE (1) ATTENDEE AT \$290 PER PERSON						290 2,819
412-1800-541.41-00	COMMUNICATION SERVICES	1,375	2,516	2,285	2,285	2,007	3,245
	LEVEL 3 TEXT GPS MONITORING 13 UNITS **THIRTEEN (13) UNITS AT \$6.95 PER MONTH X 12 MONTHS. CELL PHONE SERVICES **THREE (3) PHONES AT AVERAGE \$60 PER MONTH X 12 MONTHS					TEXT AMT 1,085 2,160 3,245	
412-1800-541.44-10	EQUIP/OTHER RENTAL/LEASE	0	8,702	8,500	8,500	0	8,500
	LEVEL 3 TEXT FEC STORMWATER DISCHARGE OUTLET (AT N. SIDE LEMON AT POWERS) FEC STORMWATER DITCH (ALONG EAST ROW EXTENDING 930 DEGREES NORTH OF OAK STREET) FEC 42" STORMWATER PIPE (AT HOWES STREET)					TEXT AMT 8,500 8,500	
412-1800-541.44-13	FLEET FINANCING	157,524	163,598	256,018	256,018	213,348	268,742
	LEVEL 3 TEXT FLEET FINANCING AS OF 05-02-17 REDUCTION AS OF 06-01-17					TEXT AMT 273,349 4,607- 268,742	
412-1800-541.45-19	VEHICLE INSURANCE	5,122	5,216	5,414	5,414	4,512	7,355
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 7,355 7,355	
412-1800-541.46-10	GENERAL EQUIP MAINT	0	1,885	3,200	15,200	10,651	3,200
	LEVEL 3 TEXT GENERATOR MAINTENANCE AT CAMBRIDGE PUMP STATION REPAIRS OR REPLACEMENTS FOR EMERGENCY PORTABLE PUMPS, HOSES, CONNECTORS, AND IMPELLARS.					TEXT AMT 1,700 1,500 3,200	
412-1800-541.46-12	VEH MAINT/REPAIR	141,756	87,452	120,000	120,000	93,024	120,000
	LEVEL TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	AVERAGE 10,000 PER MONTH X 12 MONTHS					120,000 120,000	
412-1800-541.46-18	CONT MAINT/COMM EQUIP	0	210	0	0	0	0
412-1800-541.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	21,598
412-1800-541.46-41	VEHICLE REPAIR - EXTERNAL	0	0	0	0	0	10,000
LEVEL 3	TEXT DUMP TRUCK BODY REFURBISHMENT **NOTE: TWO (2) BODIES AT \$5,000 PER REFURB.					TEXT AMT 10,000 10,000	
412-1800-541.47-00	PRINTING AND BINDING	0	0	0	0	2,500	0
412-1800-541.49-01	ADVERTISING	0	0	500	500	0	0
412-1800-541.49-02	COMPUTER SOFTWARE	0	1,994	2,195	2,195	0	2,195
LEVEL 3	TEXT ICPR4 SOFTWARE AND TECH SUPPORT LICENSE (NEW) AUTOCAD-2D CAD DRAFTING, DRAWING AND DOCUMENTING SOFTWARE-ANNUAL SUBSCRIPTION **NOTE: PARTIAL FUNDING IN 001-4300. RENEWAL OCCURS ANNUALLY IN AUGUST. REQUIRED FOR SUPPORTING THE ENGINEERING DIVISION IN MODELING STORMWATER MANAGEMENT SYSTEMS.					TEXT AMT 1,200 995 2,195	
412-1800-541.49-19	LICENSES, TAXES, FEES	0	0	11,200	11,200	0	0
LEVEL 3	TEXT NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)PERMIT. GENERAL PERMIT FOR STORMWATER DISCHARGE. **NOTE: \$11,200 FEE IS ONLY DUE FOR PERMITTING FEES ONCE EVERY TWO YEARS. THE ANNUAL FEE WILL BE PAID IN FY17 AND WILL NOT BE DUE AGAIN UNTIL FY19.					TEXT AMT	
412-1800-541.49-20	EQUIP & OTHER NON-CAPITAL	2,690	225	10,000	13,945	6,429	10,000
LEVEL 3	TEXT PURCHASE OF PRE-FORMED CATCH BASINS AND INLETS **FUTURE PROJECTS WILL REQUIRE MATERIALS SUCH AS REINFORCED CONCRETE PIPE THAT ARE MORE EXPENSIVE THAN THE CURRENT PIPE AND MATERIALS USED UNDER ROADWAYS.					TEXT AMT 10,000 10,000	
412-1800-541.49-61	DATA PROCESSING 501	171,528	189,015	168,123	168,123	140,103	188,324
LEVEL	TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	UPDATED FOR FY18					188,324 188,324	
412-1800-541.49-64	TFR TO 504 SELF INSUR FD	51,659	53,695	33,456	33,456	27,880	33,794
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 33,794 33,794	
412-1800-541.49-66	TRF TO 506 BLDG MAINT FD	33,768	32,063	45,894	45,894	38,245	47,537
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 47,537 47,537	
412-1800-541.49-90	ADMIN SERVICE FEES	83,673	78,768	89,086	89,086	74,238	91,679
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 91,679 91,679	
412-1800-541.51-00	OFFICE SUPPLIES	0	0	0	0	0	1,000
LEVEL 3	TEXT MISC OFFICE SUPPLIES *NOTE:FUNDING FOR DRAINAGE EMPLOYEES' USE OF OFFICE SUPPLIES.					TEXT AMT 1,000 1,000	
412-1800-541.52-00	OTHER OPERATING SUPPLIES	27,877	20,963	16,500	16,500	16,764	16,500
LEVEL 3	TEXT *PHYSICAL SAFETY EQUIPMENT (GLASSES, GLOVES, ETC.) *FIELD EQUIP (SHOVELS, BROOMS, ETC.) *CEMEX MATERIALS AND SUPPLIES FOR CONSTRUCTION					TEXT AMT 3,500 5,000 8,000 16,500	
412-1800-541.52-10	GAS,DIESEL,OIL,& GREASE	35,877	18,649	36,750	36,750	14,600	28,575
LEVEL 3	TEXT EST UNLEADED 1,700 GALLONS @ \$2.25 EST DIESEL 9,000 GALLONS @ \$2.75					TEXT AMT 3,825 24,750 28,575	
412-1800-541.52-12	UNIFORMS	2,980	3,937	3,000	4,839	2,994	3,000
LEVEL 3	TEXT UNIFORM RENTAL FOR 11 EMPLOYEES					TEXT AMT 3,000	

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						3,000	
412-1800-541.52-15	POSTAL SERVICE	1	0	0	0	10,000	0
412-1800-541.52-17	AGRICULTURE SUPPLIES	0	2,124	46,000	46,000	20,230	46,000
	LEVEL 3 TEXT					TEXT AMT	
	*****DRAINAGE ONLY*****						
	SOD					40,000	
	HYDRO SEED MIXTURE					6,000	
	**NOTE: LARGE HYDROSEED ORDER FOR FY17 IS IN PROCESS BUT HAS NOT BEEN DELIVERED. THERE IS A CURRENT LIST OF SEVEN (7) VARIOUS LOCATIONS REQUIRING SOD AND USE OF GRADALL OR MENZI MUCK SERVICES DURING REMAINING FY17.						
						46,000	
412-1800-541.52-19	CHEMICALS	0	1,722	5,000	6,722	0	2,500
	LEVEL 3 TEXT					TEXT AMT	
	*ALUM POWDER FOR ALUM TREATMENT PLANT (LOCATED AT US1 AND FARMBROOK ROAD) TO PRECIPITATE RETENTION POND SEDIMENTS					2,500	
	**NOTE: THE PLANT AT FARMBROOK WAS NON-OPERATIONAL FOR ALL OF FY17 UNTIL APRIL FY17. PLEASE MAINTAIN THE \$2,500 BUDGET IN ORDER TO ALLOW FOR INCREASED COSTS OF CHEMICALS FOR THE RENEWED OPERATION OF THE PLANT.						
						2,500	
412-1800-541.52-20	VEHICLE PARTS	0	1,352	0	0	0	0
412-1800-541.53-63	PROJECT RD MATERIAL/SUPP	0	6,023	0	0	0	0
412-1800-541.54-00	DUES & MEMBERSHIPS	0	155	700	700	699	1,340
	LEVEL 3 TEXT					TEXT AMT	
	FLORIDA STORMWATER ASSOCIATION DUES					700	
	APWA ANNUAL MEMBERSHIP					640	
	**FOUR (4) EMPLOYEES AT \$160 PER PERSON						
						1,340	
* OPERATING EXPENSE		822,632	754,219	1,145,998	1,173,009	799,242	1,192,433
412-1800-541.63-97	PROJ CAPITAL OUTLAY	417,693	1,034,906	109,000	2,577,307	1,079,587	797,000
	LEVEL 3 TEXT					TEXT AMT	
	DIP059 - VIRGINIA AND MONROE DRAINAGE-					1,947,000	
	DIP069 - HOWES ST STORMWATER IMPROV. -					456,000	

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	CHARLES ST DRAINAGE IMPROVEMENTS-110,000						
	*DRAFT 1 OF FY18-FY23 CIP - 05-02-17 NT						
	MOVE ALL PROJECTS TO UNFUNDED. AWAITING FURTHER					2,513,000-	
	DIRECTION FROM CITY COUNCIL ON WHAT PROJECTS TO						
	FUND. 06-09-17 NT						

	VIRGINIA AND MONROE DRAINAGE BASIN (DIP059)					297,000	
	STORMWATER MASTER PLAN (DIP055)					380,000	
	YORKTOWNE SIDEWALK					120,000	
						797,000	
412-1800-541.63-99	FIXED ASSET TRANSFERS	436,693-	1,588,084-	0	0	0	0
412-1800-541.64-00	MACH & EQUIPMENT	19,000	343,151	94,000	71,000	68,628	0
412-1800-541.64-15	ADP EQUIPMENT	0	20,000	0	0	0	0
412-1800-541.69-99	FA CAP INTEREST OFFSET	0	5,736-	0	0	0	0
*	CAPITAL OUTLAY	0	195,763-	203,000	2,648,307	1,148,215	797,000
412-1800-541.72-10	INTEREST BONDS/BANS	11,335	9,482	0	0	0	0
412-1800-541.72-11	INTEREST INTERNAL LOANS	8,719	2,033	0	0	0	0
*	DEBT SERVICE	20,054	11,515	0	0	0	0
412-1800-541.91-22	TRANSFER TO 001	63,649	0	0	0	0	0
412-1800-599.96-31	414 DRAINAGE BOND SINKING	1,756,425	1,453,369	1,465,211	1,465,211	1,221,009	1,476,449
	LEVEL 3 TEXT					TEXT AMT	
	2005 STORM					222,935	
	2008 STORM					555,865	
	2003B CAP IMPRVMNT					110,561	
	5100 SRF					107,669	
	5150 SRF					475,319	
	OTHER DEBT SRVC IN 73-00					4,100	
						1,476,449	
*	TRANSFERS	1,820,074	1,453,369	1,465,211	1,465,211	1,221,009	1,476,449
412-1800-541.99-02	DEPRECIATION EXPENSE	1,188,666	1,226,821	0	0	0	0
412-1800-541.99-10	CONTINGENCY	0	0	0	71,422	0	99,670
	LEVEL 3 TEXT					TEXT AMT	
	PLACEHOLDER TO BALANCE FUND SINCE NO CAPITAL					124,049	
	HAS BEEN FUNDED AS OF YET.						
	(LP 6-23-17)						
	REDUCE AFTER CIP ADDED BACK(06-29-17 NT)					14,008-	
	CONTINGENCY POOL - COUNCIL PRIORITIES					21,000	
	** INCREASE CONTINGENCY TO BALANCE THE FUND					25,153	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	07-13-17 (NT)						
	**REDUCE CONTINGENCY (CLB 7-31-17)						385-

	**REDUCE CONTINGENCY DUE TO REDUCTION IN REVENUE FOR THE UTILITY BILLED PORTION OF DRAINAGE FEES (LB 8/2/17)						45,269-

	INCREASE CONTINGENCY TO BALANCE FUND (LP 8-9-17)						6,054

	REDUCE CONTINGENCY TO OFFSET THE SPLIT FUNDING OF PW BUSINESS MANAGER BETWEEN 001/410/412 (LP 8-11-17)						16,924-

	ENDING CONTINGENCY BALANCE BREAKDOWN:						
	*FOR COUNCIL PRIORITIES				\$21,000		
	*FOR OTHER DRAINAGE NEEDS				78,670		
	TOTAL:				\$99,670		

							99,670
412-1800-541.99-50	COMPRESSION RESERVE	0	0	7,000	7,000	0	0
412-1800-541.99-60	CAPITAL PROJECT RESERVE	0	0	0	81,000	0	0
*	NON-OPERATING EXPENSE	1,188,666	1,226,821	7,000	159,422	0	99,670
**	DRAINAGE UTILITY	4,585,252	3,985,036	3,784,759	6,421,655	3,769,136	4,484,442

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
INTERFUND TRANSFERS							
412-1801-581.91-25	IN LIEU OF TAX TRANSFER	191,841	184,572	187,758	187,758	156,465	195,098
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 195,098 195,098	
412-1801-581.91-29	TRANSFER TO 220 FUND	83,501	83,628	83,223	83,223	69,353	83,137
	LEVEL 3 TEXT 2014 CAP IMPRV BOND (7.2% OF \$1,154,675 DEBT SRV)					TEXT AMT 83,137 83,137	
*	TRANSFERS	275,342	268,200	270,981	270,981	225,818	278,235
**	INTERFUND TRANSFERS	275,342	268,200	270,981	270,981	225,818	278,235

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	DRAINAGE GRANTS						
412-1810-541.63-97	PROJ CAPITAL OUTLAY	0	195,764	0	554,236	409,413	0
*	CAPITAL OUTLAY	0	195,764	0	554,236	409,413	0
**	DRAINAGE GRANTS	0	195,764	0	554,236	409,413	0
***	DRAINAGE UTILITY	4,860,594	4,449,000	4,055,740	7,246,872	4,404,367	4,762,677
****	DRAINAGE CONST OPERATING	4,860,594	4,449,000	4,055,740	7,246,872	4,404,367	4,762,677

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ACCOUNTING PERIOD 11/2017

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DRAINAGE BOND SINKING							
414-0000-361.10-00	INTEREST EARNINGS-INVESTM	7,224	9,547	0	0	6,953	0
414-0000-399.10-21	FRM 412 DRAINAGE CONST OP	1,756,425	1,453,369	1,465,211	1,465,211	1,221,009	1,476,449
	LEVEL TEXT TEXT AMT						
	3 2005 STORM						222,935
	2008 STORM						555,865
	2003B CAP IMPRVMNT						110,561
	5100 SRF						107,669
	5150 SRF						475,319
	OTHER DEBT SRVC 73-00						4,100
							1,476,449
*		1,763,649	1,462,916	1,465,211	1,465,211	1,227,962	1,476,449
**	DRAINAGE BOND SINKING	1,763,649	1,462,916	1,465,211	1,465,211	1,227,962	1,476,449
***	DRAINAGE BOND SINKING	1,763,649	1,462,916	1,465,211	1,465,211	1,227,962	1,476,449
****	DRAINAGE BOND SINKING	1,763,649	1,462,916	1,465,211	1,465,211	1,227,962	1,476,449

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	DRAINAGE UTILITY						
	DRAINAGE UTILITY						
414-1800-541.71-10	PRINCIPAL PAYMENT BONDS	0	0	1,085,930	1,085,930	418,909	1,122,738
	LEVEL 3					TEXT AMT	
						2003B	105,000
						SRF 5100	96,189
						SRF 5150	381,549
						2005 STORM	
						2008 STORM	540,000
							1,122,738
414-1800-541.72-10	INTEREST BONDS/BANS	398,134	385,520	375,181	375,181	235,936	349,611
	LEVEL 3					TEXT AMT	
						2003B	5,561
						SRF 5100	11,480
						SRF 5150	93,770
						2005 STORM	222,935
						2008 STORM	15,865
							349,611
414-1800-541.73-00	OTHER DEBT SERVICE	2,000	2,750	4,100	4,100	750	4,100
	LEVEL 3					TEXT AMT	
						ARBITRAGE RPT FEE 2005 STORM	3,000
						ESCROW AGENT FEE 2008 STORM	100
						ADMIN FEE 98 STORM	1,000
							4,100
*	DEBT SERVICE	400,134	388,270	1,465,211	1,465,211	655,595	1,476,449
414-1800-599.96-33	412 DRAINAGE CONST OPERAT	1,340,469	2,440,585	0	0	0	0
*	TRANSFERS	1,340,469	2,440,585	0	0	0	0
**	DRAINAGE UTILITY	1,740,603	2,828,855	1,465,211	1,465,211	655,595	1,476,449
***	DRAINAGE UTILITY	1,740,603	2,828,855	1,465,211	1,465,211	655,595	1,476,449
****	DRAINAGE BOND SINKING	1,740,603	2,828,855	1,465,211	1,465,211	655,595	1,476,449

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
WETLAND MITIGATION CREDIT							
416-0000-361.10-00	INTEREST EARNINGS-INVESTM	5,276	8,296	3,000	3,000	7,265	5,000
416-0000-361.15-00	INTERNAL INTEREST EARNING	5,941	3,000	0	0	0	0
416-0000-389.10-00	APPROPRIATED FUND BAL	0	0	38,775	164,137	0	71,775
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*		11,217	11,296	41,775	167,137	7,265	76,775
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**	WETLAND MITIGATION CREDIT	11,217	11,296	41,775	167,137	7,265	76,775
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***	WETLAND MITIGATION CREDIT	11,217	11,296	41,775	167,137	7,265	76,775
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****	WETLAND MITIGATION CREDIT	11,217	11,296	41,775	167,137	7,265	76,775

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL								
BOND PROJECTS								
416-0300-536.12-00	SALARIES AND WAGES	124-	0	0	0	0	0	0
*	PERSONNEL SERVICES	124-	0	0	0	0	0	0
416-0300-536.31-13	OTHER PROF. SERVICES	51,845	19,221	0	24,216		5,290	0
416-0300-536.34-14	LEVEL 3	TEXT					TEXT	AMT
		ALL FUNDS MOVED TO 3414						
		0	16,498	41,775	138,921		42,244	76,775
	LEVEL 3	TEXT					TEXT	AMT
		CONTRACT PROFESSIONAL SERVICES DETAIL:						
		A.)	BIOLOGICAL CONSULTING SERVICES					10,650
		B.)	CLEAR WATERS LONG LEAF					16,125
		C.)	DATA LOGGER REPAIRS (XYLEM - OI ANALYTICAL)					5,000
		D.)	SURVEYING SERVICES					10,000
		E.)	PERMIT MODIFICATIONS					10,000
	F.)	MISC. PROFESSIONAL SERVICES AS NEEDED					25,000	
		*****						76,775
416-0300-536.34-20	MOWING CONTRACT SERVICE	0	0	0	4,000		4,000	0
*	OPERATING EXPENSE	51,845	35,719	41,775	167,137		51,534	76,775
**	BOND PROJECTS	51,721	35,719	41,775	167,137		51,534	76,775
***	NON DEPARTMENTAL	51,721	35,719	41,775	167,137		51,534	76,775
****	WETLAND MITIGATION CREDIT	51,721	35,719	41,775	167,137		51,534	76,775

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
2003 & 2012 WS DEBT SVC							
417-0000-361.10-00	INTEREST EARNINGS-INVESTM	8,277	383	5,000	5,000	13,971	5,000
	LEVEL 3 TEXT FUNDS OTHER DEBT SERVICE IN 73-00					TEXT AMT 5,000 5,000	
417-0000-381.32-00	TRANS FROM 402		2,564,678				
417-0000-399.10-12	FRM 401 WATER/SEWER REV	1,676,152	2,210,292	3,892,624	3,892,624	3,243,853	4,177,768
	LEVEL 3 TEXT TRANSFER FROM 401 FOR 2012 W/S NOTE					TEXT AMT 4,177,768 4,177,768	
*		1,684,429	4,775,353	3,897,624	3,897,624	3,257,824	4,182,768
**	2003 & 2012 WS DEBT SVC	1,684,429	4,775,353	3,897,624	3,897,624	3,257,824	4,182,768
***	2003 & 2012 WS DEBT SVC	1,684,429	4,775,353	3,897,624	3,897,624	3,257,824	4,182,768
****	2003 & 2012 WS DEBT SVC	1,684,429	4,775,353	3,897,624	3,897,624	3,257,824	4,182,768

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL BOND PROJECTS							
417-0300-536.71-10	PRINCIPAL PAYMENTS BONDS	0	0	3,510,000	3,510,000	0	3,860,000
	LEVEL 3 TEXT 2012 W/S NOTE FY18 PRINCIPAL					TEXT AMT 3,860,000 3,860,000	
417-0300-536.72-10	INTEREST BONDS	460,768	418,240	382,624	382,624	175,696	317,768
	LEVEL 3 TEXT 10/01/17 INTEREST 4/01/18 INTEREST					TEXT AMT 175,868 141,900 317,768	
417-0300-536.73-00	OTHER DEBT SERVICE	0	0	5,000	5,000	0	5,000
*	DEBT SERVICE	460,768	418,240	3,897,624	3,897,624	175,696	4,182,768
417-0300-599.96-14 TO 401	W&S O&M REV	420,000	6,002,052	0	0	0	0
*	TRANSFERS	420,000	6,002,052	0	0	0	0
**	BOND PROJECTS	880,768	6,420,292	3,897,624	3,897,624	175,696	4,182,768
***	NON DEPARTMENTAL	880,768	6,420,292	3,897,624	3,897,624	175,696	4,182,768
****	2003 & 2012 WS DEBT SVC	880,768	6,420,292	3,897,624	3,897,624	175,696	4,182,768

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
ST REV LOAN FUND DEBT SER							
418-0000-361.10-00	INTEREST EARNINGS-INVESTM	3,806	3,542	0	0	2,639	0
418-0000-399.10-12	FRM 401 WATER/SEWER REV	1,574,806	1,574,806	2,604,611	2,604,611	2,170,509	2,604,611
	LEVEL TEXT					TEXT AMT	
	3 SRF 3030					295,477	
	SRF 5080					614,276	
	SRF 5090					291,354	
	SRF 513P					914,135	
	SRF 514S					489,369	
						2,604,611	
*		1,578,612	1,578,348	2,604,611	2,604,611	2,173,148	2,604,611
**	ST REV LOAN FUND DEBT SER	1,578,612	1,578,348	2,604,611	2,604,611	2,173,148	2,604,611
***	ST REV LOAN FUND DEBT SER	1,578,612	1,578,348	2,604,611	2,604,611	2,173,148	2,604,611
****	ST REV LOAN FUND DEBT SER	1,578,612	1,578,348	2,604,611	2,604,611	2,173,148	2,604,611

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL BOND PROJECTS							
418-0300-536.71-10	PRINCIPAL PAYMENTS BONDS	0	0	2,152,249	2,152,249	1,068,347	2,215,376
	LEVEL 3					TEXT AMT	
						SRF 3030	230,136
						SRF 5080	557,809
						SRF 5090	272,058
						SRF 513P	773,332
						SRF 514S	382,041
							2,215,376
418-0300-536.72-10	INTEREST BONDS	532,472	495,957	452,362	452,362	233,957	389,235
	LEVEL 3					TEXT AMT	
						SRF 3030	65,341
						SRF 5080	56,467
						SRF 5090	19,296
						SRF 513P	140,803
						SRF 514S	107,328
							389,235
*	DEBT SERVICE	532,472	495,957	2,604,611	2,604,611	1,302,304	2,604,611
418-0300-599.96-14 TO 401 W&S O&M REV		1,272,774	1,309,289	0	0	0	0
*	TRANSFERS	1,272,774	1,309,289	0	0	0	0
**	BOND PROJECTS	1,805,246	1,805,246	2,604,611	2,604,611	1,302,304	2,604,611
***	NON DEPARTMENTAL	1,805,246	1,805,246	2,604,611	2,604,611	1,302,304	2,604,611
****	ST REV LOAN FUND DEBT SER	1,805,246	1,805,246	2,604,611	2,604,611	1,302,304	2,604,611

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
FORESTRY MANAGEMENT							
420-0000-329.50-00	GOPHER TORTOISE RELOC FEE	3,250	31,650	0	0	105,250	0
420-0000-343.71-00	TIMBER/PALMETTO SALES	0	0	0	0	0	50,000
	LEVEL 3 TEXT ESTIMATED REVENUE BASE ON COPO-ALFORD TIMBER CONTRACT CA5722					TEXT AMT 50,000	
						50,000	
420-0000-361.10-00	INTEREST EARNINGS-INVESTM	5,500	9,074	2,000	2,000	8,827	7,000
420-0000-361.15-00	INTERNAL INTEREST EARNING	4,098	2,069	0	0	0	0
420-0000-362.00-00	RENTS & ROYALTIES	76,961	77,417	78,409	78,409	65,341	84,525
	LEVEL 3 TEXT SMOKEY HUNT CLUB LEASE - 10 MONTHS IMPACT FY18 *ANNUAL RENT OF \$84,524.71 FOR PERIOD COVERING 08/01/2017 THROUGH 7/31/18 \$7,043.72/MONTH => 10 MONTHS = \$70,437 ***** ESTIMATE FOR AUGUST 2018 ESTIMATE FOR SEPT 2018 ***** (LP 6-22-17)					TEXT AMT 70,437	
						7,044	
						7,044	
						84,525	
420-0000-362.50-00	BILLBOARD RENTAL	24,661	35,013	35,000	35,000	44,573	35,000
420-0000-367.50-00	GOPHER TORTOISE RELOC FEE	750	0	0	0	0	0
420-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	84,832	0	4,982
*		115,220	155,223	115,409	200,241	223,991	181,507
**	FORESTRY MANAGEMENT	115,220	155,223	115,409	200,241	223,991	181,507
***	FORESTRY MANAGEMENT	115,220	155,223	115,409	200,241	223,991	181,507
****	FORESTRY MANAGEMENT	115,220	155,223	115,409	200,241	223,991	181,507

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
* CAPITAL OUTLAY		0	0	0	7,000	6,080	0
420-1000-536.99-10	CONTINGENCY	0	0	55,842	55,842	0	0
* NON-OPERATING EXPENSE		0	0	55,842	55,842	0	0
** NON DEPARTMENTAL		75,396	84,035	115,409	200,241	127,433	181,507
*** NON DEPARTMENTAL		75,396	84,035	115,409	200,241	127,433	181,507
**** FORESTRY MANAGEMENT		75,396	84,035	115,409	200,241	127,433	181,507

