



PORT ORANGE CITY COUNCIL

SPECIAL MEETING/WORKSHOP

Council Chambers

Tuesday, August 23, 2016 @ 6:30 PM

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
4. Rules of Procedure

ACTION ITEMS

5. ICMA- RC Retirement Health Savings Plan #801334

DISCUSSION ITEMS

6. Annexation Opportunities and Strategies Discussion
7. Dunlawton/US 1 Fountain Options Discussion
8. Monthly Financial Report - July 31, 2016
9. FY17 Budget Review and Discussion

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 ANY 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, 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 1-800-955-8771.

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 08/23/2016

Consent item: No

SUBJECT: ICMA- RC Retirement Health Savings Plan #801334

DEPARTMENT: City Attorney

GOAL:

OBJECTIVE:

RECOMMENDED MOTION: Move to approved and authorize execution of the attached Participation Agreement.

SUMMARY:

The International City Management Association – Retirement Corporation (ICMA-RC) has introduced a new series of Collective Investment Trust funds, the Vantage Trust II Funds (“VT II Funds”). VT II Funds will serve the VantageCare Retirement Health Savings (“RHS”) plan and provide access to lower-cost investment options, alignment of RHS plan and 401/457 fee structures and provide governance focused on the public sector. Upon City Council adoption of the Vantage Trust II Participation Agreement and return to ICMA-RC, the funds of the RHS Participants will be directed to the corresponding VT II Funds.

Project	Funding Account
No.:	No.:

ATTACHMENTS:

1.	Participation Agreement	Participation Agreement.pdf
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Tracy London
Margaret Roberts
Cindy DePina
Tracey Riehm
M. Jake Johansson
Robin Fenwick

Created/Initiated - 08/02/2016
Approved - 08/16/2016
Approved - 08/16/2016
Approved - 08/18/2016
Approved - 08/18/2016
Final Approval - 08/18/2016

VantageTrust II Multiple Collective Investment Funds Trust

Participation Agreement

This Participation Agreement by and between VantageTrust Company, LLC ("Trust Company"), the trustee of the VantageTrust II Multiple Collective Investment Funds Trust (the "Trust"), and the employer executing this Participation Agreement ("Employer") on behalf of the retirement plan(s) or retirement trust(s) identified on the signature page and effective as of the date specified at the end of this Agreement (the "Retirement Trust").

RECITALS

1. The Trust Company maintains the Trust (including each separate investment fund established as a "Fund") under the Declaration of Trust dated January 1, 2015, and all other attachments thereto, as amended and in effect from time to time (the "Declaration of Trust"), as a medium for the collective investment and reinvestment of assets of certain tax-exempt, governmental pension and profit-sharing plans, and retiree welfare plans within the meaning of section 401(a)(24) of the Internal Revenue Code of 1986, as amended, and related trusts, and other eligible investors that become Participating Trusts under the Declaration of Trust (defined as "Eligible Trust" in the Declaration of Trust).
2. The Retirement Trust desires to become a Participating Trust as defined in the Declaration of Trust.

DEFINITIONS

1. Unless otherwise specified herein, any capitalized word or phrase shall have the meaning as set forth in the Declaration of Trust.

AGREEMENT

In consideration of the foregoing and the promises set forth below, the parties agree to the following:

1. **Appointment and Acceptance.** The Employer hereby acknowledges that the Trust Company has appointed ICMA Retirement Corporation ("Investment Adviser"), an investment adviser registered under the Investment Advisers Act of 1940, as an investment adviser, pursuant to the terms of the Declaration of Trust to provide advice and recommendations to the Trust Company in the management of the Funds. The Employer further acknowledges and accepts that the Trust Company is a wholly owned subsidiary of Investment Adviser.
3. **Adoption of Trust.** The Retirement Trust's participation in each Fund will at all times be subject to the terms of the Declaration of Trust, which is hereby adopted as a part of the Retirement Trust and this Participation Agreement. The Retirement Trust's participation in each Fund will also be subject to the terms of the Declaration of Trust.
4. **Acceptance of Plan.** The Trust Company accepts the Retirement Trust (including each plan forming a part thereof) as a Participating Trust as of the date specified on the execution page of this Participation Agreement.
5. **Notice of Disqualification.** In the event that the Retirement Trust ceases to be an Eligible Trust as defined in the Declaration of Trust, then, in the case of any such event, the Employer shall deliver to the Trust Company a written notice of its ceasing to be an Eligible Trust within fifteen (15) calendar days of receipt of any notice, execution of any amendment, receipt of any letter or determination of such cessation. Upon the Trust

Company's receipt of such information, in writing or otherwise, the Retirement Trust's Units shall be redeemed in accordance with the provisions of the Declaration of Trust.

WARRANTIES, REPRESENTATIONS AND COVENANTS OF EMPLOYER AND ELIGIBLE TRUST

1. Employer and Retirement Trust represent and warrant as follows:

- A. The Retirement Trust meets the definition of an "Eligible Trust" under the Declaration of Trust. This means the Retirement Trust is any of the following:**
- i. a retirement, pension, profit-sharing, stock bonus, or other employee benefit trust that is exempt from Federal income taxation under Section 501(a) of the Code by reason of qualifying under Section 401(a) of the Code; or**
 - ii. an eligible governmental plan trust or custodial account under Section 457(b) of the Code that is exempt under Section 457(g) of the Code; or**
 - iii. Section 401(a)(24) governmental plans; or**
 - iv. any common, collective, or commingled trust fund the assets of which consist solely of assets of eligible investors in a group trust under Revenue Ruling 81-100; or**
 - v. an insurance company separate account (i) the assets of which consist solely of assets of eligible investors in a group trust under Revenue Ruling 81-100, (ii) with respect to which the insurance company maintaining the separate account has entered into a written arrangement with the Trust Company consistent with the requirements of Revenue Ruling 2011-1, and (iii) the assets of which are insulated from the claims of the insurance company's general creditors; or**
 - vi. any other plan, trust, or other entity that is an eligible investor in a group trust under Revenue Ruling 81-100.**
- B. The Retirement Trust is established, maintained and administered under one or more documents that authorize part or all of the assets of the Retirement Trust to be transferred to, and commingled for investment purposes in, a Trust that meets the requirements of Revenue Ruling 81-100;**
- C. The Declaration of Trust (including each Fund thereunder) is adopted as part of the Retirement Trust;**
- D. Authorization or license from any foreign, federal, state or local regulatory authority or agency required on the part of the Employer or the Retirement Trust has been obtained and any necessary filing with any of the foregoing has been duly made.**

2. Employer hereby represents and acknowledges the following:

- A. It has the requisite authority to enter into this Participation Agreement on behalf of the Retirement Trust, to authorize investments under the provisions of the documents of the Retirement Trust and to make, on behalf of the Retirement Trust, any and all certifications, covenants, representations or warranties set forth in this Agreement.**

- B. It has received and reviewed the Declaration of Trust, any addenda thereto, the VantageTrust II Funds Disclosure Memorandum, and any additional materials and information it has requested describing the Trust, and its business and operation, and that in making a prudent investment decision with respect to the contribution of assets to the Trust in exchange for Units, the Employer has relied solely upon independent investigations made, directly or indirectly, by it.
 - C. It has been given the opportunity to review with the Trust Company the terms and conditions of this Participation Agreement and the Declaration of Trust, and to obtain additional information to verify the accuracy of the information contained in the aforesaid materials, and such other information as it desires to evaluate its investment in the Trust.
 - D. The Units of the Fund(s) have not been registered under the Securities Act of 1933, or the applicable securities laws of any states or other jurisdictions.
 - E. Neither the Trust nor any Fund is registered under the Investment Company Act of 1940 and investors are not entitled to the protections of that Act.
 - F. The Units of the Fund(s) are not insured by the Federal Deposit Insurance Corporation or any other type of deposit insurance coverage.
3. Employer agrees promptly to notify the Trust Company in the event that any of the representations set forth above or any information provided pursuant to the provisions hereof ceases to be accurate during the term of this Participation Agreement. Until such notice is given to the Trust Company, the Trust Company may rely on the representations contained in, and all other information provided pursuant to or as contemplated by, this Participation Agreement in connection with all matters related to the Funds and the Trust.

FEES AND EXPENSES

- 1. Fees and expenses incurred with respect to the Trust, including compensation of the Trustee, shall be paid in accordance with the Declaration of Trust.

MISCELLANEOUS

- 1. **Construction.** This Participation Agreement shall be deemed to be executed and delivered in the District of Columbia, and, except to the extent superseded by federal laws, all laws or rules of construction of the District of Columbia shall govern the rights of the parties hereto and the interpretation of provisions of this Participation Agreement.
- 2. **Counterparts.** This Participation Agreement may be executed in any number of separate counterparts, each of which shall be deemed an original, but the several counterparts shall together constitute one and the same Participation Agreement of the parties hereto.
- 3. **Amendments.** This Participation Agreement shall be automatically amended by any amendment to the Declaration of Trust, and all such amendments shall be automatically incorporated by reference herein, and any provisions of this Participation Agreement inconsistent with the terms of such amendment shall be null and void on and after the effective date of such amendment.
- 4. **Agreement Conflicts.** In the event that any terms of this Participation Agreement conflict with or are in addition to the terms of any Administrative Services Agreement ("ASA") between the parties, the terms of this Participation Agreement and the Declaration of Trust shall prevail. In the event that the terms of this

Participation Agreement conflict with the terms of the Declaration of Trust, the terms of the Declaration of Trust shall prevail.

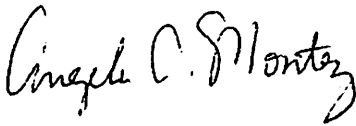
5. **Prohibited Transactions.** If the Trust Company determines that the Retirement Trust's involvement with certain assets, liabilities or transactions will result, or has resulted, in the Trust engaging in a transaction that is prohibited by the Internal Revenue Code, Securities Act of 1933, Investment Company Act of 1940 or other applicable law, the Trust Company, in its sole discretion, may take action to correct such prohibited transaction, or may treat the Retirement Trust as having withdrawn from participation and shall redeem the Retirement Trust's Units, all in accordance with the Declaration of Trust.
6. **Severability.** Each clause or term of this Participation Agreement is severable from the entire Participation Agreement, and if any clause or term is declared invalid, the remaining clauses or terms shall remain in effect.

[Space Intentionally Blank]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date specified below.

VantageTrust II Multiple Collective Investment Funds Trust

By: VantageTrust Company, LLC, as Trustee,

By: 
Angela Montez
Secretary

Plan/Retirement Trust:

Plan/Retirement Trust Name

ICMA-RC Plan Number

Plan/Retirement Trust Name

ICMA-RC Plan Number

By: _____
Name of Employer or Fiduciary

Customer Number

By: _____
Authorized Officer Signature

Date

Allen Green, Mayor

Printed Name and Title

1000 City Center Circle

Address Line 1

Port Orange, FL 32129

Address Line 2

386-506-5501

Telephone Number



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/23/2016

Consent item: No

SUBJECT: Annexation Opportunities and Strategies Discussion

DEPARTMENT: Community Development

GOAL: 4 - Fiscal Sustainability

OBJECTIVE: 2 - Explore annexation opportunities

RECOMMENDED MOTION: Provide Direction

SUMMARY:

The City's approach to annexation in recent years has been to process voluntary requests, but not to proactively pursue annexation. However, one of the current objectives adopted by the City Council to achieve the Strategic Plan Goal of Fiscal Sustainability is to explore annexation opportunities.

Attached is a map of potential areas for future annexation (green and purple areas).

- The areas shown in purple are unincorporated enclaves that staff recommends for annexation for more efficient service delivery.
- The areas shown in green are unincorporated areas for potential annexation via an Interlocal Service Boundary Agreement (ISBA). One of these green areas is labeled "Existing ILA Area." This area is covered by an agreement addressing the planning for a future annexation and land use of the area. This Existing ILA Area already has a City Future land Use designation and is part of the City's Comprehensive Plan. If an ISBA is adopted it should reaffirm this existing agreement.
- The areas shown in orange are areas of the County governed by adopted Local Plans that restrict future development to the existing zoning and density and are NOT recommended for annexation.

These are options Council may consider regarding future annexation:

1. No change to current policy;
2. Enter into an ISBA that covers all future annexation areas;
3. Enter into an Enclave Annexation agreement;
4. Explore entering into an ISBA that also addresses enclave annexation; and
5. Provide incentives for annexation, such as waiving all fees associated with annexation (annexation application, Future Land Use application, rezoning application fees and legal ad costs).

Interlocal Service Boundary Agreement (ISBA):

Florida Statutes, Chapter 171 Part II, provides for a county and a city to enter into an ISBA as an alternative, more flexible approach to the annexation process. The intent of this process is to encourage intergovernmental coordination in planning, service delivery, and boundary adjustments and to reduce intergovernmental conflicts.

Volusia County has ISBAs with Ormond Beach, New Smyrna Beach, and Edgewater, and they are in the process of drafting one with Oak Hill. The ISBA identifies future annexation areas for each city and allows for annexation without contiguity. The ISBA usually includes agreed upon land uses as well and road maintenance issues. Staff understands that Volusia County is requiring cities to take over maintenance of certain County roads in their ISBAs.

The ISBA process begins with the City passing an Initiating Resolution, followed by the County passing a Responding Resolution, then once the ISBA is complete each agency adopts the ISBA. The timing of the process will depend on how long it takes to agree to the various terms of the agreement. The Ormond Beach ISBA took approximately 4 ½ years, but this was the first ISBA entered into by the County and it appears as though the process has gotten faster. The New Smyrna Beach ISBA took approximately 2 years and Edgewater's approximately 1 ½ years.

Enclave Annexation Agreement:

Florida Statutes, Section 171.046, states that, "The Legislature recognizes that enclaves can create significant

problems in planning, growth management, and service delivery, and therefore declares that it is the policy of the state to eliminate enclaves.” Florida Statutes provide for involuntarily annexation of developed enclaves by interlocal agreement with the County. This may be able to be incorporated into an ISBA or it may be faster to do this as a separate agreement. The Enclave Annexation Agreement process requires notifying the property owners to be annexed and each agency adopting the Agreement.

Incentives:

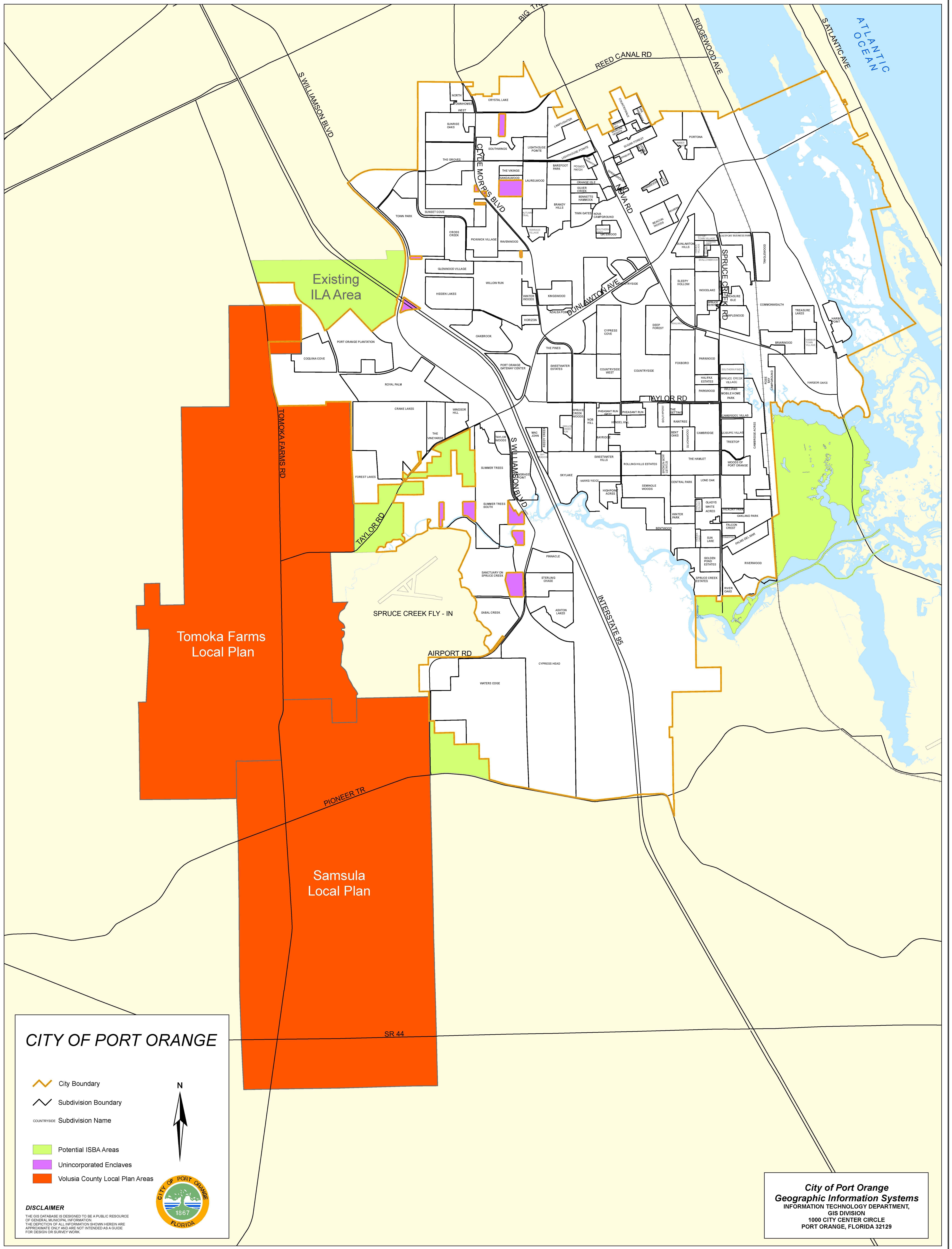
All of the cities that have adopted ISBAs in Volusia County waive all fees associated with annexation (annexation application, Future Land Use application, rezoning application fees and legal ad costs). Currently, the City of Port Orange application fees to Annex and change to a City Future Land Use and Zoning total approximately \$10,110, plus an estimated \$6,000 is required legal advertising. It typically takes approximately 6 – 9 months to complete the process of annexation and changing land use and zoning.

Project	Funding Account
No.:	No.:

ATTACHMENTS:

1.	Map	Annexation Opportunities Map.pdf
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Penelope Cruz	Created/Initiated - 07/22/2016
Wayne Clark	Approved - 07/29/2016
M. Jake Johansson	Approved - 07/29/2016
Robin Fenwick	Final Approval - 08/02/2016



CITY OF PORT ORANGE

- City Boundary
- Subdivision Boundary
- Subdivision Name
- Potential ISBA Areas
- Unincorporated Enclaves
- Volusia County Local Plan Areas



DISCLAIMER
THE GIS DATABASE IS DESIGNED TO BE A PUBLIC RESOURCE OF GENERAL MUNICIPAL INFORMATION. THE DEPICTION OF ALL INFORMATION SHOWN HEREIN ARE APPROXIMATE ONLY AND ARE NOT INTENDED AS A GUIDE FOR DESIGN OR SURVEY WORK.

City of Port Orange
Geographic Information Systems
INFORMATION TECHNOLOGY DEPARTMENT,
GIS DIVISION
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA 32129



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/23/2016

Consent item: No

SUBJECT: Dunlawton/US 1 Fountain Options Discussion

DEPARTMENT: Public Works

GOAL:

OBJECTIVE:

RECOMMENDED MOTION:

SUMMARY:

The Dunlawton Avenue/US 1 fountain is known to have been constructed and dedicated in 1998. It was originally constructed as a four way jet fountain, consisting of one internal jet and three external jets.

Since construction, the fountain has been a high maintenance structure. The following have been some of the maintenance issues:

1. During windy days, the winds created airlocks that required regular maintenance response to turn off and on the three outside jets in order to restart the fountain.
2. The fountain reservoir constantly leaked city water underground thereby using significant amount of potable city water. Leak had to be sealed.
3. A well was locally sank, and a pump installed on top of it. The well water clogged the fountain filters with contaminants so much so that the filters had to be cleaned every week. The filters were eventually eliminated.
4. The fountain pump broke down regularly and had to be replaced.
5. The underground water line broke from the dynamic movement of the fountain resulting in significant loss of water. The underground pipe was eventually abandoned and a parallel pipe installed.
6. Some residents took showers or bathed in the fountain exposing the City to liability of injury.
7. Litter is being thrown into the fountain resulting in constant efforts to remove them.

Annual cost of maintenance has not been documented since the construction and dedication of the structure in 1998.

The workshop is intended to discuss the options and to receive direction from the City Council regarding the fountain including keeping it as is, upgrading it, demolishing it, or replacing it with some other low maintenance structure such as a public art, statue, City logo, or clock. Below are some options for discussions.

General maintenance and modernization of site for all options:

Pressure wash and paint column feature.

\$1000

Remove extraneous trees and plant material to simplify landscape to highlight the large oak tree behind the column feature while providing necessary parking lot screening with single hedge. \$2,500

Replace all lighting with LED fixtures that have color changing ability.

\$25,000

Option 1 – Restore fountain Replacement parts to restore the original fountain with an additional 230-gallon reservoir tank to improve water quality characteristics and reduce the time it takes to maintain the fountain. \$27,275

Option 2 – Replace with a permanent pool fountain

Total replacement of the fountain components and hardscape with a full feature fountain that has a permanent pool of water. Maintenance and water loss will be drastically reduced compared to the original fountain design. \$75,000-\$90,000

Option 3 – Remove fountain and replace with public art

All fountain components would be removed. The three large jets would be replaced with lighting to uplift the public art. Public art could be chosen by contest, committee or donated. Public art could be temporary and put on rotation. \$4,000 +

Project	Funding Account
No.:	No.:

ATTACHMENTS:

1.	Dunlawton/US1 Fountain Photo	Dunlawton-US1 Fountain.jpg
2.	Wesco Fountain's Repairs Quote	Westco Fountain Quote.pdf

Robin Fenwick	Created/Initiated - 07/25/2016
Branford Adumuah	Approved - 08/11/2016
Wayne Clark	Approved - 08/12/2016
M. Jake Johansson	Approved - 08/18/2016
Robin Fenwick	Final Approval - 08/18/2016





CUSTOM FOUNTAIN PROPOSAL

3/11/2016

3440 Technology Dr. • N. Venice, FL 34275 • (941) 484-8224 • Fax: 484-9302 www.wescofountains.com

PREPARED FOR

City Of Port Orange
407 Virginia Avenue
Port Orange, FL 32127

Date: 3/10/2016

Quotation Number: **MHP21429**

Sales Representative: MARK POLLOCK

Attn: Erik Repyneck

Telephone: 386-506-5575

Project: **GATEWAY PARK FOUNTAIN (REBUILD)**
PORT ORANGE, FL

Fax: 386-756-5365

Re: Fountain Description: Voltage/Phase: 230/1

This quote is for the replacement of the equipment, grate, lights and nozzles at the Gateway Park in Port Orange, FL. The equipment vault will be gutted and new pump, valves, filter, chlorinator, wind speed control, manifold and electrical control panel will be installed. The fountain pit will gutted and 3 new 1.5 inch aerator nozzles, 3 LED color changing lights, riser sump grate and new fibergrate to cover the pit. A 230 Gallon Reservoir Tank will be installed next to the vault to improve water quality characteristics and reduce the time it takes to maintain the fountain.

ITEM#	PART#	QTY	
<u>1</u>	WGE-030	1	WESCO Fountains WGE-030 Filter Pump. High performance full rated energy efficient 50/60 Hz. Glass reinforced plastic housing with 3450 rpm motor. Integral hair and lint strainer. 208-230 volt, single phase (1Ø), 3 H.P.
<u>2</u>	WRM-100	1	WESCO Fountains WRM-100 Manifold Assembly. This assembly includes; fiberglass pump base, PVC suction and discharge, control valves and check valves if required.
<u>3</u>	WGD-075	1	WESCO Fountains WGD-075 Cartridge Filter. Glass reinforced thermoplastic with reusable polyester filter cartridge. Filter area of 75 square feet with a maximum flow rate of 75 gpm. Color: Almond.
<u>4</u>	WGF-102	1	WESCO Fountains WGF-102 In Line Brominator/Chlorinator. Erosion type feed and designed for use with bromine or chlorine. Complete with non-clog control valve. 4.8 lb. capacity.
<u>5</u>	WRM-100	1	WESCO Fountains WRM-100 Manifold Assembly. This assembly includes; fiberglass pump base, PVC suction and discharge, control valves and check valves if required.
<u>6</u>	WFGT-230-2	1	WESCO Fountains WFGT-230-2 Fiberglass Surge Tank. Tank equipped with two 6" ports, shut off valves, two 2" ports, one 1" port with hydraulic refill valve.

GATEWAY PARK FOUNTAIN (REBUILD)

Quotation Number: MHP21429

<u>7</u>	WZC-4969	1	WESCO Fountains WZC Electrical Control Panel. Supplied prewired and tested in NEMA 4X enclosure and equipped with the following materials; Programmable time clock with standard photocell, pump breakers and starters, GFI lighting breakers and contactors, solid state printed circuit board for water level control, over load protection and surge arrestor. This panel is complete with all necessary relays, wiring and hardware. Designed for 230-1 (Volt-Phase) service. U.L. Listed.
<u>8</u>	WZD-110	1	WESCO Fountains WZD-110 Single Stage Wind Control. Supplied complete with printed circuit relay, time delay function, digital read-out, 3-cup type anemometer and telescoping pole.
<u>9</u>	WFB-600/C	1	WESCO Fountains WFB-600 Sump Grate. 60" round. Made from Fiberglass grate with 1/2 inch holes. Designed to sit inside molded flange in sump.
<u>10</u>	WFB-180/R	1	WESCO Fountains WFB-180/R Riser Style Sump Grate. 18" square. Made from 3/4" stainless steel angle with 3/16" perforated stainless steel screen. Designed to sit inside molded flange in sump.
<u>11</u>	WNIA	3	Brass 1.5 inch Aerator nozzles
<u>12</u>	WBV-015	3	WESCO Fountains 1-1/2" Full-Port Brass Ball Valve w/ S/S Handle
<u>13</u>	WDE-101	1	WESCO Fountains WDE-101 Hydraulic Water Level Control with Refill Manifold. Supplied with mechanical float control valve, water level adjustment 1/2" connection and supplied complete with quick release unions, pilot operated solenoid valve, check valve and water hammer arrestor. 1" pipe connection.
<u>14</u>	WBD-295-LV	3	WESCO Fountains WBD-295-LV Submersible Brass Light. Low profile, cast bronze with detachable rockguard. Tempered glass gasketed lens. Complete with 20' oil and water rated cord. Light is supplied with 18 watt, 12 volt color changing LED board. Fiberglass Niche with Brass Trim Ring Mount Style.
<u>15</u>	WCC-750	1	WESCO Fountains WCC Re-Enterable Potting Compound. 2 Part 750 Grams.
<u>16</u>	DEMM-1	1	WESCO Fountains DEMM-1 Owner & Maintenance Manuals. Each set contains one (1) hard copy manual and one (1) CD complete with component information, warranty information and maintenance requirements. The CD contains an electronic copy of the Owner & Maintenance Manual in PDF format.
<u>17</u>	JI-135	1	WESCO Fountains Installation of Equipment. WESCO Fountains to install and connect WESCO Pump/Filter equipment into a subterranean vault or utilizing a satisfactory equipment room provided by client for water feature equipment.

GATEWAY PARK FOUNTAIN (REBUILD)
Quotation Number: MHP21429

PRICING SUMMARY

Subtotal \$19,575.18

Sales Tax
Install/Construction Services \$7,700.00

TOTAL \$27,275.18

Comments:

GATEWAY PARK FOUNTAIN (REBUILD)

Quotation Number: MHP21429

GOODS AND SERVICES SOLD BY WESCO FOUNTAINS, INC. ARE EXPRESSLY SUBJECT TO THE TERMS AND CONDITIONS SET FORTH BELOW. ANY DIFFERENT OR ADDITIONAL TERMS OR CONDITIONS IN BUYER'S PURCHASE ORDER OR SIMILAR COMMUNICATION ARE OBJECTED TO AND SHALL NOT BE BINDING ON WESCO FOUNTAINS, INC. UNLESS AGREED TO IN WRITING BY AN OFFICER WESCO FOUNTAINS, INC.. IN THE EVENT THE FOLLOWING TERMS AND CONDITIONS CONFLICT WITH ANY OTHER AGREEMENT AND/OR CONTRACT DOCUMENT, THE FOLLOWING TERMS AND CONDITIONS SHALL CONTROL. BUYER'S ACCEPTANCE OF SHIPMENT OR PERFORMANCE AND/OR PAYMENT FOR THE GOODS OR SERVICES CONSTITUTES ACCEPTANCE OF WESCO FOUNTAINS, INC.'S TERMS AND CONDITIONS.

WESCO Fountains, Inc. requires a fifty (50%) deposit payable upon issuance of Purchase Order from Client, with the balance due upon delivery of the goods. WESCO Fountains, Inc. shall not have any obligation to commence manufacturing of any Purchase Order and further reserves the right to stop manufacturing and processing of any Purchase Order unless or until such deposit is paid. All fountain components must be PAID IN FULL before leaving the United States of America. A letter of Intent will release a work order for AutoCAD drawings to begin, if required. A fifty percent deposit is required before drawings are released.

PRICE: Prices in effect are the date of this quotation and valid for 90 days; otherwise, prices in effect at the time of shipment of goods or performance of services shall prevail. All prices quoted by WESCO Fountains, Inc. are subject to change without notice. Prices do not include any present or future sales, use, excise, value-added or similar taxes and, where applicable, such taxes shall be billed as a separate item and paid by Buyer. A standard shipping charge is applied to each invoice for goods to cover the material preparation, packaging, freight and/or any additional costs associated with each shipment based on the value and/or weight of the shipment. Additional charges for local delivery may also apply.