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
GOLF COURSE OPERATING							
450-0000-347.36-00	GOLF COURSE RESTAURANT	0	27,000	27,000	27,000	22,658	27,192
	LEVEL 3 TEXT RESTAURANT RENT (\$2,266 FOR 12 MONTHS)					TEXT AMT 27,192 27,192	
450-0000-347.50-01	AGENT	1,004,270	1,180,066	1,219,823	1,219,823	1,042,391	1,289,032
	LEVEL 3 TEXT AGENT REQUEST					TEXT AMT 1,289,032 1,289,032	
450-0000-347.51-00	CITY SURCHARGE R&R	0	0	39,853	39,853	34,754	39,944
450-0000-347.51-01	GOLF COURSE	0	37,806	0	0	0	0
450-0000-361.10-00	INTEREST EARNINGS-INVESTM	896-	136	0	0	270	0
450-0000-369.90-00	MISC REVENUE	335	147	0	0	19	0
450-0000-381.16-00	TRANSFER FROM 001	0	10,000	0	0	0	0
450-0000-381.62-00	TRANSFER FROM 508 FUND	0	0	42,306	42,306	0	73,409
	LEVEL 3 TEXT TRANSFER FROM LOAN POOL TO BALANCE FUND ***** REDUCE LOAN FROM THE 508 FUND BY \$40K SINCE THE CANOPY AND LIGHTNING SHELTER ARE BEING DEFERRED TO FY19 (LP 8-14-17) *****					TEXT AMT 113,409 40,000- 73,409	
450-0000-389.10-00	APPROPRIATED FUND BAL	0	0	0	8,654	0	0
*		1,003,709	1,255,155	1,328,982	1,337,636	1,100,092	1,429,577
**	GOLF COURSE OPERATING	1,003,709	1,255,155	1,328,982	1,337,636	1,100,092	1,429,577
***	GOLF COURSE OPERATING	1,003,709	1,255,155	1,328,982	1,337,636	1,100,092	1,429,577
****	GOLF COURSE OPERATING	1,003,709	1,255,155	1,328,982	1,337,636	1,100,092	1,429,577

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
NON DEPARTMENTAL							
BOND PROJECTS							
450-0300-579.34-00	OTHER CONTRACT SERVICES	7	539	0	0	540-	0
450-0300-579.46-16	BUILDING REPAIRS	0	1,187	0	8,654	4,732	0
450-0300-579.49-19	TAXES, LICENSES, FEES	0	159	0	0	53	0
-----		-----		-----		-----	
*	OPERATING EXPENSE	7	1,885	0	8,654	4,245	0
450-0300-599.96-29	451 GOLF CRS CAP RESERVE	24,901	37,806	0	0	0	0
-----		-----		-----		-----	
*	TRANSFERS	24,901	37,806	0	0	0	0
450-0300-579.99-02	DEPRECIATION EXPENSE	131,182	149,486	0	0	0	0
-----		-----		-----		-----	
*	NON-OPERATING EXPENSE	131,182	149,486	0	0	0	0
-----		-----		-----		-----	
**	BOND PROJECTS	156,090	189,177	0	8,654	4,245	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
450-0350-579.46-16	SURCHARGE / R&R BUILDING REPAIRS	0	3,540	35,000	35,000	6,625	20,000
	LEVEL 3						
	TEXT					TEXT	AMT
	CANOPY FOR MAINTENANCE FACILITY						20,000
	IRRIGATION AUDIT						20,000
	LIGHTNING SHELTER ON FRONT NINE						20,000

	DEFER CANOPY FOR MAINT. FACILITY TO FY19						20,000-
	DEFER LIGHTNING SHELTER ON FROM NINE TO FY19						20,000-
	(LP 8-14-17)						

							20,000
450-0350-579.46-20	IRRIGATION REPAIR	0	6,990	0	0	0	0
450-0350-579.49-20	EQUIP & OTHER NON-CAPITAL	0	6,765	0	0	0	0
*	OPERATING EXPENSE	0	17,295	35,000	35,000	6,625	20,000
**	SURCHARGE / R&R	0	17,295	35,000	35,000	6,625	20,000
***	NON DEPARTMENTAL	156,090	206,472	35,000	43,654	10,870	20,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
* ADMINISTRATION							
450-5300-579.34-01	AGENT	1,249,033	1,181,914	1,171,079	1,171,079	905,906	1,281,516
	LEVEL 3 TEXT ORIGINAL - CASH BASIS					TEXT AMT 1,281,516 1,281,516	
450-5300-579.44-13	FLEET FINANCING	0	118,408	122,903	122,903	102,419	128,061
	LEVEL 3 TEXT GOLF CARTS EQUIPMENT LEASE					TEXT AMT 64,268 63,793 128,061	
* OPERATING EXPENSE							
		1,249,033	1,300,322	1,293,982	1,293,982	1,008,325	1,409,577
450-5300-579.99-02	DEPRECIATION EXPENSE	9,405	0	0	0	0	0
* NON-OPERATING EXPENSE							
		9,405	0	0	0	0	0
** ADMINISTRATION							
		1,258,438	1,300,322	1,293,982	1,293,982	1,008,325	1,409,577
*** *							
		1,258,438	1,300,322	1,293,982	1,293,982	1,008,325	1,409,577

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
*		GOLF COURSE EXPENSE							
450-5400-579.44-13		FLEET FINANCING		53,939	0	0	0	0	0
		LEVEL	TEXT						
		3	MOVED TO DIVISION 5300						
*		OPERATING EXPENSE		53,939	0	0	0	0	0
**		GOLF COURSE EXPENSE		53,939	0	0	0	0	0
***		*		53,939	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
* GOLF CARTS							
450-5500-579.44-13	FLEET FINANCING	72,386	0	0	0	0	0
		LEVEL 3	TEXT MOVED TO DIVISION 5300			TEXT AMT	
* OPERATING EXPENSE		72,386	0	0	0	0	0
** GOLF CARTS		72,386	0	0	0	0	0
*** *		72,386	0	0	0	0	0
**** GOLF COURSE OPERATING		1,540,853	1,506,794	1,328,982	1,337,636	1,019,195	1,429,577

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
INFORMATION TECHNOLOGY								
501-0000-341.20-12	WATER AND SEWER FD (401)	412,856	410,900	411,417	411,417		342,848	412,665
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 412,665 412,665	
501-0000-341.20-16	GENERAL FUND (001)	755,314	674,842	892,151	892,151		743,459	933,850
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 933,850 933,850	
501-0000-341.20-17	SOLID WASTE FUND (410)	179,732	182,305	171,132	171,132		142,610	194,319
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 194,319 194,319	
501-0000-341.20-21	DRAINAGE FUND (412)	171,528	189,015	168,123	168,123		140,103	188,324
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 188,324 188,324	
501-0000-341.20-24	VEHICLE MAINT. FD (503)	37,261	57,642	42,357	42,357		35,298	44,010
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 44,010 44,010	
501-0000-341.20-56	BUILDING MAINT. FD (506)	4,066	7,160	7,958	7,958		6,632	10,877
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 10,877 10,877	
501-0000-341.20-69	CD BLDG SPECIAL REV 109	116,152	103,138	80,417	80,417		67,014	86,845
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 86,845 86,845	
501-0000-361.10-00	INTEREST EARNINGS-INVESTM	2,666	2,214	1,500	1,500		1,482	1,500
501-0000-369.90-00	MISC REVENUE	768	2,184	0	0		1,133	0
501-0000-381.16-00	TRANSFER FROM 001	1,911	0	0	0		0	0
501-0000-389.10-00	APPROPRIATED FUND BAL	0	0	112,080	170,608		0	120,761

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	LEVEL						
	3						
	TEXT					TEXT	AMT
	*FY18 APPROPRIATED EQUITY USED FOR TRANSFERS						112,080
	CALCULATION						
	*CHANGE IN BLDG MAINT & INSURANCE ALLOCATIONS						817-
	*ADJUSTMENT TO BALANCE (LP 7-13-17)						30,530

	*ADJUSTMENT TO REDUCE USAGE OF EQUITY TO \$120K						21,032-
	DUE TO AMOUNT PROJECTED TO BE AVAILABLE						
	(LP 8-7-17)						

							120,761
*		1,682,254	1,629,400	1,887,135	1,945,663	1,480,579	1,993,151
**	INFORMATION TECHNOLOGY	1,682,254	1,629,400	1,887,135	1,945,663	1,480,579	1,993,151
***	INFORMATION TECHNOLOGY	1,682,254	1,629,400	1,887,135	1,945,663	1,480,579	1,993,151
****	INFORMATION TECHNOLOGY	1,682,254	1,629,400	1,887,135	1,945,663	1,480,579	1,993,151

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
501-0700-519.12-00	INFORMATION TECHNOLOGY INFORMATION TECHNOLOGY SALARIES AND WAGES	556,730	586,236	613,664	613,664	502,906	631,592
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 613,343 18,249 631,592	
501-0700-519.12-11	COMPENSATED ABSENCE	5,812	2,399	0	0	0	0
501-0700-519.12-12	ADD. SALARY & BENEFITS	0	1,250	0	0	0	0
501-0700-519.14-00	OVERTIME	2,032	607	7,200	10,375	3,547	0
	LEVEL 3 TEXT IT SPECIALIST 40 HRS OT REDUCE OVERTIME PER CM (CLB 7-11-17)					TEXT AMT 1,015 1,015-	
501-0700-519.15-10	CERTIFICATIONS/LICENSES	0	0	2,450	2,450	0	0
501-0700-519.21-00	FICA TAXES	41,508	42,483	47,503	47,746	34,952	48,324
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE REDUCTION OF OVERTIME PER CM (CLB 7-11-17)					TEXT AMT 47,005 1,397 78- 48,324	
501-0700-519.22-00	RETIREMENT CONTRIBUTIONS	61,472	70,979	73,883	73,883	60,764	79,027
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 76,727 2,300 79,027	
501-0700-519.23-00	HEALTH INSURANCE	59,931	70,381	86,067	86,067	66,786	90,372
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE					TEXT AMT 84,243 4,557 1,528 44 90,372	
501-0700-519.24-00	WORKER'S COMPENSATION	543	904	1,192	1,247	552	1,054
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE					TEXT AMT 938 25	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)							91 1,054
501-0700-519.26-00	EAP BENEFIT	419	436	459	459	357	459
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT	459 459
* PERSONNEL SERVICES		728,447	775,675	832,418	835,891	669,864	850,828
501-0700-519.31-13	OTHER PROF. SERVICES	51,437	111,181	11,250	36,953	16,334	11,250
	LEVEL 3 TEXT CISCO VOIP ENGINEERING SERVICES (75 HOURS)					TEXT AMT	11,250 11,250
501-0700-519.34-14	CONTRACT SERVICES OTHER	0	0	66,896	66,896	16,915	47,228
	LEVEL 3 TEXT BARRACUDA CLOUD OFFSITE BACKUP					TEXT AMT	14,186
							5,000
							500
							11,840
							2,500
							500
							5,000
							5,000
							5,000
							5,090
							1,112
							2,000-
							1,000-
							500-
							47,228
501-0700-519.40-00	TRAVEL PER DIEM	5,294	7,620	3,500	3,500	3,264	4,500
	LEVEL 3 TEXT TRAVEL/LODGING EXPENSES RELATED TO TRAINING					TEXT AMT	4,500
							4,500
501-0700-519.40-10	EMPLOYEE TRAINING	16,974	14,267	20,500	23,045	12,971	15,825

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT GLOBALKNOWLEDGE IT TRAINING (7 CLASSES) REDUCED GLOBALKNOWLEDGE PER CM 07/10/17 FLGISA ANNUAL CONFERENCE FOR 3					TEXT AMT 17,500 2,500- 825 15,825	
501-0700-519.41-00	COMMUNICATION SERVICES	109,419	120,877	81,540	81,540	85,337	100,246
	LEVEL 3 TEXT CELL PHONE SERVICE-ATT WIRELESS AT&T MOBILE DATA CARD SERVICE HR/CITY MANAGER PANIC BUTTONS FLEET GPS CHARGES-2 VEHICLES SPECTRUM ENTERPRISE INTERNET SVC 1000 MBPS SPECTRUM ENTERPRISE TELEPHONY 48 SIP SESSIONS SPECTRUM LONG DISTANCE BUNDLE 5000 MINUTES SPECTRUM INTERNET BACKUP EOC CONNECTION SPECTRUM IP ADDRESS BUNDLE ATT BACKUP PHONE CONNECTION @ EOC *NEW SPECTRUM INTERNET SERVICE-FIRE STATIONS, PARKS MAINT, CYPRESS HEAD CELL TOWER					TEXT AMT 3,100 1,120 330 1,260 60,000 9,600 1,500 3,600 1,536 5,400 12,800 100,246	
501-0700-519.44-10	EQUIP/OTHER RENTAL/LEASE	0	0	3,611	3,611	2,041	3,611
	LEVEL 3 TEXT FPL FIBER OPTIC CABLE LAND FEE OAK STREET RAILROAD FIBER OPTIC CONDUIT					TEXT AMT 3,000 611 3,611	
501-0700-519.44-13	FLEET FINANCING	185,964	359,499	309,943	309,943	258,286	339,245
	LEVEL 3 TEXT ORIGINAL ESTIMATE ADJUSTMENT NEEDED BASED ON CIP REVISIONS (LP 8-7-17) DEFER ERP A FULL YEAR TO FY19					TEXT AMT 403,635 2,115 66,505- 339,245	
501-0700-519.45-19	VEHICLE INSURANCE	788	745	773	773	644	865
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 865 865	
501-0700-519.46-10	GENERAL EQUIP MAINT	15,463	40,552	58,401	54,713	33,603	74,549
	LEVEL TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

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3	ACOM CHECK PRINTERS & HARDWARE						2,241
	IBM ISERIES/AS400 CITY HALL						9,093
	IBM SERIES/AS400-POPD BACKUP						4,852
	CISCO SMARTNET-CORE 4510 SWITCH AT CITY HALL						9,000
	DIGITAL RECORDING SYSTEM FOR CITY CLERK						1,600
	IBM MATRIX PRINTERS						1,250
	IBM OPTICAL LIBRARY & DISK EXPANSION						6,315
	IT MULTIFUNCTION PRINTER/SCANNER/FAX						600
	IT DATACENTER FIRE ALARM MAINTENANCE						1,250
	IT DATACENTER APC UPS BATTERY BACKUP						4,900
	CITY WIDE SURVEILLANCE CAMERA MAINT						5,000
	ALIENVault INTRUSION DETECTION MAINT						9,300
	BARRACUDA BACKUP 895 1 YEAR INSTANT REPLACEMENT						
	*MOVED FROM 34-14						6,599
	BARRACUDA BACKUP 895 SOFTWARE & FIRMWARE UPDATES						
	1 YEAR *MOVED FROM 34-14						5,399
	DATRIUM DVX NETSHELF STORAGE APPLIANCE (PURCHASED IN FY 17)						9,000

	REMOVE DIGITAL RECORDING SYSTEM FOR CITY CLERK						1,600-
	REDUCE IT DATACENTER FIRE ALARM MAINTENANCE PER CM (LP 8-7-17)						250-

							74,549
501-0700-519.46-12	VEH MAINT/REPAIR	2,403	572	3,000	3,000	2,019	3,000
501-0700-519.46-18	CONT MAINT/COMM EQUIP	974	3,749	500	500	73	500
LEVEL 3	TEXT REPAIR/REPLACEMENT - PHONES & DATA CARDS					TEXT AMT	
							500
							500
501-0700-519.46-27	ANNUAL FLEET MAINT CHARGE	0	0	0	0	0	530
501-0700-519.46-36	SOFTWARE MAINTENANCE	167,851	204,561	164,515	170,228	161,525	182,528
LEVEL 3	TEXT					TEXT AMT	
	SUNGARD NAVILINE ANNUAL MAINTENANCE CONTRACT						121,664
	ACOM SOFTWARE MODULES						8,111
	ARCGIS SERVER SOFTWARE MAINTENANCE						7,900
	QUATRED BARCODE INVENTORY						2,200
	SYMANTEC ENTERPRISE VAULT EMAIL ARCHIVE						5,370
	ONBASE DOCUMENT IMAGING SOFTWARE						6,000
	EXECUTIME TIME & ATTENDANCE						3,750
	IT HELPDESK WORKORDER SOFTWARE						3,950
	ZIPCODE SOFTWARE						2,500
	GENETEC SURVEILLANCE SOFTWARE						4,000
	ADAUDIT-USER ACTIVITY REPORTING SOFTWARE						2,000
	ADMANAGER-USER ACCOUNT CONTROL SOFTWARE						2,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	VMWARE HORIZON VIRTUALIZATION STANDARD SOFTWARE LICENSES (PRODUCT PURCHASED IN FY 17)					13,083 182,528	
501-0700-519.49-02	COMPUTER SOFTWARE	52,839	49,924	97,436	109,336	81,420	84,086
	LEVEL 3						
	TEXT					TEXT AMT	
	ANTI-MALWARE SOFTWARE					5,500	
	CITYWIDE 0365 SHAREPOINT/OFFICE/ONEDRIVE/EMAIL					65,000	
	DAMEWARE REMOTE SUPPORT SOFTWARE					950	
	ADOBE PHOTOSHOP GRAPHIC DESIGN (2 LICENSES)					936	
	MICROSOFT SERVER CLIENT ACCESS LICENSES					7,500	
	FOXIT PHANTOM PDF EDITING SOFTWARE					2,000	
	*NEW COGNOS BUSINESS INTELLIGENCE UPGRADE					11,100	
	CURRENT VERSION WILL NO LONGER BE SUPPORTED						
	*NEW EXECUTIME V4.0 UPGRADE -CURRENT VERSION					5,100	
	WILL NO LONGER BE SUPPORTED						
	LIQUIDWARE LABS PROFILE MGMT SOFTWARE -PURCHASED					2,200	
	IN FY 17						

	REMOVE NEW COGNOS BUSINESS INTELLIGENCE UPGRADE					11,100-	
	REMOVE NEW EXECUTIME V4.0 UPGRADE -CURRENT VERSION					5,100-	
	PER CM (LP 8-7-17)						

						84,086	
501-0700-519.49-16	COMPUTER HARDWARE	46,644	95,933	63,000	75,022	74,304	52,240
	LEVEL 3						
	TEXT					TEXT AMT	
	APC DESKTOP BATTERY BACKUPS					2,500	
	DESKTOP PERIPHERALS & COMPONENTS					8,500	
	DESKTOP PRINTERS/SCANNERS					2,500	
	FLAT SCREEN MONITORS FOR NEW & EXISTING EMPLOYEES					8,000	
	MS SURFACES					7,450	
	ONBASE COMPATIBLE SCANNERS					2,000	
	CISCO IP PHONE REPLACEMENTS					8,000	
	*NEW FLAT SCREEN TO REPLACE AGING SMART BOARD IN					5,000	
	2ND FLOOR CONFERENCE ROOM						
	THIN CLIENTS FOR VIRTUAL DESKTOP ACCESS FOR NEW					24,240	
	AND EXISTING EMPLOYEES (\$400 EACH)						

	REMOVE DESKTOP PRINTERS/SCANNERS					2,500-	
	REMOVE MS SURFACES					7,450-	
	RE ONBASE COMPATIBLE SCANNERS FROM \$2K TO \$1K					1,000-	
	REMOVE NEW FLAT SCREEN TO REPLACE AGING SMART					5,000-	
	BOARD IN 2ND FLOOR CONFERENCE ROOM						
	PER CM (8-7-17)						

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
							52,240	
501-0700-519.49-64	INSURANCE 504	34,697	36,172	25,045	25,045		20,871	24,789
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 24,789 24,789	
501-0700-519.49-66	TRF TO 506 BLDG MAINT FD	38,478	33,460	37,917	37,917		31,598	42,161
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 42,161 42,161	
501-0700-519.49-90	ADMIN SERVICES FEES	90,313	80,120	92,621	92,621		77,184	117,044
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 117,044 117,044	
501-0700-519.51-00	OFFICE SUPPLIES	0	640	0	0		0	3,000
	LEVEL 3 TEXT MISCELLANEOUS OFFICE SUPPLIES (PREVIOUSLY BUDGETED IN 52-00)						TEXT AMT 3,000 3,000	
501-0700-519.52-00	OTHER OPERATING SUPPLIES	10,542	10,966	5,701	5,701		7,265	3,776
	LEVEL 3 TEXT MOBILE PHONE/TABLET ACCESSORIES ETHERNET PATCH CABLES FIBER OPTIC PATCH CABLES USB THUMB DRIVES GIS PLOTTER INK PC TECHNICIAN TOOLS & SUPPLIES INKJET PRINTER CARTRIDGES TIME CARDS						TEXT AMT 300 200 300 500 1,500 250 400 326 3,776	
501-0700-519.52-10	GAS, DIESEL, OIL & GREASE	207	166	718	718		249	500
	LEVEL 3 TEXT FUEL 287 GALS @ \$2.25						TEXT AMT 500 500	
501-0700-519.52-15	POSTAL SERVICE	45	18	100	100		12	100
501-0700-519.54-00	DUES & MEMBERSHIPS	494	494	500	500		779	500

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	LEVEL 3						TEXT AMT	
							FLGISA MEMBERSHIP J HICKS/D FRANKLIN	250
							SUNGARD USER GROUP MEMBERSHIP M PETERSON	250
								500
501-0700-519.54-01	BOOKS & SUBSCRIPTIONS	259	73	250	250	0		250
	LEVEL 3						TEXT AMT	
							MISC ONLINE SUBSCRIPTIONS	250
								250
*	OPERATING EXPENSE	831,085	1,171,589	1,047,717	1,101,912	886,694		1,112,323
501-0700-519.63-99	FIXED ASSET TRANSFERS	0	3,975	0	0	0		0
501-0700-519.64-15	ADP EQUIPMENT	0	3,975	0	860	0		0
*	CAPITAL OUTLAY	0	0	0	860	0		0
501-0700-519.99-02	DEPRECIATION EXPENSE	13,942	3,651	0	0	0		0
501-0700-519.99-10	CONTINGENCY	0	0	0	0	0		30,000
	LEVEL 3						TEXT AMT	
							CONTINGENCY POOL - COUNCIL PRIORITIES	30,000
								30,000
501-0700-519.99-50	COMPRESSION RESERVE	0	0	7,000	7,000	0		0
*	NON-OPERATING EXPENSE	13,942	3,651	7,000	7,000	0		30,000
**	INFORMATION TECHNOLOGY	1,573,474	1,950,915	1,887,135	1,945,663	1,556,558		1,993,151
***	INFORMATION TECHNOLOGY	1,573,474	1,950,915	1,887,135	1,945,663	1,556,558		1,993,151
****	INFORMATION TECHNOLOGY	1,573,474	1,950,915	1,887,135	1,945,663	1,556,558		1,993,151

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
VEHICLE MAINTENANCE SER.							
503-0000-341.20-08	FLEET RENTAL GOLF 450	739	0	0	0	0	0
503-0000-341.20-12	WATER AND SEWER FD (401)	111,133	103,300	135,200	135,200	96,035	140,634
	LEVEL 3 TEXT					TEXT AMT	
						103,400	
						37,234	
						140,634	
503-0000-341.20-16	GENERAL FUND (001)	550,586	560,457	609,746	609,746	452,269	757,784
	LEVEL 3 TEXT					TEXT AMT	
						591,204	
						166,580	
						757,784	
503-0000-341.20-17	SOLID WASTE FUND (410)	1,970	252	2,250	2,250	1,539	2,515
	LEVEL 3 TEXT					TEXT AMT	
						2,250	
						265	
						2,515	
503-0000-341.20-19	IT FUND (501)	2,403	572	3,000	3,000	2,019	3,530
	LEVEL 3 TEXT					TEXT AMT	
						3,000	
						530	
						3,530	
503-0000-341.20-21	DRAINAGE FUND (412)	141,756	87,452	120,000	120,000	93,024	141,598
	LEVEL 3 TEXT					TEXT AMT	
						120,000	
						21,598	
						141,598	
503-0000-341.20-56	BUILDING MAINT. FD (506)	21	0	7,000	7,000	3,858	6,855
	LEVEL 3 TEXT					TEXT AMT	
						5,000	
						1,855	
						6,855	
503-0000-341.20-69	CD BLDG SPECIAL REV 109	11,308	7,022	13,000	13,000	3,822	14,855
	LEVEL 3 TEXT					TEXT AMT	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	INITIAL PROJECTION (CLB 6-23-17)						13,000
	ADD ANNUAL FLEET MAINT CHARGES (LP 7-13-17)						1,855
							14,855
503-0000-341.20-70	RISK MGMT (504)	0	137	0	0	0	0
503-0000-361.10-00	INTEREST EARNINGS-INVESTM	1,552	859	1,000	1,000	340	1,000
503-0000-369.90-00	MISC REVENUE	2,338	4,183	0	0	1,393	0
503-0000-389.10-00	APPROPRIATED FUND BAL	0	0	70,992	91,462	0	843
LEVEL	TEXT					TEXT	AMT
3	ADJUSTMENT TO BALANCE FUND (LP 7-13-17)						1,034
	ADJUSTMENT TO BALANCE FUND (LP 8-9-17)						191-
							843
*		823,806	764,234	962,188	982,658	654,299	1,069,614
**	VEHICLE MAINTENANCE SER.	823,806	764,234	962,188	982,658	654,299	1,069,614
***	VEHICLE MAINTENANCE SER.	823,806	764,234	962,188	982,658	654,299	1,069,614
****	VEHICLE MAINTENANCE SER.	823,806	764,234	962,188	982,658	654,299	1,069,614

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
503-4500-519.12-00	VEHICLE MAINTENANCE VEHICLE MAINTENANCE SALARIES AND WAGES	200,509	210,523	253,913	248,913	191,272	251,433
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE					TEXT AMT 244,963 6,470 251,433	
503-4500-519.12-11	COMPENSATED ABSENCE	1,382	791	0	0	0	0
503-4500-519.14-00	OVERTIME	2,431	2,921	3,500	6,560	9,509	3,500
	LEVEL 3 TEXT AFTER HOUR CALL OUTS AND SUPPORT OF SPECIAL EVENTS					TEXT AMT 3,500 3,500	
503-4500-519.21-00	FICA TAXES	15,346	16,040	19,695	19,929	14,818	19,506
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE					TEXT AMT 19,012 494 19,506	
503-4500-519.22-00	RETIREMENT CONTRIBUTIONS	24,755	30,321	33,709	33,709	26,147	35,569
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 34,613 956 35,569	
503-4500-519.23-00	HEALTH INSURANCE	37,241	39,955	48,911	48,911	37,391	51,345
	LEVEL 3 TEXT HEALTH DENTAL LIFE INCREASE ON LIFE					TEXT AMT 48,139 2,604 585 17 51,345	
503-4500-519.24-00	WORKER'S COMPENSATION	2,909	2,543	2,929	3,000	2,655	3,596
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT 3,198 82 316 3,596	
503-4500-519.26-00	EAP BENEFIT	225	228	262	262	204	262