DELIVERY: Unless otherwise noted, all sales of goods are made f.o.b. point of shipment and, in all cases, title to such goods shall pass upon delivery to the carrier at point of shipment and thereafter all risk of loss or damage shall be upon Buyer. Delivery dates given in advance of actual shipment of goods or performance of services are estimates and shall not be deemed to represent fixed or guaranteed delivery dates.

WARRANTIES: Goods are sold only with such warranties as may be extended by the manufacturer of the product. Services performed by third parties are subject only to those warranties extended by such third parties. EXCEPT AS OTHERWISE PROVIDED HEREIN AND TO THE EXTENT PERMITTED BY STATE AND/OR FEDERAL LAW, WESCO FOUNTAINS, INC. MAKES NO WARRANTY AND ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE ARE HEREBY EXCLUDED. WESCO Fountains, Inc. components and product lines (excluding light bulbs and lenses) are warranted for ONE (1) year from date of purchase to be free from defects and/or faulty workmanship. The liability is expressly limited to the repair or replacement of such parts by WESCO Fountains, Inc. where, in their opinion, damage is caused by defect and not misuse. Without limiting the generality of the foregoing, the following shall be regarded as causes beyond control; act of God, weather conditions, explosion, flood, fire or accident. This warranty does not include labor charges involved in removing or replacing such equipment or freight to and from the factory. All saltwater, brackish water, chemically unbalanced water or any other corrosive water conditions found to be present will VOID all warranties.

LIMITATION OF LIABILITY: WESCO Fountains, Inc.'s liability on any claim for loss or damage arising out of this contract or from the performance or breach thereof, or connected with any goods or services supplied hereunder, or the operation or use of goods, whether based on contract, warranty, tort (including negligence) or other grounds, shall not exceed the price allocable to such goods or services or part thereof involved in the claim, regardless of the cause or fault giving rise to any such claim for loss or damage. WESCO Fountains, Inc. shall not be liable, whether as a result of breach of contract, warranty, tort, or any other grounds for incidental, special, or consequential damages, including, but not limited to, loss of profits or revenue, loss of use of goods or associated products, cost of capital, cost of substitute products, facilities or services, downtime costs, or claims of third-parties for such damage.

MATERIAL SUBSTITUTIONS: Unless specifically restricted on a purchase order, WESCO Fountains, Inc. reserves the right to interchange an equivalent available product in place of the product ordered where the interchangeability of the product is based on form, fit, and function. This quotation is very general and the actual material(s) or layout may be subject to change once it is reviewed through the engineering process. We have found it not practical to itemize the many miscellaneous supplies and materials used on each project. To do so would considerably add to our cost and labor charges.

INSURANCE: WESCO Fountains, Inc. will furnish a standard Certificate of Insurance, if required, for the purchase of materials or services. If additional insurance is required an extra fee will be added to the purchase price.

PROMOTION: WESCO Fountains, Inc. reserves the right to photograph, film and/or video our workmanship and products for on-site documentation and for use in promotional materials including, but not limited to, printed collateral, advertisements, multimedia, Internet and CD/DVD-ROM.

CANCELLATION AND RETURNS: Buyer may cancel an order by mutual agreement based upon payment to WESCO Fountains, Inc. of reasonable and proper cancellation charges. Goods shall not be returned by Buyer without WESCO Fountains, Inc.'s prior written authorization and payment by Buyer of a minimum restocking charge of 25%. Authorized returns shall be returned at Buyer's sole expense, freight prepaid. There are NO returns of special order or made-to-order items. No returns shall be accepted following 15 days after delivery. No credit will be issued for shipping charges or other special expenses.

FORCE MAJEURE: WESCO Fountains, Inc. shall not be liable for failure to deliver or for delay in delivery or performance due to: (i) a cause beyond its reasonable control; (ii) an act of God, act or omission of Buyer, act of civil or military authority, governmental priority or other allocation or control, fire, strike or other labor difficulty, riot or other civil disturbance, insolvency or other inability to perform by the manufacturer, delay in transportation; or, (iii) any other commercial impracticability. If such a delay occurs, delivery or performance shall be extended for a period equal to the time lost by reason of delay.

ASSIGNMENT: Buyer shall not assign or delegate any or all of its duties or rights hereunder without the prior express written consent of WESCO Fountains, Inc.

WAIVER AND DISPUTE RESOLUTION: The failure of either party to assert a right hereunder or to insist upon compliance with any term or condition will not constitute a waiver of that right or excuse any subsequent nonperformance of any such term or condition by the other party. The interpretation and enforcement of this contract, as well as all transactions related to or arising out of this contract shall be governed by the laws of the State of Florida, United States of America, excluding conflict of law rules. All claims or disputes arising out of this contract or from the performance or breach thereof, or connected with any goods or services supplied hereunder shall be resolved by submission of the same to the American Arbitration Association ("AAA"), to be settled in binding arbitration using the Construction Industry Arbitration Rules, as established and promulgated by the AAA in effect at the time of submission to the AAA. Judgment on the award rendered in arbitration may be confirmed in any court having jurisdiction thereof. The provisions of the United Nations Convention on Contracts for the International Sale of Goods shall not apply.

ATTORNEY'S FEES: In the event WESCO Fountains, Inc. finds it necessary to retain services of any attorney in order to obtain Buyer's performance hereunder, or to recover for damages brought about by Buyer's action, lack of action, or failure to perform hereunder, Buyer will pay to WESCO Fountains a reasonable amount as and for attorney's fees. In the event any action is instituted under the provisions of this contract and WESCO Fountains, Inc. is, or is made, a party to such action, Buyer shall pay to WESCO Fountains a reasonable sum as attorney's fees in the event WESCO Fountains, Inc. is declared to be the prevailing party in such action. In the event of arbitration, the arbitrator(s) shall have the authority to render an award of reasonable attorney's fees, and shall have the authority to determine such issues as entitlement and amount attorney's fees awarded as part of its determination.

INDEMNITY: Seller agrees to indemnify and/or hold harmless WESCO from liability for damages to persons or property caused in whole or in part by any act, omission, or default of the Seller arising from this Agreement. As used herein, the term damages shall mean any and all losses sustained by WESCO, including, but

GATEWAY PARK FOUNTAIN (REBUILD)

Quotation Number: MHP21429

without limitation, any liens, judgments, claims, costs, attorneys' fees, interest, incidental and consequential damages, lost profits, additional home office or project overhead, and/or professional fees. Notwithstanding the foregoing, the monetary limitation on the extent of this indemnification provided to WESCO shall be in the amount of twice the contract amount or \$1 million per occurrence whichever is greater. The obligations to indemnify under this agreement shall apply to all damages caused in whole or in part by any act, omission, of: (a) Seller, or (b) any of the Seller's contractors, subcontractors, sub-subcontractors, materialmen, or agents of any tier or their respective employees. The provisions of Florida Statute § 725.06, as modified by Chapter No. 2001-211 (SB-428), shall apply and to the extent that this paragraph is in any way inconsistent with that provision, said statute shall govern.

ENTIRE AGREEMENT: This contract, including the terms and conditions contained herein, embodies the entire agreement between the parties and no other agreements, instruments or papers, oral or otherwise except those set forth in this contract shall be deemed to exist or bind any of the parties hereto relating to the subject matter hereof.

SEVERABILITY: All terms, conditions, stipulations, covenants, promises and agreements contained in this contract shall be considered severable in the event one or more of them shall be determined hereafter by a court of competent jurisdiction to be invalid. WESCO Fountains and Buyer mutually intend that this contract, except for any portion thereof so declared invalid, shall be considered valid in the event it is otherwise sufficiently definite and certain.

ACCEPTANCE OF PROPOSAL

Please sign below and return to WESCO Fountains LLC, Wesco Partners LLC. Our fax number is (941) 484-9302 or email is info@wescofountains.com

Accepted this _____ day of _____, 2016.

Accepted by (print name): _____ of

City Of Port Orange (signature): _____.



Proudly Made in the U.S.A.



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/23/2016

Consent item: No

SUBJECT: Monthly Financial Report - July 31, 2016

DEPARTMENT: Finance

GOAL:

OBJECTIVE:

RECOMMENDED MOTION:

SUMMARY: The July 2016 financial report is attached.

Project	Funding Account
No.:	No.:

ATTACHMENTS:

1.	Monthly Financial Report - July 2016	finrptJuly2016 for publ.pdf
2.	Consolidated Golf report	July 16 Golf Course consolidated.pdf

Lori Bockelman
Tracey Riehm
M. Jake Johansson
Robin Fenwick

Created/Initiated - 08/18/2016
Approved - 08/18/2016
Approved - 08/18/2016
Final Approval - 08/18/2016



**The City of Port Orange
Finance Department**

MEMORANDUM

TO: Michael H. Johansson, City Manager
FROM: Tracey Riehm, Finance Director
DATE: August 17, 2016
SUBJECT: **Highlights of the July 2016 Financial Report**

Attached are interim financial reports and highlights for the City's major operating activities for the period ending July 31, 2016, which represents 83% of 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. Highlights of these funds are as follows:

GENERAL FUND (Fund 001)

Revenues: During the first ten months of the current fiscal year, the General Fund received a total of \$26,481,089 in revenues, of which \$25,103,755 reflected operating revenue and \$1,377,334 account for contributions from the enterprise funds and other inter-fund activity. These revenues include \$10,953,753 or 101% of the annual estimated ad valorem tax revenue. The majority of ad valorem taxes are collected in the first few months of the fiscal year. General fund revenues are 76% of the budget, however after allowing for the budgeted use of appropriated equity, the percent collected increases to 82%. Ad-valorem taxes account for the majority of the overall increase in revenue of \$603,441 compared with this time last year.

Expenditures: The first ten months operating expenditures amounted to \$25,260,201 or 72% of the estimated expenditures for the year, with an additional encumbered amount of \$1,235,529. Actual expenditures are \$117,317 higher than at this time last year.

Please also see the attached financial statement for additional detail.

BUILDING SPECIAL REVENUE FUND (Fund 109)

Revenues: During the first ten months of the current fiscal year, the Building Special Revenue Fund received \$840,910 in operating and non-operating revenues, inclusive of transfers. This equates to 61% of the annual budget, and is \$188,022 (18%) less than last year. Revenues in this fund are typically received in a sporadic nature.

Expenditures: Year-to-date expenditures in the Building Special Revenue fund are \$839,233 or approximately 60% of estimated expenditure for the year. On a percent of budget basis, year-to-date expenditures are 21% lower than this time last year; with actual expenditures \$44,922 higher than this time last year.

Year to date, the Building Special Revenue Fund's net position has increased by \$1,677.

Please also see the attached financial statement for additional detail.

WATER & SEWER FUND (Fund 401)

Revenues: The Water and Sewer Fund collected \$20,147,389 in operating revenues during the first ten months, which is 81% of projected revenues for the year. This is \$580,198 higher than last year and \$571,243 higher than in 2014.

Expenses: The first ten months operating expenses excluding depreciation amounted to \$10,715,576 or 72% of estimated expenses for the year, with an additional \$1,207,578 encumbered. Non-operating activity reports a net loss of \$304,199, compared to a net loss of \$30,140 reported at the same time last year. Currently, the water and sewer fund is reporting an income of \$9,127,615, but after transfers the fund is posting a gain of \$890,309 which is a \$414,452 change in net position from this time last year.

The attached financial statement provides additional detail.

SOLID WASTE FUND (Fund 410)

Revenues: The Solid Waste Fund's total operating revenues for the first ten months were \$5,421,756, which is 77% of the annual budget and \$11,901 less than this time last year.

Expenses: The Solid Waste Fund's first ten months operating expenses excluding depreciation total \$4,925,956 or 73% of estimated expenses for the year, with an additional encumbered amount of \$1,620,459. The Solid Waste Fund currently is reporting an income before transfers of \$512,850 and a change in net position of \$342,495 after allowing for transfers. The change in net position is \$50,269 less than at this time last year.

The attached financial statement provides additional detail.

DRAINAGE UTILITY FUND (Fund 412)

Revenues: The Drainage Utility Fund's first ten months operating revenues amount to \$3,790,196, or 95% of the annual budget and \$17,722 higher than this time last year. Revenues in this fund include the collection of drainage fees by the non-advalorem method.

Expenses: For the first ten months, operating expenses totaled \$1,193,219 which is 66% of the annual budget and \$79,182 less than last year. An additional \$1,322,571 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 \$863,345 which is \$652,574 less than at this time last year.

The attached financial statement provides additional detail.

GOLF COURSE REPORT

The financial reports for the period ending July 31, 2016 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, 2016 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.lm

City of Port Orange Revenue Comparison - General Fund (001) Period Ending: July 31 (83% of the Fiscal Year)									
Sub Activity	2014			2015			2016		FYTD16 % of Budget
	FYTD Actual	Audited Annual Receipts	FYTD14 % of Total	FYTD Actual	Audited Annual Receipts	FYTD15 % of Total	FYTD Actual	Total Current Budget	
ADVALOREM TAXES	10,355,581	10,360,132	100%	10,367,742	10,443,031	99%	10,953,753	10,807,883	101%
SALES & USE TAXES	0	717,597	0%	0	736,939	0%	0	717,597	0%
UTILITY SERVICE TAXES	3,619,624	5,002,091	72%	3,709,866	5,153,922	72%	3,712,301	4,944,127	75%
COMMUNICATIONS SERVICE TX	1,337,989	1,972,034	68%	1,271,123	1,886,648	67%	1,228,004	1,862,251	66%
LOCAL BUSINESS TAX	43,301	122,860	35%	40,911	113,499	36%	70,582	123,000	57%
FEES & PERMITS	1,919,030	3,200,700	60%	2,045,150	3,333,346	61%	1,949,990	3,510,499	56%
INTER GOVT	3,367,791	4,784,473	70%	3,610,038	5,152,710	70%	3,854,229	5,179,321	74%
CHARGES FOR SERVICE	2,052,744	2,273,583	90%	2,163,206	3,380,323	64%	2,283,337	2,358,669	97%
FINES & FORFEITS	124,068	165,185	75%	191,916	45,940	418%	161,016	137,400	117%
MISC REVENUE	1,067,154	1,208,274	88%	1,042,165	380,473	274%	890,542	1,066,462	84%
INTERFUND TRANSFER	65	65	100%	63,649	63,649	100%	32,000	32,000	100%
CONTRB FROM ENTERPRISE FD	1,380,310	1,656,372	83%	1,371,883	1,646,259	83%	1,345,334	1,614,401	83%
APPROPRIATED EQUITY	0	0	0%	0	0	0%	0	2,510,040	0%
GENERAL FUND REVENUE:	\$25,267,658	\$31,463,366	80%	\$25,877,648	\$32,336,738	80%	\$26,481,089	\$34,863,650	76%