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	LEVEL 3 TEXT					TEXT AMT	
							262
							262
* PERSONNEL SERVICES		284,798	303,322	362,919	361,284	281,996	365,211
503-4500-519.40-00 TRAVEL PER DIEM		441	157	1,000	1,000	160	1,500
	LEVEL 3 TEXT					TEXT AMT	
							1,500
	TRAVEL REQUIRING OVERNIGHT STAY						
	**ANNUAL GOVERNMENT FLEET EXPO, NATIONAL ASSOC.						
	OF FLEET ADMINISTRATORS CONFERENCE						1,500
503-4500-519.40-10 EMPLOYEE TRAINING		3,570	2,619	4,000	3,000	2,333	4,350
	LEVEL 3 TEXT					TEXT AMT	
							500
	AUTOMOTIVE SERVICE EXCELLENCE (ASE) CERTIFICATION						
	AND RECERTIFICATION						2,000
	EMERGENCY VEHICLE TECHNICIAN (EVT) CERTIFICATION						
	AND RECERTIFICATION						1,500
	CERTIFIED AUTOMOTIVE FLEET MANAGER TRAINING						
	AND CERTIFICATION						
	**NOTE: INCREASE TO FY17 EMPLOYEE TRAINING						
	SUPPORTED BY DECREASE TO TRAVEL PER DIEM.						350
	STARS FORD MECHANIC CONTINUING EDUCATION PROGRAM						4,350
503-4500-519.41-00 COMMUNICATION SERVICES		1,481	1,926	1,400	1,400	1,698	2,024
	LEVEL 3 TEXT					TEXT AMT	
							584
	E.J. WARD GPS MONITORING						
	**AVERAGE OF \$48.65 PER MONTH X 12 MONTHS						
	CELL PHONE						
	**FLEET MANAGER AND FLEET MAINTENANCE CELL						1,440
	PHONE AT \$60 PER MONTH X 12 MONTHS						
							2,024
503-4500-519.44-13 FLEET FINANCING		47,668	38,503	31,400	31,400	26,167	37,035
503-4500-519.44-14 INVENTORY SHORT/OVER		23	6	0	0	0	0
503-4500-519.45-19 VEHICLE INSURANCE		0	2,608	2,707	2,707	2,256	3,029
	LEVEL 3 TEXT					TEXT AMT	
							3,029
	UPDATED FOR FY18						3,029

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503-4500-519.46-10	GENERAL EQUIP MAINT	14,121	13,702	16,300	28,800	28,429	23,800
	LEVEL 3						
	TEXT					TEXT AMT	
	EJ WARD FUEL SYSTEM REPLACEMENT PARTS					2,500	
	SUBSCRIPTION FOR LIGHT DUTY VEHICLE DIAGNOSIS AND SCHEMATICS					1,500	
	SUBSCRIPTION FOR HEAVY DUTY VEHICLE DIAGNOSIS AND SCHEMATICS					1,500	
	FUEL TANK ANNUAL REGISTRATION FEES					550	
	FUEL TANK TIGHTNESS TESTING AND INTERSTITIAL MONITORING INSPECTION					3,500	
	FUEL TANK LEAK MONITORING CERTIFICATION					1,500	
	MISCELLANEOUS MAINTENANCE AND REPAIR-SHOP EQUIP.					750	
	FUEL PUMP REPAIRS AS NEEDED					10,000	
	**NOTE: \$7,500 EXPENDED YTD FY2016						
	SHOP VEHICLE LIFT MAINTENANCE					2,000	
	**NOTE: EJ WARD FUEL SYSTEM SOFTWARE SUPPORT AND MAINTENANCE CONTRACT MOVED TO 46-11 IN THE AMOUNT OF \$7,000.						
						23,800	
503-4500-519.46-11	REGULAR MAINT/INSP EQUIP	0	0	0	0	2,550	7,200
	LEVEL 3						
	TEXT					TEXT AMT	
	EJ WARD FUEL SYSTEM SOFTWARE SUPPORT AND MAINTENANCE CONTRACT					7,200	
	**NOTE: MOVED FROM 46-10, INCREASE OF \$200 FROM FY17 REQUEST DUE TO INCREASED SERVICE NEEDS.						
						7,200	
503-4500-519.46-18	CONT MAINT/COMM EQUIP	0	126	0	0	0	1,500
	LEVEL 3						
	TEXT					TEXT AMT	
	2-WAY RADIO MAINTENANCE AND REPAIR					1,500	
						1,500	
503-4500-519.49-02	COMPUTER SOFTWARE	0	0	0	6,550	2,995	0
503-4500-519.49-20	EQUIP & OTHER NON-CAPITAL	0	0	0	4,075	4,075	0
503-4500-519.49-61	DATA PROCESSING 501	37,261	57,642	42,357	42,357	35,298	44,010
	LEVEL 3						
	TEXT					TEXT AMT	
	UPDATED FOR FY18					44,010	
						44,010	
503-4500-519.49-64	INSURANCE 504	18,505	19,292	13,230	13,230	11,027	14,165
	LEVEL						
	TEXT					TEXT AMT	

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3	UPDATED FOR FY18						14,165 14,165
503-4500-519.49-66	TRF TO 506 BLDG MAINT FD	26,398	21,758	33,136	33,136	27,614	50,517
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 50,517 50,517	
503-4500-519.49-90	ADMIN SERVICES FEES	46,756	43,509	49,639	49,639	41,366	50,021
LEVEL 3	TEXT UPDATED FOR FY18					TEXT AMT 50,021 50,021	
503-4500-519.51-00	OFFICE SUPPLIES	0	0	0	0	0	1,000
LEVEL 3	TEXT OFFICE SUPPLIES (PAPER, PENS, TONER, INK, ETC) NOTE:ADDITIONAL OF FLEET SERVICE COORDINATOR					TEXT AMT 1,000 1,000	
503-4500-519.52-00	OTHER OPERATING SUPPLIES	25,351	26,329	26,500	17,801	16,268	25,000
LEVEL 3	TEXT NUTS, BOLTS, GLOVES, SHOP RAGS, ABSORBENT, TOOLS. QUARTERLY DISPOSAL OF USED OIL **AVERAGE 1,400 GALLONS ANNUALLY. COST \$1,500.					TEXT AMT 23,500 1,500 25,000	
503-4500-519.52-10	GAS, DIESEL, OIL & GREASE	13,185	10,559	3,000	3,000	2,671	3,000
LEVEL 3	TEXT FUEL FOR FLEET AND POOL VEHICLES EST. UNLEADED 915 GALLONS AT \$2.25 PER GALLON EST. DIESEL 600 GALLONS AT \$2.75 PER GALLON					TEXT AMT 3,000 3,000	
503-4500-519.52-12	UNIFORMS	3,149	3,292	4,000	4,000	4,000	4,250
LEVEL 3	TEXT UNIFORMS INCLUDING CLEANING. ONE REPLACEMENT SET OF UNIFORMS PER YEAR PER EMPLOYEE **NOTE: SUBJECT TO ANNUAL CPI INCREASE					TEXT AMT 4,000 250 4,250	
503-4500-519.52-20	VEHICLE PARTS	357,713	321,886	350,000	355,530	351,136	408,242
LEVEL	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	DETERMINED BY DEPARTMENTS					408,242 408,242	
503-4500-519.52-27	BULK OIL & GREASE	0	0	17,000	14,450	13,000	13,000
LEVEL 3	TEXT BULK OIL, GREASE, ANTIFREEZE, DEF **ALL DEPARTMENTS EXCEPT FLEET**					TEXT AMT 13,000 13,000	
503-4500-519.54-00	DUES & MEMBERSHIPS	489	705	600	600	549	760
LEVEL 3	TEXT NATIONAL ASSOCIATION OF FLEET ADMINISTRATORS(NAFA) FLORIDA ASSOCIATION OF GOVERNMENTAL FLEET ADMINISTRATORS (FLAGFA) APWA MEMBERSHIP FEE **ONE (1) MEMBERSHIP AT \$160 PER PERSON					TEXT AMT 500 100 160 760	
* OPERATING EXPENSE		596,111	564,619	596,269	612,675	573,592	694,403
503-4500-519.63-99	FIXED ASSET TRANSFERS	0	38,943	0	0	0	0
503-4500-519.64-00	MACH & EQUIPMENT	0	16,443	0	5,699	5,699	0
503-4500-519.64-15	ADP EQUIPMENT	0	22,500	0	0	0	0
* CAPITAL OUTLAY		0	0	0	5,699	5,699	0
503-4500-519.99-02	DEPRECIATION EXPENSE	24,206	31,301	0	0	0	0
503-4500-519.99-10	CONTINGENCY	0	0	0	0	0	10,000
LEVEL 3	TEXT CONTINGENCY POOL - COUNCIL PRIORITIES					TEXT AMT 10,000 10,000	
503-4500-519.99-50	COMPRESSION RESERVE	0	0	3,000	3,000	0	0
* NON-OPERATING EXPENSE		24,206	31,301	3,000	3,000	0	10,000
**	VEHICLE MAINTENANCE	905,115	899,242	962,188	982,658	861,287	1,069,614
***	VEHICLE MAINTENANCE	905,115	899,242	962,188	982,658	861,287	1,069,614
****	VEHICLE MAINTENANCE SER.	905,115	899,242	962,188	982,658	861,287	1,069,614

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD	ACTUAL ENCMBRNCE	FY2018 CM PROP
RISK MANAGEMENT FUND								
504-0000-341.20-12	WATER AND SEWER FD (401)	324,078	324,994	190,357	190,357		158,631	205,554
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 205,554 205,554	
504-0000-341.20-16	GENERAL FUND (001)	810,619	832,479	564,052	564,052		470,043	656,218
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 656,218 656,218	
504-0000-341.20-17	SOLID WASTE FUND (410)	10,332	10,611	6,295	6,295		5,246	6,678
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 6,678 6,678	
504-0000-341.20-19	IT FUND (501)	34,697	36,172	25,045	25,045		20,871	24,789
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 24,789 24,789	
504-0000-341.20-20	W/C PERSONAL SERVICES	277,766	244,746	302,785	302,785		210,327	320,000
	LEVEL 3 TEXT UPDATED 08/04/17 PER LP						TEXT AMT 320,000 320,000	
504-0000-341.20-21	DRAINAGE FUND (412)	51,659	53,695	33,456	33,456		27,880	33,794
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 33,794 33,794	
504-0000-341.20-24	VEHICLE MAINT. FD (503)	18,505	19,292	13,230	13,230		11,027	14,165
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 14,165 14,165	
504-0000-341.20-41	VEHICLE INSURANCE	106,609	100,900	100,158	100,158		83,465	115,518
	LEVEL 3 TEXT UPDATED FOR FY18						TEXT AMT 115,518	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						115,518	
504-0000-341.20-56	BUILDING MAINT. FD (506)	18,135	21,317	18,203	18,203	15,169	17,504
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 17,504 17,504	
504-0000-341.20-69	CD BLDG SPECIAL REV 109	30,194	31,477	24,346	24,346	20,288	34,400
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 34,400 34,400	
504-0000-361.10-00	INTEREST EARNINGS-INVESTM	6,140	10,505	6,000	6,000	9,508	6,000
504-0000-369.30-00	INS. PROCEEDS	82,264	82,338	0	56,023	54,957	0
504-0000-369.90-00	MISC REVENUE	107,409	53	0	0	122	0
504-0000-381.16-00	TRANSFER FROM 001	4,104	0	0	0	0	0
504-0000-389.10-00	APPROPRIATED FUND BAL	0	0	572,216	583,957	0	500,000
	LEVEL 3 TEXT FY18 USAGE OF APPR. EQUITY FUND ENDING BALANCE EXPECTED AT \$1.531M					TEXT AMT 500,000 500,000	
*-----		1,882,511	1,768,579	1,856,143	1,923,907	1,087,534	1,934,620
**-----		1,882,511	1,768,579	1,856,143	1,923,907	1,087,534	1,934,620
***-----		1,882,511	1,768,579	1,856,143	1,923,907	1,087,534	1,934,620
****-----		1,882,511	1,768,579	1,856,143	1,923,907	1,087,534	1,934,620

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL NON DEPARTMENTAL							
504-1000-519.12-00	SALARIES AND WAGES	208,434	201,614	219,222	219,222	175,346	206,508
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)					TEXT AMT	
	WAGE INCREASE					197,446	
	NEW: CITY ATTORNEY SALARY INCREASE					4,062	
						5,000	
						206,508	
504-1000-519.12-11	COMPENSATED ABSENCE	3,705	1,304	0	0	0	0
504-1000-519.12-12	ADD. SALARY & BENEFITS	0	1,250	0	0	0	0
504-1000-519.14-00	OVERTIME	1,448	2,216	2,500	3,433	3,766	750
	LEVEL 3 TEXT OVERTIME					TEXT AMT	
	REDUCED PER DEPARTMENT HEAD					3,000	
						2,250-750	
504-1000-519.15-10	CERTIFICATIONS/LICENSES	0	0	0	1,175	0	1,500
	LEVEL 3 TEXT *NEW ARM-P (ASSOCIATE IN RISK MGMT FOR PUBLIC ENTITIES - CERTIFICATION FOR NEW RISK MANAGER 1.5 YEAR PROCESS)					TEXT AMT	
						1,500	
						1,500	
504-1000-519.21-00	FICA TAXES	14,964	14,372	16,966	17,038	13,183	15,858
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.)					TEXT AMT	
	WAGE INCREASE					15,210	
	NEW: CITY ATTORNEY INCREASE					265	
						383	
						15,858	
504-1000-519.22-00	RETIREMENT CONTRIBUTIONS	24,198	27,451	29,081	29,081	23,115	27,801
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT	
	WAGE INCREASE					26,531	
	NEW: CITY ATTORNEY INCREASE					520	
						750	
						27,801	
504-1000-519.23-00	HEALTH INSURANCE	31,545	50,504	23,302	23,302	18,567	24,411
	LEVEL 3 TEXT HEALTH DENTAL					TEXT AMT	
						22,348	
						1,209	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LIFE WAGE INCREASE LIFE NEW: CITY ATTORNEY INCREASE						830 12 12 24,411
504-1000-519.23-04	EMPLOYEE (HDHP-EMPLOYER)	0	13,586	0	0	0	0
504-1000-519.23-05	EMPLOYER (FHC-EMPLOYER)	0	143,862	0	0	0	0
504-1000-519.24-00	WORKER'S COMPENSATION	172	577	661	741	214	194
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT EST.) WAGE INCREASE NEW: CITY ATTORNEY INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17)					TEXT AMT	171 2 4 17 194
504-1000-519.26-00	EAP BENEFIT	113	120	122	122	92	122
	LEVEL 3 TEXT CURRENT STAFF					TEXT AMT	122 122
* PERSONNEL SERVICES		284,579	456,856	291,854	294,114	234,283	277,144
504-1000-519.31-13	OTHER PROF. SERVICES	19,736	12,601	62,400	62,400	58,500	60,900
	LEVEL 3 TEXT BROWN & BROWN BROKER FEE (HEALTH & WELLNESS) (NO BROKER SERVICES IN FY 15 & 16) IBNR ACTUARIAL SERVICES ***** REDUCE B&B BROKER FEE PER CM (LP 8-7-17) *****					TEXT AMT	60,000 2,400 1,500- 60,900
504-1000-519.34-14	CONTRACT SERVICES OTHER	0	0	42,400	41,225	16,683	35,600
	LEVEL 3 TEXT ONE CARE CDL ALCH/ DRUG TESTING PROGRAM INFECTION CONTROL PROGRAM PREVENTION CARE EMPLOYEE AFTER HOURS DRUG/ALCH TESTING BUSINESS TRAINING LIBRARY CONSULTING SERVICES EMPLOYEE SAFETY PROGRAMS DRIVER SAFETY PROGRAMS SOUTHEASTERN SECURITY CONSULTANTS DRIVER RECORDS					TEXT AMT	3,000 3,000 2,500 2,500 10,000 2,000 2,000 5,500

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
	CENTRA CARE NON-DOT ALCH/DRUG TESTING						
	*RANDOMS MOVED FROM HR						4,000
	REMEDIAL AND REFRESHER PROFESSIONAL TRAINING FOR						
	EMPLOYEES						6,600
	ADVANCED URGENT CARE W/C DRUG TESTING (POST ACC)						1,100
	***EFFECTIVE FY 18, MULTIPLE ITEMS HAVE BEEN MOVED						
	INTO THIS ACCT FROM 31-13 AND 45-20.						
	***REDUCTIONS PER CM 07/10/17						
	*CONSULTING SERVICES						2,500-
	*DRIVER SAFETY PROGRAMS						2,000-
	*REMEDIAL AND REFRESHER PROFESSIONAL TRAINING						
	FOR EMPLOYEES						1,600-

	REDUCE INFECTION CONTROL PROGRAM PREVENTION CARE						500-
	PER CM (LP 8-7-17)						

							35,600
504-1000-519.40-00	TRAVEL PER DIEM	13	0	500	500	0	750
	LEVEL 3						
	TEXT					TEXT AMT	
	EMPLOYEE TRAVEL PER DIEM					750	
						750	
504-1000-519.40-10	EMPLOYEE TRAINING	20	1,029	2,000	2,000	1,037	2,000
	LEVEL 3						
	TEXT					TEXT AMT	
	MANDATED OR SPECIALIZED TRAINING					2,000	
						2,000	
504-1000-519.41-00	COMMUNICATION SERVICES	491	916	1,300	1,300	736	1,200
	LEVEL 3						
	TEXT					TEXT AMT	
	IP PHONE LINE					100	
	MOBILE PHONE FOR RISK MANAGER					800	
	CONFIDENTIAL MEDICAL FAX ANNUAL FEE					300	
						1,200	
504-1000-519.44-10	EQUIP/OTHER RENTAL/LEASE	0	721	870	870	865	870
	LEVEL 3						
	TEXT					TEXT AMT	
	EQUIPMENT RENTALS COPY MACHINE					870	
	(NOTE: RISK'S SHARE OF RENTAL IS \$72.50/MONTH X12						
	MONTHS)						
							870
504-1000-519.45-10	COMMERCIAL POLICY INS	964,025	718,051	837,234	837,234	786,822	875,157
	LEVEL						
	TEXT					TEXT AMT	

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	B&B AD&D (10/1 RENEWAL)						6,664
	B&B ENVIRONMENTAL LEGAL LIABILITY (6/21 RENEWAL)						42,000
	B&B EQUIP BREAKDOWN (BOILER/MACHINERY/EQUIP) (10/1 RENEWAL)						6,379
	B&B EXCESS CRIME (10/1 RENEWAL)						1,600
	B&B FIDUCIARY LIABILITY (GEN EMPLOYEES PLAN) (3/21 RENEWAL)						3,700
	B&B PGIT AD&D (LAW ENFORCEMENT & FIREFIGHTERS)						7,500
	B&B PACKAGE (PROPERTY/CRIME/INLAND MARINE/ TERRORISM (10/1 RENEWAL)						300,000
	B&B PORT ORANGE BUSINESS PARK GENERAL LIABILITY (8/4 RENEWAL)						950
	B&B WRIGHT FLOOD INSURANCE						51,801
	FMIT EXECUTIVE TRAVEL LIABILITY (10/1 RENEWAL)						1,500
	FMIT PACKAGE (LIABILITY/AUTO)						371,364
	JW EDENS WAIVER OF RECOURSE FIRE PENS (US SPEC) (10/5 RENEWAL)						75
	OTHER POLICIES & PLANS - RUNOVERS						20,271

	REMOVE B&B AD&D (10/1 RENEWAL)						6,664-
	REDUCE B&B EXCESS CRIME (10/1 RENEWAL)						200-
	REDUCE B&B PGIT AD&D (LAW ENFRMNT & FF)						3,500-
	REMOVE B&B PORT ORANGE BUS PRK GEN LIAB (8/4 RENEWAL)						950-
	INCREASE FMIT PACKAGE (LIABILITY/AUTO)						82,938
	REDUCE OTHER POLICIES & PLANS - RUNOVERS						10,271-
	PER CM (LP 8-7-17)						*****
							875,157
504-1000-519.45-16	WORKERS COMP INSURANCE	342,405	261,746	322,021	322,021	305,266	376,456
LEVEL 3	TEXT						TEXT AMT
	FMIT WORKERS' COMP ANNUAL PREMIUM						336,410
	ALTERNATIVE SERVICE CONCEPTS W/C CLAIMS						5,000
	OTHER W/C CLAIMS DEDUCTIBLES/PLAN EXPENSES						14,575

	INCREASE FMIT WORKERS' COMP ANNUAL PREMIUM						25,046
	REDUCE OTHER W/C CLAIMS DEDUCTIBLES/PLAN EXPENSES						4,575-
	PER CM (LP 8-7-17)						*****
							376,456
504-1000-519.45-20	CLAIMS LOSS	215,759	188,864	184,000	228,005	147,566	199,000
LEVEL 3	TEXT						TEXT AMT
	HALIFAX HEALTH - EMPLOY MED WC CLAIMS						2,000
	UNDER DEDUCTIBLE ANNUAL CLAIMS LOSS						198,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	***** REDUCE HALIFAX HEALTH - EMPLOY MED WC CLAIMS PER CM (LP 8-7-17) *****						1,000-
							199,000
504-1000-519.45-23	CHANGE IN IBNR	5,000	1,000-	0	0	0	0
504-1000-519.46-10	GENERAL EQUIP MAINT	5	0	0	0	0	0
504-1000-519.46-12	VEH MAINT/REPAIR	0	137	0	0	0	0
504-1000-519.46-36	SOFTWARE MAINTENANCE	0	0	0	0	0	310
	LEVEL 3 TEXT MAINTENANCE & SUPPORT FOR LEGAL FILES SOFTWARE 9 LICENSES TOTAL ESTIMATED AT \$310/EACH *7 CHARGED TO LEGAL 001-1300 *2 CHARGED TO RISK MGMT \$310 X 2 = \$620 ***** (THIS IS A NEW CHARGE FOR RISK. LP 6-19-17) ***** REDUCED TO 1 LICENSE PER DEPT HEAD					TEXT AMT 620	
							310- 310
504-1000-519.47-00	PRINTING AND BINDING	0	30	850	850	250	400
	LEVEL 3 TEXT NEW EMPLOYEE ORIENTATION RISK AND SAFETY PACKETS DOT RANDOM TESTING PROGRAM TRAINING MATERIALS DRUG FREE WORKPLACE PROGRAM TRAINING MATERIALS SAFETY TRAINING MATERIALS WORKERS COMP, OTHER LIABILITY COPY MATERIALS ***** REDUCE PER CM (LP 8-7-17) *****					TEXT AMT 100 100 100 100 100 100- 400	
504-1000-519.49-16	COMPUTER HARDWARE	0	0	0	0	430	0
504-1000-519.49-19	LICENSES, TAXES & FEES	613	833	650	650	612	650
	LEVEL 3 TEXT ADMIN SERVICES WELLS FARGO BANKING FEES NOTE: IN CONJUNCTION WITH ALTERNATIVE SERVICES CONCEPTS WORKERS COMP CASE MANAGEMENT)					TEXT AMT 650 650	
504-1000-519.49-90	ADMIN SERVICES FEES	88,744	89,715	104,589	104,589	87,158	99,868
	LEVEL 3 TEXT ADMIN SERVICES FEES					TEXT AMT 99,868	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						99,868	
504-1000-519.51-00	OFFICE SUPPLIES	2,934	1,384	1,820	2,820	2,266	1,250
	LEVEL 3 TEXT					TEXT AMT	
						OFFICE SUPPLIES (PAPER, PENS, FOLDERS, BINDERS, ETC.)	1,820
						**REDUCTION PER CM 07/10/17	570-
							1,250
504-1000-519.52-00	OTHER OPERATING SUPPLIES	10	1,096	550	550	726	550
	LEVEL 3 TEXT					TEXT AMT	
						OTHER GOVERNMENTAL EDUCATIONAL/INSTRUCTOR SERVICES	350
						SAFETY VESTS, HARD HATS, GLOVES, SAFETY GLASSES	350
						*NEW -EMPLOYEE RISK MITIGATION INCENTIVE	300
						SPECIALTY TRAINING GIVEAWAY (MOVED FROM 52-15)	75
						***REDUCTION PER CM 07/10/17	
						*NEW -EMPLOYEE RISK MITIGATION INCENTIVE	300-

						REDUCE PER CM (LP 8-7-17)	225-

							550
504-1000-519.52-10	GAS, DIESEL, OIL & GREASE	0	13	0	0	71	0
504-1000-519.52-15	POSTAL SERVICE	15	21	105	105	21	30
	LEVEL 3 TEXT					TEXT AMT	
						DOT AND DFW NOTIFICATION LETTERS	10
						WORKERS COMP, LIABILITY CORRESPONDENCE	20
							30
504-1000-519.54-00	DUES & MEMBERSHIPS	1,360	774	2,500	1,500	579	1,285
	LEVEL 3 TEXT					TEXT AMT	
						SUNSHINE SAFETY COUNCIL	600
						RISK MANAGER PROFESSIONAL DEVELOPMENT	900
						NALA (NATIONAL ASSOCIATION FOR LEGAL ASSISTANTS)	150
						PRIMA (PUBLIC RISK MANAGEMENT ASSOCIATION)	400
						PRIMA CF (PRIMA CENTRAL FLORIDA CHAPTER)	35
						FLORIDA SAFETY COUNCIL - SAFE DRIVER PROG. MEMB	100

						REMOVE RISK MANAGER PROFESSIONAL DEVELOPMENT	900-
						PER CM (LP 8-7-17)	

							1,285
504-1000-519.54-01	BOOKS & SUBSCRIPTIONS	0	950	500	500	268-	200
	LEVEL 3 TEXT					TEXT AMT	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
3	PROFESSIONAL TRAINING MANUALS CDL DRIVERS						200
	SAFE DRIVER TRAINING COURSE MANUALS (NON-CDL)						300
	***REDUCTION PER CM 07/10/17						
	***SAFE DRIVER TRAINING COURSE MANUALS (NON-CDL)						300- 200
*	OPERATING EXPENSE	1,641,130	1,277,881	1,564,289	1,607,119	1,409,320	1,656,476
504-1000-519.63-99	FIXED ASSET TRANSFERS	0	1,032-	0	0	0	0
504-1000-519.64-00	MACH & EQUIPMENT	0	1,032	0	22,674	22,674	0
*	CAPITAL OUTLAY	0	0	0	22,674	22,674	0
504-1000-519.99-02	DEPRECIATION EXPENSE	0	17	0	0	0	0
504-1000-519.99-10	CONTINGENCY	0	0	0	0	0	1,000
LEVEL	TEXT						TEXT AMT
3	CONTINGENCY POOL - COUNCIL PRIORITIES						1,000 1,000
*	NON-OPERATING EXPENSE	0	17	0	0	0	1,000
**	NON DEPARTMENTAL	1,925,709	1,734,754	1,856,143	1,923,907	1,666,277	1,934,620
***	NON DEPARTMENTAL	1,925,709	1,734,754	1,856,143	1,923,907	1,666,277	1,934,620
****	RISK MANAGEMENT FUND	1,925,709	1,734,754	1,856,143	1,923,907	1,666,277	1,934,620

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
LEASE & REPLACEMENT FUND							
505-0000-341.20-01	FLEET RENTAL GENERAL FD	867,697	989,953	1,046,347	1,046,347	871,956	1,144,241
505-0000-341.20-02	FLEET RENTAL DRAINAGE 412	157,524	163,598	256,018	256,018	213,348	268,742
505-0000-341.20-03	FLEET RENTAL GAS TAX	69,089	74,722	90,064	90,064	75,053	113,089
505-0000-341.20-04	FLEET RENTAL W/S R&R	245,876	296,972	316,294	316,294	263,578	299,747
505-0000-341.20-05	FLEET RENTAL GARB. R&R	2,630	5,168	0	0	0	4,475
505-0000-341.20-06	FLEET RENTAL D/P (501)	185,964	359,499	309,943	309,943	258,286	339,245
505-0000-341.20-07	FLEET RENTAL VEH MNT 503	47,668	38,503	31,400	31,400	26,167	37,035
505-0000-341.20-08	FLEET RENTAL GOLF 450	126,325	118,408	122,903	122,903	102,419	128,061
LEVEL 3		TEXT				TEXT	AMT
		LEASE FOR EQUIPMENT					63,793
		LEASE FOR GOLF CART					64,268
							128,061
505-0000-341.20-10	FLEET RENTAL CD BLDG 109	2,209	8,762	17,724	17,724	14,770	24,255
505-0000-341.20-14	FLEET FIN. RENTAL	30,689	27,534	24,378	24,378	20,315	22,275
505-0000-341.20-15	FLEET RENTAL BLDG MT 506	0	6,807	9,050	9,050	7,542	16,686
505-0000-361.10-00	INTEREST EARNINGS-INVESTM	20,375	17,773	5,500	5,500	18,527	20,000
LEVEL 3		TEXT				TEXT	AMT
		ORIGINAL AMOUNT					5,500
		INCREASE BASED ON HISTORICAL INFORMATION					14,500
		(LP 8-8-17)					
							20,000
505-0000-364.02-00	INSURANCE PROCEEDS PD	0	0	0	0	1,975-	0
505-0000-364.41-00	EQUIPMENT	0	0	0	0	135,219	0
505-0000-364.49-00	GAIN/(LOSS) ON SALE F/A	132,021	60,891-	0	0	4,283-	0
505-0000-369.90-00	MISC REVENUE	15	0	0	0	0	0
505-0000-381.16-00	TRANSFER FROM 001	0	0	230,000	305,000	305,000	450,000
LEVEL 3		TEXT				TEXT	AMT
		INITIAL AMOUNT TO FUND 505 CIP					600,000
		** REDUCE BY \$150,000 - CM REDUCTION OF CIP					150,000-
		07-10-17 (NT)					
							450,000
505-0000-389.10-00	APPROPRIATED FUND BAL	0	0	158,379	2,552,018	0	0
*		1,888,082	2,046,808	2,618,000	5,086,639	2,305,922	2,867,851
** LEASE & REPLACEMENT FUND		1,888,082	2,046,808	2,618,000	5,086,639	2,305,922	2,867,851
*** LEASE & REPLACEMENT FUND		1,888,082	2,046,808	2,618,000	5,086,639	2,305,922	2,867,851

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
505-1000-519.46-12	VEH MAINT/REPAIR	0	87,811	0	0	0	0
505-1000-519.49-02	COMPUTER SOFTWARE	18,622	25,555	0	14,045	0	0
505-1000-519.49-16	COMPUTER HARDWARE	24,887	59,779	0	86,515	71,468	0
505-1000-519.49-20	EQUIP & OTHER NON-CAPITAL	49,692	21,468	0	46,032	18,226	0
-----		-----		-----		-----	
* OPERATING EXPENSE		93,201	194,613	0	146,592	89,694	0
505-1000-519.63-99	FIXED ASSET TRANSFERS	1,857,238-	2,646,598-	0	0	0	0
505-1000-519.64-00	MACH & EQUIPMENT	1,691,406	2,507,855	1,918,000	2,233,550	1,713,378	2,259,000
LEVEL 3		TEXT		TEXT AMT			
		*FY18 VEHICLES				1,664,000	
		*FY18 CYPRESS HEAD EQUIP & GOLF CARTS				79,000	
		*FY18 EQUIPMENT				516,000	
		EQUIPMENT: FIR003 12 LEAD HEART MONITORS \$60K					
		EQUIPMENT: FIR014 EXTRICATION EQUIP \$40K					
		EQUIPMENT:FIRE - RADIOS \$12K					
		EQUIPMENT:FIRE - EXHAUST EXTRACTORS - \$5K					
		EQUIPMENT:ZMI067 RADIO REPLC P-25 \$399K					
		(TOTAL EQUIPMENT \$516K)					
		(BASED ON FLEET AS OF 07-10-17 NT)					
						2,259,000	
505-1000-519.64-06	COMMUNICATIONS EQUIPMENT	24,338	0	0	0	0	0
505-1000-519.64-15	ADP EQUIPMENT	141,494	138,743	700,000	2,706,497	500,565	450,000
LEVEL 3		TEXT		TEXT AMT			
		*FY18 EQUIPMENT - IT PROJECTS				470,000	

		IT PROJECT - ZMI015 \$30K (MUNICIPAL NETWORK)					
		IT PROJECT - ZMI016 \$25K (COMPUTER HARDWARE)					
		IT PROJECT - ZMI032 \$30K (PUB SAFETY LAPTOP RPLC)					
		IT PROJECT - OLD PD TECHN INFRASTRUCTURE \$145K					
		IT PROJECT - FIBER OPTIC NETWORK TRACER WIRE \$40K					
		IT PROJECT - ZMI054 \$200K (ERP PROJECT)					
		(EQUIPMENT AS OF 06-01-17 NT)					

		REDUCE IT PROJECT -ZMI015 FROM \$30K TO \$20K				10,000-	
		REDUCE IT PROJECT - OLD PD TECH INFR. FROM \$145K				10,000-	
		TO \$135K					
		PER CM (LP 8-8-17)					

						450,000	
-----		-----		-----		-----	
* CAPITAL OUTLAY		0	0	2,618,000	4,940,047	2,213,943	2,709,000

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
505-1000-519.99-02	DEPRECIATION EXPENSE	1,373,713	1,681,981	0	0	0	0
505-1000-519.99-10	CONTINGENCY	0	0	0	0	0	158,851
	LEVEL 3						
	TEXT ORIGINAL AMOUNT						TEXT AMT
	*****						200,311
	REDUCE TO BALANCE FUND DUE TO REDUCE RV FROM DEFERRING ERP PAYBACK AND OTHER MISC CHANGES (LP 8-8-17)						41,460-

							158,851
*	NON-OPERATING EXPENSE	1,373,713	1,681,981	0	0	0	158,851
**	NON DEPARTMENTAL	1,466,914	1,876,594	2,618,000	5,086,639	2,303,637	2,867,851
***	NON DEPARTMENTAL	1,466,914	1,876,594	2,618,000	5,086,639	2,303,637	2,867,851
****	LEASE & REPLACEMENT FUND	1,466,914	1,876,594	2,618,000	5,086,639	2,303,637	2,867,851

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
BUILDING MAINTENANCE							
506-0000-341.20-12	WATER AND SEWER FD (401)	150,931	135,569	155,300	155,300	129,417	124,162
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 124,162 124,162	
506-0000-341.20-16	GENERAL FUND (001)	1,696,880	1,333,725	1,785,954	1,785,954	1,488,295	1,848,052
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 1,848,052 1,848,052	
506-0000-341.20-17	SOLID WASTE FUND (410)	5,281	4,356	6,628	6,628	5,523	10,105
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 10,105 10,105	
506-0000-341.20-19	IT FUND (501)	38,478	33,460	37,917	37,917	31,598	42,161
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 42,161 42,161	
506-0000-341.20-21	DRAINAGE FUND (412)	33,768	32,063	45,894	45,894	38,245	47,537
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 47,537 47,537	
506-0000-341.20-24	VEHICLE MAINT. FD (503)	26,398	21,758	33,136	33,136	27,614	50,517
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 50,517 50,517	
506-0000-341.20-69	CD BLDG SPECIAL REV 109	68,766	60,123	67,803	67,803	56,503	77,397
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 77,397 77,397	
506-0000-361.10-00	INTEREST EARNINGS-INVESTM	4,804	4,883	1,850	1,850	3,903	1,850
506-0000-364.49-00	GAIN/(LOSS) ON SALE F/A	0	0	0	0	6,053-	0
506-0000-369.90-00	MISC REVENUE	426	897	0	0	585	0
506-0000-389.10-00	APPROPRIATED FUND BAL	0	0	209,728	381,113	0	174,156

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	LEVEL 3						
	TEXT						
	FY17 APPROP. EQUITY USED IN CALCULATION FOR						200,000
	TRANSFERS TO OTHER FUNDS						
	CAPITAL BLDG CHARG						25,844-
	ESTIMATED ENDING FUND BALANCE FOR FY17 \$221,106						174,156
*		2,025,732	1,626,834	2,344,210	2,515,595	1,775,630	2,375,937
**	BUILDING MAINTENANCE	2,025,732	1,626,834	2,344,210	2,515,595	1,775,630	2,375,937
***	BUILDING MAINTENANCE	2,025,732	1,626,834	2,344,210	2,515,595	1,775,630	2,375,937
****	BUILDING MAINTENANCE	2,025,732	1,626,834	2,344,210	2,515,595	1,775,630	2,375,937

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
BUILDING MAINTENANCE BUILDING MAINTENANCE 506-4200-539.12-00	SALARIES AND WAGES	185,188	172,474	321,019	311,019	162,583	289,312
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE					TEXT AMT 282,759 6,553 289,312	
506-4200-539.12-11 506-4200-539.14-00	COMPENSATED ABSENCE OVERTIME	5,267- 959	18,858- 3,237	0 3,000	0 5,082	0 4,495	0 2,750
	LEVEL 3 TEXT AFTER HOURS CALL OUTS **NOTE: OVERTIME NEEDED FOR SCHEDULING OF DEEP CLEANING AND FOR THE ANTICIPATED CLEANING AT THE FORMER POLICE DEPARTMENT (CITY CENTER ANNEX) FOR THE LAST 16 WEEKS OF FY17 UNTIL ADDITIONAL PERSONNEL IS APPROVED FOR THAT FACILITY REDUCED OVERTIME PER CM (CLB 7-11-17)					TEXT AMT 5,500 2,750- 2,750	
506-4200-539.21-00	FICA TAXES	13,148	11,416	24,793	24,953	11,448	22,347
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE REDUCTION OF OVERTIME PER CM (CLB 7-11-17)					TEXT AMT 22,057 500 210- 22,347	
506-4200-539.22-00	RETIREMENT CONTRIBUTIONS	20,524	24,043	46,830	46,830	22,880	39,723
	LEVEL 3 TEXT CURRENT STAFF WAGE INCREASE					TEXT AMT 38,848 875 39,723	
506-4200-539.23-00	HEALTH INSURANCE	26,205	25,189	55,961	55,961	29,618	55,009
	LEVEL 3 TEXT HEALTH DENTAL LIFE WAGE INCREASE LIFE					TEXT AMT 51,578 2,790 626 15 55,009	
506-4200-539.24-00	WORKER'S COMPENSATION	6,519	4,065	9,124	9,161	3,945	7,566

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	LEVEL 3 TEXT CURRENT STAFF (INC. ACCRUAL PAYOUT AND SPEC. PAY) WAGE INCREASE ESTIMATED WC INCREASE @ 10% (CLB 7-11-17) TEXT AMT 6,869 143 554 7,566						
506-4200-539.26-00	EAP BENEFIT	207	176	337	337	188	300
	LEVEL 3 TEXT CURRENT STAFF TEXT AMT 300 300						
-----		247,483	221,742	461,064	453,343	235,157	417,007
* PERSONNEL SERVICES							
506-4200-539.31-13	OTHER PROF. SERVICES	0	3,660	0	1,060	1,025	1,500
	LEVEL 3 TEXT AIR QUALITY TESTS AT POLICE DEPARTMENT AS A FOLLOW UP TO THE FY2017 A/C REPAIR AND UPGRADE TEXT AMT 1,500 1,500						
506-4200-539.31-15	JANITORIAL SERVICE	4,790	0	0	0	0	0
506-4200-539.34-14	CONTRACT SERVICES OTHER	60,385	32,436	15,381	15,593	14,656	15,820
	LEVEL 3 TEXT OFFICE PLANT SERVICES PEST CONTROL-ALL FACILITIES TERMITE BOND-BASED ON FY17 INVOICE AMOUNT LAUNDRY SERVICES **INCREASE DUE TO THE ADDITION OF FORMER POLICE DEPARTMENT (CITY CENTER ANNEX) DURING THE FINAL 16 WEEKS OF FY17 WINDOW CLEANING FOR CITY HALL & POLICE DEPARTMENT TEXT AMT 3,230 4,500 750 1,000 6,340 15,820						
506-4200-539.34-15	TEMP HELP SERVICE FEE	0	0	0	0	0	4,000
	LEVEL 3 TEXT TEMP CUSTODIAN FOR USE DURING FINAL 8 WEEKS AT THE FORMER POLICE DEPARTMENT (CITY CENTER ANNEX) UNTIL A PERMANENT NEW POSITION IS APPROVED FOR FY2018. **NOTE: TEMP COST EST. \$12.50 PER HOUR X 8 WEEKS. TOTAL ANTICIPATED COST OF \$4,000 TEXT AMT 4,000 4,000						

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
506-4200-539.41-00	COMMUNICATION SERVICES	94	1,270	1,200	1,200	953	2,495
	LEVEL 3 TEXT					TEXT AMT	
	DEPARTMENTAL PHONES RENTAL AND SERVICES					2,160	
	**THREE(3)PHONES AT AVERAGE OF \$60 PER MONTH X 12 MONTHS						
	EJ WARD GPS FLEET MONITORING					335	
	**FOUR (4) UNITS AT \$6.95 PER MONTH X 12 MONTHS					2,495	
506-4200-539.43-10	ELECTRICAL SERVICES	408,205	484,504	500,000	500,000	408,988	480,000
	LEVEL 3 TEXT					TEXT AMT	
	ELECTRIC - AVERAGE \$39,949 PER MONTH X 12 MONTHS					480,000	
	**NOTE:ALL BUILDINGS						
	**NOTE: REMOVED PROJECTED INCREASE OF \$20,000. AVERAGE MONTHLY COST HAS MAINTAINED AT \$39,949 PER MONTH. FPL INFORMED DEPARTMENT THAT THE FY17 RATE INCREASE WAS EXPECTED TO COVER THROUGH FY2020 AND THAT ANY ADDITIONAL IMPACT ON FY18 WOULD NOT BE IDENTIFIED UNTIL OCTOBER OF FY17. AVERAGE CALCULATED BASED ON OCTOBER FY2017 TO APRIL FY2017 ACTUALS.						
						480,000	
506-4200-539.43-12	WATER/SEWER SERVICES	140,142	133,715	132,000	132,000	137,826	171,108
	LEVEL 3 TEXT					TEXT AMT	
	AVERAGE \$14,259 PER MONTH X 12 MOS					171,108	
	**NOTE:INCLUDES ADDITION OF POLICE DEPARTMENT					171,108	
506-4200-539.43-14	DRAINAGE	32,277	32,306	63,708	63,708	41,659	54,480
	LEVEL 3 TEXT					TEXT AMT	
	PORT ORANGE APPROX. \$3,781/MONTH X 12					45,372	
	**NOTE:INCLUDES PD AND FD STATIONS						
	REMOVE ORIGINAL ESTIMATE					45,372-	

	REVISING AMOUNT						
	432 ERU'S X 3.64 (CAP)= \$1,573 X 12 MONTHS					18,876	
	30 ERU'S X 0.91 (CAP W/ 75% CREDIT)= \$28 X 12 MOS					336	
	462 ERU'S X 6.36 = \$2,939 X 12 MONTHS					35,268	

	GRAND TOTAL FOR FY18 = 4,540/MONTH						
	(LP 8-7-17)					\$4,540 X 12 MONTHS = \$54,480	

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
						54,480	
506-4200-539.44-10	EQUIP/OTHER RENTAL/LEASE	0	0	1,000	0	0	1,500
	LEVEL 3 TEXT AREAL LIFTS/SCISSORS LIFT					TEXT AMT	
	**NOTE: FOR USE IN AREAS AT CITY HALL WHERE THE BUCKET TRUCK CAN NOT GAIN ACCESS FOR PRESSURE WASHING OF THE BUILDING					1,500	
506-4200-539.44-13	FLEET FINANCING	0	6,807	9,050	9,050	7,542	16,686
	LEVEL 3 TEXT ORIGINAL FY18 AMOUNT					TEXT AMT	
	ADJUSTMENT DUE TO REMOVAL OF VEHICLE FOR ENGR. INSPECTOR PER CM (LP 8-8-17)					19,105	
						2,419-	
						16,686	
506-4200-539.45-19	VEHICLE INSURANCE	0	1,490	1,547	1,547	1,289	1,731
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT	
						1,731	
						1,731	
506-4200-539.46-10	GENERAL EQUIP MAINT	5,203	8,657	34,257	34,888	34,008	27,757
	LEVEL 3 TEXT CITY HALL MESSAGE BOARD SIGN ANNUAL MAINTENANCE					TEXT AMT	
	\$375/MONTH X 12 MONTHS					4,500	
	BUILDING EQUIPMENT REPAIRS AND REPLACEMENTS					3,000	
	APPLIANCE REPAIRS					2,000	
	EMERGENCY GENERATOR SERVICE					20,757	
	**NOTE: FOR ALL FACILITIES (FIRE, CITY HALL, YMCA, AND PUBLIC WORKS) MOVED FROM 46-11						
	REDUCED -CITY HALL MESSAGE BOARD SIGN ANNUAL MAINT					2,500-	
	**REDUCTION PER CM 07/10/17						
						27,757	
506-4200-539.46-11	REGULAR MAINT/INSP EQUIP	2,755	31,349	29,000	29,596	18,921	20,200
	LEVEL 3 TEXT FIRE ALARM SYSTEM INSPECTIONS					TEXT AMT	
	FIRE SPRINKLER SYSTEM INSPECTIONS					3,200	
	FIRE SYSTEMS BACKFLOW INSPECTIONS					4,000	
	FIRE EXTINGUISHER REPAIR/REPLACEMENT					2,000	
	ELEVATOR REPAIRS AND MAINTENANCE					1,600	
	ELEVATOR SERVICE INSPECTION CH & PD					1,500	
						7,900	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
	IN TRUCK BAY						
	**REFINISH INTERIOR MASONRY WALLS					10,000	
	**REMOVE MISCELLANEOUS ELECTRICAL CONDUITS AND WIRING FROM SYSTEMS NOT IN USE					450	
	**CONVERT (3) SHOWERS INTO (2) LARGER SHOWERS					11,000	
	**REMOVE AND REPLACE STEEL TOILET PARTITIONS					5,600	
	**REMOVE (2) SINKS AND REPLACE WITH ONCE PIECE					1,970	
	FIRE STATION NO. 74 RENOVATIONS						
	**REMOVE AND REPLACE CARPET AND VINYL BASE					3,600	
	**REFINISH FLOORS IN TRUCK BAY					4,500	
	**REFINISH DOORS AND FRAMES IN TRUCK BAY					800	
	FIRE STATION NO. 75 RENOVATIONS						
	**PAINT LIVING AREA WALLS & INSTALL CORNER GUARDS ON ALL EXTERIOR CORNERS					10,200	
	**REFINISH FLOORS IN TRUCK BAY					4,500	
	**REFINISH PASS DOORS AT THE TRUCK BAY					800	
	**ADD 1X6 CHAIR RAIL IN THE DINING AREA					560	
	ATM REMOVAL AND WALL REFINISH IN FINANCE SUITE					4,800	
	FUEL TANK MAINTENANCE					20,000	

	REDUCTIONS PER CM 07/10/17						
	FIRE STATION NO. 71 RENOVATIONS					8,550-	
	FIRE STATION NO. 74 RENOVATIONS					8,900-	

	REMOVE WALL REFINISH IN FINANCE SUITE					4,800-	
	REMOVE FIRE STATION 72 RENOVATIONS					17,960-	
	REMOVE FIRE STATION 75 RENOVATIONS					16,060-	
	PER CM (LP 8-8-17)						

						286,020	
506-4200-539.46-18	CONT MAINT/COMM EQUIP	0	126	0	0	0	0
506-4200-539.46-27	FLEET MAINT /415 MSTR PLN	0	0	0	0	0	1,855
506-4200-539.49-16	COMPUTER HARDWARE	0	0	0	0	0	400
	LEVEL 3						
	TEXT					TEXT AMT	
	ONE (1) IPAD FOR USE WITH NEW LUCITY ASSET MANAGEMENT SOFTWARE FOR RECEIPT AND MANAGEMENT OF WORK ORDERS					400	
	**NOTE: ONE (1) IPAD AT \$400 EACH						
						400	
506-4200-539.49-20	EQUIP & OTHER NON-CAPITAL	0	2,791	1,500	3,794	3,468	2,000
	LEVEL 3						
	TEXT					TEXT AMT	
	*MINOR EQUIPMENT SUCH AS PRESSURE WASHER, BUFFER, AND VACUUM CLEANERS					2,000	
						2,000	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
506-4200-539.49-61	DATA PROCESSING 501	4,066	7,160	7,958	7,958	6,632	10,877
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 10,877 10,877	
506-4200-539.49-64	INSURANCE 504	18,135	21,317	18,203	18,203	15,169	17,504
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 17,504 17,504	
506-4200-539.49-90	ADMIN SERVICE FEES	55,972	50,296	68,794	68,794	57,328	74,807
	LEVEL 3 TEXT UPDATED FOR FY18					TEXT AMT 74,807 74,807	
506-4200-539.51-00	OFFICE SUPPLIES	0	0	0	2,759	2,657	500
	LEVEL 3 TEXT OFFICE SUPPLIES FOR BUILDING MAINTENANCE STAFF **NOTE: INCLUDES FOREMAN, FACILITIES MANAGER, AND ENGINEERING INSPECTOR					TEXT AMT 500 500	
506-4200-539.52-00	OTHER OPERATION SUPPLIES	6,166	18,456	13,500	18,741	17,071	13,000
	LEVEL 3 TEXT PAINT MISC. MAINTENANCE SUPPLIES (LIGHT FIXTURES, DOOR HANDLES, ETC.) VARIOUS FILTERS FOR FACILITIES HVAC UNITS LOCK/KEY REPLACEMENT-INTERNAL MAINTENANCE					TEXT AMT 5,000 4,500 1,000 1,000 1,500 13,000	
506-4200-539.52-10	GAS,DIESEL,OIL,& GREASE	348	189	2,000	2,000	3,348	6,000
	LEVEL 3 TEXT EST UNLEADED 1,200 GALLONS AT \$2.25 PER GALLON EST DIESEL 1,400 GALLONS AT \$2.75 PER GALLON					TEXT AMT 2,500 3,500 6,000	
506-4200-539.52-11	JANITORIAL SUPPLIES	10,864	9,121	8,000	12,000	12,783	12,500
	LEVEL 3 TEXT *JANITORIAL CLEANING SUPPLIES AND EQUIPMENT					TEXT AMT 9,000	

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNCE	FY2018 CM PROP
	*EQUIPMENT REPLACEMENT, VAC BAGS, BUCKETS, & CARTS					3,500 12,500	
506-4200-539.52-12	UNIFORMS	0	0	175	175	51	525
	LEVEL 3 TEXT UNIFORMS FOR THREE (3) EMPLOYEES **NOTE: PREVIOUSLY ONLY ONE FOREMAN, INCREASE DUE TO THE ADDITION OF UNIFORM EXPENSES FOR FACILITIES MANAGER AND ENGINEERING INSPECTOR					TEXT AMT 525	
						525	
506-4200-539.54-00	DUES & MEMBERSHIPS	0	155	0	0	0	320
	LEVEL 3 TEXT APWA ANNUAL MEMBERSHIP **TWO (2) MEMBERSHIPS AT \$160 PER PERSON					TEXT AMT 320	
						320	
* OPERATING EXPENSE		883,244	991,371	1,119,773	1,200,607	1,020,506	1,228,585
506-4200-539.62-00	BUILDINGS AND IMP. TO	0	3,080	33,700	11,250	750	0
	LEVEL 3 TEXT ** MOVE FROM 001-3100-522-46-16** 05-12-17 NT NEW KITCHEN CABINETS AT FS71 AND FS74. THIS IS AN ADDITIONAL REQUEST TO THE \$20,000 BUDGETED IN FY17 AS THE QUOTE WAS HIGHER THAN ANTICIPATED. ** REMOVE - THE \$20,000 FY17 WAS ALLOCATED TO AN EMERGENCY GENERATOR PURCHASE FOR FS71.THE FULL \$34,000 PLUSS 3% TO REDO THE KITCHENS TO BE FUNDED IN FY18 AS PART OF THE CIP. 05-15-17					TEXT AMT 13,000	
						13,000-	
506-4200-539.63-97	PROJ CAPITAL OUTLAY	3,000	55,459	68,000	123,315	3,600	85,820
	LEVEL 3 TEXT **PLACEHOLDER FOR FY18 CIP 05-12-17 NT** CIP: FS73 EMERGENCY POWER GENERATOR \$76,000 CIP: KITCHEN REPLACEMENT AF FS71 & FS74 \$36,000 ***** REMOVE KITCHEN REPLACEMENT AT FIRE STATION 71 REMOVE KITCHEN REPLACEMENT AT FIRE STATION 74 ADD: PARTIAL FUNDING FOR BAY DOOR REPLACEMENT AT FIRE STATION 73 PER CM (LP 8-8-17) *****					TEXT AMT 112,000	
						18,000- 18,000- 9,820	