City of Port Orange Expense Comparison - General Fund (001) Period Ending: July 31 (83% of the Fiscal Year)									
Department Description	2014			2015			2016		FYTD16 % of Budget
	FYTD Actual	Audited Annual Expenditures	FYTD14 % of Total	FYTD Actual	Audited Annual Expenditures	FYTD15 % of Total	FYTD Actual	Total Current Budget	
NON DEPARTMENTAL	1,719,061	2,264,450	76%	3,186,484	3,474,836	92%	2,258,759	3,372,918	67%
MAYOR & COUNCIL	166,634	198,686	84%	164,407	199,746	82%	176,125	216,897	81%
CITY MANAGER	383,381	476,171	81%	334,240	456,549	73%	456,529	584,932	78%
LEGAL SERVICES	397,365	515,978	77%	400,044	499,708	80%	442,154	706,423	63%
CITY CLERK	195,733	255,705	77%	236,122	291,702	81%	257,551	346,677	74%
FINANCE	605,172	740,966	82%	693,228	870,178	80%	781,550	1,092,777	72%
PERSONNEL	221,532	276,184	80%	263,773	352,949	75%	265,406	345,631	77%
COMMUNITY DEVELOPMENT	1,029,841	1,298,459	79%	1,019,147	1,266,317	80%	1,086,834	1,471,700	74%
FIRE SERVICES	6,156,888	8,268,579	74%	5,983,804	7,646,521	78%	6,481,301	8,324,999	78%
POLICE	8,794,339	11,095,306	79%	9,164,642	11,622,625	79%	8,945,719	12,327,243	73%
PUBLIC WORKS	1,506,537	1,875,210	80%	1,542,824	1,960,595	79%	1,750,721	2,536,100	69%
PARKS MAINTENANCE	1,440,074	1,830,748	79%	1,362,460	1,738,032	78%	1,435,923	2,207,954	65%
RECREATION	503,224	684,616	74%	532,160	718,415	74%	558,812	852,543	66%
ATHLETICS	234,821	287,958	82%	256,770	312,346	82%	361,294	458,686	79%
POGTV	5,163	6,313	82%	2,779	3,133	89%	1,523	18,170	8%
GENERAL FUND EXPENSES:	\$23,359,766	\$30,075,329	78%	\$25,142,884	\$31,413,652	80%	\$25,260,201	\$34,863,650	72%
Excess of Revenue over(under) Expenditures	\$1,907,892	\$1,388,037		\$734,764	\$923,086		\$1,220,888	\$ -	

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)

	FY2014			FY2015			FY2016		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Revenues									
Permits and fees	960,308	1,176,045	82%	1,012,863	1,250,379	81%	830,779	1,136,200	73%
Miscellaneous	83	83	100%		140	0%	126	-	0%
Total operating revenues	960,391	1,176,128	82%	1,012,863	1,250,519	81%	830,905	1,136,200	73%
Expenditures									
General government:									
Planning and community development	704,931	863,069	82%	794,311	982,921	81%	839,233	1,389,621	60%
Total operating expenses - w/o depreciation	704,931	863,069	82%	794,311	982,921	81%	839,233	1,389,621	60%
Operating income (loss)	255,460	313,059	82%	218,552	267,598	82%	(8,328)	(253,421)	3%
Non-operating revenues (expenses)									
Interest earnings	7,958	3,180		13,455	9,047		10,005	7,000	
Other income (expense)									
Interest and amortization expense									
Total nonoperating revenue (expenses)	7,958	3,180	250%	13,455	9,047	149%	10,005	7,000	143%
Income (loss) before contributions and transfers	263,418	316,239	83%	232,008	276,645	84%	1,677	(246,421)	-1%
Appropriated Fund Balance								246,421	
Transfers									
Transfers in				2,613	2,613				
Transfers (out) - In Lieu of Tax									
Transfers (out) - Debt Service									
Change in net position	263,418	316,239		234,621	279,258		1,677	-	

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)									
Period Ending: July 31 (83% of the Fiscal Year)									
	FY2014			FY2015			FY2016		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Operating revenues									
Charges for services:									
Water sales	8,708,802	10,957,095	79%	8,520,011	11,274,679	76%	8,605,530	10,984,280	78%
Hydrant rentals	32,969	35,235	94%	33,265	36,165	92%	43,273	46,010	94%
Sewer charges	9,982,064	12,893,433	77%	10,350,740	13,639,842	76%	10,848,868	13,058,784	83%
Connections service, and cut-off charges	760,638	937,684	81%	618,483	796,698	78%	563,075	891,308	63%
Other revenues	91,674	309,840	30%	44,691	178,259	25%	86,644	36,253	239%
Total operating revenues	19,576,146	25,133,286	78%	19,567,191	25,925,643	75%	20,147,389	25,016,635	81%
Operating expenses²									
Personal services	4,667,687	5,696,318	82%	4,571,993	5,801,431	79%	4,754,651	6,443,806	74%
Contractual services (Professional & Other)	377,626	2,230,218	17%	765,405	2,904,120	26%	2,092,513	2,872,307	73%
Utilities	1,064,289	1,349,753	79%	1,085,481	1,321,228	82%	987,455	1,230,709	80%
Maintenance and repairs	242,261	1,933,414	13%	254,321	1,895,478	13%	410,187	878,086	47%
Other supplies and expenses	3,555,842	2,906,828	122%	4,051,987	2,145,414	189%	2,470,770	3,451,508	72%
Total operating expenses - w/o depreciation	9,907,705	14,116,531	70%	10,729,187	14,067,671	76%	10,715,576	14,876,416	72%
Operating income (loss)	9,668,441	11,016,755	88%	8,838,003	11,857,972	75%	9,431,814	10,140,219	93%
Non-operating revenues (expenses)									
Interest earnings	46,687	53,444		85,030	129,347		78,505	54,500	
Other income (expense)	(177,659)	445,747		(107,641)	0		(378,901)	(1,865,957)	
Interest and amortization expense	(11,184)	(1,361,091)		(7,529)	(1,205,050)		(3,802)	(259,793)	
Total nonoperating revenue (expenses)	(142,156)	(861,900)	16%	(30,140)	(1,075,703)	3%	(304,199)	(2,071,250)	15%
Income (loss) before contributions and transfers	9,526,285	10,154,855	94%	8,807,863	10,782,269	82%	9,127,615	8,068,969	113%
Appropriated Fund Balance							-	1,815,798	
Capital Contributions					1,926,860				
Transfers									
Transfers in	-	-		9,579	9,579		-	-	
Transfers (out) - In lieu of tax	(1,063,431)	(1,276,118)		(1,050,453)	(1,260,543)		(1,021,170)	(1,225,404)	
Transfers (out) - debt service ¹	(8,124,465)	-		(7,291,133)	-		(7,216,136)	(8,659,363)	
Change in net position	338,389	8,878,738		475,857	11,458,165		890,309	-	

¹ Proprietary Debt Service transfers zero out as part of the year-end funds consolidation process.

² For comparison purposes FY16 expense classifications adjusted to comply with FY15 audit classifications

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)
 Period Ending: July 31 (83% of the Fiscal Year)

	FY2014			FY2015			FY2016		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Operating revenues¹									
Charges for services:									
Waste Disposal Fees	5,461,189	6,943,255	79%	5,420,956	7,052,339	77%	5,421,745	7,049,150	77%
Other revenues	28,817	41,749	69%	12,701	42	30247%	11	-	
Total operating revenues	5,490,006	6,985,004	79%	5,433,657	7,052,381	77%	5,421,756	7,049,150	77%
Operating expenses²									
Personal services	168,143	226,705	74%	176,310	223,365	79%	193,505	299,999	65%
Contractual services (Professional & Other)	4,293,797	4,805,927	89%	4,371,422	6,286,101	70%	4,719,456	6,425,508	73%
Utilities	249	1,014	25%	718	858	84%	478	890	54%
Maintenance and repairs	735	6,843	11%	1,814	7,251	25%	3,882	6,606	59%
Other supplies and expenses	373,146	1,414,561	26%	450,137	54,882	820%	8,635	11,525	75%
Total operating expenses (w/o depreciation)	4,836,071	6,455,050	75%	5,000,402	6,572,457	76%	4,925,956	6,744,528	73%
Operating income (loss)	653,935	529,954	123%	433,255	479,924	90%	495,800	304,622	163%
Non-operating revenues (expenses)									
Interest earnings	11,842	6,580		19,645	13,809		17,050	14,000	
Other income (expense)					-			(114,197)	
Interest and amortization expense									
Total nonoperating revenue (expenses)	11,842	6,580	180%	19,645	13,809	142%	17,050	(100,197)	-17%
Income (loss) before contributions and transfers	665,777	536,534	124%	452,901	493,733	92%	512,850	204,425	251%
Appropriated Fund Balance									
Transfers									
Transfers in				888	888		-	-	
Transfers (out) - In lieu of taxes	(161,649)	(193,978)		(161,563)	(193,875)		(170,355)	(204,425)	
Transfers (out) - debt service									
Change in net position	504,129	342,556		292,226	300,746		342,495	-	

¹ For comparison purposes FY16 operating revenue classifications adjusted to comply with FY15 audit classifications

² For comparison purposes FY16 expense classifications adjusted to comply with FY15 audit classifications

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)									
Period Ending: July 31 (83% of the Fiscal Year)									
	FY2014			FY2015			FY2016		
	FYTD Actual	Audited Annual	%	FYTD Actual	Audited Annual	%	FYTD Actual	Budgeted Annual	%
Operating revenues									
Charges for services:									
Drainage Fees	3,748,833	3,805,631	99%	3,772,474	3,860,256	98%	3,789,938	3,978,063	95%
Other revenues	127	127	100%	-	218	0%	258		0%
Total operating revenues	3,748,960	3,805,758	99%	3,772,474	3,860,474	98%	3,790,196	3,978,063	95%
Operating expenses²									
Personal services	583,366	721,017	81%	583,611	734,663	79%	578,877	930,854	62%
Contractual services (Professional & Other)	48,485	613,143	8%	82,760	610,614	14%	475,525	639,163	74%
Utilities	-	-	0%	-	-	0%	1,889	2,737	69%
Maintenance and repairs	67,897	93,595	73%	125,697	141,756	89%	98,286	158,506	62%
Other supplies and expenses	514,976	65,509	786%	480,333	69,426	692%	38,642	73,970	52%
Total operating expenses (w/o depreciation)	1,214,724	1,493,264	81%	1,272,401	1,556,459	82%	1,193,219	1,805,230	66%
Operating income (loss)	2,534,235	2,312,494	110%	2,500,073	2,304,015	109%	2,596,977	2,172,833	120%
Non-operating revenues (expenses)									
Interest earnings	18,215	20,586		27,970	30,007		15,109	26,700	
Other income (expense)	(1,557,927)	500,000		(94,116)	255,496		(989,067)	(2,956,312)	
Interest and amortization expense	(15,088)	(460,404)		(8,719)	(420,188)		(2,033)	(42,686)	
Total nonoperating revenue (expenses)	(1,554,800)	60,182		(74,866)	(134,685)	56%	(975,991)	(2,972,298)	33%
Income (loss) before contributions and transfers	979,436	2,372,676	41%	2,425,207	2,169,330	112%	1,620,986	(799,465)	-203%
Appropriated Fund Balance								1,844,034	
Transfers									
Transfers in				847,500	847,500		677,000	677,000	
Transfers (out) - General Fund				(63,649)	(63,649)		0	0	
Transfers (out) - In Lieu of Tax	(155,231)	(186,277)		(159,867)	(191,841)		(153,810)	(184,572)	
Transfers (out) - debt service ¹	(1,232,935)	(83,520)		(1,533,272)	(83,501)		(1,280,831)	(1,536,997)	
Change in net position	(408,730)	2,102,879		1,515,919	2,677,839		863,345	-	

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 For comparison purposes FY16 expense classifications adjusted to comply with FY15 audit classifications

Note: minor variances in totals may exist due to rounding

Financial Reports
for period ending
July 31, 2016

Golf Course

The Golf Club at Cypress Head
Comparative Income Statement
For the Ten Months Ending July 31, 2016

	MTD Prior Year	YTD Prior Year	Audited Prior Year	Percent of Total	MTD Actual	YTD Actual	Annual Budget	Percent of Total
REVENUES								
Green Fees & Cart Fees	637	714,342	714,869	100%	79,621	944,926	1,023,426	92%
Merchandise	246	53,518	53,694	100%	5,080	46,537	61,281	76%
Other Pro Shop	2,576	9,231	10,198	91%	1,305	13,312	10,769	124%
Range	0	16,885	16,885	100%	2,379	29,851	35,044	85%
Food and Beverage	0	182,967	182,967	100%	0	0	0	
Membership Initiation Fees	0	0	750		0	0	0	
Other Operating Revenues	0	24,901	24,901	100%	3,188	32,935	35,106	94%
Other G&A Income	0	0	(866)		0	0	0	
TOTAL REVENUE	3,459	1,001,843	1,003,396	100%	91,573	1,067,562	1,165,626	92%
COST OF SALES								
Merchandise	451	44,215	44,543	99%	2,757	31,811	33,672	94%
Food & Beverage	(1)	72,592	72,592	100%	0	0	0	
TOTAL COGS	450	116,807	117,135	100%	2,757	31,811	33,672	94%
COGS - Merchandise %	183.0%	82.6%	83.0%	99.6%	54.3%	68.4%	54.9%	124.4%
COGS - Food %		39.8%	39.8%	100.0%				
PAYROLL								
Course and Grounds	23,357	240,873	291,280	83%	32,392	285,000	302,225	94%
Carts, Range, Starters, Etc.	0	39,741	39,741	100%	6,306	68,832	73,469	94%
Pro Shop	0	33,566	33,566	100%	4,636	45,328	53,508	85%
Food and Beverage	0	94,245	94,245	100%	0	0	0	
General and Administrative	9,098	105,915	126,613	84%	11,335	106,884	127,761	84%
Marketing	2,348	37,985	45,103	84%	3,976	41,070	45,604	90%
TOTAL PAYROLL	34,803	552,324	630,548	88%	58,646	547,114	602,567	91%
OPERATING EXPENSES								
Course and Grounds	22,944	166,956	220,151	76%	17,170	173,051	194,632	89%
Carts, Range, Starters, Etc.	6,919	100,431	113,365	89%	6,249	68,120	85,831	79%
Pro Shop	1,926	9,119	10,087	90%	195	8,666	11,155	78%
Food and Beverage	595	29,730	30,128	99%	0	322	0	
General and Administrative	13,777	162,619	182,159	89%	13,915	163,148	197,717	83%
Marketing	974	20,971	29,588	71%	1,302	31,062	39,686	78%
TOTAL OPERATING EXPENSES	47,135	489,827	585,477	84%	38,831	444,369	529,021	84%
TOTAL EXPENSES	82,388	1,158,957	1,333,159	87%	100,233	1,023,294	1,165,260	88%
OTHER INCOME (EXPENSE)								
MANAGEMENT FEES	(3,685)	(62,541)	(66,226)	94%	(5,713)	(58,785)	(65,296)	90%
Depreciation & Amortization	1,005	(3,810)	(9,405)	41%	(381)	(3,810)	(6,420)	59%
TOTAL OTHER INCOME (EXPENSE)	(2,680)	(66,351)	(75,631)	88%	(6,094)	(62,595)	(71,716)	87%
NET INCOME	(81,609)	(223,465)	(405,394)	55%	(14,753)	(18,327)	(71,350)	26%
Paid Rounds	0	25,909	25,909	50%	2,961	30,535	38,507	79%
Annual Pass Rounds	0	2,970	2,970	55%	678	7,474	4,295	174%
Other Rounds	0	1,772	1,772	60%	269	2,100	2,819	74%
Total Rounds	0	30,651	30,651	51%	3,908	40,109	45,621	88%
Revenue/Paid Rounds	0	39	39	99%	31	35	30	115%
Revenue/Total Rounds	0	33	33	97%	23	27	26	104%

Financial Report
for period ending
July 31, 2016
Provided by
YMCA

Statement Of Activities Report

Unaudited

Volusia Flagler Family YMCA

Period 7 July 2016

Port Orange

Account Group Number	Account Group Name	Period 7 July 2016					Year to Date 2016				
		Actual	Budget	\$ Variance	Last Year	\$ Variance	Actual	Budget	\$ Variance	Last Year	\$ Variance
Revenue											
01	Contributions	2,511	0	2,511	3,392	-881	56,278	65,700	-9,422	73,064	-16,786
03	Special Events	14,934	17,473	-2,539	1,780	13,154	37,150	35,757	1,393	8,188	28,962
08	United Way	3,466	3,466	0	3,466	0	24,263	24,263	0	24,263	0
10	Grants	4,891	2,037	2,854	1,245	3,646	18,208	18,527	-319	13,788	4,420
11	Membership	111,194	112,439	-1,245	99,287	11,907	757,167	804,269	-47,102	791,379	-34,212
13	Program Fees	65,613	66,987	-1,374	57,159	8,454	409,501	392,594	16,907	388,875	20,626
14	Other - Merchandise/Vending	719	1,000	-281	968	-249	8,395	11,400	-3,005	11,571	-3,176
16	Late Fees/Misc Income	186	125	61	25	161	2,215	3,077	-862	1,727	488
19	Release from Restriction	0	0	0	-420	420	-1,390	1,830	-3,220	-3,818	2,428
Total Revenue		203,514	203,527	-13	166,902	36,612	1,311,787	1,357,417	-45,630	1,309,037	2,750
Expenses											
21	Salaries & Wages	106,809	110,016	3,207	115,437	8,628	490,598	495,059	4,461	553,349	62,751
22	Employee Benefits	5,832	5,065	-767	6,885	1,053	31,769	24,742	-7,027	33,580	1,811
23	Payroll, Taxes & W/C	9,597	10,647	1,050	11,005	1,408	45,848	47,697	1,849	50,074	4,226
24	Contract Services	5,846	7,705	1,859	4,599	-1,247	29,051	33,615	4,564	32,542	3,491
25	Supplies	2,460	3,647	1,187	4,328	1,868	21,469	25,379	3,910	30,877	9,408
26	Telephone	800	770	-30	905	105	6,036	5,390	-646	7,350	1,314
27	Postage & Shipping	141	33	-108	0	-141	524	233	-291	25	-499
28	Facility Costs	38,278	39,484	1,206	40,471	2,193	272,152	279,647	7,495	280,586	8,434
29	Equipment Costs	4,277	4,444	167	4,527	250	34,435	33,775	-660	35,067	632
30	Program Expenses	6,605	5,992	-613	11,920	5,315	44,768	45,497	729	44,379	-389
31	Marketing & Promotion	0	95	95	95	95	49	317	268	317	268
32	Travel & Mileage	19	138	119	31	12	591	678	87	184	-407
33	Conference & Training	-259	117	376	40	299	611	592	-19	929	318
34	Fundraising Expense	0	0	0	0	0	0	0	0	511	511
35	National & Other Dues	2,801	2,616	-185	2,770	-31	18,499	18,314	-185	17,672	-827
38	Insurance	2,445	2,322	-123	2,244	-201	16,456	16,256	-200	15,709	-747
39	Miscellaneous Expense	5,421	0	-5,421	0	-5,421	10,188	0	-10,188	0	-10,188
40	Depreciation & Amortization	2,375	1,666	-709	2,068	-307	15,557	11,657	-3,900	15,617	60
48	Metro Services	29,076	29,076	0	30,304	1,228	191,195	191,196	1	203,420	12,225
Total Expenses		222,523	223,833	1,310	237,629	15,106	1,229,796	1,230,044	248	1,322,188	92,392
Change in Net Assets		-19,009	-20,306	1,297	-70,727	51,718	81,991	127,373	-45,382	-13,151	95,142

City of Port Orange, Florida
Statement of Net Position
July 31, 2016
Consolidated Golf Course

ASSETS

Cash	\$ 300,189.53
Accounts Receivable	\$ 8,906.88
Inventory	\$ 14,080.00
Prepaid Items	\$ 30,520.00
Total Current Assets	<u>\$ 353,696.41</u>
Land	\$ 1,003,352.00
Buildings & Improvements	\$ 5,027,547.03
Equipment	\$ 112,291.39
Accum Depr	<u>\$ (2,438,693.13)</u>
Total Non-Current Assets	\$ 3,704,497.29
TOTAL ASSETS	\$ 4,058,193.70

LIABILITIES

Accounts Payable	\$ 39,231.31
Unearned Revenue	<u>\$ 87,900.00</u>
Total Current Liabilities	\$ 127,131.31
Advances from Other Funds	<u>\$ 3,288,551.86</u>
Total Non-current Liabilities	\$ 3,288,551.86

TOTAL LIABILITIES **\$ 3,415,683.17**

NET POSITION

Net Investment In Capital Assets	\$ 819,913.80
Income (Loss)	<u>\$ (177,403.27)</u>
TOTAL NET POSITION	\$ 642,510.53

City of Port Orange, Florida
Statement of Revenue, Expenses and Changes in Net Position
Fiscal year to date as of July 31, 2016
Consolidated Golf Course

<u>Operating Revenues</u>	<u>Total</u>
Golf Course	\$ 1,067,562
Restaurant	\$ 22,500
<u>Operating Expenses</u>	
Golf Course	\$ 1,110,465
Operating Income (Loss)	\$ (20,403)
<u>Nonoperating revenues (expenses)</u>	
Interest & Misc.	\$ 492
Capital	\$ (167,492)
Transfers in (out)	\$ 10,000
Change in Net Position	\$ (177,403)

*Note: Capital Assets have not been reclassified &
Depreciation expense is not yet recorded*



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 08/23/2016

Consent item: No

SUBJECT: FY17 Budget Review and Discussion

DEPARTMENT: Finance

GOAL:

OBJECTIVE:

RECOMMENDED MOTION:

SUMMARY: The Preliminary FY17 budget is based on the recently approved Council Strategy as well as guidance throughout the past year that we need to move forward, increase our level of service, provide for stable staffing, continue to work on pay and compression and ensure our citizens are able to live in a safe city. Adjustments needed since the previous workshops are included and a cover memo outlining the PowerPoint slides and accompanying handout offers a basis for providing direction to staff on possible budget adjustments.

Project	Funding Account
No.:	No.:

ATTACHMENTS:

1.	Memo to Council	Memo to Council 8-23-16 draft for BoardSync.docx
2.	Handout for FY17 Budget Workshop 8-23-16	FY17 Handout for 08-23-2016 Budget Workshop as of 08-18-2016.pdf
3.	PowerPoint for FY17 Budget Workshop 8-23-16	08-23-2016 CC Workshop V4.pdf
4.	Revised PPT	08-23-2016 CC Workshop V5-revised day of meeting.pdf
5.	Golf Course Consolidated Budget	Golf Course Budget FY17-consolidated - formatted.pdf

Robin Fenwick
Tracey Riehm
M. Jake Johansson
Robin Fenwick

Created/Initiated - 08/10/2016
Approved - 08/18/2016
Approved - 08/18/2016
Final Approval - 08/18/2016

August 18, 2016

To: Mayor and Councilmembers
Jake Johansson, City Manager

From: Tracey Riehm, Finance Director

Subject: Budget Workshop Documentation

On 7/18/16 we met to discuss the General Fund and later that week we sent you an updated budget entitled "General Fund 001 FY17 Preliminary Revenue & Expense Budget 7/22/16". On 8/9/16 we met and discussed all other funds, using the document entitled "All Funds (except General Fund 001) FY17 Preliminary Revenue & Expense Budget for City Council Meeting on 8-9-16". These two budget documents provide a base for our discussions this coming Tuesday.

Our plan is to incorporate the guidance you provide to produce a final budget document of all funds for your consideration on 9/6/16. The handout included in this agenda packet is designed to supplement the PowerPoint, providing additional high level information on the impact of Council decisions on the City's operation during FY17.

Pages 1 & 2 of the handout highlight funds that have experienced changes since our preliminary budgets were provided to you. These changes are covered in Slides 4-8 of the PowerPoint.

Pages 3-5 of the handout outline all new positions and reclassifications recommended for funding in FY17, including a brief explanation of the impact on City operations as well as future year costs. These pages correspond to Slides 10-13 of the PowerPoint.

Page 6 lists departmental personnel requests that were *not included* in the 7/22/16 and 8/9/16 budget documents you previously received.

Page 7 lists new/increased large items (other than those included in the CIP) funded in the preliminary budgets and corresponds to Slides 15-17 of the PowerPoint.

Page 8 lists departmental requests that were *not included* in the budget documents already provided.

Page 10 lists approved CIP projects with a future operational budget impact.

Pages 11 & 12 list areas identified by staff for Council consideration as possible reductions.

Finally, pages 13 & 14 are related to Slide 21 and are an explanation of why the average residential taxpayer will not experience the same percentage increase in their tax bill as the increase in the rollback rate.

Please don't hesitate to call me on my cell phone (386) 756-9131 over the weekend if I can be of assistance as you review this material. Thank you.



Handout for FY17 Budget Workshop

8-23-16



FY17 Proposed Budget Summary by Fund for 8/23/16 CC Mtg

Fund #	Fund Name	Revenue	Expense	Page
001	General Fund	\$ 36,628,405	\$ 36,628,405	*see Gen Fund Book dated 7/22/16
102	Eastport TIF	183,573	183,573	1
103	Town Center TIF	460,810	460,810	4
106	Recreation Facilities	107,490	107,490	9
109	Bldg. Special Revenue	1,221,759	1,221,759	12
110	CDBG Fund	268,806	268,806	20
201	Cap Imprv Sinking Fund	1,125	1,125	23
214	2006 GO Bond Debt Srv	903,891	903,891	25
217	Eastport TIF Note	176,673	176,673	27
218	Town Center TIF Bond	404,591	404,591	29
220	2014 Cap Imprv Bond	1,165,875	1,165,875	31
301	Capital Projects Fund	1,314,966	1,314,966	33
311	Fire Impact Fee	50,500	50,500	37
312	Transportation Impact Fee	145,000	145,000	39
317	General Capital Fund	2,182,000	2,182,000	42
401	Water Sewer Op Fund	26,722,099	26,722,099	44
403	W/S R&R Fund	2,405,000	2,405,000	107
405	W/S Impact Fee	601,000	601,000	115
410	Solid Waste	6,981,288	6,981,288	121
412	Drainage Fund	4,074,841	4,074,841	129
414	Drainage Bond Sinking	1,465,211	1,465,211	140

FY17 Proposed Budget Summary by Fund for 8/23/16 CC Mtg

Fund #	Fund Name	Revenue	Expense	Page
416	Wetland Mitigation	41,775	41,775	142
417	2012 W/S Debt Srvs	3,897,624	3,897,624	144
418	SRF Debt Service	2,604,611	2,604,611	146
420	Forestry Management	115,409	115,409	148
450	Golf Course Op	1,368,835	1,368,835	150
501	Information Technology	1,889,385	1,889,385	156
503	Vehicle Maintenance	962,188	962,188	164
504	Risk Management	1,783,927	1,783,927	170
505	Lease & Replacement	2,618,000	2,618,000	177
506	Building Maintenance	2,344,210	2,344,210	180
508	Loan Pool	392,159	392,159	189
606	PD Benefit Trust Fund	7,700	7,700	191
607	PD Forfeiture Trust	700,000	700,000	193
611	Recreation Impact Fee	220,068	220,068	196
615	PD Education Trust	10,000	10,000	198
621	Recreation Scholarship	39,300	39,300	200
625	PD Federal Forfeiture	50,000	50,000	202
634	PO Business Park	13,502	13,502	204
		\$ 106,523,596	\$ 106,523,596	

References: General Fund Budget Worksheet Book dated 7/22/16 and All Other Funds Budget Worksheet Book dated 8/9/16

New Funded Positions/Reclass in FY17 Budget as of 07/22/2016 - General Fund

Fund / # Department		Position Title/Notes	FY17 Funded Amount (Wage & Benefit)	Full Year Cost	Difference
General Fund					
1	City Manager	Public Information Officer • Being offered as deferred to future Fiscal Year • Eliminating this position will result in a less aggressive marketing and communication program.	\$ 74,098	\$ 74,098	\$ -
2	City Attorney	Paralegal Certification • This is in recognition of a current employee obtaining their Paralegal Certification.	3,046	3,046	-
3	City Attorney	Paralegal Duties Out of Class (See also line 36) • Funded for only 9 Months • Split Funded in Risk Management (504) • This is in recognition of a current employee who will be working out of class to fulfill paralegal duties	424	551	127
4	City Attorney	Possible Add'l Staff Increases (See also line 37) • Split Funded in Risk Management (504) • This is a possible increase in recognition of staff performance that would be a result of a contract amendment.	6,149	6,149	-
5	Finance	Accounting Technician • This position will serve as a second Accounts Payable person, which will assist in the expediting of payment of invoices, more thorough review, and an improved process.	42,547	42,547	-
6	Finance	Assistant Finance Director • This position will allow for more supervision, review and compliance in the Finance Department.	97,930	97,930	-
7	Admin Serv - HR	HR Administrator • This position will support the Human Resource functions not currently being adequately supported such as Recruitment and Selection, Compliance, Training, and Employee Recognition. These functions are currently being performed by a temporary staff member.	53,596	53,596	-
8	Comm. Develop.	Principal Planner- Transportation • Funded for only 6 Months • This position will allow for the centralization of activities currently being split among personnel related to traffic and traffic analysis. This will include development review and long range planning.	37,412	74,821	37,409
9a	Fire	Division Chief- Training • Funded for only 10 Months • This position will allow for a dedicated staff member to concentrate on the EMS supplies, licensing and permit requirements, and training of staff. Adding this position involves elimination of a Firefighter position, which will result in an increased exposure for Overtime due to staffing minimums. This will also result in the reduction of an Additional Pay for the Training Team.	136,246	162,316	26,070
9b	Fire	Eliminate Firefighter • The Division Chief-Training is a reclassification, not an additional request for new personnel.	(75,839)	(75,839)	-
9c	Fire	Add'l OT and Reduced Specialty Pay For Division Chief • Increase Overtime by \$25,000, Reduce Specialty Pay by \$5,000 due to Reclass.	21,953	21,953	-
9	Fire	Total of 9a, 9b, and 9c above	82,360	108,430	26,070
10	Police	Police Officer • Funded for only 6 Months • This is a part of the Police Chief's five year plan in order to right size the organization to keep up with growth and needs of the citizens	33,115	62,757	29,642
11	Police	Accreditation Manager • Funded for only 9 Months • This would civilianize a position currently filled by an officer, allowing that officer to return to patrol.	38,304	51,106	12,802
12	Police	Reclassify CID Lieutenant to Captain • As part of the Chief's Five Year Plan, this will help stabilize the command structure of the organization.	4,985	4,985	-