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
						85,820	
506-4200-539.63-99	FIXED ASSET TRANSFER	11,340-	77,552-	0	0	0	0
506-4200-539.64-00	MACH & EQUIPMENT	0	8,419	10,000	66,000	55,120	10,000
	LEVEL 3 TEXT					TEXT AMT	
	*UNFORESEEN REPLACEMENT OF CAPITAL EQUIPMENT (WATER HEATERS, A/C UNITS, ETC.)					10,000	
	* NEW EXTENDED CAB PICKUP FOR ENGINEERING INSPECTOR* PER JEFF FONTANE ADDED ON 06-08-17.NT *****					23,000	
	REMOVE PICKUP FOR ENGR. INSPECTOR PER CM (LP 8-8-17) *****					23,000-	
						10,000	
506-4200-539.64-04	FURNITURE & FIXTURES	8,340	0	23,500	23,500	23,390	0
506-4200-539.64-15	IT EQUIPMENT/OTHER	0	10,594	0	9,407	9,406	0
	-----	-----	-----	-----	-----	-----	-----
*	CAPITAL OUTLAY	0	0	135,200	233,472	92,266	95,820
506-4200-581.91-29	TRANSFER TO 220 FUND	626,257	627,170	624,173	624,173	520,144	623,525
	LEVEL 3 TEXT					TEXT AMT	
	2014 CAP IMPRV BOND (54% OF \$1,154,675 DEBT SRV)					623,525 623,525	
	-----	-----	-----	-----	-----	-----	-----
*	TRANSFERS	626,257	627,170	624,173	624,173	520,144	623,525
506-4200-539.99-02	DEPRECIATION EXPENSE	94,030	97,394	0	0	0	0
506-4200-539.99-10	CONTINGENCY	0	0	0	0	0	11,000
	LEVEL 3 TEXT					TEXT AMT	
	CONTINGENCY POOL - COUNCIL PRIORITIES					11,000 11,000	
506-4200-539.99-50	COMPRESSION RESERVE	0	0	4,000	4,000	0	0
	-----	-----	-----	-----	-----	-----	-----
*	NON-OPERATING EXPENSE	94,030	97,394	4,000	4,000	0	11,000
	-----	-----	-----	-----	-----	-----	-----
**	BUILDING MAINTENANCE	1,851,014	1,937,677	2,344,210	2,515,595	1,868,073	2,375,937
	-----	-----	-----	-----	-----	-----	-----
***	BUILDING MAINTENANCE	1,851,014	1,937,677	2,344,210	2,515,595	1,868,073	2,375,937
	-----	-----	-----	-----	-----	-----	-----
****	BUILDING MAINTENANCE	1,851,014	1,937,677	2,344,210	2,515,595	1,868,073	2,375,937

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
LOAN POOL							
508-0000-361.10-00	INTEREST EARNINGS-INVESTM	25,471	20,728	10,000	10,000	17,977	10,000
508-0000-361.15-00	INTERNAL INTEREST EARNING	79,403	68,753	62,421	62,421	46,184	64,716
	LEVEL 3	TEXT				TEXT AMT	
		611 FUND INTERNAL INTEREST				20,228	
		103 FUND INTERNAL INTEREST				44,488	
						64,716	
508-0000-389.10-00	APPROPRIATED FUND BAL	0	0	279,885	279,885	0	326,693
	LEVEL 3	TEXT				TEXT AMT	
		FUND LOANS TO TOWN CENTER (103) AND GOLF				366,693	
		COURSE 07-13-17 NT					

		REDUCE LOAN TO THE 450 FUND BY \$40K SINCE THE				40,000-	
		CANOPY AND LIGHTNING SHELTER ARE BEING					
		DEFERRED TO FY19					
		(LP 8-14-17)					

						326,693	
*		104,874	89,481	352,306	352,306	64,161	401,409
**	LOAN POOL	104,874	89,481	352,306	352,306	64,161	401,409
***	LOAN POOL	104,874	89,481	352,306	352,306	64,161	401,409
****	LOAN POOL	104,874	89,481	352,306	352,306	64,161	401,409

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
508-1000-590.91-32	TRANSFER TO 450/451 fund	0	0	42,306	42,306	0	73,409
	LEVEL 3	TEXT				TEXT AMT	
		TRANSFER TO 450 GOLF COURSE FUND TO BALANCE				113,409	
		THAT FUND 07-13-17					

		REDUCE LOAN TO THE 450 FUND BY \$40K SINCE THE				40,000-	
		CANOPY AND LIGHTNING SHELTER ARE BEING					
		DEFERRED TO FY19					
		(LP 8-14-17)					

						73,409	
508-1000-590.91-54	TRANSFER TO 103 FUND	0	0	310,000	310,000	0	328,000
	LEVEL 3	TEXT				TEXT AMT	
		TRANSFER TO THE 103 FUND FOR DEBT SERVICE				328,000	
		07-13-17 (NT)					
						328,000	
*	TRANSFERS	0	0	352,306	352,306	0	401,409
**	NON DEPARTMENTAL	0	0	352,306	352,306	0	401,409
***	NON DEPARTMENTAL	0	0	352,306	352,306	0	401,409
****	LOAN POOL	0	0	352,306	352,306	0	401,409
		0	0	352,306	352,306	0	401,409

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
POLICE BENEFIT TRST FUND							
606-0000-361.10-00	INTEREST EARNINGS-INVESTM	110	113	100	100	86	100
606-0000-366.90-00	PRIVATE DONATIONS	1,988	200	0	0	100	0
606-0000-366.90-32	HOLIDAY DONATIONS	1,602	832	0	0	1,348	0
606-0000-369.90-00	MISC REVENUE	35	63	0	0	312	0
606-0000-369.90-03	CRIME PREVENTION	2,588	1,500	0	0	0	0
606-0000-369.90-05	COKE MACHINE RECEIPTS	2,503	2,595	2,400	2,400	1,683	2,400
606-0000-389.10-00	APPROPRIATED FUND BAL	0	0	5,200	5,200	0	5,200
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*		8,826	5,303	7,700	7,700	3,529	7,700
-----		-----	-----	-----	-----	-----	-----
**	POLICE BENEFIT TRST FUND	8,826	5,303	7,700	7,700	3,529	7,700
-----		-----	-----	-----	-----	-----	-----
***	POLICE BENEFIT TRST FUND	8,826	5,303	7,700	7,700	3,529	7,700
-----		-----	-----	-----	-----	-----	-----
****	POLICE BENEFIT TRST FUND	8,826	5,303	7,700	7,700	3,529	7,700

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
POLICE POLICE 606-3200-521.40-00	TRAVEL PER DIEM	695	673	1,300	1,300	0	1,300
	LEVEL 3 TEXT TOUR DE FORCE, ANNUAL, FROM CP FUNDS					TEXT AMT 1,300 1,300	
606-3200-521.52-00	OTHER OPERATING SUPPLIES	7,510	3,624	4,000	4,000	3,683	4,000
	LEVEL 3 TEXT VENDING MACHINE, MISC EXPENSES, ANNUAL					TEXT AMT 4,000 4,000	
606-3200-521.52-02	CRIME PREVENTION	1,687	1,372	1,000	1,000	2,108	1,000
	LEVEL 3 TEXT CRIME PREVENTION EXPENSES					TEXT AMT 1,000 1,000	
606-3200-521.52-03	HOLIDAY DONATIONS PROGRAM	1,242	1,365	1,400	1,400	1,309	1,400
	LEVEL 3 TEXT HOLIDAY DONATIONS (VA, XMAS TOYS, ETC.) VA606					TEXT AMT 1,400 1,400	
* OPERATING EXPENSE		11,134	7,034	7,700	7,700	7,100	7,700
** POLICE		11,134	7,034	7,700	7,700	7,100	7,700
*** POLICE		11,134	7,034	7,700	7,700	7,100	7,700
**** POLICE BENEFIT TRST FUND		11,134	7,034	7,700	7,700	7,100	7,700

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
POLICE FORFEITURE TRUST							
607-0000-351.11-00	CASH FORFEITURES	14,194	686,969	0	0	4,334	0
607-0000-358.20-00	SALE OF CONFISCATED PROP	10,868	519	0	0	0	0
607-0000-361.10-00	INTEREST EARNINGS-INVESTM	1,144	5,786	1,000	1,000	5,231	1,000
607-0000-369.91-00	MISC REVENUE POLICE	0	0	10,000	10,000	0	0
607-0000-389.10-00	APPROPRIATED FUND BAL	0	0	689,000	693,926	0	411,000
LEVEL 3		TEXT				TEXT AMT	
		ORIGINAL NEED TO BALANCE FUND				362,000	

		ADJUSTMENT NEEDED TO BALANCE FUND SINCE WE MOVED \$39K TO THE SOFTWARE LINE (7-11-17 LP)				39,000	

		ADJUSTMENT SINCE WE ZEROED OUT THE MISC. RV LINE (7/27/17 LP)				10,000	

						411,000	
607-0000-399.10-25	FRM 608 POLICE EVIDENCE	50,911	4,004	0	1,002	1,002	0
*		77,117	697,278	700,000	705,928	10,567	412,000
** POLICE FORFEITURE TRUST		77,117	697,278	700,000	705,928	10,567	412,000
*** POLICE FORFEITURE TRUST		77,117	697,278	700,000	705,928	10,567	412,000
**** POLICE FORFEITURE TRUST		77,117	697,278	700,000	705,928	10,567	412,000

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FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
POLICE POLICE 607-3200-521.31-12	LEGAL SERVICES	13,569	32,577	50,000	50,000	7,436	50,000
	LEVEL 3 TEXT ANNUAL LEGAL EXPENSES (CITY ATTORNEY & OTHER FEES)					TEXT AMT 50,000 50,000	
607-3200-521.31-13	OTHER PROF. SERVICES	0	1,100	0	0	0	0
607-3200-521.40-13	LAW ENFORCEMENT ED	2,185	0	5,000	5,000	0	5,000
	LEVEL 3 TEXT TRAVEL/TRAINING FOR ITEMS THAT EXCEED 001 FUNDS					TEXT AMT 5,000 5,000	
607-3200-521.43-10	ELECTRICAL SERVICES	0	117	0	0	491	0
607-3200-521.43-12	WATER/SEWER SERVICES	0	0	0	0	337	0
607-3200-521.49-02	COMPUTER SOFTWARE	0	0	0	0	0	39,000
	LEVEL 3 TEXT *MOVED FROM 001-3200-521-49-02 PER CM 07-10-17(NT) ONLINE REPORTING SOFTWARE 07-10-17 (NT) ***** *MOVED FROM 001-3200-521-49-02 PER CM FOR CELLEBRITE FORENSIC CELLULAR SOFTWARE (7-11-17 LP) *****					TEXT AMT 23,000 16,000 39,000	
607-3200-521.49-04	OTHER CHARGES FOR SERVICE	0	2,911	5,000	5,000	4,731	5,000
	LEVEL 3 TEXT RAHMAN PROPERTY FEE (\$1,091 PER QTR)					TEXT AMT 5,000 5,000	
607-3200-521.49-19	TAXES, LICENSES, & FEES	0	0	0	4,254	4,253	0
607-3200-521.49-20	EQUIP & OTHER NON-CAPITAL	0	25,189	69,300	69,300	7,922	75,000
	LEVEL 3 TEXT VARIOUS NON-CAPITAL EQUIP. INCL. BUT NOT LIMIT TO: WEAPONS FOR 5 NEW OFC POS. (HANDGUN, SHOTGUN, AR) (EST @ \$1,900 PER OFFICER) EQUIPMENT FOR ERT, MOTORS, CID, PATROL, CST, ETC.					TEXT AMT 75,000 75,000	
607-3200-521.52-00	OTHER OPERATING SUPPLIES	30,828	4,348	50,000	41,108	0	50,000
	LEVEL TEXT					TEXT AMT	

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3	FOR MISC UNFORESEEN NON-CAPITAL OPERATING EXPENSES THAT EXCEED 001 FUNDS					50,000	
						50,000	
607-3200-529.40-00	TRAVEL PER DIEM	0	0	0	1,000	837	0
607-3200-529.40-10	EMPLOYEE TRAINING	1,181	399	700	1,425	1,423	3,000
LEVEL 3	TEXT COMM. RELATIONS, EMPLOYEE TRAINING					TEXT AMT 3,000 3,000	
607-3200-529.52-00	OTHER OPERATING SUPPLIES	7,771	4,030	10,000	13,201	15,314	10,000
LEVEL 3	TEXT COMM. RELATIONS EXPENSES					TEXT AMT 10,000 10,000	
* OPERATING EXPENSE		55,534	70,671	190,000	190,288	42,744	237,000
607-3200-521.63-97	PROJ CAPITAL OUTLAY	0	0	435,000	435,000	0	0
607-3200-521.64-00	MACH & EQUIPMENT	32,034	8,808	75,000	75,000	3,318	175,000
LEVEL 3	TEXT FATS SYSTEM (EST \$50,000-\$60,000) VARIOUS CAPITAL ITEMS TO INCLUDE, BUT NOT LIMITED FLEET EXPANSION, UNFORSEEN RANGE ISSUES					TEXT AMT 75,000 100,000 175,000	
607-3200-521.64-99	K-9 Officer	0	0	0	5,640	5,640	0
* CAPITAL OUTLAY		32,034	8,808	510,000	515,640	8,958	175,000
**	POLICE	87,568	79,479	700,000	705,928	51,702	412,000
***	POLICE	87,568	79,479	700,000	705,928	51,702	412,000
****	POLICE FORFEITURE TRUST	87,568	79,479	700,000	705,928	51,702	412,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
RECREATION IMPACT FUND							
611-0000-324.61-00	RESIDENTIAL CULTURE/RECRE	181,475	122,000	125,000	125,000	723,900	125,000
611-0000-361.10-00	INTEREST EARNINGS-INVESTM	2,445	2,504	0	0	4,473	0
611-0000-389.10-00	APPROPRIATED FUND BAL	0	0	95,068	145,068	0	95,069
*-----		183,920	124,504	220,068	270,068	728,373	220,069
** RECREATION IMPACT FUND		183,920	124,504	220,068	270,068	728,373	220,069
*** RECREATION IMPACT FUND		183,920	124,504	220,068	270,068	728,373	220,069
**** RECREATION IMPACT FUND		183,920	124,504	220,068	270,068	728,373	220,069

BUDGET PREPARATION WORKSHEET
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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
	RECREATION						
611-5100-572.49-90	ADMIN SERVICE FEES	3,630	2,440	2,500	2,500	2,083	2,500
*	OPERATING EXPENSE	3,630	2,440	2,500	2,500	2,083	2,500
611-5100-572.63-97	PROJ CAPITAL OUTLAY	1,092	0	0	50,000	0	0
*	CAPITAL OUTLAY	1,092	0	0	50,000	0	0
611-5100-572.71-11	PRINCIPAL L/P	0	0	187,943	187,943	0	197,341
	LEVEL 3 TEXT PRINCIPAL ON \$1.6M LOAN FOR CORACI PARK					TEXT AMT 197,341 197,341	
611-5100-572.72-11	LOAN POOL INTEREST	47,098	38,574	29,625	29,625	29,625	20,228
	LEVEL 3 TEXT INTEREST ON \$1.6M LOAN FOR CORACI PARK					TEXT AMT 20,228 20,228	
*	DEBT SERVICE	47,098	38,574	217,568	217,568	29,625	217,569
**	RECREATION	51,820	41,014	220,068	270,068	31,708	220,069
***	RECREATION	51,820	41,014	220,068	270,068	31,708	220,069
****	RECREATION IMPACT FUND	51,820	41,014	220,068	270,068	31,708	220,069

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ACCOUNTING PERIOD 11/2017

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POLICE EDUCATION TRUST							
615-0000-351.30-00	POLICE EDUCATION	11,788	11,089	10,000	10,000	7,733	10,000
615-0000-361.10-00	INTEREST EARNINGS-INVESTM	21	49	0	0	67	0
*		----- 11,809	----- 11,138	----- 10,000	----- 10,000	----- 7,800	----- 10,000
**	POLICE EDUCATION TRUST	----- 11,809	----- 11,138	----- 10,000	----- 10,000	----- 7,800	----- 10,000
***	POLICE EDUCATION TRUST	----- 11,809	----- 11,138	----- 10,000	----- 10,000	----- 7,800	----- 10,000
****	POLICE EDUCATION TRUST	----- 11,809	----- 11,138	----- 10,000	----- 10,000	----- 7,800	----- 10,000

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
POLICE POLICE 615-3200-521.40-13	LAW ENFORCEMENT ED	7,876	6,233	10,000	10,000	10,439	10,000
	LEVEL 3 TEXT OFFICER TRAINING ONLY					TEXT AMT 10,000 10,000	
*	OPERATING EXPENSE	7,876	6,233	10,000	10,000	10,439	10,000
**	POLICE	7,876	6,233	10,000	10,000	10,439	10,000
***	POLICE	7,876	6,233	10,000	10,000	10,439	10,000
****	POLICE EDUCATION TRUST	7,876	6,233	10,000	10,000	10,439	10,000

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
RECREATION SCHOLARSHIP							
621-0000-347.22-00	CONCESSION PROCEEDS	16,715	16,931	18,000	18,000	14,229	17,000
621-0000-347.35-00	GOLF TOURNAMENTS	7,423	9,030	8,000	8,000	9,240	8,000
621-0000-361.10-00	INTEREST EARNINGS-INVESTM	319	563	300	300	515	300
621-0000-366.95-00	MAYORS FUND RAISING	11,270	8,920	10,000	10,000	11,141	10,000
	LEVEL 3 TEXT GOLF TOURNAMENT CONTRIBUTIONS					TEXT AMT 10,000 10,000	
621-0000-369.90-05	COKE MACHINE RECEIPTS	3,009	3,358	3,000	3,000	2,064	2,500
*		38,736	38,802	39,300	39,300	37,189	37,800
**	RECREATION SCHOLARSHIP	38,736	38,802	39,300	39,300	37,189	37,800
***	RECREATION SCHOLARSHIP	38,736	38,802	39,300	39,300	37,189	37,800
****	RECREATION SCHOLARSHIP	38,736	38,802	39,300	39,300	37,189	37,800

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ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNC	FY2018 CM PROP
NON DEPARTMENTAL							
NON DEPARTMENTAL							
621-1000-572.40-00	TRAVEL PER DIEM	0	0	0	0	9,600	0
621-1000-572.49-20	EQUIP & OTHER NON-CAPITAL	0	0	0	3,105	3,105	0
621-1000-572.52-00	OTHER OPERATING SUPPLIES	11,081	11,453	16,450	13,345	10,423	12,450
	LEVEL 3						
	TEXT					TEXT	AMT
	SCHOLARSHIP FUNDS-CONCESSION ITEMS,						12,000
	SNACK MACHINE ITEMS						
	HOT DOGS, SODA, CHIPS, GATORAIDE, CANDY, ETC.						
	MISC. PREP ITEMS, CLEANING SUPPLIES,						
	HEALTH DEPT. INSPECTION FOR 3 CONCESSIONS						330
	@ \$110 EACH						120
	STAFF FOOD HANDLING CERTIFICATIONS \$40EA.						12,450
621-1000-572.52-20	GOLF TOURNAMENT EXPENSE	12,158	13,789	12,000	14,000	14,892	12,000
*	OPERATING EXPENSE	23,239	25,242	28,450	30,450	38,020	24,450
621-1000-572.83-00	OTHER GRANTS & AIDS	3,213	2,149	10,000	8,000	0	10,000
*	GRANTS & AIDE	3,213	2,149	10,000	8,000	0	10,000
621-1000-572.99-10	CONTINGENCY	0	0	850	850	0	3,350
*	NON-OPERATING EXPENSE	0	0	850	850	0	3,350
**	NON DEPARTMENTAL	26,452	27,391	39,300	39,300	38,020	37,800
***	NON DEPARTMENTAL	26,452	27,391	39,300	39,300	38,020	37,800
****	RECREATION SCHOLARSHIP	26,452	27,391	39,300	39,300	38,020	37,800

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D ACTUAL INCLD ENCMBRNCE	FY2018 CM PROP
FEDERAL POLICE FORFEITURE							
625-0000-361.10-00	INTEREST EARNINGS-INVESTM	1,301	1,344	1,000	1,000	577	1,000
625-0000-389.10-00	APPROPRIATED FUND BAL	0	0	49,000	49,000	0	49,000
		-----	-----	-----	-----	-----	-----
*		1,301	1,344	50,000	50,000	577	50,000
		-----	-----	-----	-----	-----	-----
**	FEDERAL POLICE FORFEITURE	1,301	1,344	50,000	50,000	577	50,000
		-----	-----	-----	-----	-----	-----
***	FEDERAL POLICE FORFEITURE	1,301	1,344	50,000	50,000	577	50,000
		-----	-----	-----	-----	-----	-----
****	FEDERAL POLICE FORFEITURE	1,301	1,344	50,000	50,000	577	50,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2018

ACCOUNTING PERIOD 11/2017

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY2015 Actual	FY2016 Actual	FY2017 Orig/Adopted Budget	FY2017 Adjusted Budget	FY2017 Y-T-D INCLD ENCMBRNC	FY2018 CM PROP
POLICE							
POLICE							
625-3200-521.34-14	CONTRACT SERVICES OTHER	0	71,747	0	0	0	0
625-3200-521.49-16	COMPUTER HARDWARE	0	1,905	0	0	0	0
625-3200-521.49-20	EQUIP & OTHER NON-CAPITAL	0	15,526	0	0	0	0
625-3200-521.52-00	OTHER OPERATING SUPPLIES	0	0	25,000	25,000	0	25,000
	LEVEL 3 TEXT					TEXT	AMT
							25,000
							25,000

* OPERATING EXPENSE		0	89,178	25,000	25,000	0	25,000
625-3200-521.64-00	MACH & EQUIPMENT	0	0	25,000	25,000	0	25,000
	LEVEL 3 TEXT					TEXT	AMT
							25,000
							25,000
625-3200-521.64-15	ADP EQUIPMENT	0	72,453	0	0	0	0

* CAPITAL OUTLAY		0	72,453	25,000	25,000	0	25,000

** POLICE		0	161,631	50,000	50,000	0	50,000

*** POLICE		0	161,631	50,000	50,000	0	50,000

**** FEDERAL POLICE FORFEITURE		0	161,631	50,000	50,000	0	50,000

FY18 Budget Status

Summaries

*General Fund

*Major, Internal Service and Other Funds of Note

For City Council Review

on 8/22/17

FY18 General Fund 001 Summary

#	FY18 <u>Revenue</u> in System	Amount	
1	Advalorem Taxes at 4.8370 millage rate	\$ 13,597,466	
2	All Other Revenue	22,263,417	
3	Appropriated Equity Cover 317 & 505 Funds plus \$500K for One-Time XP	1,589,851	
4	Total Preliminary Revenue on 7/25/17:	\$ 37,450,734	
5	Less RV: Decrease millage to 4.5673 per CC 7/25/17 Total Advalorem RV = \$12,839,302	(758,164)	
6	Add: Misc. contract revenue	24,861	
7	Reduce: Council Contra-RV Waiver Pool	(20,000)	
8	Reduce: Art Fest Revenue	(17,000)	
9	Reduce: Founder's Day Revenue	(10,500)	
10	Reduce: Babe Ruth Revenue	(3,000)	
11	Add: Appr. Eq. to fund add'l transfer to 317	60,000	
12	Total Revenue on 8/15/17:	\$ 36,726,931	
13			
14	FY18 <u>Expense</u> in System	Amount	New FY18 Proposed Expense Budget 8/15/17
15	Non-Departmental (1000) Except transfers	\$ 1,988,594	\$ 3,168,688
16	Non-Departmental (1000) Transfers to 317 & 505	1,090,000	
17	Increase XP: Net increase in transfer to the 504 Risk Mgmt Fund to cover add'l insurance costs	40,027	
18	Increase XP: Council Priorities Pool	42,000	
19	Increase XP: Transfer to 506 Fund	923	
20	Reduce: Decrease transfers to the 501 Fund in Gen Fund Non-Departmental	(37,856)	
21	Reduce: Decrease miscellaneous professional services	(15,000)	
22	Increase XP: Add'l transfer to 317 (see line 7 above - offset w/ Appr. Equity)	60,000	

*Lines highlighted in blue represent changes made since 7/25/17.

FY18 General Fund 001 Summary

			New FY18 Proposed Expense Budget 8/15/17
23	FY18 <u>Expense</u> in System	Amount	
24	Mayor & Council (1100)	214,391	192,035
25	Reduce: Travel	(2,940)	
26	Increase XP: Transfer to 506 Fund	584	
27	Remove: Waiver Pool	(20,000)	
28	City Manager (1200)	633,940	639,720
29	Increase XP: Transfer to 506 Fund	619	
30	Remove: Contingency Pool	(15,000)	
31	Remove: Reduce Travel	(2,670)	
32	Increase XP: Contingency Pool	22,831	
33	City Attorney (1300)	648,708	649,151
34	Increase XP: Transfer to 506 Fund	443	
35	City Clerk (1500)	348,931	337,325
36	Increase XP: Transfer to 506 Fund	394	
37	Remove: Waivers for Annexations	(12,000)	
38	Finance (1600)	1,241,593	1,229,672
39	Net Reduction: Reduce Audit Services / Add SmartProcure	(2,920)	
40	Decrease XP: Transfer to 506 Fund	(3,923)	
41	Decrease XP: Misc. Operating	(5,078)	
42	Human Resources (1700)	421,745	421,018
43	Increase XP: Transfer to 506 Fund	473	
44	Decrease XP: Misc. Operating	(1,200)	
45	CD - Planning (1900)	654,658	1,701,437
46	CD - Code (1902)	487,182	
47	CD - Engr (1903)	623,646	
48	Remove: Redevelopment Grants (Planning 1900)	(50,000)	
49	Decrease XP: Misc. Operating (Planning 1900)	(450)	
50	Decrease XP: Professional Services (Engr. 1903)	(15,600)	
51	Increase XP: Transfer to 506 Fund (1900, 1902, & 1903)	2,001	

*Lines highlighted in blue represent changes made since 7/25/17.

FY18 General Fund 001 Summary

			New FY18 Proposed Expense Budget 8/15/17
52	FY18 <u>Expense</u> in System	Amount	
53	Fire (3100)	8,941,256	8,605,876
54	Remove: 3 FF Positions (9 mos.)	(95,095)	
55	Remove: Public Ed. Specialist Position	(56,834)	
56	Reduce: Overtime and Benefits	(59,382)	
57	Decrease XP: Remove Stress Tests - Budgeted in FY17	(21,600)	
58	Decrease XP: Reduce Uniform Budget	(20,000)	
59	Decrease XP: Misc. Operating	(23,900)	
60	Decrease XP: Transfer to 506 Fund	(58,569)	
61	Police (3200)	13,204,368	13,017,059
62	Remove: 1 CSO Position	(40,173)	
63	Reduce: 1 Police Officer from Feb 2018 start to April 2018 start	(9,177)	
64	Remove: 1 Part-time Custodian	(13,948)	
65	Reduce: Fuel Budget	(19,000)	
66	Decrease XP: Misc. Operating	(19,547)	
67	Remove: 2 ea. Radar Replacements	(13,200)	
68	Increase XP: Transfer to 506 Fund	2,736	
69	Remove: 1 ea. Vehicle for CSO	(30,000)	
70	Remove: 1 ea. Vehicle (for a Spare)	(37,000)	
71	Remove: 1. ea. VIP Golf Cart	(8,000)	
72	Public Works (4300)	2,755,876	2,687,244
73	Reduce: Split fund Business Manager position between Public Works / Drainage / Solid Waste	(28,206)	
74	Decrease XP: Transfer to 506 Fund	(22,964)	
75	Decrease XP: Misc. Operating	(17,462)	

*Lines highlighted in blue represent changes made since 7/25/17.