New Funded Positions/Reclass in FY17 Budget as of 07/22/2016 - General Fund

#	Fund / Department	Position Title/Notes	FY17 Funded Amount	Full Year Cost	Difference
			(Wage & Benefit)		
13	Police	Reclassify Evidence Tech to Sr. Evidence Tech • Being offered as deferred to future Fiscal Year • This will provide for succession planning and a change in organizational structure as part of the plan for progressing the Department. This level of position would require the Certified Evidence Specialist credential.	2,241	2,241	-
14	Police	Add'l Hours: Part Time Reserves • This would provide an additional 9 hrs./wk. in part time hours to assist with providing customer service to the public.	8,879	8,879	-
15	Parks & Rec	Custodian: Part Time • Funded for only 2 Months • This position will be part of the crew that maintains Riverwalk as well as provide coverage for Saturday and Sunday cleanings.	3,012	17,429	14,417
16	Parks & Rec	Maintenance Worker: Part Time • Funded for only 2 Months • This is part of a new Maintenance Crew to handle Causeway, Chamber, Riverwalk, 7 Harbor Oaks Parks, Adult Center Annex, Adult Center, and White Place Park. Covering Riverwalk will be a 7 day a week operation.	3,081	17,827	14,746
17	Parks & Rec	Maintenance Worker: Part Time • Funded for only 2 Months • This is part of a new Maintenance Crew to handle Causeway, Chamber, Riverwalk, 7 Harbor Oaks Parks, Adult Center Annex, Adult Center, and White Place Park. Covering Riverwalk will be a 7 day a week operation.	3,081	17,827	14,746
18	Parks & Rec	Crew Chief • Funded for only 2 Months • This is part of a new Maintenance Crew to handle Causeway, Chamber, Riverwalk, 7 Harbor Oaks Parks, Adult Center Annex, Adult Center, and White Place Park. Covering Riverwalk will be a 7 day a week operation.	7,621	38,562	30,941
19	Parks & Rec	Foreman • Funded for only 2 Months • This is part of a new Maintenance Crew to handle Causeway, Chamber, Riverwalk, 7 Harbor Oaks Parks, Adult Center Annex, Adult Center, and White Place Park. Covering Riverwalk will be a 7 day a week operation.	8,555	43,970	35,415
20	Parks & Rec	Reclassify PT Program Specialist to FT Admin Assistant • The increased number of parks and renovated parks has resulted in an increased work load for the Parks Maintenance Division. This will provide necessary administrative support for that division.	19,358	19,358	-
21	Parks & Rec	Add'l Hours: Part Time Program Leaders • Funded for only 2 Months • An additional 10 Part Time Hours a week for Special Events will allow for coverage of some of the events at Riverwalk.	1,087	6,288	5,201
22	Parks & Rec	Add'l Hours: Part Time Program Leaders • An additional 15 Part Time Hours a week at the Adult Center will provide coverage that will assist in maintaining programs at this location.	9,440	9,440	-
23	Parks & Rec	Add'l Hours: Part Time Program Leaders • An additional 10 Part Time Hours a week at the Lakeside Center will provide coverage that will assist in maintaining programs at this location.	6,288	6,288	-
24	Parks & Rec	Add'l Hours: Part Time Temporary • Athletics has seen an enormous increase in adult and youth participation numbers, causing more games, on more days, at more locations. An additional 27.4 Part Time Hours a week will provide coverage that will assist in maintaining current programs.	16,070	16,070	-
25		General Fund Totals	\$ 562,679	\$ 784,195	\$ 221,516
					^ Additional Amount Committed in FY18

New Funded Positions/Reclass in FY17 Budget as of 08/09/2016 - All Other Funds

Fund / # Department		Position Title/Notes	FY17 Funded Amount (Wage & Benefit)	Full Year Cost	Difference
All Other Funds					
26	Comm Develop. (109)	Building Inspector/Plans Examiner • Currently there is a excessive volume of workload for the Building Inspector/Plans Examiner. Also, there is currently no Commercial Plumbing Inspector on staff, requiring the inspections to be contracted out and occasionally delayed.	\$ 66,072	\$ 66,072	\$ -
27	Comm Develop. (109)	Operations Support Administrator • This position will manage the implementation of the electronic permitting and plan review software. This position will also be responsible for items such as scanning, website updates, policy updates, and records management.	56,843	56,843	-
28	Finance (109)	Add'l Hours: Part Time Customer Service Rep • This request is for 5 additional hours a week for the two Customer Service Representatives, allowing for additional coverage for citizen inquiries at high volume times.	3,225	3,225	-
29	Finance (401)	Add'l Hours: Part Time Customer Service Rep • This request is for 5 additional hours a week for the two Customer Service Representatives, allowing for additional coverage for citizen inquiries at high volume times.	3,357	3,357	-
30	Public Utilities	Plant Maintenance Electrician • This position handle most of the electrical needs at both of the Water and Reclaimed Water Plants. This work is currently being contracted or being performed by a current employee. Having a licensed professional will increase efficiency and safety	69,945	69,945	-
31	Public Utilities	Lab Technician • This position will be dedicated to the Industrial Pretreatment Program, leading to increased testing and efficiencies. This will also allow for relief to back logged management functions due to management currently performing these duties.	47,154	47,154	-
32	Public Works (412)	Reclassify Maintenance Worker to Inspector • Restructuring of Public Works to improve and implement operational and service delivery efficiencies.	19,101	19,101	-
33	Public Works (503)	Fleet Service Writer • Approximately 63% Impact on General Fund • This position will expedite service, maintenance, and repair of the City's vehicles and equipment fleet in a manner to minimize disruption to the affected departments.	42,547	42,547	-
34	Public Works (506)	Reclassify Foreman to Inspector • Approximately 76% Impact on General Fund • Restructuring of Public Works to improve and implement operational and service delivery efficiencies.	6,719	6,719	-
35	Admin Serv - IT (501)	Reclassify Web Developer to Database Administrator • Approximately 47% Impact on General Fund • This position will be responsible for developing and taking ownership of the myriad of databases which comprise the ERP infrastructure and ensuring integrity and security of the data.	2,872	2,872	-
36	City Attorney (504)	Paralegal Duties Out of Class • Funded for only 9 Months • Split Funded in General Fund • Approximately 32% Impact on General Fund • This is in recognition of a current employee who will be working out of class to fulfill paralegal duties	424	551	127
37	City Attorney (504)	Possible Add'l Staff Increases • Split Funded in General Fund • Approximately 32% Impact on General Fund • This is a possible increase in recognition of staff performance that would be a result of a contract amendment.	6,149	6,149	-
38		All Other Fund Totals	\$ 324,408	\$ 324,535	\$ 127

New Positions/Reclass Requests in FY17 Reduced/Not Funded as of 07/22/2016 and 08/09/2016

#	Fund/Department	Position Title/Notes	FY17 Request	Full Year Cost	Difference
General Fund					
1	City Manager	Project Manager • Moved to Project in 505 Fund			
2	Fire	Administrative Assistant • This position would have assisted with a clerical backlog such as filing and serve as back up to the Senior Administrative Assistant.	40,209	40,209	-
3	Fire	Fire Inspector • This position would have helped with the increasing demand placed on the Fire Marshall's Office.	48,388	48,388	-
4	Fire	Reclass Sr. Admin to Office Manager • This would have provided for additional administrative assistance at a higher level in the Fire Department.	2,756	2,756	-
5	Police	Custodian • This position would have been utilized to keep the facility clean and reduce maintenance costs. This position was previously funded until 2010.	35,516	35,516	-
6	Police	Police Officer • 3 Officers - One as a 6 Month Hire, Two as a 9 Month Hire. • This would have been in accordance with the Police Chief's Five Year plan.	132,488	198,724	66,236
7	Parks & Rec	Maintenance Worker: Full Time • Requested originally as a 5 Month Hire • This would have been part of the new Maintenance Crew to handle Causeway, Chamber, Riverwalk, 7 Harbor Oak Parks, Adult Center Annex, Adult Center, and White Place Park.	17,474	33,835	16,361
8		General Fund Totals	\$ 276,831	\$ 359,428	\$ 82,597
All Other Funds					
9	Public Works (410)	Customer Service Rep • This position would have provided an increased level of Customer Service to citizens regarding Solid Waste. It would also alleviate Management time currently being spent on resolving backlogged issues.	38,020	38,020	-
10	Public Works (412)	Stormwater Engineer • This position would have provided engineering support in the maintenance and rehabilitation of the aging storm water infrastructure systems.	74,955	74,955	-
11	Public Works (506)	Custodian • Approximately 76% Impact on General Fund • This position would have allowed for all cleaning requirements to be completed on a daily basis in a more thorough manner as required to meet standards.	35,516	35,516	-
12	Admin Serv - IT (501)	IT Specialist • Approximately 47% Impact on General Fund • This position would have provided Public Safety with access to on-site technical support after normal business hours, increasing the efficiency of Public Safety Personnel.	50,839	50,839	-
13		All Other Fund Totals	\$ 199,330	\$ 199,330	-

New/Increased Large Items (\$20K+) Funded in the FY17 Budget as of 07/22/16 and 08/09/16 - Not in CIP

#	Fund/Department	Item	Description/Notes	FY17 Request
General Fund				
1	Non-Dept.	Salvation Army Bridge Bed Program	Offered for Elimination	46,983
2	Non-Dept.	Council Priorities		237,383
3	Non-Dept.	Compression Reserve		114,000
4	Comm. Dev.	Ridgewood Corridor Redevelopment Grant	Offered for Elimination	20,000
5	Fire	4x4 SUV for Emergency Manager		27,000
6	Police	Taser International - Body Cameras		70,000
7	Public Works	Mowing Contract Section 1 - Facilities		337,846
8	Public Works	Mowing Contract Section 2 - Right of Ways		533,076
9	Public Works	Mowing Contract Section 3 - Palm Tree Pruning		24,810
10	Parks & Rec	Mowing Contract - Parks and Rec		249,000
11	Parks & Rec	1500 Truck for Riverwalk		21,000
12	Parks & Rec	2500 Truck for Riverwalk		28,000
13	Parks & Rec	Parks and Recreation Master Plan	Offered for Elimination	50,000
14			General Fund Totals	\$ 1,759,098

All Other Funds				
15	Public Utilities (401)	Compression Reserve		47,000
16	Public Utilities (401)	Forklift	Offered for Elimination	25,000
17	Public Utilities (401)	Customer Service Notification Software	Software (\$30K), Support (\$40K)	70,000
18	Public Works (412)	Mini Excavator		48,000
19	Public Works (412)	Engineering Manager Vehicle		23,000
20	Public Works (412)	Operations Manager Vehicle		23,000
21	Public Works (506)	Fire Station Steel Door Replacement		20,000
22	Public Works (506)	Parking Lot Lights and Poles		40,000
23	Public Works (506)	Four Acorn Stainless Steel Lavatory Units		23,500
24	Admin. Serv - IT (501)	City Wide O365 SharePoint	Moved from CIP	76,500
25	Admin. Serv - RM (504)	Health & Wellness Broker Fee		60,000
26	Police (607)	FATS (Fire Arms Training Simulator) System		60,000
27	Police (625)	Marine Unit Boat Motor		25,000
28			All Other Fund Totals	\$ 541,000

Large Operational Items Reduced/Not Funded from Original FY17 Request as of 07/22/16 - General Fund

#	Department	Description	Initial FY17 Request	Reduction	Remaining FY17 Request
	General Fund				
1	Non-Departmental	Retirement Options Study - Legal Srvcs	\$ 50,000	\$ (50,000)	\$ -
2	Non-Departmental	Retirement Options Study - Prof Srvcs	50,000	(50,000)	-
3	Non-Departmental	Various Operational Reductions	38,000	(23,000)	15,000
4	Mayor and Council	Strategic Planning and Related Expenses- Eliminated	35,300	(35,300)	-
5	City Manager	Public Relations Campaign - Reduced	20,000	(15,000)	5,000
6	City Manager	Remove Contingency	50,000	(50,000)	-
7	City Manager	Various Operational Reductions	21,580	(18,620)	2,960
8	City Attorney	Various Operational Reductions	146,532	(11,032)	135,500
9	City Clerk	Various Operational Reductions	5,000	(5,000)	-
10	Finance	Various Operational Reductions	37,344	(10,594)	26,750
11	Human Resources	Various Operational Reductions	60,600	(6,600)	26,750
12	Comm. Dvlpmnt	Ridgewood Corridor Redevelopment Grants	50,000	(30,000)	20,000
13	Comm. Dvlpmnt	Various Operational Reductions	79,825	(20,250)	59,575
14	Fire	Various Operational Reductions	198,814	(60,142)	138,672
15	Police Department	Reduce equipment for 4 new Officers to 1	27,424	(18,668)	8,756
16	Police Department	Elimination Stationary Signs	30,600	(30,600)	-
17	Police Department	Various Operational Reductions	154,250	(39,700)	114,550
18	Public Works	New Traffic Control Arrow Boards => 2 each at \$5,000 ea.	10,000	(10,000)	-
19	Public Works	New 29' Aerial Lift Bucket Truck	67,000	(67,000)	-
20	Public Works	Various Operational Reductions	234,450	(45,580)	188,870
21	Parks and Recreation	Various Operational Reductions	59,810	(18,805)	41,005
		Totals:	\$ 1,426,529	\$ (615,891)	\$ 810,638

Capital Improvement Program (CIP) Projects and Future Operation Impact

Capital Improvement Program (CIP) FY17 - FY22

Summary by Department => Future Impact on Operations for Funded Projects

Project	FY17 Operating Costs	FY18 Operating Costs	FY19 Operating Costs	FY20 Operating Costs	FY21 Operating Costs	FY22 Operating Costs
<u>Information Technology</u>						
Enterprise Resource Planning System	-	220,000	180,000	120,000	120,000	120,000
*CIP Project #: 201501 *FY17 Project Cost: \$400,000 *CIP Funding Account #: 505-1000-519-64-15 *Operating Cost Funding Account #: 501-0700-519-46-36						
Virtual Desktop Infrastructure	25,000	25,000	-	-	-	-
*CIP Project #: 201626 *FY17 Project Cost: \$100,000 *CIP Funding Account #: 505-1000-519-64-15 *Operating Cost Funding Account #: 501-0700-519-49-16						
Total Information Technology:	25,000	245,000	180,000	120,000	120,000	120,000
<u>Public Works</u>						
City Center Complex Landscape Improvements	-	125,000	105,000	105,000	105,000	105,000
*CIP Project #: 201756 *FY17 Project Cost: \$650,000 *CIP Funding Account #: 317-1000-519-63-97 *Operating Cost Funding Account #: 001-4300-541-34-20						
Total Public Works:	-	125,000	105,000	105,000	105,000	105,000
Grand Total of Operational Impact for FY17 - FY22 Funded Projects:	25,000	370,000	285,000	225,000	225,000	225,000

FY17 General Fund 001 Summary

FY17 Revenue

Advalorem Taxes at 4.5288 maximum millage	\$11,898,988
All Other Revenue	21,817,417
Add Add'l Internal Interest from Loans to Town Center	6,770
Appropriated Equity 317 & 505 Fund Plus \$500K One-Time Exp.	2,912,000

Total Revenue: \$36,635,175

FY17 Expenditure

Non-Departmental (1000)	(except transfers, Council priorities and compression reserve)	\$ 1,957,190	Total for Non-Departmental is \$4,720,573
Non-Departmental (1000)	(transfers to 317 & 505 for CIP)	2,412,000	
Non-Departmental (1000)	Council Priorities	237,383	
Non-Departmental (1000)	Compression Reserve	114,000	
	Non-Dept - Remove Salvation Army Bridge Bed Program	(46,983)	
	Non-Dept - Remove OPEB (funding it in FY16)	(10,000)	
Mayor & Council (1100)		204,030	
	Mayor & Council - Reduce Travel	(1,400)	
	Mayor & Council - Remove Advisory Board Reception	(800)	
City Manager (1200)		566,145	
	City Manager - Defer Public Info. Officer (PIO) Position	(74,098)	
	City Manager - Add for Outsourced PIO Contract Srvcs	15,000	
	City Manager - Reduce Furn & Fixtures	(3,000)	
	City Manager - Eliminate FL Benchmarking Consortium Membership	(2,500)	
City Attorney (1300)		652,685	
City Clerk (1500)		339,815	
	City Clerk - Reduce Misc. Ops	(200)	

FY17 General Fund 001 Summary

FY17 Expenditure continued

Finance (1600)	1,223,245	
Finance - Reduce Misc. Ops	(2,000)	
Human Resources (1700)	410,731	
HR - Reduce Misc. Ops	(2,500)	
Comm. Development - Planning (1900)	612,074	Total for Community Development is \$1,644,877
Comm. Development - Code (1902)	464,905	
Comm. Development - Engr (1903)	567,898	
Comm. Dvlp. - Planning - Eliminate Ridgewood Corridor Grant	(20,000)	
Fire (3100)	8,255,716	
Fire - Reduce Overtime by 5%	(11,100)	
Fire - Reduce Fuel by 2%	(1,185)	
Police (3200)	12,004,394	
Police - Defer Reclass of Evidence Tech to Senior Evidence Tech	(2,241)	
Police - Reduce K-9 Vet Care	(1,000)	
Police - Reduce Printing & Binding	(1,500)	
Public Works (4300)	2,857,280	
Public Works - Reduce Office Supplies	(2,200)	
Parks and Recreation - Parks Maintenance (4400)	2,315,185	Total for Parks and Recreation is \$3,739,693
Parks and Recreation - Recreation (51xx)	922,259	
Parks and Recreation - Athletics (5200)	502,249	
Recreation - Remove Parks and Rec Master Plan	(50,000)	
Athletics - Remove Babe Ruth All Stars (Net Reduction)	(9,400)	
Administration (pogTV) (7000)	9,221	

Total Expenditure: \$36,401,298

Revenue less Expenditure: \$ 233,877

Millage Impact on the Residential Taxpayer

Question: The max millage of 4.5288 is approximately 9% over rollback. However, the presentation provided by the City Manager indicated an average increase of only \$12.59 to citizen's tax bill, which is not a 9% increase. Why?

Answer: Rollback is the millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes from new construction. The Residential Sample Tax Bill is calculated using the weighted average of residential property values in the City. The two percentage changes will not match because the percentage increase in the millage rate is calculated on a small number and the percentage increase in a tax bill is calculated on the millage *multiplied* by the average value. In fact, millage rates less than 4.4868 result in a legal tax increase but a *lower* Residential Sample Tax Bill.

Here is how we calculated the Residential Sample Tax Bill:

Port Orange FY 16 Residential Sample Tax Bill calculation:

Taxing District	Tax Rate	Taxable Value	Tax
Port Orange	4.3920	66,971	\$294.14
Port Orange Voted Debt	0.4350	66,971	\$29.13
Port Orange Storm-water (Flat Fee)	99		\$99.00

Port Orange FY 17 Residential Sample Tax Bill calculation:

Taxing District	Tax Rate	Taxable Value	Tax
Port Orange	4.5288	68,773	\$311.46
Port Orange Voted Debt	0.3402	68,773	\$23.40
Port Orange Storm-water (Flat Fee)	100		\$100.00

Millage Impact on the Residential Taxpayer - continued

A comparison of the above Residential Sample Tax Bills from FY16 to proposed FY17 is as follows:

FY16 vs. FY17 Port Orange Tax Bill				
Tax Rate	FY 16 Tax	FY 17 Tax	Change	% Change
Port Orange Operating	\$294.14	\$311.46	\$17.32	5.9%
Port Orange Voted Debt	\$29.13	\$23.40	(\$5.74)	-19.7%
Sub-Total Ad Valorem	\$323.27	\$334.86	\$11.59	3.6%
Port Orange Stormwater (Flat Fee)	\$99.00	\$100.00	\$1.00	1.0%
Total	\$422.27	\$434.86	\$12.59	3.0%

The Citizen does not see the full impact of the 9% increase over rollback because:

- it has been offset by a reduction in the debt millage,
- the average taxable value increased by only 2.69% after accounting for the Homesteaded Property (weighted average used)
- the base used for the calculation is larger

The FY16 Average Residential Taxable Value, post VAB was \$66,971.

Residential homesteaded properties are estimated to increase by .07%, bringing them to \$67,017.88. There are approximately 14,645 of these properties (48% of all parcels)

Residential Non-Homesteaded properties are estimated to increase by 8.01%, bringing them to an estimated value of \$72,336.00. There are approximately 7,213 of these properties (24% of all parcels)

If you take the weighted average of this information, it only brings the average residential property value to \$68,773.

The combined factors of the decreased debt millage and the average property value not increasing the fully expected rate due to the Save Our Homes Act, is how the *average* residential property owner's tax bill will only increase by \$12.59.



FY17 Budget Workshop

Finance
August 23, 2016



Agenda

- Changes Since 07/22/16 & 08/09/16
- Recap of Funded Personnel and Items
- Focus on General Fund
- Council Guidance



Changes Since 07/22/16 & 08/09/16



Town Center Fund 103

Town Center Fund 103

Revenues

	8/9/2016	8/23/2016	Variance
All Other Revenue	\$ 144,810	\$ 144,810	\$ -
Cardwell Lease Revenue	6,000	-	(6,000)
Transfer/Loan from the Loan Pool	310,000	316,000	6,000
Appropriated Equity	-	-	-
Total Revenue:	\$ 460,810	\$ 460,810	\$ -

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ -	\$ -	\$ -
Operating	13,806	13,806	-
Debt	39,568	39,568	-
Transfers	404,591	404,591	-
Non-Operating	2,845	2,845	-
Total Expenditures:	\$ 460,810	\$ 460,810	\$ -

Note: Cardwell revenue removed and increased loan from the Loan Pool.



Loan Pool Fund 508

Loan Pool Fund 508

Revenues

	8/9/2016	8/23/2016	Variance
Interest Earnings	\$ 10,000	\$ 10,000	\$ -
Internal Interest	62,421	62,421	-
Appropriated Equity	319,738	325,738	6,000
Total Revenue:	\$ 392,159	\$ 398,159	\$ 6,000

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ -	\$ -	\$ -
Operating	-	-	-
Transfer/Loan to Golf Course 450	82,159	82,159	-
Transfer/Loan to Town Center 103	310,000	316,000	6,000
Non-Operating	-	-	-
Total Expenditures:	\$ 392,159	\$ 398,159	\$ 6,000

Note: Increased the amount of loan to be transferred to the Town Center Fund 103.



Water and Sewer Fund 401

Water and Sewer Operating Fund 401

Revenues

	8/9/2016	8/23/2016	Variance
Water Sales	\$ 10,401,471	\$ 10,401,471	\$ -
Sewer Charges	13,282,971	13,282,971	-
Other	1,048,019	1,048,019	-
Appropriated Equity	1,989,638	1,964,638	(25,000)
Total Revenue:	\$ 26,722,099	\$ 26,697,099	\$ (25,000)

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ 6,483,937	\$ 6,483,937	\$ -
Operating	8,257,858	8,257,858	-
Capital	1,817,000	1,792,000	(25,000)
Debt	-	-	-
Transfers	10,116,304	10,116,304	-
Non-Operating	47,000	47,000	-
Total Expenditures:	\$ 26,722,099	\$ 26,697,099	\$ (25,000)

Note: The department is purchasing a forklift in FY16 instead of FY17.



Information Technology Fund 501

Information Technology Fund 501

Revenues

	8/9/2016	8/23/2016	Variance
Proprietary Funds Transfer	\$ 750,672	\$ 750,672	\$ -
General Fund Transfer	892,151	892,151	-
Other Transfers and Interest	132,232	132,232	-
Appropriated Equity	114,330	112,080	(2,250)
Total Revenue:	\$ 1,889,385	\$ 1,887,135	\$ (2,250)

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ 833,468	\$ 833,468	\$ -
Operating	1,048,917	1,046,667	(2,250)
Debt	-	-	-
Transfers	-	-	-
Non-Operating	7,000	7,000	-
Total Expenditures:	\$ 1,889,385	\$ 1,887,135	\$ (2,250)

Note: Miscellaneous reductions to operating expenditures.



Risk Management Fund 504

Risk Management Fund 504

Revenues

	8/9/2016	8/23/2016	Variance
Proprietary Funds Transfer	\$ 230,108	\$ 230,108	\$ -
General Fund Transfer	564,052	564,052	-
Other Transfers and Interest	186,982	186,982	-
Workers Comp Services	302,785	302,785	
Appropriated Equity	500,000	572,216	72,216
Total Revenue:	\$ 1,783,927	\$ 1,856,143	\$ 72,216

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ 291,854	\$ 291,854	\$ -
Operating	1,492,073	1,564,289	72,216
Debt	-	-	-
Transfers	-	-	-
Non-Operating	-	-	-
Total Expenditures:	\$ 1,783,927	\$ 1,856,143	\$ 72,216

Note: Increase needed to fully fund general liability, automobile and workers compensation premiums.



Recap of Funded Personnel



New Personnel - All Funds (FUNDED)

City Manager	• Public Information Officer (potential deferral)
Finance	• Accounting Technician • Assistant Finance Director
Admin. Services	• HR Administrator
Community Development	• Principal Planner- Transportation* • Building Inspector/Plans Examiner+ • Operations Support Administrator+
Police	• Police Officer* • Accreditation Manager*

*Indicates Personnel Only Funded for a Partial Year

+Funded in whole or part by a Fund other than General Fund

Red Items indicate potential elimination by the Department



New Personnel - All Funds (FUNDED)

Parks and Recreation

- Part Time Custodian*
- Part Time Maintenance Worker*
- Part Time Maintenance Worker*
- Crew Chief*
- Foreman*

Public Utilities

- Plant Maintenance Electrician+
- Lab Technician+

Public Works

- Fleet Service Writer+

Total Number of New Positions: 17

*Indicates Personnel Only Funded for a Partial Year

+Funded in whole or part by a Fund other than General Fund



Changes to Current Personnel - All Funds (FUNDED)

Legal

- Paralegal Certification
- Paralegal Duties out of Class+
- Possible Additional Staff Increases+

Finance

- 10 Additional Hours/Wk. in Part Time Customer Service Rep. Staffing+

Fire

- Reclassify a Firefighter to Division Chief of Training

Police

- Reclassify CID Lieutenant to Captain
- **Reclassify Evidence Technician to Senior Evidence Technician** (potential deferral)
- 9 Additional Hours/Wk. in Reserve Officer Staffing

+Funded in whole or part by a Fund other than General Fund

Red Items indicate potential elimination by the Department



Changes to Current Personnel - All Funds (FUNDED)

Parks and Recreation

- **Reclassify PT Program Specialist to FT Admin Assistant**
- **35 Additional Hours/Wk. In Part Time Program Leader Hours (10 for Riverwalk, 15 for Adult Center, 10 for Lakeside)**
- **27.4 Additional Hours/Wk. In Part Time Temporary Assistance for Athletics**

Admin. Services

- **Reclassify Web Developer to Database Administrator**

Public Works

- **Reclassify Maintenance Worker to Inspector+**
- **Reclassify Foreman to Inspector+**



Recap of Funded Items



Large Funded Items

Non-Departmental

- **Salvation Army Bridge Bed Program**
- **Council Priorities**
- **Compression Reserve**

Community Development

- **Ridgewood Corridor Redevelopment Grant**

Fire

- **4X4 SUV for Emergency Manager**

Police

- **Taser International – Body Cameras**
- **Fire Arms Training Simulator System+**
- **Marine Unit Boat Motor**

*Funded in whole or part by a Fund other than General Fund
Red Items indicate potential elimination by the Department



Large Funded Items

Public Works

- Mowing Contract Section 1, 2, and 3
- Mini Excavator+
- Engineering Manager Vehicle+
- Operations Manager Vehicle+
- Fire Station Steel Door Replacement+
- Parking Lot Lights & Poles+
- 4 Acorn Stainless Steel Lavatory Units+

Parks and Recreation

- Mowing Contract
- 1500 Truck for Riverwalk
- 2500 Truck for Riverwalk
- **Parks and Recreation Master Plan**

+Funded in whole or part by a Fund other than General Fund
Red Items indicate potential elimination by the Department



Large Funded Items

Public Utilities

- **Compression Reserve+**
- **Forklift+**
- **Customer Service Notification Software+**

Admin Services

- **City Wide Office 365 Share Point+**
- **Health & Wellness Broker Fee+**

*Funded in whole or part by a Fund other than General Fund

Red Items indicate potential elimination by the Department



General Fund 001



General Fund 001

FY17 Millage Revenue	Millage	7/22/2016	Breakdown
Advalorem Tax Revenue at 4.5288 mills		\$ 11,898,988	
FY16 Operating Millage:	4.3920		\$ 11,539,559
Change in Voter Debt Millage:	0.0948		249,078
Subtotal:	4.4868		\$ 11,788,637
Additional Millage Request:	0.0420		110,351
Total Proposed Maximum Millage:	4.5288		
Total Advalorem Revenue:		\$ 11,898,988	\$ 11,898,988



General Fund 001

General Fund 001

Revenues

	Preliminary 7/22/2016	Council Consideration	Variance
Advalorem Taxes at 4.5288 mills	\$ 11,898,988	\$ 11,898,988	\$ -
Utility Srv & Comm. Srv Taxes	6,994,666	6,994,666	-
Franchise Fees & State Revenue Sharing	8,819,101	8,819,101	-
Other (includes Interest)	6,003,650	6,010,420	6,770
Appropriated Equity	2,912,000	2,912,000	-
Total Revenue:	\$ 36,628,405	\$ 36,635,175	\$ 6,770

Expenditures

	Preliminary 7/22/2016	Council Consideration	Variance
Personnel	\$ 23,659,869	\$ 23,572,430	\$ (87,439)
Operating	9,926,251	9,853,566	(72,685)
Capital	110,000	110,000	-
Grants and Aid	167,777	100,794	(66,983)
Transfers	2,413,125	2,413,125	-
Non-Operating	351,383	351,383	-
Total Expenditures:	\$ 36,628,405	\$ 36,401,298	\$ (227,107)

Note: Increased internal interest revenue and reduced various expenditures across all departments.