FY18 General Fund 001 Summary

		New FY18 Proposed Expense Budget 8/15/17
76	FY18 <u>Expense</u> in System	Amount
77	Parks Maintenance (4400)	2,587,654
78	Remove: 1 New Maintenance Worker position	(40,483)
79	Remove: 1 Pickup Truck for new Maint. Worker	(20,000)
80	Remove: Art Fest Overtime & Benefits	(4,712)
81	Increase XP: Transfer to 506 Fund	2,448
82	Decrease XP: Misc. Operating	(10,899)
83	Recreation (51xx)	1,000,431
84	Remove: Art Fest Fees, Advertising, Bags, Prizes	(14,300)
85	Remove: Founder's Day Advertising & Misc. Ops	(10,500)
86	Decrease XP: Misc. Operating	(4,500)
87	Athletics (5200)	607,761
88	Remove: Babe Ruth Fees and Travel	(15,194)
89		
90	Total Expense on 8/15/17: \$ 36,726,931	\$ 36,726,931
91	Revenue less Expense: \$ -	

*Lines highlighted in blue represent changes made since 7/25/17.

FY18 Preliminary General Fund Expense Budget by Department as of 8/15/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Non-Departmental (1000)	\$ 4,663,590	\$ 3,078,594	\$ (1,584,996)	-34.0%	\$ 3,168,688	\$ (1,494,902)	-32.1%	\$ 90,094	2.9%
Operating	1,863,888	1,805,004	(58,884)	-3.2%	1,793,098	(70,790)	-3.8%	(11,906)	
Grants and Aid	35,194	35,590	396	1.1%	35,590	396	1.1%	-	
Transfers	2,413,125	1,090,000	(1,323,125)	-54.8%	1,150,000	(1,263,125)	-52.3%	60,000	
Non-Op. (Compression Pool)	114,000	-	(114,000)	-100.0%	-	(114,000)	-100.0%	-	
Non-Op. (Contingency)	237,383	148,000	(89,383)	-37.7%	190,000	(47,383)	-20.0%	42,000	
Mayor & Council (1100)	201,830	214,391	12,561	6.2%	192,035	(9,795)	-4.9%	\$ (22,356)	-10.4%
Personnel	100,349	101,399	1,050	1.0%	101,399	1,050	1.0%	-	
Operating	101,481	92,992	(8,489)	-8.4%	90,636	(10,845)	-10.7%	(2,356)	
Non-Op. (Contingency)	-	20,000	20,000	n/a	-	-	n/a	(20,000)	
City Manager (CM) (1200) *	580,929	633,940	53,011	9.1%	639,720	58,791	10.1%	\$ 5,780	0.9%
* CM now includes pogTV budget									
Personnel	409,904	479,343	69,439	16.9%	479,343	69,439	16.9%	-	
Operating	163,499	139,597	(23,902)	-14.6%	137,546	(25,953)	-15.9%	(2,051)	
Grants and Aid	600	-	(600)	-100.0%	-	(600)	-100.0%	-	
Non-Op. (Contingency)	6,926	15,000	8,074	116.6%	22,831	15,905	229.6%	7,831	
City Attorney (1300)	652,685	648,708	(3,977)	-0.6%	649,151	(3,534)	-0.5%	\$ 443	0.1%
Personnel	458,255	455,185	(3,070)	-0.7%	455,185	(3,070)	-0.7%	-	
Operating	194,430	193,523	(907)	-0.5%	193,966	(464)	-0.2%	443	
City Clerk (1500)	339,615	348,931	9,316	2.7%	337,325	(2,290)	-0.7%	\$ (11,606)	-3.3%
Personnel	198,368	203,566	5,198	2.6%	203,566	5,198	2.6%	-	
Operating	141,247	145,365	4,118	2.9%	133,759	(7,488)	-5.3%	(11,606)	

FY18 Preliminary General Fund Expense Budget by Department as of 8/15/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Finance (1600)	1,221,245	1,241,593	20,348	1.7%	1,229,672	8,427	0.7%	\$ (11,921)	-1.0%
Personnel	1,070,382	1,102,714	32,332	3.0%	1,101,636	31,254	2.9%	(1,078)	
Operating	150,863	138,879	(11,984)	-7.9%	128,036	(22,827)	-15.1%	(10,843)	
Human Resources (1700)	408,231	421,745	13,514	3.3%	421,018	12,787	3.1%	\$ (727)	-0.2%
Personnel	279,459	284,196	4,737	1.7%	284,196	4,737	1.7%	-	
Operating	128,772	137,549	8,777	6.8%	136,822	8,050	6.3%	(727)	
CD - Planning (1900)	528,839	654,658	125,819	23.8%	604,854	76,015	14.4%	\$ (49,804)	-7.6%
Personnel	465,620	514,764	49,144	10.6%	514,764	49,144	10.6%	-	
Operating	63,219	89,894	26,675	42.2%	90,090	26,871	42.5%	196	
Grants and Aid	-	50,000	50,000	n/a	-	-	n/a	(50,000)	
CD - Code (1902)	476,135	487,182	11,047	2.3%	488,024	11,889	2.5%	\$ 842	0.2%
Personnel	367,120	354,113	(13,007)	-3.5%	354,113	(13,007)	-3.5%	-	
Operating	109,015	133,069	24,054	22.1%	133,911	24,896	22.8%	842	
CD - Engr (1903)	567,898	623,646	55,748	9.8%	608,559	40,661	7.2%	\$ (15,087)	-2.4%
Personnel	488,919	503,358	14,439	3.0%	503,358	14,439	3.0%	-	
Operating	78,979	120,288	41,309	52.3%	105,201	26,222	33.2%	(15,087)	

FY18 Preliminary General Fund Expense Budget by Department as of 8/15/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Fire (3100)	8,269,529	8,941,256	671,727	8.1%	8,605,876	336,347	4.1%	\$ (335,380)	-3.8%
Personnel	6,881,795	7,272,725	390,930	5.7%	7,061,414	179,619	2.6%	(211,311)	
Operating	1,360,734	1,662,531	301,797	22.2%	1,538,462	177,728	13.1%	(124,069)	
Capital	27,000	6,000	(21,000)	-77.8%	6,000	(21,000)	-77.8%	-	
Police (3200)	11,990,705	13,204,368	1,213,663	10.1%	13,017,059	1,026,354	8.6%	\$ (187,309)	-1.4%
Personnel	9,822,247	10,626,048	803,801	8.2%	10,562,750	740,503	7.5%	(63,298)	
Operating	2,168,458	2,436,320	267,862	12.4%	2,387,309	218,851	10.1%	(49,011)	
Capital	-	142,000	142,000	n/a	67,000	67,000	n/a	(75,000)	
Public Works (4300)	2,855,080	2,755,876	(99,204)	-3.5%	2,687,244	(167,836)	-5.9%	\$ (68,632)	-2.5%
Personnel	995,788	1,028,042	32,254	3.2%	994,234	(1,554)	-0.2%	(33,808)	
Operating	1,859,292	1,727,834	(131,458)	-7.1%	1,693,010	(166,282)	-8.9%	(34,824)	
Capital	-	-	-	n/a	-	-	n/a	-	
Parks Maintenance (4400)	2,315,185	2,587,654	272,469	11.8%	2,514,008	198,823	8.6%	\$ (73,646)	-2.8%
Personnel	1,110,874	1,281,787	170,913	15.4%	1,236,592	125,718	11.3%	(45,195)	
Operating	1,127,311	1,248,867	121,556	10.8%	1,240,416	113,105	10.0%	(8,451)	
Capital	77,000	47,000	(30,000)	-39.0%	27,000	(50,000)	-64.9%	(20,000)	
Non-Op. (Contingency)	-	10,000	10,000	n/a	10,000	10,000	n/a	-	

FY18 Preliminary General Fund Expense Budget by Department as of 8/15/17

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
		FY18 Preliminary 7/18/17 Workshop			FY18 Preliminary 8/22/17 Workshop	\$ Variance 8/22/17 vs FY17 Adopted	% Variance 8/22/17 vs FY17 Adopted	\$ Variance 7/18/17 vs 8/22/17	% Variance 7/18/17 vs 8/22/17
Department (Division #)	FY17 Adopted		\$ Variance	% Variance					
			(b) - (a)	(c) / (a)		(e) - (a)	(f) / (a)	(e) - (b)	(h) / (b)
Recreation (51xx)	872,259	1,000,431	128,172	14.7%	971,131	98,872	11.3%	\$ (29,300)	-2.9%
Personnel	576,754	716,093	139,339	24.2%	716,093	139,339	24.2%	-	
Operating	295,505	272,338	(23,167)	-7.8%	255,038	(40,467)	-13.7%	(17,300)	
Grants and Aid	-	12,000	12,000	n/a	-	-	n/a	(12,000)	
Athletics (5200)	502,249	607,761	105,512	21.0%	592,567	90,318	18.0%	\$ (15,194)	-2.5%
Personnel	311,741	399,380	87,639	28.1%	399,380	87,639	28.1%	-	
Operating	184,508	208,381	23,873	12.9%	193,187	8,679	4.7%	(15,194)	
Capital	6,000	-	(6,000)	-100.0%	-	(6,000)	-100.0%	-	
Grand Total:	36,446,004	37,450,734	1,004,730	2.8%	36,726,931	280,927	0.8%	\$ (723,803)	-1.9%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Eastport Fund 102	183,573	187,767	4,194	2.3%	199,872	\$ 12,105	6.4%
Operating	6,900	6,900	-	0.0%	7,134	234	3.4%
Transfers	176,673	177,066	393	0.2%	177,066	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	-	3,801	3,801	n/a	15,672	11,871	312.3%
Town Center Fund 103	459,184	481,138	21,954	4.8%	479,438	\$ (1,700)	-0.4%
Operating	13,806	13,806	-	0.0%	14,286	480	3.5%
Loan Pool Debt Service	39,568	44,488	4,920	12.4%	44,488	-	0.0%
Grants and Aid	-	20,000	20,000	n/a	18,290	(1,710)	-8.6%
Transfers	404,591	402,374	(2,217)	-0.5%	402,374	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	1,219	470	(749)	-61.4%	-	(470)	-100.0%
Bldg. Sp. Revenue Fund 109	1,221,759	1,412,633	190,874	15.6%	1,412,570	\$ (63)	0.0%
Personnel	909,971	975,227	65,256	7.2%	975,227	-	0.0%
Operating	305,788	417,406	111,618	36.5%	417,343	(63)	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	6,000	20,000	14,000	233.3%	20,000	-	0.0%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Water Sewer Fund 401	\$ 26,697,099	\$ 27,031,863	\$ 334,764	1.3%	\$ 26,915,366	\$ (116,497)	-0.4%
Personnel	6,483,937	6,586,625	102,688	1.6%	6,586,625	-	0.0%
Operating	8,257,858	7,699,001	(558,857)	-6.8%	8,455,504	756,503	9.8%
Capital	1,792,000	2,030,000	238,000	13.3%	1,157,000	(873,000)	-43.0%
Transfers	10,116,304	10,541,237	424,933	4.2%	10,541,237	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	47,000	175,000	128,000	272.3%	175,000	-	0.0%
Solid Waste Fund 410	6,981,288	7,229,862	248,574	3.6%	7,233,324	\$ 3,462	0.0%
Personnel	224,876	221,724	(3,152)	-1.4%	233,006	11,282	5.1%
Operating	6,446,314	6,804,581	358,267	5.6%	6,796,761	(7,820)	-0.1%
Transfers	204,831	202,457	(2,374)	-1.2%	202,457	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	105,267	1,100	(104,167)	-99.0%	1,100	-	0.0%
Drainage Fund 412	4,055,740	4,807,946	752,206	18.5%	4,762,677	\$ (45,269)	-0.9%
Personnel	963,550	901,966	(61,584)	-6.4%	918,890	16,924	1.9%
Operating	1,145,998	1,198,102	52,104	4.5%	1,192,433	(5,669)	-0.5%
Capital	203,000	797,000	594,000	292.6%	797,000	-	0.0%
Transfers	1,736,192	1,754,684	18,492	1.1%	1,754,684	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	7,000	156,194	149,194	2131.3%	99,670	(56,524)	-36.2%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Golf Course Fund 450	1,328,982	1,469,577	140,595	10.6%	1,429,577	\$ (40,000)	-2.7%
Operating	1,293,982	1,409,577	115,595	8.9%	1,409,577	-	0.0%
Capital	35,000	60,000	25,000	71.4%	20,000	(40,000)	-66.7%
Info. Technology Fund 501	1,887,135	2,089,267	202,132	10.7%	1,993,151	\$ (96,116)	-4.6%
Personnel	832,418	850,828	18,410	2.2%	850,828	-	0.0%
Operating	1,047,717	1,208,439	160,722	15.3%	1,112,323	(96,116)	-8.0%
Non-Op. (Compression, Contingency, Council Priorities)	7,000	30,000	23,000	328.6%	30,000	-	0.0%
Vehicle Maintenance Fund 503	962,188	1,069,805	107,617	11.2%	1,069,614	\$ (191)	0.0%
Personnel	362,919	365,211	2,292	0.6%	365,211	-	0.0%
Operating	596,269	694,594	98,325	16.5%	694,403	(191)	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	3,000	10,000	7,000	233.3%	10,000	-	0.0%
Risk Mgmt. Fund 504	1,856,143	1,857,021	878	0.0%	1,934,620	\$ 77,599	4.2%
Personnel	291,854	277,144	(14,710)	-5.0%	277,144	-	0.0%
Operating	1,564,289	1,578,877	14,588	0.9%	1,656,476	77,599	4.9%
Non-Op. (Compression, Contingency, Council Priorities)	-	1,000	1,000	n/a	1,000	-	0.0%

FY18 Preliminary Expense Budget for Major, Internal Service & Other Funds 8/15/17

Fund / Fund #	FY17 Adopted	FY18 Prelim 7/25/17	\$ Variance to FY17	% Variance to FY17	FY18 Prelim 8/22/17	\$ Variance 7/25/17 vs 8/22/17	% Variance 7/25/17 vs 8/22/17
Lease & Repl. Fund 505	2,618,000	2,929,311	311,311	11.9%	2,867,851	\$ (61,460)	-2.1%
Capital	2,618,000	2,729,000	111,000	4.2%	2,709,000	(20,000)	-0.7%
Non-Op. (Contingency)	-	200,311	200,311	n/a	158,851	(41,460)	-20.7%
Bldg. Maintenance Fund 506	2,344,210	2,456,622	112,412	4.8%	2,375,937	\$ (80,685)	-3.3%
Personnel	461,064	417,007	(44,057)	-9.6%	417,007	-	0.0%
Operating	1,119,773	1,260,090	140,317	12.5%	1,228,585	(31,505)	-2.5%
Capital	135,200	145,000	9,800	7.2%	95,820	(49,180)	-33.9%
Transfers	624,173	623,525	(648)	-0.1%	623,525	-	0.0%
Non-Op. (Compression, Contingency, Council Priorities)	4,000	11,000	7,000	175.0%	11,000	-	0.0%
Grand Total:	50,595,301	53,022,812	2,427,511	4.8%	52,673,997	\$ (348,815)	-0.7%



Proposed FY 2018 Budget General Fund Presentation

**For City Council Workshop
August 22, 2017**



Purpose / Agenda

- **Purpose:** Update City Council on FY 18 Proposed General Fund Budget
- **Agenda:**
 - Revenue and Expenditure Analysis Over
 - Strategic Goals
 - Updates From Original Proposed Budget of July 18, 2017

TODAY'S GOAL

PROVIDE A BALANCED BUDGET WITH A MILLAGE RATE OF 4.5673



Hearing Dates

The proposed millage rate is set at 4.5673

PUBLIC HEARINGS

First Public Hearing – Tuesday, September 5, 2017 at 6:30PM

Second Public Hearing- Tuesday, September 19, 2017 at 6:30PM



Millage Rates

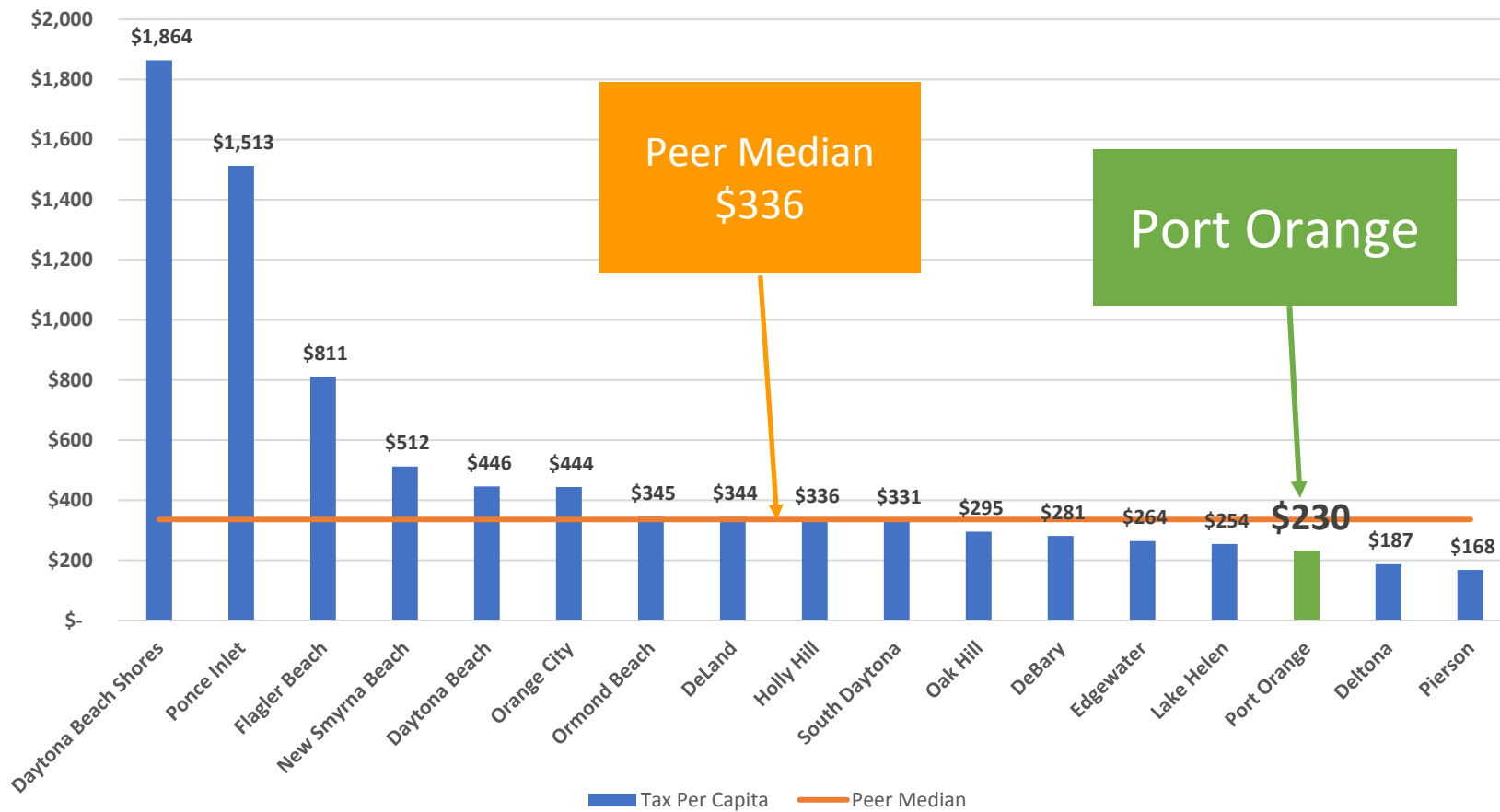
Change in Current and Proposed Millage Rates

Rate	FY 17 Adopted	FY 18 Proposed	Change	% Change
Operating	4.4542	4.5673	0.1131	2.54%
Debt	0.3402	0.3174	-0.0228	-6.70%
Total	4.7944	4.8847	0.0903	1.88%



Revenue Analysis

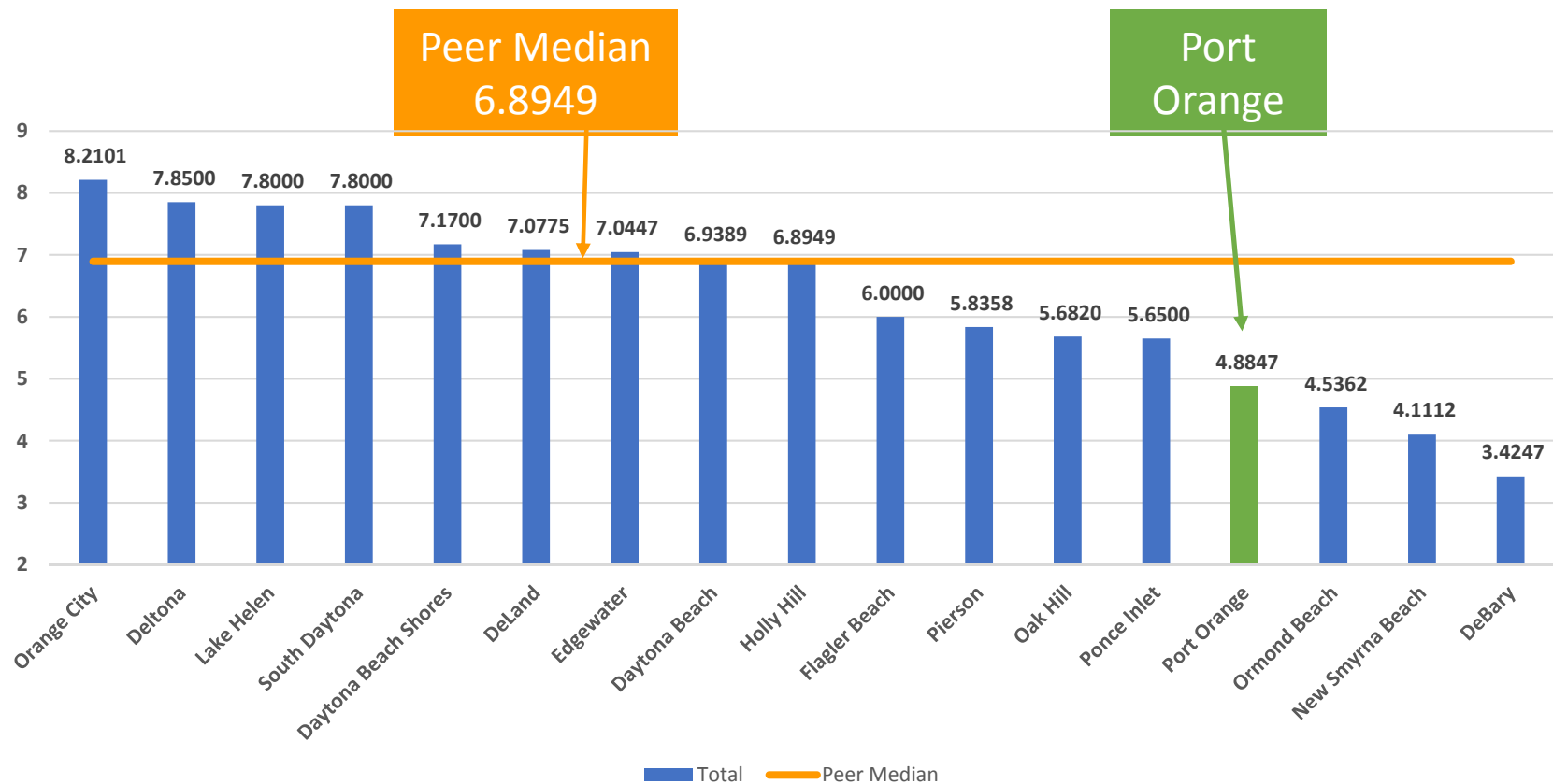
FY 2018 Proposed Taxes Levied Per Capita (Debt and Operating)





Revenue Analysis

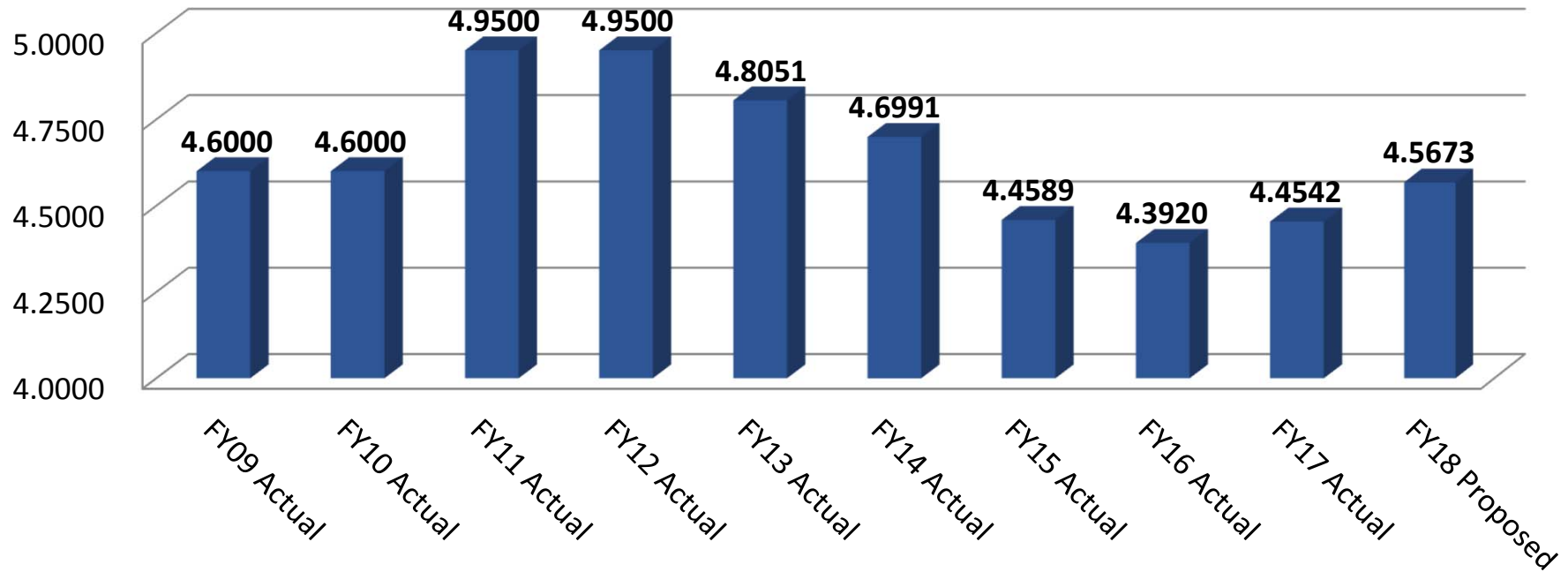
FY 2018 Proposed Millage Comparison (Operating and Debt)