General Fund 001

FY17 Millage Scenarios

#	Millage Rate	Legal Tax Increase	Millage Amount Below Proposed	Millage Amount vs FY16	Cut needed to proposed	Amount \$ over FY16	Debt Millage	Debt Millage below FY16	Net change in Millage (AdVal + Debt)	Change in Avg Residential Tax
1	4.5288 Proposed	9.07%	0.0000	0.1368	\$ -	\$ 1,115,105	0.3402	(0.0948)	0.0420	\$ 11.59
2	4.4868	8.06%	0.0420	0.0948	(110,351)	1,004,754	0.3402	(0.0948)	(0.0000)	8.70
3	4.4845	8.00%	0.0443	0.0925	(116,394)	998,711	0.3402	(0.0948)	(0.0023)	8.54
4	4.4430	7.00%	0.0858	0.0510	(225,431)	889,674	0.3402	(0.0948)	(0.0438)	5.69
5	4.4014	6.00%	0.1274	0.0094	(334,731)	780,374	0.3402	(0.0948)	(0.0854)	2.82
6	4.3920	5.77%	0.1368	0.0000	(359,428)	755,677	0.3402	(0.0948)	(0.0948)	2.18
7	4.3599	5.00%	0.1689	(0.0321)	(443,768)	671,337	0.3402	(0.0948)	(0.1269)	(0.03)
8	4.3184	4.00%	0.2104	(0.0736)	(552,805)	562,300	0.3402	(0.0948)	(0.1684)	(2.88)
9	4.2769	3.00%	0.2519	(0.1151)	(661,842)	453,263	0.3402	(0.0948)	(0.2099)	(5.74)
10	4.2353	2.00%	0.2935	(0.1567)	(771,142)	343,963	0.3402	(0.0948)	(0.2515)	(8.60)
11	4.1938	1.00%	0.3350	(0.1982)	(880,179)	234,926	0.3402	(0.0948)	(0.2930)	(11.45)
12	4.1523 Rollback	0.00%	0.3765	(0.2397)	(989,216)	125,889	0.3402	(0.0948)	(0.3345)	(14.31)

\$ 262,740 <= Amount of revenue that represents a 0.1 change in millage



Council Discussion



FY17 Budget Workshop

Finance
August 23, 2016



Agenda

- Changes Since 07/22/16 & 08/09/16
- Recap of Funded Personnel and Items
- Focus on General Fund
- Council Guidance



Changes Since 07/22/16 & 08/09/16



Town Center Fund 103

Town Center Fund 103

Revenues

	8/9/2016	8/23/2016	Variance
All Other Revenue	\$ 144,810	\$ 144,810	\$ -
Cardwell Lease Revenue	6,000	-	(6,000)
Transfer/Loan from the Loan Pool	310,000	316,000	6,000
Appropriated Equity	-	-	-
Total Revenue:	\$ 460,810	\$ 460,810	\$ -

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ -	\$ -	\$ -
Operating	13,806	13,806	-
Debt	39,568	39,568	-
Transfers	404,591	404,591	-
Non-Operating	2,845	2,845	-
Total Expenditures:	\$ 460,810	\$ 460,810	\$ -

Note: Cardwell revenue removed and increased loan from the Loan Pool.



Golf Course Fund 450

Golf Course Fund 450

Revenues

	8/9/2016	8/23/2016	Variance
Golf Course Restaurant	\$ 27,000	\$ 27,000	\$ -
Agent (Kemper)	1,219,823	1,219,823	-
City Surcharge	39,853	39,853	-
Transfer/Loan from the Loan Pool	82,159	42,306	(39,853)
Total Revenue:	\$ 1,368,835	\$ 1,328,982	\$ (39,853)

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ -	\$ -	\$ -
Operating	1,333,835	1,293,982	(39,853)
Capital	35,000	35,000	-
Transfers	-	-	-
Non-Operating	-	-	-
Total Expenditures:	\$ 1,368,835	\$ 1,328,982	\$ (39,853)

Note: City surcharge recognized in 450 fund when 451 fund is closed in FY17. Reduces loan from the Loan Pool.



Loan Pool Fund 508

Loan Pool Fund 508

Revenues

	8/9/2016	8/23/2016	Variance
Interest Earnings	\$ 10,000	\$ 10,000	\$ -
Internal Interest	62,421	62,421	-
Appropriated Equity	319,738	285,885	(33,853)
Total Revenue:	\$ 392,159	\$ 358,306	\$ (33,853)

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ -	\$ -	\$ -
Operating	-	-	-
Transfer/Loan to Golf Course 450	82,159	42,306	(39,853)
Transfer/Loan to Town Center 103	310,000	316,000	6,000
Non-Operating	-	-	-
Total Expenditures:	\$ 392,159	\$ 358,306	\$ (33,853)

Note: Increased the amount of loan to be transferred to the Town Center Fund 103.
Decreased the amount of loan to be transferred to the Golf Course Fund 450.



Water and Sewer Fund 401

Water and Sewer Operating Fund 401

Revenues

	8/9/2016	8/23/2016	Variance
Water Sales	\$ 10,401,471	\$ 10,401,471	\$ -
Sewer Charges	13,282,971	13,282,971	-
Other	1,048,019	1,048,019	-
Appropriated Equity	1,989,638	1,964,638	(25,000)
Total Revenue:	\$ 26,722,099	\$ 26,697,099	\$ (25,000)

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ 6,483,937	\$ 6,483,937	\$ -
Operating	8,257,858	8,257,858	-
Capital	1,817,000	1,792,000	(25,000)
Debt	-	-	-
Transfers	10,116,304	10,116,304	-
Non-Operating	47,000	47,000	-
Total Expenditures:	\$ 26,722,099	\$ 26,697,099	\$ (25,000)

Note: The department is purchasing a forklift in FY16 instead of FY17.



Information Technology Fund 501

Information Technology Fund 501

Revenues

	8/9/2016	8/23/2016	Variance
Proprietary Funds Transfer	\$ 750,672	\$ 750,672	\$ -
General Fund Transfer	892,151	892,151	-
Other Transfers and Interest	132,232	132,232	-
Appropriated Equity	114,330	112,080	(2,250)
Total Revenue:	\$ 1,889,385	\$ 1,887,135	\$ (2,250)

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ 833,468	\$ 833,468	\$ -
Operating	1,048,917	1,046,667	(2,250)
Debt	-	-	-
Transfers	-	-	-
Non-Operating	7,000	7,000	-
Total Expenditures:	\$ 1,889,385	\$ 1,887,135	\$ (2,250)

Note: Miscellaneous reductions to operating expenditures.



Risk Management Fund 504

Risk Management Fund 504

Revenues

	8/9/2016	8/23/2016	Variance
Proprietary Funds Transfer	\$ 230,108	\$ 230,108	\$ -
General Fund Transfer	564,052	564,052	-
Other Transfers and Interest	186,982	186,982	-
Workers Comp Services	302,785	302,785	
Appropriated Equity	500,000	572,216	72,216
Total Revenue:	\$ 1,783,927	\$ 1,856,143	\$ 72,216

Expenditures

	8/9/2016	8/23/2016	Variance
Personnel	\$ 291,854	\$ 291,854	\$ -
Operating	1,492,073	1,564,289	72,216
Debt	-	-	-
Transfers	-	-	-
Non-Operating	-	-	-
Total Expenditures:	\$ 1,783,927	\$ 1,856,143	\$ 72,216

Note: Increase needed to fully fund general liability, automobile and workers compensation premiums.



Recap of Funded Personnel



New Personnel - All Funds (FUNDED)

City Manager	• Public Information Officer (potential deferral)
Finance	• Accounting Technician • Assistant Finance Director
Admin. Services	• HR Administrator
Community Development	• Principal Planner- Transportation* • Building Inspector/Plans Examiner+ • Operations Support Administrator+
Police	• Police Officer* • Accreditation Manager*

*Indicates Personnel Only Funded for a Partial Year

+Funded in whole or part by a Fund other than General Fund

Red Items indicate potential elimination by the Department



New Personnel - All Funds (FUNDED)

Parks and Recreation

- Part Time Custodian*
- Part Time Maintenance Worker*
- Part Time Maintenance Worker*
- Crew Chief*
- Foreman*

Public Utilities

- Plant Maintenance Electrician+
- Lab Technician+

Public Works

- Fleet Service Writer+

Total Number of New Positions: 17

*Indicates Personnel Only Funded for a Partial Year

+Funded in whole or part by a Fund other than General Fund



Changes to Current Personnel - All Funds (FUNDED)

Legal

- Paralegal Certification
- Paralegal Duties out of Class+
- Possible Additional Staff Increases+

Finance

- 10 Additional Hours/Wk. in Part Time Customer Service Rep. Staffing+

Fire

- Reclassify a Firefighter to Division Chief of Training

Police

- Reclassify CID Lieutenant to Captain
- **Reclassify Evidence Technician to Senior Evidence Technician** (potential deferral)
- 9 Additional Hours/Wk. in Reserve Officer Staffing

+Funded in whole or part by a Fund other than General Fund

Red Items indicate potential elimination by the Department



Changes to Current Personnel - All Funds (FUNDED)

Parks and Recreation

- Reclassify PT Program Specialist to FT Admin Assistant
- 35 Additional Hours/Wk. In Part Time Program Leader Hours (10 for Riverwalk, 15 for Adult Center, 10 for Lakeside)
- 27.4 Additional Hours/Wk. In Part Time Temporary Assistance for Athletics

Admin. Services

- Reclassify Web Developer to Database Administrator

Public Works

- Reclassify Maintenance Worker to Inspector+
- Reclassify Foreman to Inspector+



Recap of Funded Items



Large Funded Items

Non-Departmental

- **Salvation Army Bridge Bed Program**
- **Council Priorities**
- **Compression Reserve**

Community Development

- **Ridgewood Corridor Redevelopment Grant**

Fire

- **4X4 SUV for Emergency Manager**

Police

- **Taser International – Body Cameras**
- **Fire Arms Training Simulator System+**
- **Marine Unit Boat Motor**

*Funded in whole or part by a Fund other than General Fund
Red Items indicate potential elimination by the Department



Large Funded Items

Public Works

- Mowing Contract Section 1, 2, and 3
- Mini Excavator+
- Engineering Manager Vehicle+
- Operations Manager Vehicle+
- Fire Station Steel Door Replacement+
- Parking Lot Lights & Poles+
- 4 Acorn Stainless Steel Lavatory Units+

Parks and Recreation

- Mowing Contract
- 1500 Truck for Riverwalk
- 2500 Truck for Riverwalk
- **Parks and Recreation Master Plan**

+Funded in whole or part by a Fund other than General Fund
Red Items indicate potential elimination by the Department



Large Funded Items

Public Utilities

- **Compression Reserve+**
- **Forklift+**
- **Customer Service Notification Software+**

Admin Services

- **City Wide Office 365 Share Point+**
- **Health & Wellness Broker Fee+**

*Funded in whole or part by a Fund other than General Fund

Red Items indicate potential elimination by the Department



General Fund 001



General Fund 001

FY17 Millage Revenue	Millage	7/22/2016	Breakdown
Advalorem Tax Revenue at 4.5288 mills		\$ 11,898,988	
FY16 Operating Millage:	4.3920		\$ 11,539,559
Change in Voter Debt Millage:	0.0948		249,078
Subtotal:	4.4868		\$ 11,788,637
Additional Millage Request:	0.0420		110,351
Total Proposed Maximum Millage:	4.5288		
Total Advalorem Revenue:		\$ 11,898,988	\$ 11,898,988



General Fund 001

General Fund 001

Revenues

	Preliminary 7/22/2016	Council Consideration	Variance
Advalorem Taxes at 4.5288 mills	\$ 11,898,988	\$ 11,898,988	\$ -
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Franchise Fees & State Revenue Sharing	8,819,101	8,819,101	-
Other (includes Interest)	6,003,650	6,010,420	6,770
Appropriated Equity	2,912,000	2,912,000	-
Total Revenue:	\$ 36,628,405	\$ 36,635,175	\$ 6,770

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Note: Increased internal interest revenue and reduced various expenditures across all departments.



General Fund 001

FY17 Millage Scenarios

#	Millage Rate	Legal Tax Increase	Millage Amount Below Proposed	Millage Amount vs FY16	Cut needed to proposed	Amount \$ over FY16	Debt Millage	Debt Millage below FY16	Net change in Millage (AdVal + Debt)	Change in Avg Residential Tax
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12	4.1523 Rollback	0.00%	0.3765	(0.2397)	(989,216)	125,889	0.3402	(0.0948)	(0.3345)	(14.31)

\$ 262,740 <= Amount of revenue that represents a 0.1 change in millage



Council Discussion

FY17 Golf Course Budget - Consolidated

Description	(Accrual) Agent (Kemper)	(Cash) City		(Cash) Total	Notes
Restaurant Rent	\$ -	\$ 27,000.00	c	\$ 27,000.00	
Charges for Services	1,219,823.00	-		1,219,823.00	
City Surcharge Rev-(Agent)	39,853.00	-		-	remove surcharge revenue
City Surcharge-(City)	-	39,853.00	d	39,853.00	
Transfer from Loan Pool Fund 508	-	42,306.00	f	42,306.00	
Subtotal Revenue	1,259,676.00	109,159.00	(39,853.00)	1,328,982.00	
Contract Svc Other-Agent	1,171,079.00	-	-	1,171,079.00	
Rentals & Leases/Carts	64,268.00	-	-	64,268.00	
Rentals & Leases/Equip	58,635.00	-	-	58,635.00	
Capital Outlay-City	-	35,000.00	e	35,000.00	
City Surcharge Exp	39,853.00	-	(39,853.00)	-	remove surcharge expense
Depreciation Exp	4,572.00	-	(4,572.00)	-	remove non-cash expense
Subtotal Expenses	\$ 1,338,407.00	\$ 35,000.00	\$ (44,425.00)	\$ 1,328,982.00	
Total Gain (Loss)	\$ (78,731.00)	\$ 74,159.00	\$ 4,572.00	\$ -	

<u>Reconciliation</u>		
Agent Accrual Loss	\$ (78,731.00)	a
Add back Depreciation	4,572.00	b
Agent Cash Loss	(74,159.00)	
Add: Restaurant Revenue	27,000.00	c
Add: City Surcharge	39,853.00	d
Reduce: Capital Outlay	(35,000.00)	e
Add: Transfer from Loan Pool	42,306.00	f
Cash Gain (Loss)	\$ -	