Millage Rates

City of Port Orange Millage Rates 10-Year History





Real World Impact Examples

FY17 vs. FY18 Port Orange Tax Bill

Tax Rate	FY 17 Tax	FY 18 Tax	Change
Port Orange Operating	\$335.87	\$371.65	\$35.79
Port Orange Voted Debt	\$25.65	\$25.83	\$0.18
<u>Sub-Total Ad Valorem</u>	<u>\$361.52</u>	<u>\$397.48</u>	<u>\$35.96</u>
Port Orange Stormwater (Flat Fee)	\$100.00	\$120.00	\$20.00
<u>Total</u>	<u>\$461.52</u>	<u>\$517.48</u>	<u>\$55.96</u>

Assumptions:

- 0.1131 Increase in Operating Millage
- **(0.0228) Decrease in Debt Millage**
- \$20 Increase in the Stormwater Assessment
- Based on median residential improved value (FY 17 VAB final and FY 18 preliminary values)



Bottom Line

FY 17 Actuals vs. FY 18 Proposed Rate

	FY 18 Rolled Back Rate	Current Millage Rate	Proposed FY 18 Rate
Operating Millage Rate	4.1945	4.4542	4.5673
Debt Millage Rate	0.3174	0.3174	0.3174
Total Millage Rate	4.5119	4.7716	4.8847
Average Change in Property Tax	\$5.70	\$26.76	\$35.96
Change in Ad Valorem Revenue	\$88,327	\$818,379	\$1,136,318

Notes:

- Total proposed operating and debt rate in FY 2017 = (4.7944)
- Debt rate decreases by 0.0228 and operating increases by 0.1131
- Property taxes based on the FY 18 preliminary median taxable value
- Assumes 95% collection rate
- Rolled Back Rate is provided by Department of Revenue



Bottom Line

Total Revenue Picture FY17 Adopted Budget vs FY18 Proposed

Source	FY 17 Adopted Budget	FY 18 Proposed	Change
Millage Rate	4.4542	4.5673	2.4763%
Ad Valorem	11,702,984	12,839,302	1,136,318
Other Taxes	7,320,785	7,342,330	21,545
Fees and Permits	3,256,443	3,179,934	(76,509)
Intergovernmental	5,724,197	6,039,226	315,029
Charges for Services	2,695,286	2,916,379	221,093
Fines and Forfeits	157,600	145,000	(12,600)
Misc. Revenue	1,065,051	958,496	(106,555)
Other Sources	1,611,658	1,656,413	44,755
Sub-Total	33,534,004	35,077,080	1,543,076
Appropriated Equity	2,912,000	1,649,851	(1,262,149)
Total General Fund	36,446,004	36,726,931	280,927



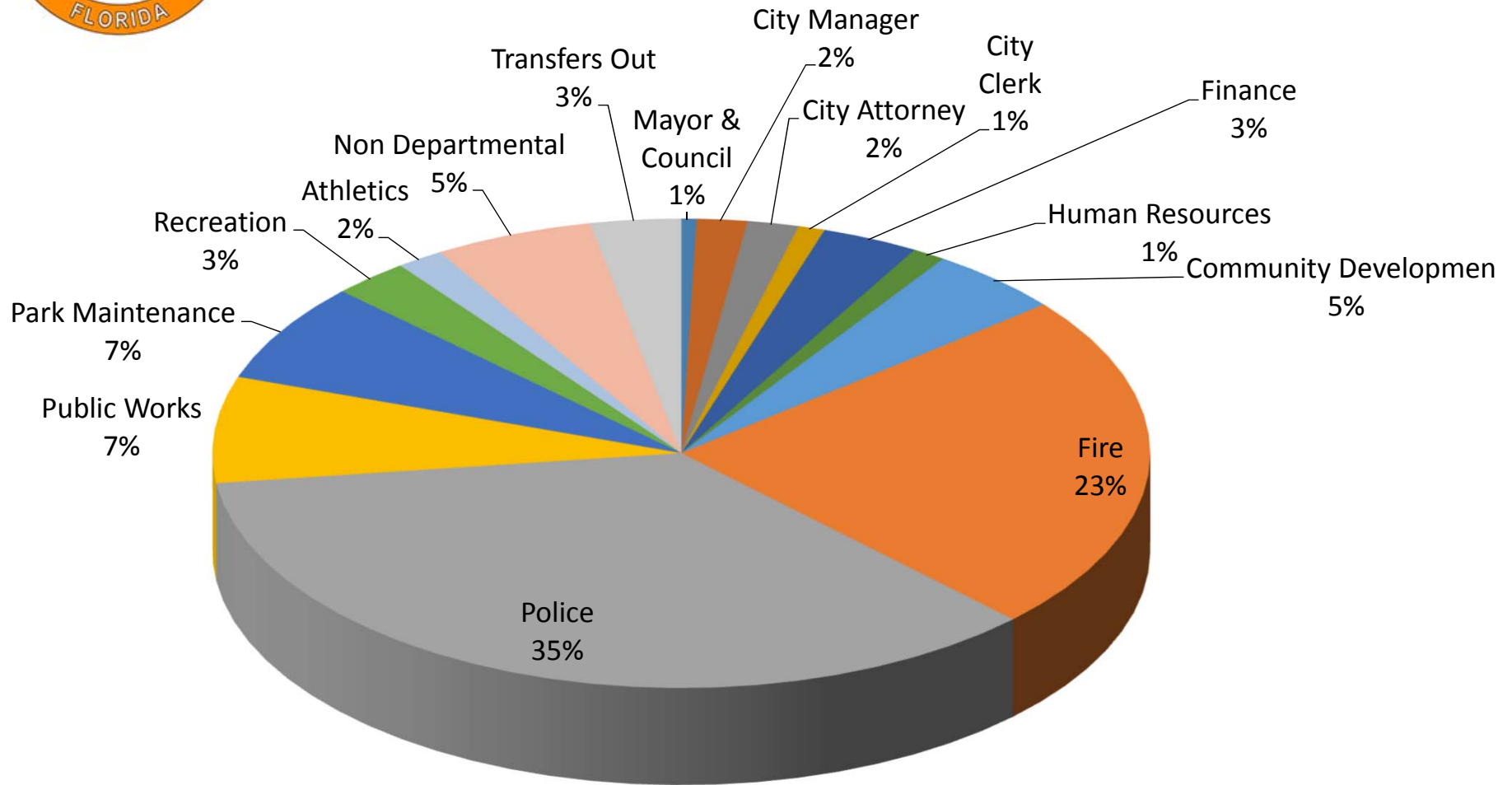
FY 2017 – 2022 Strategic Goals

1. Public Safety
2. Infrastructure
3. Quality of Life
4. Economic Development
5. Fiscal Sustainability
6. Organizational Excellence



General Fund Expenditures

FY18 Proposed Expenditures



Total Proposed Expenditures

\$36,726,931



General Fund Expenditures

<u>Expenditures</u>	<u>FY17 Adopted Budget</u>	<u>FY18 Proposed on 7-18-17</u>	<u>FY18 Proposed on 8-22-17</u>	<u>Change from 7-18-17 Proposed</u>	<u>Percent Change from 7-18-17 Proposed</u>
Non-Departmental	\$2,250,465	\$1,988,594	2,018,688	30,094	1.51%
Mayor & Council	201,830	214,391	192,035	(22,356)	(10.43)%
City Manager	571,708	633,940	639,720	5,780	0.91%
City Attorney	652,685	648,708	649,151	443	0.07%
City Clerk	339,615	348,931	337,325	(11,606)	(3.33)%
Finance	1,221,245	1,241,593	1,229,672	(11,921)	(0.96)%
Human Resources	408,231	421,745	421,018	(727)	(0.17)%
Community Development	1,572,872	1,765,486	1,701,437	(64,049)	(3.63)%
Fire Rescue	8,269,529	8,941,256	8,605,876	(335,380)	(3.75)%
Police	11,990,705	13,204,368	13,017,059	(187,309)	(1.42)%
Public Works	2,855,080	2,755,876	2,687,244	(68,632)	(2.49)%



General Fund Expenditures (Con't)

<u>Expenditures</u>	<u>FY17 Budget</u>	<u>FY18 Proposed on 7-18-17</u>	<u>FY18 Proposed on 8-22-17</u>	<u>Change from 7-18-17 Proposed</u>	<u>Percent Change from 7-18-17</u>
Parks Maintenance	2,315,185	2,587,654	2,514,008	(73,646)	(2.85)%
Recreation	872,259	1,000,431	971,131	(29,300)	(2.93)%
Athletics	502,249	607,761	592,567	(15,194)	(2.50)%
PogTV	9,221	0	0	0	
Transfers Out	2,413,125	1,090,000	1,150,000	60,000	5.50%
Total	\$36,446,004	\$37,450,734	\$36,726,931	(723,803)	(1.93)%
Beginning Fund Balance	17,551,560	14,639,560	14,639,560		
Forecast Ending Balance	14,639,560	13,049,709	12,989,709	(60,000)	(0.46)%
Ending Fund Balance as a % of Expenditures (less Transfers)	43%	36%	37%	1%	14



New Large Items- Requested and Funded

Department	Item/Project	Cost	Goal	Objective
Mayor & Council	Waiver Pool See Contra-Revenue Account	\$20,000	Various Goals	Various Objectives
City Manager	Contingency Pool	\$22,831	Various Goals	Various Objectives
Human Resources	Comp & Class Software	\$5,500	6: Organizational Excellence	3: Provide competitive compensation package to attract and retain high quality staff
Community Development	Scanning Project	\$18,000	6: Organizational Excellence	More efficient access to archived files for staff, developers and the public
Community- Development	Ridgewood Corridor Redevelopment- Grants	\$50,000	4: Economic Development	1: Increase property value- through redevelopment and- revitalization
Community Development (Code)	Reclassify Admin. Assistant to Permit License Tech and move to Bldg. Sp. RV Fund 109	(\$14,676)	6: Organizational Excellence	To enhance organizational efficiency and effectiveness and more



New Large Items- Requested and Funded

Department	Item/Project	Cost	Goal	Objective
Fire	New Public Education Specialist	\$56,834	1: Public Safety	1: Educate the public on all aspects of public safety
Fire	Four 1 New Firefighter - Jan 2018	153,740 \$58,645	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Fire	Portable Training Props - Forcible Entry and Confined Space	\$6,000	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Fire	Software for Bldg. Preplans and performing Fire Inspections	\$9,000	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Fire	Adult Manikin for simulating medical emergencies	\$15,425	1: Public Safety	2: Provide public safety services that meet or exceed national standards



New Large Items- Requested and Funded

Department	Item/Project	Cost	Goal	Objective
Police	New Part time Custodian (20 hours per week without benefits)	\$13,949	3: Quality of Life	4: Improve and maintain the visual aesthetics of the City.
Police	2 1 New CSO Position	80,345 \$40,172	1: Public Safety	4: Increase and enhance community policing initiatives.
Police	1 New Police Officer - beginning in Feb Feb April 2018	34,071 \$24,894	1: Public Safety	Multiple Police Department personnel related objectives
Police	Equipment for 1 New Officer Position	\$8,800	1: Public Safety	Multiple Police Department personnel related objectives
Police	Radar Replacement Program - replace 6 units each year	\$13,200	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Police	Four 2 New Vehicles 2 1 ea. New CSO Positions 1 ea. New Officer Position 1 ea. New Spare Vehicle	134,000 \$67,000	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Police	1 New VIP Golf Cart	\$8,000	1: Public Safety	4: Increase and enhance community policing initiatives.



New Large Items- Requested and Funded

Department	Item/Project	Cost	Goal	Objective
Public Works	Split Fund 60% of Operations Manager to General Fund	\$39,154	6: Organizational Excellence	To enhance organizational efficiency and effectiveness
Parks Maint.	New Maintenance Worker	\$40,483	3: Quality of Life	3: Plan, fund and complete Riverwalk
Parks Maint.	Turf Maintenance In Riverwalk	\$25,920	3: Quality of Life	1: Increase the capacity of parks and recreation facilities to meet City demands
Parks Maint.	Riverwalk Splash Pad Maintenance	\$13,750	3: Quality of Life	
Parks Maint.	Riverwalk Mowing Services	\$13,608	3: Quality of Life	
Parks Maint.	Lift Truck Rental for Tree Trimming at all Parks	\$4,500	3: Quality of Life	4: Improve and maintain the visual aesthetics of the City.
Parks Maint.	New 8-Passenger Van for Riverwalk activities (will be used by new Recreation Supervisor position)	\$27,000	3: Quality of Life	1: Increase the capacity of parks and recreation facilities to meet City demands
Parks Maint.	New Pickup Truck for new Riverwalk Crew	\$20,000	3: Quality of Life	



New Large Items- Requested and Funded

Department	Item/Project	Cost	Goal	Objective
Parks Admin.	New Recreation Supervisor	\$55,466	3: Quality of Life	3: Plan, fund and complete Riverwalk
Parks Special Events	Add'l Program Leader Hours	\$9,457	3: Quality of Life	3: Plan, fund and complete Riverwalk
Parks Athletics	Reclassification - Reduce PT PL 69 hrs to Full Time Program Specialist	\$324	3: Quality of Life	6: Provide recreation opportunities and programs for youth and adults
Parks Athletics	New Part-Time Administrative Assistant with Benefits	\$28,874	6: Organizational Excellence	To enhance organizational efficiency and effectiveness and more
Parks Athletics	New Recreation Supervisor	\$55,466	3: Quality of Life	3: Plan, fund and complete Riverwalk



New Large Items- Requested and Funded

Department	Item/Project	Cost	Goal	Objective
Parks Special Events	PO150 Celebration (offset with Revenue)	39,500 \$29,000	3: Quality of Life	7: Provide additional cultural and community events
Parks Special Events	ArtFest (offset with Revenue)	\$14,800	3: Quality of Life	7: Provide additional cultural and community events
City-wide	Annual Fleet Maintenance Charge	\$166,580	5: Fiscal Sustainability	Properly Maintain Fleet

~~1,182,070~~

Grand Total All Items - Funded: \$730,590



*New Large Items- Requested and **Not** Funded*

Department	Item/Project	Cost	Goal	Objective
City Attorney	New Paralegal Position - beginning in Jan 2018	\$42,278	6: Organizational Excellence	To enhance organizational efficiency and effectiveness and more
Community Development	Split Scanning Project into 2 Phases over 2 fiscal years (FY18 & FY19)	\$18,000	6: Organizational Excellence	More efficient access to archived files for staff, developers and the public
Community Development	Reduced Traffic Analysis Consultant Services from \$25K to \$5K	\$20,000	3: Quality of Life	5: Improve traffic flow in the City by working with Federal, State and County governments



*New Large Items- Requested and **Not** Funded*

Department	Item/Project	Cost	Goal	Objective
Fire	New Admin. Assistant Position	\$42,614	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Fire	Promotional Testing (required per CBA - must begin process within 30 days of vacancy)	\$11,330	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Fire	Web EOC Software (Year 1 of 3 year commitment)	\$16,500	1: Public Safety	5: Establish an effective comprehensive emergency management plan
Fire	4x4 Pickup for Battalion Chief	\$38,000	1: Public Safety	2: Provide public safety services that meet or exceed national standards
Police	New CSO Position	\$40,173	1: Public Safety	4: Increase and enhance community policing initiatives.
Police	Vehicle for CSO Position	\$30,000	1: Public Safety	4: Increase and enhance community policing initiatives.



*New Large Items- Requested and **Not** Funded*

Department	Item/Project	Cost	Goal	Objective
Parks Maint.	Gym Exterior Painting	\$25,000	2: Infrastructure	To preserve city infrastructure and more
Parks Maint.	2 each Doggie Stations at Riverwalk	\$4,600	3: Quality of Life	3: Plan, fund and complete Riverwalk
Parks Maint.	Stage Lighting Replacement at the Amphitheater	\$29,000	2: Infrastructure	To preserve city infrastructure
Parks Admin.	Recreation Master Plan	\$50,000	3: Quality of Life	Multiple Parks and Recreation related objectives

Grand Total All Items - Not Funded: \$367,495



-Closing Remarks

-Comments/Questions?



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/22/2017

Consent item: No

SUBJECT: (7) Financial Report - July 2017

DEPARTMENT: Finance

GOAL:

RECOMMENDED MOTION:

SUMMARY: The Financial Report for the period ended July 31, 2017 is attached.

Project No.: Funding Account No.:

ATTACHMENTS:

1.	Financial Report - July 2017	finrptJuly2017 for publ.pdf
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Robin Fenwick
Tracey Riehm
Jake Johansson
Robin Fenwick

Created/Initiated - 08/16/2017
Approved - 08/16/2017
Approved - 08/17/2017
Final Approval - 08/17/2017



The City of Port Orange
Finance Department

MEMORANDUM

TO: Michael H. Johansson, City Manager
FROM: Tracey Riehm, Finance Director
DATE: August 10, 2017
SUBJECT: **Highlights of the July 2017 Financial Report**

This financial report is being provided as an overview of the City's financial status including associated highlights for the City's major operating activities through July 31, 2017, representing 83% of the fiscal year. Except as noted throughout this report, revenues and operating expenditures are as expected for the fiscal year. Also attached are the financial reports from Cypress Head Golf Course and the YMCA. Detailed reports for all funds are available on the City's website at: http://www.port-orange.org/finance/?p=budget_and_financial_reports.

GENERAL FUND (Fund 001)

With 83% of the fiscal year complete, the General Fund revenues are 63% of budget and expenditures are 76% of the adjusted budget as summarized below:

2017			
GENERAL FUND	FYTD Actual	Total Current Budget	% of Budget
REVENUE	\$28,847,268	\$46,057,139	63%
EXPENSES	\$34,988,645	\$46,057,139	76%
Change in Fund Balance	-\$6,141,377	\$0	

Revenues: Of the total \$28,847,268 in revenues, \$27,504,220 reflect operating revenue and \$1,343,048 account for contributions from enterprise funds. Ad-valorem taxes are the largest source of general fund revenues and represent roughly 35% of the annual estimated general fund revenue. Ad-valorem taxes on property are collected on an annual basis beginning November 1st for the tax year January through December. As a result, the majority of ad-valorem taxes are collected in the first few months of the fiscal year with 100% collected to date. Increases from ad-valorem taxes (\$950,587) and the sale of land on S Williamson Blvd (\$996,463) account for 82% of the overall change in revenue of \$2,366,179 compared with this time last year.

Expenditures: With 83% of the fiscal year behind us, operating expenditures amounted to \$34,988,645 or 76% of the estimated expenditures for the year, with an additional encumbered amount of \$2,795,685. After accounting for transfers for approved capital replacement projects (\$2,182,000), one time fleet purchases (\$305,000), and the impact of Hurricane Matthew expenditures on the General Fund (totaling \$7,509,453 to date), actual operating expenditures are \$268,009 lower than this time last year.

Please also see the attached financial statement for additional detail.

BUILDING SPECIAL REVENUE FUND (Fund 109)

With 83% of the fiscal year complete, the Building Special Revenue Fund is reporting total revenues at 98% of budget while expenditures are 59% of the budget as summarized below:

2017			
Building Special Revenue	FYTD Actual	Total Current Budget	% of Budget
REVENUE	\$1,624,295	\$1,663,411	98%
EXPENSES	\$973,988	\$1,663,411	59%
Change in Fund Balance	\$650,307	\$0	

Revenues: Of the total \$1,624,295 in revenues, the Building Special Revenue Fund received \$1,610,323 in operating revenues related to permits, fees, and miscellaneous items with the remainder, \$13,972, representing interest income. Total operating revenues are at 140% of the estimated budget, and is \$779,418 higher than this time last year. A significant portion of the increase is attributed to the development of the Sanctuary at Westport Apartment Complex. Revenues in this fund are typically received in a sporadic nature.

Expenditures: Year-to-date expenditures in the Building Special Revenue fund are \$973,988 or approximately 59% of estimated expenditure for the year. On a percent of budget basis, year-to-date expenditures are 18% lower than this time last year; with actual expenditures \$134,755 higher than this time last year.

Year to date, the Building Special Revenue Fund is reporting an increase in net position of \$650,307.

Please also see the attached financial statement for additional detail.

WATER & SEWER FUND (Fund 401)

With 83% of the fiscal year complete, the Water and Sewer Fund is reporting total revenues at 74% of budget while expenditures are 68% of the budget as summarized below:

2017			
Utilities Operating Fund	FYTD Actual	Total Current Budget	% of Budget
REVENUE	\$20,892,552	\$28,237,776	74%
EXPENSES	\$19,095,957	\$28,237,776	68%
Change in Fund Balance	\$1,796,595	\$0	

Revenues: Generally, revenues in this fund are based on charges for services that are billed after services are rendered and are recorded when billed. Charges for services, which account for \$20,789,695 of the revenue source in the Water and Sewer Fund, reported an overall increase of \$642,306 over the prior fiscal year. Factors influencing the revenue behavior in this fund are primarily related to changes in growth, consumption patterns, and timing of cycle billings during the reporting period.

Expenses: The first ten months operating expenses excluding depreciation amounted to \$10,581,287 or 71% of estimated expenses for the year, with an additional \$949,757 encumbered. Non-operating activity reports a net increase of \$18,440, compared to a net loss of \$304,198 reported at the same time last year.

Currently, the water and sewer fund is reporting an income of \$10,226,848, and after transfers the fund is posting a change in net position of \$1,796,595 compared to \$890,309 from this time last year.

The attached financial statement provides additional detail.

SOLID WASTE FUND (Fund 410)

With 83% of the fiscal year complete, the Solid Waste Fund is reporting total revenues at 79% of budget while expenditures are 78% of the budget as summarized below:

2017			
Solid Waste Fund	FYTD Actual	Total Current Budget	% of Budget
REVENUE	\$5,522,760	\$6,999,242	79%
EXPENSES	\$5,454,991	\$6,999,242	78%
Change in Fund Balance	\$67,769	\$0	

Revenues: Charges for services, which account for \$5,503,536 of the revenue source in the Solid Waste Fund, reported an overall increase of \$81,781 over the prior fiscal year. Factors influencing the revenue behavior in this fund are primarily related to changes in growth, seasonal service patterns, and timing of cycle billings during the reporting period.

Expenses: The Solid Waste Fund's first ten months operating expenses excluding depreciation total \$5,284,298 or 79% of estimated expenses for the year, with an additional encumbered amount of \$1,294,084. The majority of expenditures in this fund are for contractual services relating to garbage collection and recycling.

The Solid Waste Fund currently is reporting an income before transfers of \$238,462 and a change in net position of \$67,769 after allowing for transfers. The change in net position is \$274,725 less than this time last year.

The attached financial statement provides additional detail.

STORMWATER UTILITY FUND (Fund 412)

With 83% of the fiscal year complete, the Stormwater Utility Fund is reporting total revenues at 60% of budget while expenditures are 48% of the budget as summarized below:

2017			
Stormwater Operating Fund	FYTD Actual	Total Current Budget	% of Budget
REVENUE	\$4,326,690	\$7,246,872	60%
EXPENSES	\$3,504,067	\$7,246,872	48%
Change in Fund Balance	\$822,623	\$0	

Revenues: Drainage fees, which account for \$3,865,801 of the revenue source in the Stormwater Utility Fund, reported an overall increase of \$75,863 over the prior fiscal year and \$93,327 than in 2015. Revenues in this fund primarily rely on the collection of drainage fees by the non-advalorem method, which are collected beginning in November on the tax bill.

Expenses: For the first ten months, operating expenses totaled \$1,303,073 which is 61% of the annual budget and \$109,854 higher than last year. An additional \$861,372 is encumbered.

After allowing for non-operating expenses, transfers in lieu of taxes and debt service payment transfers, the Drainage Fund is reporting an increase in net position for the first ten months of \$822,623 which is \$40,722 less than this time last year.

The attached financial statement provides additional detail.

GOLF COURSE REPORT

The consolidated financial reports for the period ending July 31, 2017 for the Cypress Head Golf Course are attached. Detailed statements are available in the Finance Department.

YMCA REPORT

The financial report for the period ending July 31, 2017 for the YMCA is attached.

IN SUMMARY:

As appropriations lapse at the end of each year, City Council re-appropriates funding for open purchase orders and existing funded projects. Total budget projections as they are presented in the attached reports incorporate current year appropriations plus prior year carryover pertaining to open and in process projects. Available liquid equity has been evaluated and is adequate to meet or exceed revenue policies as established by City Council.

Should you have any questions as they relate to this report or its attachments, please feel free to contact me.

Thank you,

Tracey Riehm
Finance Director

TR/lb



City of Port Orange Revenue Comparison - General Fund (001) Period Ending: July 31 (83% of the Fiscal Year) 2017/P10									
Sub Activity	2015		% of Total	2016		% of Total	2017		% of Budget
	FYTD Actual	Audited Annual Receipts		FYTD Actual	Audited Annual Receipts		FYTD Actual	Total Current Budget	
ADVALOREM TAXES	10,367,742	10,443,031	99%	10,953,753	10,979,872	100%	11,904,340	11,879,103	100%
SALES & USE TAXES	0	736,939	0%	0	741,261	0%	0	0	0%
UTILITY SERVICE TAXES	3,709,866	5,153,922	72%	3,712,301	5,270,749	70%	3,850,522	5,271,979	73%
COMMUNICATIONS SERVICE TX	1,271,123	1,886,648	67%	1,228,004	1,784,375	69%	1,099,687	1,722,687	64%
LOCAL BUSINESS TAX	40,911	113,499	36%	70,582	148,250	48%	60,528	150,000	40%
FEES & PERMITS	2,045,150	3,333,346	61%	1,949,990	3,243,221	60%	1,925,944	3,256,443	59%
INTER GOVT	3,610,038	5,152,710	70%	3,854,229	5,379,844	72%	4,067,873	5,735,849	71%
CHARGES FOR SERVICE	2,163,206	3,380,323	64%	2,283,337	2,696,483	85%	2,368,694	2,727,156	87%
FINES & FORFEITS	191,916	45,940	418%	161,016	230,003	70%	105,778	157,600	67%
MISC REVENUE	1,042,165	380,473	274%	890,542	2,529,347	35%	2,120,854	1,111,035	191%
INTERFUND TRANSFER	63,649	63,649	100%	32,000	259,193	12%	0	0	0%
CONTRB FROM ENTERPRISE FD	1,371,883	1,646,259	83%	1,345,334	1,614,401	83%	1,343,048	1,611,658	83%
APPROPRIATED EQUITY	0	0	0%	0	0	0%	0	12,433,629	0%
GENERAL FUND REVENUE:	\$25,877,648	\$32,336,738	80%	\$26,481,089	\$34,877,001	76%	\$28,847,268	\$46,057,139	63%

City of Port Orange Expense Comparison - General Fund (001) Period Ending: July 31 (83% of the Fiscal Year)									
Department Description	2015		% of Total	2016		% of Total	2017		% of Budget
	FYTD Actual	Audited Annual Expenditures		FYTD Actual	Audited Annual Expenditures		FYTD Actual	Total Current Budget	
NON DEPARTMENTAL	3,186,484	3,474,836	92%	2,258,759	4,386,966	51%	11,259,131	13,745,668	82%
MAYOR & COUNCIL	164,407	199,746	82%	176,125	212,693	83%	157,732	201,830	78%
CITY MANAGER	334,240	456,549	73%	456,529	588,524	78%	435,580	603,829	72%
LEGAL SERVICES	400,044	499,708	80%	442,154	563,991	78%	469,117	687,347	68%
CITY CLERK	236,122	291,702	81%	257,551	327,846	79%	256,629	365,073	70%
FINANCE	693,228	870,178	80%	781,550	968,625	81%	880,548	1,222,545	72%
PERSONNEL	263,773	352,949	75%	265,406	338,284	78%	271,700	408,239	67%
COMMUNITY DEVELOPMENT	1,019,147	1,266,317	80%	1,086,834	1,388,546	78%	1,159,400	1,591,061	73%
FIRE SERVICES	5,983,804	7,646,521	78%	6,481,301	8,267,873	78%	6,349,807	8,369,219	76%
POLICE	9,164,642	11,622,625	79%	8,945,719	11,668,827	77%	9,244,285	12,101,120	76%
PUBLIC WORKS	1,542,824	1,960,595	79%	1,750,721	2,252,723	78%	1,927,420	2,895,547	67%
PARKS MAINTENANCE	1,362,460	1,738,032	78%	1,435,923	2,031,817	71%	1,601,636	2,450,609	65%
RECREATION	532,160	718,415	74%	558,812	830,040	67%	623,257	903,862	69%
ATHLETICS	256,770	312,346	82%	361,294	441,446	82%	352,403	511,190	69%
POGTV	2,779	3,133	89%	1,523	3,462	44%	-	-	-
GENERAL FUND EXPENSES:	\$25,142,884	\$31,413,652	80%	\$25,260,201	\$34,271,663	74%	\$34,988,645	\$46,057,139	76%
Excess of Revenue over(under) Expenditures	\$734,764	\$923,086		\$1,220,888	\$605,338		-\$6,141,377	\$ -	

Note: minor variances in totals may exist due to rounding

CITY OF PORT ORANGE

STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUILDING SPECIAL REVENUE FUND (109)
 Period Ending: July 31 (83% of the Fiscal Year)

	FY2015			FY2016			FY2017		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Revenues									
Permits and fees	1,012,863	1,250,379	81%	830,779	961,415	86%	1,610,052	1,151,500	140%
Miscellaneous		140	0%	126	126	100%	271	-	0%
Total operating revenues	1,012,863	1,250,519	81%	830,905	961,541	86%	1,610,323	1,151,500	140%
Expenditures									
General government:									
Planning and community development	794,311	982,921	81%	839,233	1,094,899	77%	973,988	1,663,411	59%
Total operating expenses - w/o depreciation	794,311	982,921	81%	839,233	1,094,899	77%	973,988	1,663,411	59%
Operating income (loss)	218,552	267,598	82%	(8,328)	(133,358)	6%	636,335	(511,911)	-124%
Non-operating revenues (expenses)									
Interest earnings	13,456	9,047		10,005	14,363		13,972	9,000	
Other income (expense)									
Interest and amortization expense									
Total nonoperating revenue (expenses)	13,456	9,047	149%	10,005	14,363	70%	13,972	9,000	155%
Income (loss) before contributions and transfers	232,008	276,645	84%	1,677	(118,995)	-1%	650,307	(502,911)	-129%
Appropriated Fund Balance								502,911	
Transfers									
Transfers in	2,613	2,613			-				
Transfers (out) - In Lieu of Tax									
Transfers (out) - Debt Service									
Change in net position	234,621	279,258		1,677	(118,995)		650,307	-	

Note: minor variances in totals may exist due to rounding

CITY OF PORT ORANGE									
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE									
BUDGET AND ACTUAL - UTILITIES OPERATING FUND (401 - ONLY)									
Period Ending: July 31 (83% of the Fiscal Year)									
	FY2015			FY2016			FY2017		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Operating revenues									
Charges for services:									
Water sales	8,520,012	11,274,679	76%	8,605,530	11,600,185	74%	8,857,075	10,401,471	85%
Hydrant rentals	33,265	36,165	92%	43,273	46,423	93%	43,120	46,010	94%
Sewer charges	10,350,740	13,639,842	76%	10,848,866	14,346,973	76%	11,016,726	13,282,971	83%
Connections service, and cut-off charges	617,554	796,698	78%	563,075	736,621	76%	762,030	891,308	85%
Other revenues ²	45,620	59,104	77%	86,645	104,876	83%	110,744	36,253	305%
Total operating revenues	19,567,191	25,806,488	76%	20,147,389	26,835,078	75%	20,789,695	24,658,013	84%
Operating expenses²									
Personal services (plus travel per diem)	4,588,965	5,799,735	79%	4,754,651	5,994,691	79%	4,849,470	6,660,156	73%
Contractual services (Professional & Other)	2,020,276	2,483,550	81%	2,099,497	2,622,163	80%	1,981,864	2,915,079	68%
Utilities	1,121,095	1,321,228	85%	987,455	1,183,948	83%	1,027,150	1,328,311	77%
Maintenance and repairs	1,312,738	1,565,775	84%	1,279,680	1,389,132	92%	1,108,989	1,492,254	74%
Other supplies and expenses	1,686,114	2,137,117	79%	1,594,293	2,118,171	75%	1,613,814	2,493,692	65%
Total operating expenses - w/o depreciation	10,729,188	13,307,405	81%	10,715,576	13,308,105	81%	10,581,287	14,889,492	71%
Operating income (loss)	8,838,003	12,499,083	71%	9,431,813	13,526,973	70%	10,208,408	9,768,521	105%
Non-operating revenues (expenses)									
Interest earnings ²	85,030	51,414		78,505	105,720		102,857	74,448	
Other income (expense)	(107,641)			(378,901)			(84,417)	(3,231,980)	
Interest and amortization expense ²	(7,529)	(154,398)		(3,802)	(141,187)				
Total nonoperating revenue (expenses)	(30,140)	(102,984)	29%	(304,198)	(35,467)	858%	18,440	(3,157,532)	-1%
Income (loss) before contributions and transfers	8,807,863	12,396,099	71%	9,127,615	13,491,506	68%	10,226,848	6,610,989	155%
Appropriated Fund Balance									
Transfers									
Transfers in	9,579	9,579		-	-		-	3,505,315	
Transfers (out) - In lieu of tax	(1,050,453)	(1,260,543)	83%	(1,021,170)	(1,225,404)	83%	(1,015,891)	(1,219,069)	83%
Transfers (out) - debt service ^{1,2}	(7,291,133)	(8,749,359)	83%	(7,216,136)	(8,659,363)	83%	(7,414,362)	(8,897,235)	83%
Change in net position	475,857	2,395,776		890,309	3,606,739		1,796,595	-	

¹ Proprietary Debt Service transfers zero out as part of the year-end funds consolidation process. Included here for historical comparison.

² Some classifications are restated for use as a management tool to 1) remove "roll-up" of funds and 2) provide consistency in classifications for comparison purposes

Note: minor variances in totals may exist due to rounding

CITY OF PORT ORANGE									
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE									
BUDGET AND ACTUAL - SOLID WASTE OPERATING FUND (410 - ONLY)									
Period Ending: July 31 (83% of the Fiscal Year)									
	FY2015			FY2016			FY2017		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Operating revenues¹									
Charges for services:									
Waste disposal fees	5,433,657	7,052,339	77%	5,421,744	7,169,080	76%	5,503,531	6,967,288	79%
Other revenues	-	42	0%	11	809	1%	5	-	
Total operating revenues	5,433,657	7,052,381	77%	5,421,755	7,169,889	76%	5,503,536	6,967,288	79%
Operating expenses									
Personal services	176,310	223,365	79%	193,505	254,305	76%	183,414	220,429	83%
Contractual services (Professional & Other)	4,790,843	6,286,101	76%	4,719,456	6,441,284	73%	5,090,567	6,455,526	79%
Utilities	718	858	84%	478	741	65%	1,423	805	177%
Maintenance and repairs	6,215	7,251	86%	3,882	4,608	84%	7,062	8,878	80%
Other supplies and expenses	26,315	54,882	48%	8,635	9,435	92%	1,832	3,506	52%
Total operating expenses (w/o depreciation)	5,000,401	6,572,457	76%	4,925,956	6,710,373	73%	5,284,298	6,689,144	79%
Operating income (loss)	433,256	479,924	90%	495,799	459,516	108%	219,238	278,144	79%
Non-operating revenues (expenses)									
Interest earnings	19,645	13,809		17,050	24,128		19,224	14,000	
Other income (expense)								(105,267)	
Interest and amortization expense		-			-				
Total nonoperating revenue (expenses)	19,645	13,809	142%	17,050	24,128	71%	19,224	(91,267)	-21%
Income (loss) before contributions and transfers	452,901	493,733	92%	512,849	483,644	106%	238,462	186,877	128%
Appropriated fund balance								17,954	
Transfers									
Transfers in	888	888		-	-		-	-	
Transfers (out) - In lieu of taxes	(161,563)	(193,875)		(170,355)	(204,425)		(170,693)	(204,831)	
Transfers (out) - debt service									
Change in net position	292,226	300,746		342,494	279,219		67,769	-	

¹ For comparison purposes FY16 operating revenue classifications adjusted to FY15 audit classifications

² Some classifications are restated for use as a management tool to 1) remove "roll-up" of funds and 2) provide consistency in classifications for comparison purposes

Note: minor variances in totals may exist due to rounding

CITY OF PORT ORANGE									
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE									
BUDGET AND ACTUAL - STORMWATER OPERATING FUND (412 - ONLY)									
Period Ending: July 31 (83% of the Fiscal Year)									
	FY2015			FY2016			FY2017		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Operating revenues									
Charges for services:									
Drainage fees	3,772,474	3,860,256	98%	3,789,938	3,846,382	99%	3,865,801	3,967,009	97%
Other revenues ²	-	218	0%	258	37,795	1%	260	-	0%
Total operating revenues	3,772,474	3,860,474	98%	3,790,196	3,884,177	98%	3,866,061	3,967,009	97%
Operating expenses²									
Personal services	584,448	734,663	80%	578,877	735,974	79%	574,459	981,750	59%
Contractual services (Professional & Other)	502,155	609,239	82%	502,245	605,906	83%	588,259	892,824	66%
Utilities	1,375	1,375	100%	1,889	2,516	75%	1,707	2,285	75%
Maintenance and repairs	125,697	141,756	89%	65,544	89,546	73%	93,094	135,200	69%
Other supplies and expenses	58,725	69,426	85%	44,664	55,150	81%	45,554	136,656	33%
Total operating expenses (w/o depreciation)	1,272,400	1,556,459	82%	1,193,219	1,489,092	80%	1,303,073	2,148,715	61%
Operating income (loss)	2,500,074	2,304,015	109%	2,596,977	2,395,085	108%	2,562,988	1,818,294	141%
Non-operating revenues (expenses)									
Interest earnings ²	27,970	22,783	123%	15,109	20,992	72%	20,843	26,700	78%
Other income (expense)	(94,116)	-		(989,367)	-		(754,167)	(3,361,965)	
Interest and amortization expense	(8,719)	(20,054)		(2,033)	(11,515)		-	-	
Total nonoperating revenue (expenses)	(74,865)	2,729		(976,291)	9,477		(733,324)	(3,335,265)	22%
Income (loss) before contributions and transfers	2,425,209	2,306,744	105%	1,620,686	2,404,562	67%	1,829,664	(1,516,971)	-121%
Appropriated fund balance								2,162,017	
Capital Grants ³		61,681		300	700,858		439,786	1,091,146	
Transfers									
Transfers in	847,500	847,500		677,000	677,000		-	-	
Transfers (out) - General Fund	(63,649)	(63,649)		-	-		-	-	
Transfers (out) - In Lieu of Tax	(159,867)	(191,841)	83%	(153,810)	(184,572)	83%	(156,465)	(187,758)	83%
Transfers (out) - debt service ^{1,2}	(1,533,272)	(1,839,926)	83%	(1,280,831)	(1,536,997)	83%	(1,290,362)	(1,548,434)	83%
Change in net position	1,515,921	1,120,509		863,345	2,060,851		822,623	-	

¹ Proprietary Debt Service transfers zero out as part of the year-end funds consolidation process. The remaining balance of Transfer (Out) - Debt Service represents governmental debt.

² Some classifications are restated for use as a management tool to 1) remove "roll-up" of funds and 2) provide consistency in classifications for comparison purposes

³ Added for FY2016

Note: minor variances in totals may exist due to rounding

Financial Reports
for period ending
July 2017

Golf Course

City of Port Orange, Florida
Statement of Net Position
July 31, 2017
Consolidated Golf Course

ASSETS

Cash	\$	252,462.48
Accounts Receivable	\$	14,645.85
Inventory	\$	16,171.93
Prepaid Items	\$	23,485.55
Total Current Assets	\$	306,765.81
Land	\$	979,806.54
Buildings & Improvements	\$	5,273,164.11
Equipment	\$	92,796.79
Accum Depr	\$	(2,556,285.78)
Total Non-Current Assets	\$	3,789,481.66
TOTAL ASSETS	\$	4,096,247.47

LIABILITIES

Accounts Payable	\$	82,137.44
Unearned Revenue	\$	79,938.84
Total Current Liabilities	\$	162,076.28
Advances from Other Funds	\$	3,288,551.86
Total Non-current Liabilities	\$	3,288,551.86

TOTAL LIABILITIES **\$ 3,450,628.14**

NET POSITION

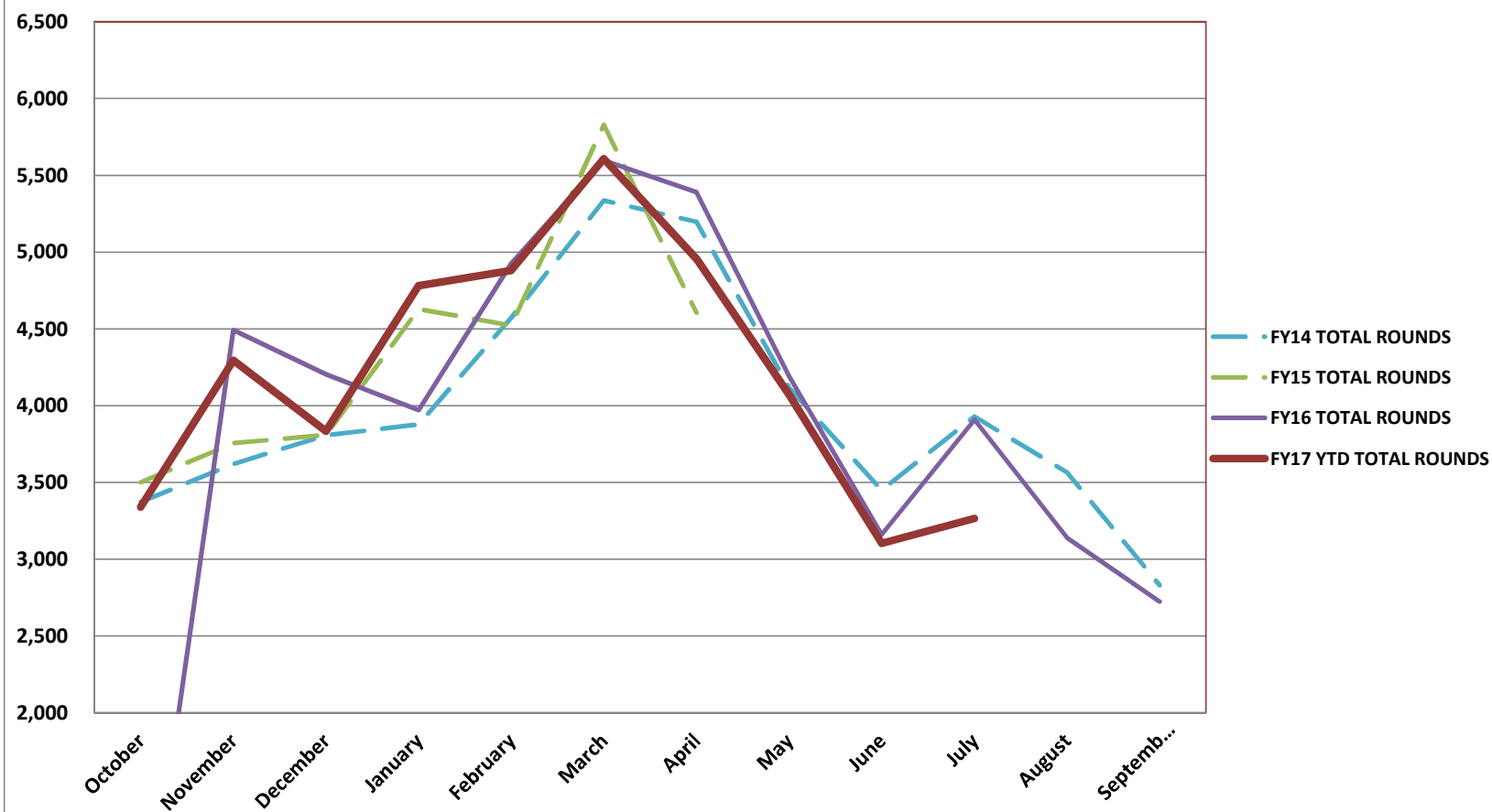
Net Investment In Capital Assets	\$	569,151.99
Income (Loss)	\$	76,467.34
TOTAL NET POSITION	\$	645,619.33

City of Port Orange, Florida
Statement of Revenue, Expenses and Changes in Net Position
Fiscal YTD as of July 31, 2017
Consolidated Golf Course

<u>Operating Revenues</u>		<u>Total</u>
Golf Course	\$	1,121,634.72
Golf Course Surcharge		34,753.68
Restaurant	\$	<u>22,657.67</u>
Total Operating Revenues	\$	1,179,046.07
<u>Operating Expenses</u>		
Golf Course	\$	1,097,292.10
Golf Course Repair & Replacement	\$	<u>6,625.00</u>
Total Operating Expenses	\$	1,103,917.10
Operating Income (Loss)	\$	75,128.97
<u>Nonoperating revenues (expenses)</u>		
Interest & Misc.	\$	1,338.37
Capital	\$	-
Transfers in (out)	\$	-
Change in Net Position	\$	76,467.34

*Note: Capital Assets have not been reclassified &
Depreciation expense is not yet recorded*

Golf Course Rounds by Month FY14-FY17 Year to Date



The Golf Club at Cypress Head
Comparative Income Statement
For the Ten Months Ending July 31, 2017

	MTD	YTD	Audited	Percent	MTD	YTD	Annual	Percent
	Prior Year	Prior Year	Prior Year	of Total	Actual	Actual	Budget	of Total
REVENUES								
Green Fees & Cart Fees	79,621	944,926	1,077,267	88%	70,564	1,023,068	1,116,089	92%
Merchandise	5,080	46,537	54,320	86%	5,608	54,509	57,514	95%
Other Pro Shop	1,305	13,312	14,505	92%	535	12,491	11,540	108%
Range	2,379	29,851	34,150	87%	2,537	31,567	34,679	91%
Food and Beverage	0	0	137		0	0	0	
Other Operating Revenues	3,188	32,935	37,806	87%	2,710	34,754	39,852	87%
TOTAL REVENUE	91,573	1,067,562	1,218,185	88%	81,954	1,156,390	1,259,674	92%
COST OF SALES								
Merchandise	2,757	31,811	36,189	88%	3,290	32,062	40,260	80%
TOTAL COGS	2,757	31,811	36,189	88%	3,290	32,062	40,260	80%
COGS - Merchandise %	54.3%	68.4%	66.6%	102.6%	58.7%	58.8%	70.0%	84.0%
PAYROLL								
Course and Grounds	32,392	285,000	339,558	84%	25,845	294,270	351,366	84%
Carts, Range, Starters, Etc.	6,306	68,832	81,091	85%	6,560	73,875	92,546	80%
Pro Shop	4,636	45,328	53,209	85%	4,173	37,428	55,398	68%
General and Administrative	11,335	106,884	127,363	84%	11,588	110,064	129,158	85%
Marketing	3,976	41,070	48,834	84%	3,973	42,036	49,603	85%
TOTAL PAYROLL	58,646	547,114	650,054	84%	52,139	557,672	678,071	82%
OPERATING EXPENSES								
Course and Grounds	17,170	173,051	247,630	70%	18,225	212,464	212,591	100%
Carts, Range, Starters, Etc.	6,249	68,120	80,708	84%	6,447	67,586	85,302	79%
Pro Shop	195	8,666	10,107	86%	187	5,710	9,015	63%
Food and Beverage	0	322	322	100%	0	0	0	
General and Administrative	13,915	163,148	197,823	82%	14,397	180,325	205,607	88%
Marketing	1,302	31,062	34,250	91%	1,093	18,122	33,063	55%
TOTAL OPERATING EXPENSES	38,831	444,369	570,840	78%	40,349	484,208	545,578	89%
TOTAL EXPENSES	100,233	1,023,294	1,257,084	81%	95,778	1,073,942	1,263,909	85%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(5,713)	(58,785)	(70,211)	84%	(5,713)	(57,129)	(69,924)	82%
Depreciation & Amortization	(381)	(3,810)	(11,147)	34%	(154)	(1,534)	(4,572)	34%
TOTAL OTHER INCOME (EXPENSE)	(6,094)	(62,595)	(81,358)	77%	(5,866)	(58,663)	(74,496)	79%
NET INCOME	(14,753)	(18,327)	(120,257)	15%	(19,690)	23,785	(78,731)	-30%
Paid Rounds	2,961	30,535	34,878	88%	2,469	32,639	38,696	84%
Annual Pass Rounds	678	7,474	8,657	86%	557	7,128	5,051	141%
Other Rounds	269	2,100	2,437	86%	239	2,370	2,812	84%
Total Rounds	3,908	40,109	45,972	87%	3,265	42,137	46,559	91%
Revenue/Paid Rounds	30.93	34.96	34.93	100%	33.19	35.43	32.55	109%
Revenue/Total Rounds	23.43	26.62	26.50	100%	25.10	27.44	27.06	101%

Financial Report
for period ending
July 2017
Provided by
YMCA

Statement Of Activities Report

Unaudited

Volusia Flagler Family YMCA

07/01/2017 - 07/31/2017

Period 7 July 2017

Branch: Port Orange 07

Account Group	Account Group Name	Period 7 July 2017					Year to Date 2017				
		Actual	Budget	\$ Variance	Last Year	\$ Variance	Actual	Budget	\$ Variance	Last Year	\$ Variance
Revenue											
01	Contributions	13,637	1,154	12,483	2,511	11,126	47,211	58,834	-11,623	56,278	-9,067
03	Special Events	14,118	20,457	-6,339	14,934	-816	35,326	45,262	-9,936	37,150	-1,824
08	United Way	415	3,466	-3,051	3,466	-3,051	21,212	24,263	-3,051	24,263	-3,051
10	Grants	2,611	2,273	338	4,891	-2,280	17,850	15,125	2,725	18,208	-358
11	Membership	113,871	116,683	-2,812	111,194	2,677	768,383	786,159	-17,776	757,167	11,216
13	Program Fees	65,073	66,928	-1,855	65,613	-540	407,460	399,072	8,388	409,501	-2,041
14	Other - Merchandise/Vending	1,304	1,000	304	719	585	9,579	11,400	-1,821	8,395	1,184
16	Late Fees/Misc Income	338	211	127	186	152	1,219	3,942	-2,723	2,215	-996
19	Release from Restriction	0	0	0	0	0	-2,030	-1,404	-626	-1,390	-640
	Total Revenue	211,367	212,172	-805	203,514	7,853	1,306,210	1,342,653	-36,443	1,311,787	-5,577
Expenses											
21	Salaries & Wages	68,627	71,963	3,336	106,809	38,182	439,856	430,475	-9,381	490,598	50,742
22	Employee Benefits	2,728	3,611	883	5,832	3,104	21,456	23,694	2,238	31,769	10,313
23	Payroll, Taxes & W/C	7,113	6,753	-360	9,597	2,484	41,997	40,220	-1,777	45,848	3,851
24	Contract Services	7,775	6,091	-1,684	5,846	-1,929	28,563	31,352	2,789	29,051	488
25	Supplies	2,771	2,597	-174	2,460	-311	19,796	20,406	610	21,469	1,673
26	Telephone	701	720	19	800	99	6,613	5,040	-1,573	6,036	-577
27	Postage & Shipping	10	135	125	141	131	74	501	427	524	450
28	Facility Costs	39,962	37,489	-2,473	38,278	-1,684	275,633	268,584	-7,049	272,152	-3,481
29	Equipment Costs	4,464	4,614	150	4,277	-187	38,006	36,508	-1,498	34,435	-3,571
30	Program Expenses	5,212	4,466	-746	6,605	1,393	52,945	49,080	-3,865	44,768	-8,177
31	Marketing & Promotion	0	95	95	0	0	59	417	358	49	-10
32	Travel & Mileage	0	186	186	19	19	338	1,016	678	591	253
33	Conference & Training	20	85	65	-259	-279	509	660	151	611	102
34	Fundraising Expense	0	0	0	0	0	0	0	0	164	164
35	National & Other Dues	2,176	2,361	185	2,801	625	15,233	15,418	185	18,499	3,266
38	Insurance	2,340	2,308	-32	2,445	105	16,117	16,154	37	16,456	339
39	Miscellaneous Expense	2,476	900	-1,576	5,421	2,945	8,488	4,073	-4,415	10,188	1,700
40	Depreciation & Amortization	2,265	2,044	-221	2,375	110	15,817	14,309	-1,508	15,557	-260
48	Metro Services	29,076	29,076	0	29,076	0	191,196	191,196	0	191,195	-1
	Total Expenses	177,716	175,494	-2,222	222,523	44,807	1,172,696	1,149,103	-23,593	1,229,960	57,264
	Change in Net Assets	33,651	36,678	-3,027	-19,009	52,660	133,514	193,550	-60,036	81,827	51,687